

State of Maine
Master Score Sheet

RFP# 202410185					
Pre-K Expansion Grant					
Bidder Name:		Bangor School Department	Easton School Department	Hancock School Department	Kittery School Department
Proposed Cost:		\$100,000	\$100,000	\$120,000	\$100,000
Scoring Sections	Points Available				
Criteria A. General Information and Eligibility Verification	Pass/Fail	Pass	Pass	Pass	Pass
Criteria B – Specifications of the Work to be Performed	57	44	18	53	48
Criteria C – Budget Forms & Budget Narrative	25	22	6	22	17
Criteria D – Competitive Priorities	18	6	N/A	9	6
TOTAL	<u>100</u>	<u>72</u>	<u>24</u>	<u>84</u>	<u>71</u>
Bidder Name:		Lamoine School Department	MSAD #60	Northport School Department	RSU #13
Proposed Cost:		\$120,000	\$620,000	\$100,000	\$300,000
Scoring Sections	Points Available				
Criteria A. General Information and Eligibility Verification	Pass/Fail	Pass	Pass	Pass	Pass
Criteria B – Specifications of the Work to be Performed	57	53	49	35	38
Criteria C – Budget Forms & Budget Narrative	25	22	22	6	8
Criteria D – Competitive Priorities	18	9	9	N/A	N/A
TOTAL	<u>100</u>	<u>84</u>	<u>80</u>	<u>41</u>	<u>46</u>

RFP# 202410185					
Pre-K Expansion Grant					
Bidder Name:		RSU #34	RSU #35	Sanford School Department	St. George School Department
Proposed Cost:		\$100,000	\$213,000	\$100,000	\$100,000
Scoring Sections	Points Available				
Criteria A. General Information and Eligibility Verification	Pass/Fail	Pass	Pass	Pass	Pass
Criteria B – Specifications of the Work to be Performed	57	44	48	45	53
Criteria C – Budget Forms & Budget Narrative	25	23	24	9	9
Criteria D – Competitive Priorities	18	3	3	3	7
TOTAL	<u>100</u>	<u>70</u>	<u>75</u>	<u>57</u>	<u>69</u>
Bidder Name:		Wiscasset School Department			
Proposed Cost:		\$100,000			
Scoring Sections	Points Available				
Criteria A. General Information and Eligibility Verification	Pass/Fail	Pass			
Criteria B – Specifications of the Work to be Performed	57	24			
Criteria C – Budget Forms & Budget Narrative	25	17			
Criteria D – Competitive Priorities	18	9			
TOTAL	<u>100</u>	<u>50</u>			



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

PENDER MAKIN
COMMISSIONER

November 21, 2024

Dr. Marie Robinson, Superintendent
Bangor School Department
73 Harlow Street
Bangor, ME 04401

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Robinson,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

- Hancock School Department
- Lamoine School Department
- MSAD 60

Based on the amount of funding available for RFA #202410185, the applicants listed above earned scores that resulted in fundable proposals. The Department will be contacting the aforementioned applicants soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful applicant. The applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. Contract negotiations will include, but not be limited to, the total award dollar amount. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Lee Anne Larsen
B8CA99943DB64AD...

Lee Anne Larsen
Director of Early Learning
Maine Department of Education
leeann.larsen@maine.gov
207-624-6628

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



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November 21, 2024

Mark Stanley, Superintendent
Easton School Department
33 Bangor Road
Easton, ME 04740

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Stanley,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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November 21, 2024

Ellen Halliday, Superintendent
Hancock School Department
11 Avery Lane
Ellsworth, ME 04605

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Halliday,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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November 21, 2024

Eric Waddell, Superintendent
Kittery School Department
200 Rogers Road
Kittery, ME 03906

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Waddell,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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JANET T. MILLS
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COMMISSIONER

November 21, 2024

Ellen Halliday, Superintendent
Lamoine School Department
11 Avery Lane
Ellsworth, ME 04605

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Halliday,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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November 21, 2024

Audra Beauvais, Superintendent
MSAD 60
100 Noble Way
North Berwick, ME 03906

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Beauvais,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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JANET T. MILLS
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PENDER MAKIN
COMMISSIONER

November 21, 2024

Peter Gallace, Superintendent
Northport School Department
56 Bayside Road
Northport, ME 04849

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Gallace,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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JANET T. MILLS
GOVERNOR

PENDER MAKIN
COMMISSIONER

November 21, 2024

John MacDonald, Superintendent
RSU 13
28 Lincoln Street
Rockland, ME 04841

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent MacDonald,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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COMMISSIONER

November 21, 2024

Matt Cyr, Superintendent
RSU 34
156 Oak Street
Old Town, ME 04468

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Cyr,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

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November 21, 2024

John Caverly, Superintendent
RSU 35
180 Depot Road
Eliot, ME 03903

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Caverly,

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November 21, 2024

Matt Nelson, Superintendent
Sanford School Department
917 Main Street
Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Nelson,

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- MSAD 60

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As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Lee Anne Larsen
B8CA99943DB64AD...

