



**The East Baton
Rouge Parish
School System**

**Professional
Service
Contract**

**REQUEST
FOR QUOTES**

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February 6, 2019

East Baton Rouge Parish School System
Office of School Leadership and Instruction
1050 S. Foster Drive
Baton Rouge, LA 70806

Request for Quotes

Title: *Third Party Evaluator for Charter School Applications*

The East Baton Rouge Parish School System (EBRPSS) along with a Third Party Evaluator will facilitate evaluating charter school applications submitted to the EBRPSS. Charter school applications are due to the EBRPSS by March 1, 2019. A deadline of June 7, 2019 has been established for the East Baton Rouge Parish School Board to make the decision to approve or deny charter applications.

The purpose of the request for quotes is to attain a partnership with a service provider that has an established track record with regard to providing a comprehensive third party evaluation for charter school applications in accordance with Louisiana Bulletin 126 §403 3. *provide for an independent evaluation of proposals by a third party with educational, organizational, legal, and financial expertise;*

Experience has shown that the most effective way to ensure quality and consistency is to use a team of evaluators, as opposed to an individual reader, for each application. The selected Third Party Evaluator should use a team based approach that includes individuals with the relevant expertise and experience (e.g. education, finance, leadership, non-profit governance, etc.), necessary to reliably judge whether a charter school application meets the required criteria. In general, the third party evaluator is responsible for the following:

- Review and analyze charter school applications using objective evaluation criteria;
- Complete evaluation rubrics citing evidence;
- Prepare for capacity interviews;
- Conduct interviews to effectively address questions regarding the application and assess capacity;
- Debrief and reach consensus; and
- Support the synthesis of sound, evidence-based recommendations.

VENDOR QUALIFICATIONS

All respondents must provide information regarding the vendor's experience in providing Third Party evaluations for charter school applications. The vendor will need to indicate the following:

- Number of years in operation
- Qualifications of members that will serve on the charter school application review team.

Direct all inquiries, questions, and requests for information to: Academic Programs at academicprograms@ebrschools.org.