

Proposal for Services

This proposal is made on September 10, 2020, by and between **Sartell-St. Stephen School District 748** (hereafter named "Client"), and **Equity Alliance MN** (hereafter named EA-MN).

DECLARATION OF PURPOSE:

The purpose of this proposal is to outline suggested services for the Client to be completed by EA-MN.

SERVICES:

EA-MN recommends the following services for the Client:

Title of Service: Equity Audit

Initial Assessment Questions:

- How do the current systems, structures and procedures in place lead to inequities within Sartell-St. Stephen School District?
- What do students, families and staff believe the current reality is that may contribute to inequities within Sartell-St. Stephen School District?
- What aspects of the culture and climate of the Sartell-St. Stephen School District promote/hinder the ability to address identified inequities?

Methodology:

Quantitative and qualitative research methods will be used to conduct the audit. Data will be collected by document review, survey administration, online data analysis, building and classroom walkthroughs, student and staff focus groups, and community conversations. There are multiple facets of equity that are considered during the audit process, including, but not limited to: socioeconomic standing, race, gender or abilities.

Activities Summary – Equity Audit

- Quantitative and qualitative research methods will be used to conduct the audit.
- Data will be collected by document review, survey administration, online data analysis, building and classroom walkthroughs, student and staff focus groups, and community conversations.
- Summary of Findings and Executive Report.





Work Timeline – Equity Audit:



Force Majeure Clause: We are dedicated to the work, but we also understand that timelines may need to be shifted in order to be in compliance with state and/or federal regulations regarding COVID-19. Both parties agree that if timelines do need to be adjusted, whether by the request of EA-MN or the request of the Client, that a written agreement will be signed by both parties and added to this Contract as an addendum.

Deliverables and Budget – Equity Audit:

Deliverables	Budget
<ul style="list-style-type: none"> • Aggregated data from walkthroughs, survey, focus groups, and community conversations • Summary of findings • Executive report 	<p>\$13.15 per student x 4,125 students = \$54,243.75</p>

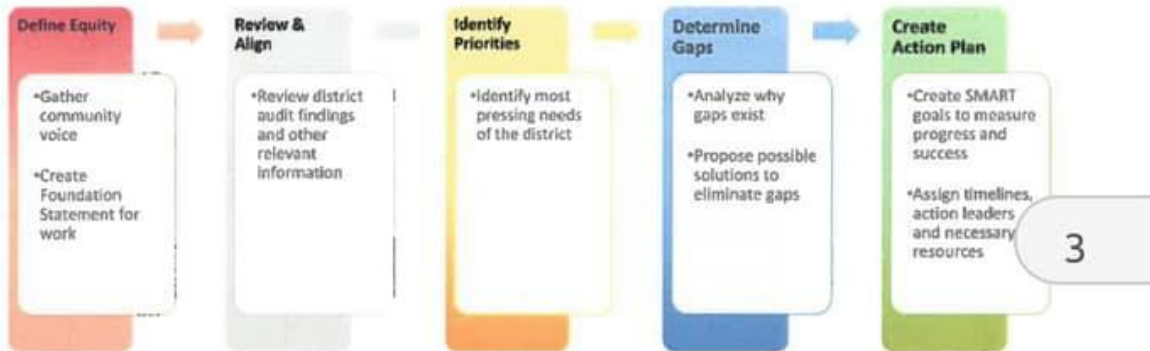


Title of Service: Equity Action Plan Development

Activities Summary - Equity Action Plan Development:

- Define equity for school district
- Review district audit, data and relevant school policies and practices
- Identify equity priorities
- Determine system and delivery gaps in supporting equity
- Create an Equity Action Plan

Work Timeline - Equity Action Plan Development:



Deliverables and Budget – Equity Action Plan Development:

Deliverables	Budget
<ul style="list-style-type: none"> • District definition of equity • District-created action plan with SMART goals and Timelines 	<p>Rate:</p> <p>\$40,000</p> <p>28 hours: in-person/live facilitation</p> <p>36 hours: professional coaching for equity team, project management, materials development, product creation, data organization, communications, etc.</p>



OPTIONS FOR ADDITIONAL SERVICES

Title of Service: Professional Development

Activities Summary - Professional Development

- Tiered Professional Development Series
- Virtual Professional Development Series
- Online Self-Guided Professional Development Series

Work Timeline - Professional Development:

Customized to the needs of the district. Can provide yearlong, one day or virtual professional development opportunities.

Deliverables and Budget – Professional Development:

Deliverables	Budget
<ul style="list-style-type: none">• Understand how culture, power, and race impact self and others.• Be able to identify the impacts of racism and bias in and out of the classroom (policies, special education referrals, AP/IB/Honors Section).• Develop new language to enter racial discourse to address the racial opportunity gap.• Develop an understanding of culture, power and race in the education system and other areas including the judicial, housing, health, and financial sectors.• Be able to identify their role in supporting the inequities within schools.• Develop skills to identify, challenge and interrupt persisting inequities within their own educational systems	Dependent Upon Services Selected





Total Cost

Activity	Cost
Equity Audit	\$54,243.75
Equity Action Plan Development	\$40,000.00
Professional Development Activities	Depending on Services Selected
Discount for multiple services (15% for 2 or more services)	(\$14,136.56)
Total	\$80,107.19

Amendments:

Amendments to this proposal can be made with written consent of both parties.


By signing below, both parties agree to enter into a contract for services as described in this proposal.

Consultant:

Sebastian Witherspoon
Executive Director, Equity Alliance MN

Date

Client:



Jeff Schwiebert
Superintendent, Sartell-St. Stephen
Schools

10-14-20

Date