Lee Anne Larsen
Director of Early Learning
Maine Department of Education
leeann.larsen@maine.gov
207-624-6628

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

PENDER MAKIN
COMMISSIONER

November 21, 2024

Mike Felton, Superintendent
St. George School Department
65 Main Street
Tenants Harbor, ME 04860

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Felton,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

- Hancock School Department
- Lamoine School Department
- MSAD 60

Based on the amount of funding available for RFA #202410185, the applicants listed above earned scores that resulted in fundable proposals. The Department will be contacting the aforementioned applicants soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful applicant. The applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. Contract negotiations will include, but not be limited to, the total award dollar amount. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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leeann.larsen@maine.gov
207-624-6628

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STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

JANET T. MILLS
GOVERNOR

PENDER MAKIN
COMMISSIONER

November 21, 2024

Kim Anderson, Superintendent
Wiscasset School Department
83 Federal St.
Wiscasset, ME 04578

SUBJECT: Notice of Conditional Contract Award(s) under RFA #202410185
Pre-K Expansion Grant

Dear Superintendent Anderson,

This letter is in regard to the Request for Applications (RFA), issued by the State of Maine Department of Education, for RFA #202410185—Pre-K Expansion Grants. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA and is hereby announcing its conditional contract awards to the following bidders:

- Hancock School Department
- Lamoine School Department
- MSAD 60

Based on the amount of funding available for RFA #202410185, the applicants listed above earned scores that resulted in fundable proposals. The Department will be contacting the aforementioned applicants soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful applicant. The applicant shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. Contract negotiations will include, but not be limited to, the total award dollar amount. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:
Lee Anne Larsen
B8CA99943DB64AD...

Lee Anne Larsen
Director of Early Learning
Maine Department of Education
leeann.larsen@maine.gov
207-624-6628

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Bangor School Department
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	n/a	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	44
Criteria C – Budget Forms & Budget Narrative	25	22
Criteria D – Competitive Priorities	18	6
<u>Total Points</u>	<u>100</u>	<u>72</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Bangor School Department

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Bangor School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	44

Evaluation Team Comments:

- **Overview of the Project (4 pts)**
 - Detailed evidence provided to support criteria in this section but lacking explanation of process the SAU would use to accommodate 20 students in 1 classroom.
- **Identification of Need and Community Coordination (7 pts)**
 - Demographic evidence related to socio-economic status and students with special needs is missing.
 - No evidence was provided about coordination with early childhood programming and agencies serving children and families in the community to maximize resources.
 - No evidence of how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (18 pts)**
 - Limited evidence of an evidence-based assessment system.
 - Limited evidence of a whole-child curriculum – evidence provided focuses on reading, math, and science but not on other domains of development.
 - Limited evidence of the details for the tiers of support within their MTSS system.
 - The plan for professional development focuses on the amount of professional learning but not on the content of the professional learning or how it will be determined.
 - Limited evidence of support for children and parents for transition into pre-k and kindergarten or coordination between educators and providers.
- **Recruitment and Enrollment (5 pts)**
 - Detailed evidence provided.
- **Evaluation (5 pts)**
 - Detailed evidence provided.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Bangor School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	22

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (22 pts)**
 - Limited explanation provided in budget narrative of how proposed project expenses were determined – ex. quotes from vendors
 - Budget table 2 is missing professional development and administration costs.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Bangor School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	6

Evaluation Team Comments:

- **Percentage of school population eligible for Free or Reduced Lunch (3 pts)**
 - 61.5% F/R lunch
- **Establishment of a partnership with a community partner (0 pts)**
- **Number of hours of instructional programming (3 pts)**
 - Full week/full day
- **SAU in Cohort 2 (0 pts)**
- **SAU starting pre-k programming for first time (0 pts)**
- **SAU reaching universal enrollment of eligible 4-year-olds (0 pts)**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Easton School Department

DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education

Name of RFP Coordinator: Lee Anne Larsen

Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	n/a	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	18
Criteria C – Budget Forms & Budget Narrative	25	6
Criteria D – Competitive Priorities	18	N/A
<u>Total Points</u>	<u>100</u>	<u>24</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Easton School Department

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Easton School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	18

Evaluation Team Comments:

- **Overview of the Project (4 pts)**
 - Detailed evidence provided to support criteria in this section but lacking explanation of process the SAU would use to accommodate 24 students in 1 classroom.
- **Identification of Need and Community Coordination (6 pts)**
 - Demographic information of the SAU is missing.
 - No evidence was provided about coordination with early childhood programming and agencies serving children and families in the community to maximize resources.
 - Limited evidence of how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (8 pts)**
 - No evidence of how the space will align with Chapter 124 requirements.
 - Limited evidence of how student progress will be assessed.
 - Limited evidence of the evidence-based curriculum.
 - Limited evidence of the details for the tiers of support within their MTSS system.
 - No plan for inclusion is provided.
 - Limited evidence of utilizing culturally sustaining practices.
 - Limited evidence of their staffing plan.
 - Limited details for the plan for professional learning. The response to the professional learning section seems to be incomplete.
 - No description of administration coordination or management plan provided.
 - Transition strategies seem limited to students with special needs and pre-k screening.
- **Recruitment and Enrollment (0 pts)**
 - No response provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Easton School Department

DATE: 11/6/2024

- **Evaluation (0 pts)**
 - No response provided

- **Sustainability (0 pts)**
 - No response provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Easton School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	6

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (6 pts)**
 - Part of budget table 2 was not submitted, and what was submitted was incomplete.
 - Budget table 3 is not calculated correctly.
 - No budget narrative was submitted.
 - No explanation of how grant funds would be combined with other funding sources to support the project.
 - No explanation of how proposed budget expenses were determined.
 - The budget does not reflect capacity for successful implementation.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Easton School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	N/A

Evaluation Team Comments:

The application is not eligible for competitive priorities because Criteria B and Criteria C did not earn the minimum number of required points.

- **Percentage of school population eligible for Free or Reduced Lunch**
- **Establishment of a partnership with a community partner**
- **Number of hours of instructional programming**
- **SAU in Cohort 2**
- **SAU starting pre-k programming for first time**
- **SAU reaching universal enrollment of eligible 4-year-olds**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Hancock School Department
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	X	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53
Criteria C – Budget Forms & Budget Narrative	25	22
Criteria D – Competitive Priorities	18	9
<u>Total Points</u>	<u>100</u>	<u>84</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Hancock School Department

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

While the Responsible Bidder Certification was included, it is missing an authorized signature, and this needs to be addressed.

All other criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Hancock School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (10 pts)**
 - Detailed evidence provided.
- **Project Description (27 pts)**
 - Detailed evidence provided for all sections.
- **Recruitment and Enrollment (3 pts)**
 - Detailed evidence of a recruitment plan.
 - No details of an inclusive enrollment plan provided.
- **Evaluation (3 pts)**
 - Detailed evidence for methods to evaluate the effectiveness and success of the program.
 - No details provided about strategies and tools for measuring students' learning and development.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Hancock School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	22

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (22 pts)**
 - The project description stated the SAU would be providing transportation, but budget table 2 is missing transportation costs.
 - Budget table 2 is missing administration costs.
 - Adaptive equipment costs are not clearly identified in the budget narrative.
 - Limited explanation of how proposed budget expenses were determined.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Hancock School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	9

Evaluation Team Comments:

- Percentage of school population eligible for Free or Reduced Lunch (0 pts)
- Establishment of a partnership with a community partner (0 pts)
- Number of hours of instructional programming (3 pts)
- SAU in Cohort 2 (3 pts)
- SAU starting pre-k programming for first time (3 pts)
- SAU reaching universal enrollment of eligible 4-year-olds (0 pts)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Kittery School Department
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	48
Criteria C – Budget Forms & Budget Narrative	25	17
Criteria D – Competitive Priorities	18	6
<u>Total Points</u>	<u>100</u>	<u>71</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Kittery School Department

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Kittery School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	48

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (6 pts)**
 - Missing demographic information.
 - No details provided on the public notice about pre-k expansion.
 - No evidence of considering the needs of extending childcare to meet the needs of working parents.
- **Project Description (24 pts)**
 - Limited details of the design of the assessment system and its evidence base.
 - Limited evidence of culturally sustained practices.
 - A number of administrative staff is listed, but the plan for coordinating and managing is limited.
- **Recruitment and Enrollment (3 pts)**
 - Detailed evidence of a recruitment plan.
 - No details of an inclusive enrollment plan provided.
- **Evaluation (5 pts)**
 - Detailed evidence provided.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Kittery School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	17

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (17 pts)**
 - Budget table 2 is missing transportation, teacher salary, professional development, and coordination of admin costs.
 - Budget table 3 is missing coordination of admin costs.
 - No explanation provided in budget narrative of how proposed project expenses were determined.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Kittery School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	6

Evaluation Team Comments:

- Percentage of school population eligible for Free or Reduced Lunch (0 pts)
- Establishment of a partnership with a community partner (0 pts)
- Number of hours of instructional programming (3 pts)
- SAU in Cohort 2 (0 pts)
- SAU starting pre-k programming for first time (0 pts)
- SAU reaching universal enrollment of eligible 4-year-olds (3 pts)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Lamoine Consolidated School
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53
Criteria C – Budget Forms & Budget Narrative	25	22
Criteria D – Competitive Priorities	18	9
<u>Total Points</u>	<u>100</u>	<u>84</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Lamoine Consolidated School

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All other criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Lamoine Consolidated School

DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (10 pts)**
 - Detailed evidence provided.
- **Project Description (27 pts)**
 - Detailed evidence provided for all sections.
- **Recruitment and Enrollment (3 pts)**
 - Detailed evidence of a recruitment plan.
 - No details of an inclusive enrollment plan provided.
- **Evaluation (3 pts)**
 - Detailed evidence for methods to evaluate the effectiveness and success of the program.
 - No details provided about strategies and tools for measuring students' learning and development.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Lamoine Consolidated School
DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	22

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (22 pts)**
 - The project description stated the SAU would be providing transportation, but budget table 2 is missing transportation costs.
 - Budget table 2 is missing administration costs.
 - Adaptive equipment costs are not clearly identified in the budget narrative.
 - Limited explanation of how proposed budget expenses were determined.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Lamoine Consolidated School
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	9

Evaluation Team Comments:

- Percentage of school population eligible for Free or Reduced Lunch (0 pts)
- Establishment of a partnership with a community partner (0 pts)
- Number of hours of instructional programming (3 pts)
- SAU in Cohort 2 (3 pts)
- SAU starting pre-k programming for first time (3 pts)
- SAU reaching universal enrollment of eligible 4-year-olds (0 pts)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: MSAD #60
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	x	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	49
Criteria C – Budget Forms & Budget Narrative	25	22
Criteria D – Competitive Priorities	18	9
<u>Total Points</u>	<u>100</u>	<u>80</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: MSAD #60
DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: MSAD #60
DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	49

Evaluation Team Comments:

- **Overview of the Project (4 pts)**
 - Limited details to describe the proposed schedule for programming - ex. Number of students enrolled, length of school day.
- **Identification of Need and Community Coordination (7 pts)**
 - Plans for coordinating with early childhood programming and agencies to maximize resources are included but have not yet been implemented.
 - Plans for a community needs assessment has been planned but not yet been implemented.
 - No evidence of how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (23 pts)**
 - Limited details of the design of the assessment system.
 - The administrator role is listed, but the plan for coordinating and managing is limited with respect to the school-based sites.
 - Details were provided for several transition strategies, but no evidence of transition strategies for students with identified disabilities.
 - Limited details offered about the curriculum that will be used in the partner site and its evidence base and alignment with the public school programming.
- **Recruitment and Enrollment (5 pts)**
 - Detailed evidence provided.
- **Evaluation (5 pts)**
 - Detailed evidence provided.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: MSAD #60
DATE: 11/6/2024

EVALUATION OF CRITERIA C

Budget Forms & Budget Narrative

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	22

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (22 pts)**
 - The materials list doesn't seem to align with the selected curriculum noted in the project description.
 - Since the SAU is not in cohort 2, the expenses for adaptive equipment cannot be funded.
 - No explanation for the shipping expenses.
 - There are calculation errors in budget table 3.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: MSAD #60
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	9

Evaluation Team Comments:

- Percentage of school population eligible for Free or Reduced Lunch (0 pts)
- Establishment of a partnership with a community partner (3 pts)
- Number of hours of instructional programming (3 pts)
- SAU in Cohort 2 (0 pts)
- SAU starting pre-k programming for first time (3 pts)
- SAU reaching universal enrollment of eligible 4-year-olds (0 pts)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Northport School Department
DATE: 11/6/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	35
Criteria C – Budget Forms & Budget Narrative	25	6
Criteria D – Competitive Priorities	18	N/A
<u>Total Points</u>	<u>100</u>	<u>41</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Northport School Department

DATE: 11/6/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

Signatures are required by the superintendent and a school board member.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Northport School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	35

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (6 pts)**
 - Demographic information is provided for kindergarten students, but this information doesn't provide the demographics of the school and/or community.
 - Demographic evidence related to socio-economic status and students with special needs is missing.
 - Limited evidence of CDS coordination and how grant funding will overcome barriers.
- **Project Description (16 pts)**
 - No evidence of an evidence-based assessment system. Pre-K for ME is an evidence-based curriculum, but it is not an assessment system.
 - Limited evidence that the MTSS system would support all development domains and challenging behaviors.
 - No evidence of culturally sustaining practices.
 - The plan for professional development does not detail the content of the professional learning or how needs will be determined.
 - No evidence that supports the transition of children entering into their pre-k year or into kindergarten.
- **Recruitment and Enrollment (2 pts)**
 - Adequate evidence of a recruitment plan.
 - No details of an inclusive enrollment plan provided.
- **Evaluation (1 pts)**
 - No evidence of evaluation the implementation of the program.
 - No evidence of methods or strategies for informing program improvements
 - No evidence of methods or strategies for offering actionable feedback.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Northport School Department

DATE: 11/6/2024

- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Northport School Department

DATE: 11/6/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	6

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (6 pts)**
 - Limited explanation provided in budget narrative of how proposed retrofitting project expenses and other expenses were determined – ex. quotes from vendors
 - Budget table 2 is not filled out correctly and doesn't include itemized expenses to support the pre-k program.
 - No details regarding cost of the van operation (driver, fuel). No details regarding the cost of the bus aid. Cost of a van will use half of the grant funding and evidence provided doesn't substantiate that less costly options have been explored.
 - The budget doesn't include details for curriculum expenses.
 - Limited explanation of how grant funds will be combined with other funding sources to support the pre-k project.
 - Limited evidence for forward planning for sustainability of programming.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Northport School Department
DATE: 11/6/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	N/A

Evaluation Team Comments:

The application is not eligible for competitive priorities because Criteria C did not earn the minimum number of required points.

- **Percentage of school population eligible for Free or Reduced Lunch**
- **Establishment of a partnership with a community partner**
- **Number of hours of instructional programming**
- **SAU in Cohort 2**
- **SAU starting pre-k programming for first time**
- **SAU reaching universal enrollment of eligible 4-year-olds**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #13
DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	38
Criteria C – Budget Forms & Budget Narrative	25	8
Criteria D – Competitive Priorities	18	NA
<u>Total Points</u>	<u>100</u>	<u>46</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #13
DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #13
DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	38

Evaluation Team Comments:

- **Overview of the Project (3 pts)**
 - It is unclear if the enrollment described in the overview whether or not the expansion is including 3-year-olds and 4-year-olds.
 - Is the SAU offering before/after school care in place of the Y?
 - Details about the number of classrooms versus the number of expanded student slots are unclear. Do the numbers of proposed spots justify the number of classrooms for which funding is being sought?
 - The project includes the proposed space in Cushing, which has not been confirmed.
 - If the classroom materials from the YMCA classroom was purchased by the school system, will the materials be transferred to the new classrooms?
- **Identification of Need and Community Coordination (5 pts)**
 - Socio-economic data was provided for two schools but not for all schools in the district in which programming is being proposed. No other demographic data was provided (e.g. students with IEPs, race/ethnicity, multi-lingual learners, etc).
 - Limited details were provided about how needs were identified.
 - Limited details about how the need for before/after care will be addressed. Has an enrollment plan been considered to better match the needs of families for before/after care to maximize the benefits of the YMCA?
 - Limited evidence of coordination with early childhood programming and agencies serving children and families, including no public notice of the proposed pre-k plan.
 - How has the SAU determined that families will not need before/after school care?
- **Project Description (17 pts)**
 - Limited details about how the assessment system will be determined to be evidence based.
 - Limited evidence of the details for the tiers of support within their MTSS system.
 - Limited evidence of utilizing culturally sustaining practices.
 - It is unclear how general education classroom teachers will be certified.
 - The plan for professional development for all general education pre-k staff does not detail the content of the professional learning beyond Pre-K for ME.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: RSU #13

DATE: 11/7/2024

- Transition strategies seem limited to students with identified needs and step-up activities in the spring.
- **Recruitment and Enrollment (4 pts)**
 - Details are provided about reaching families but not specifically about hard-to-reach families.
- **Evaluation (4 pts)**
 - Limited evidence on methods of evaluating and measuring student learning and development, and how that will inform future programming.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #13
DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	8

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (8 pts)**
 - Limited details to support the budget is reasonable and justifiable for accomplishing the proposed project due to number of increased student seats and in consideration of other funding sources available.
 - Limited explanation of how proposed budget expenses were determined and are justifiable for instructional materials, supplies, classroom equipment, and playground equipment.
 - Budget table 2 does not reflect the total cost of funding the proposed plan.
 - If the classroom materials from the YMCA classroom was purchased by the school system, will the materials be transferred to the new classrooms?
 - Limited details of how the budget reflects capacity for successful implementation.
 - Limited details of how budget expenses were determined as a need to support the proposed plan.
 - No details to justify the need for a playground at the South School.
 - Adaptive equipment is not an allowable budget expense for SAUs in cohort 1.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #13
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	N/A

Evaluation Team Comments:

The application is not eligible for competitive priorities because Criteria C did not earn the minimum number of required points.

- **Percentage of school population eligible for Free or Reduced Lunch**
- **Establishment of a partnership with a community partner**
- **Number of hours of instructional programming**
- **SAU in Cohort 2**
- **SAU starting pre-k programming for first time**
- **SAU reaching universal enrollment of eligible 4-year-olds**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #34
DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	44
Criteria C – Budget Forms & Budget Narrative	25	23
Criteria D – Competitive Priorities	18	3
<u>Total Points</u>	<u>100</u>	<u>70</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #34
DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #34
DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	44

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (8 pts)**
 - Limited evidence that a public notice was given.
 - No details on how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (18 pts)**
 - Limited evidence of whole child and evidence-based curriculum.
 - No evidence of an evidence-based assessment.
 - Limited evidence of the details for the tiers of support within their MTSS system.
 - No evidence of culturally sustaining practices.
 - Limited evidence of their staffing plan.
 - The plan for professional development focuses on the variety of options of professional learning but not on the content of the professional learning or how it will be determined.
 - Several transition strategies were listed with limited details.
 - A number of partnerships were mentioned, but the partnerships described in this proposal are not partnering in the provision of the proposed public pre-k programming.
- **Recruitment and Enrollment (4 pts)**
 - What is the enrollment plan if the program is not universal?
 - Details are provided about reaching families but not specifically about hard-to-reach families.
- **Evaluation (4 pts)**
 - No evidence of strategies and tools for measuring students' learning and development.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #34
DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	23

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (23 pts)**
 - Limited explanation of how proposed budget expenses were determined for the playground and retrofitting.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU #34
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	3

Evaluation Team Comments:

- **Percentage of school population eligible for Free or Reduced Lunch (0 pts)**
- **Establishment of a partnership with a community partner (0 pts)**
 - A number of partnerships were mentioned, but the partnership described in this proposal are not partnering in the provision of the public pre-k programming.
- **Number of hours of instructional programming (3 pts)**
- **SAU in Cohort 2 (0 pts)**
- **SAU starting pre-k programming for first time (0 pts)**
- **SAU reaching universal enrollment of eligible 4-year-olds (0 pt)**
 - Using the definition of universal pre-k enrollment on page 4 of the RFA, the proposal does not provide enough evidence that the SAU will reach universal enrollment through this project.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU # 35
DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	48
Criteria C – Budget Forms & Budget Narrative	25	24
Criteria D – Competitive Priorities	18	3
<u>Total Points</u>	<u>100</u>	<u>75</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU # 35
DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU # 35
DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	48

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (9 pts)**
 - No evidence of how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (21 pts)**
 - No evidence of an evidence-based assessment.
 - Limited evidence of the details for the tiers of support within their MTSS system.
 - Limited evidence of utilizing culturally sustaining practices.
 - Has any consideration been made for onboarding process new staff required for expanding to full day programming?
 - Transition plan had details for family engagement and entrance into pre-k, but no details to describe pre-k to kindergarten transition strategies.
- **Recruitment and Enrollment (4 pts)**
 - Details are provided about reaching families but not specifically about hard-to-reach families.
 - If the SAU is unable to have universal enrollment, what would the enrollment plan be?
- **Evaluation (4 pts)**
 - Limited details about the strategies for evaluating and informing program improvements.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU # 35
DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	24

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (24 pts)**
 - The transportation cost associated with tracking software would not be an allowable expense under this grant funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: RSU # 35
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	3

Evaluation Team Comments:

- **Percentage of school population eligible for Free or Reduced Lunch (0 pts)**
- **Establishment of a partnership with a community partner (0 pts)**
- **Number of hours of instructional programming (3 pts)**
- **SAU in Cohort 2 (0 pts)**
- **SAU starting pre-k programming for first time (0 pts)**
- **SAU reaching universal enrollment of eligible 4-year-olds (0 pts)**
 - The SAU stated on page 6 that they are currently universal. This project will not affect that status.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Sanford School Department

DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education

Name of RFP Coordinator: Lee Anne Larsen

Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	45
Criteria C – Budget Forms & Budget Narrative	25	9
Criteria D – Competitive Priorities	18	3
<u>Total Points</u>	<u>100</u>	<u>57</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Sanford School Department

DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Sanford School Department

DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	45

Evaluation Team Comments:

- **Overview of the Project (4 pts)**
 - No details for the proposed schedule of programming.
- **Identification of Need and Community Coordination (5 pts)**
 - No evidence of how coordination with CDS was achieved.
 - Limited evidence for how needs were identified.
 - No evidence of public notice.
 - No evidence of how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (21 pts)**
 - Limited evidence of utilizing culturally sustaining practices.
 - The plan for professional development focuses on when professional learning will occur but provides limited details related to the content of the professional learning and how it will be determined.
 - No management plan is provided.
 - Limited details on the transition strategies for students with disabilities.
- **Recruitment and Enrollment (5 pts)**
 - Detailed evidence provided.
- **Evaluation (5 pts)**
 - Detailed evidence provided except for how parent feedback will inform pre-k program improvements.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Sanford School Department

DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	9

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (9 pts)**
 - Budget table 1 is missing the budget narrative.
 - Budget table 2 does not show the total cost of the program.
 - There are discrepancies between budget tables 2 & 3 with the ed tech and instructional materials and supplies.
 - Limited explanation of how proposed budget expenses were determined.
 - No details about the sustainability of the project beyond grant funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Sanford School Department
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	3

Evaluation Team Comments:

- **Percentage of school population eligible for Free or Reduced Lunch (0 pts)**
 - No data provided in this section.
- **Establishment of a partnership with a community partner (0 pts)**
- **Number of hours of instructional programming (3 pts)**
- **SAU in Cohort 2 (0 pts)**
- **SAU starting pre-k programming for first time (0 pts)**
- **SAU reaching universal enrollment of eligible 4-year-olds (0 pts)**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: St. George School Department
DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education
Name of RFP Coordinator: Lee Anne Larsen
Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53
Criteria C – Budget Forms & Budget Narrative	25	9
Criteria D – Competitive Priorities	18	7
<u>Total Points</u>	<u>100</u>	<u>69</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: St. George School Department

DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

All criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: St. George School Department
DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	53

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (8 pts)**
 - Demographic data is provided, but some student populations are not mentioned.
 - No details on how the SAU will re-evaluate public pre-k needs on a regular basis.
 - Details are provided about community and parent engagement but no official public notice.
- **Project Description (26 pts)**
 - Limited evidence of utilizing culturally sustaining practices or evidence-based practices for meeting the needs of multi-lingual learners.
- **Recruitment and Enrollment (4 pts)**
 - What is the enrollment plan if the program is not universal?
- **Evaluation (5 pts)**
 - Detailed evidence provided.
- **Sustainability (5 pts)**
 - Detailed evidence provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: St. George School Department

DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	9

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (9 pts)**
 - Budget tables 2 & 3 do not show the total cost of the program.
 - Limited explanation of how proposed budget expenses were determined.
 - No details of how grant funding would be combined with other funding sources.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: St. George School Department
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	7

Evaluation Team Comments:

- Percentage of school population eligible for Free or Reduced Lunch (1 pt)
- Establishment of a partnership with a community partner (0 pts)
- Number of hours of instructional programming (3 pts)
- SAU in Cohort 2 (0 pts)
- SAU starting pre-k programming for first time (0 pts)
- SAU reaching universal enrollment of eligible 4-year-olds (3 pts)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Wiscasset School Department
DATE: 11/7/2024

SUMMARY PAGE

Department Name: Maine Department of Education

Name of RFP Coordinator: Lee Anne Larsen

Names of Evaluators: Nicole Madore, Marcy Whitcomb, Michelle Belanger, Ana Hicks, Tara Williams, Jacquelyn (Jackie) Hersom

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Criteria A. General Information and Eligibility Verification	x	
• Application Cover Page	x	
• Responsible Bidder Certification	x	
• Partner Listing with Letter of Intent from each partner (if applicable)	N/A	
• Eligibility Verification	x	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	24
Criteria C – Budget Forms & Budget Narrative	25	17
Criteria D – Competitive Priorities	18	9
<u>Total Points</u>	<u>100</u>	<u>50</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Wiscasset School Department
DATE: 11/7/2024

**OVERVIEW OF CRITERIA A
General Information and Eligibility Verification**

Criteria A. General Information and Eligibility Verification

Evaluation Team Comments:

The application cover will require an authentic signature of the school board chair.

The responsible bidder certification requires the superintendent signature.

All other criteria satisfied.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Wiscasset School Department

DATE: 11/7/2024

**EVALUATION OF CRITERIA B
Specifications of the Work to be Performed**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria B – Specifications of the Work to be Performed	57	24

Evaluation Team Comments:

- **Overview of the Project (5 pts)**
 - Detailed evidence provided.
- **Identification of Need and Community Coordination (2 pts)**
 - No demographic data provided other than socio-economic status.
 - Limited details about how the SAU assessed and identified the needs of public pre-k.
 - Limited evidence of coordination with early childhood programming and agencies to maximize resources. Has need been established in surrounding towns to support increasing public pre-k programming in Wiscasset?
 - No evidence of a public notice.
 - No details of how extended childcare needs of working parents have been considered.
 - No details about the coordination with CDS.
 - Limited details about how the grant funding will help overcome barriers to serving pre-k students in the community.
 - No details about how the SAU will re-evaluate public pre-k needs on a regular basis.
- **Project Description (8 pts)**
 - Limited details about the assessment system and its evidence base.
 - No evidence of the details for the tiers of support within their MTSS system or their plans for inclusion.
 - No details on the plan for staff to participate in IEP meetings.
 - No evidence of culturally sustaining practices or evidence-based practices for meeting the needs of multi-lingual learners.
 - Proper certification requirements are not noted in the description.
 - Professional development content is noted, but there are not details about how staff will access the professional development.
 - No details on the transition strategies for students with disabilities.
 - It is unclear if the partners described in this proposal are providing the proposed public pre-k programming.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER: Wiscasset School Department

DATE: 11/7/2024

- **Recruitment and Enrollment (3 pts)**
 - Detailed evidence of a recruitment plan.
 - No details of an inclusive enrollment plan provided.
- **Evaluation (4 pts)**
 - Limited details of the overall program evaluation strategies for informing program improvements.
- **Sustainability (2 pts)**
 - Unclear details about the financial support for sustaining pre-k programming beyond the period of the grant funding.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Wiscasset School Department
DATE: 11/7/2024

**EVALUATION OF CRITERIA C
Budget Forms & Budget Narrative**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria C – Budget Forms & Budget Narrative	25	17

Evaluation Team Comments:

- **Budget Forms & Budget Narrative (17 pts)**
 - The proposed grant award amount on the application cover page doesn't match the award amount requested in the budget.
 - Limited explanation of how proposed budget expenses were determined particularly with the respect to playground equipment and adaptive equipment.
 - It is unclear if the partners described in this proposal are providing any funding to support the proposed public pre-k programming.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant
BIDDER: Wiscasset School Department
DATE: 11/7/2024

**EVALUATION OF CRITERIA D
Competitive Priorities**

	<u>Points Available</u>	<u>Points Awarded</u>
Criteria D – Competitive Priorities	18	9

Evaluation Team Comments:

- **Percentage of school population eligible for Free or Reduced Lunch (0 pts)**
- **Establishment of a partnership with a community partner (0 pts)**
 - It is unclear if the partners described in this proposal are providing the proposed public pre-k programming.
- **Number of hours of instructional programming (3 pts)**
- **SAU in Cohort 2 (3 pts)**
- **SAU starting pre-k programming for first time (0 pts)**
- **SAU reaching universal enrollment of eligible 4-year-olds (3 pts)**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: 11/3/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- Overview of the Project**

Second full day full week classroom at Vine Street Elementary School

- Identification of Need and Community Coordination**

Survey in 2020 shows strong interest in pre-k. Follow up in 2022

Only coordinate with child care around after school

Demographic data but not children with special needs or economically disadvantaged

Coordination with CDS

It is unclear how SAU will re-evaluate public pre-k needs on regular basis

- Project Description**

In previous pre-k classroom

Different curriculums, fountas and pinnell

Work with CDS to identify students with disabilities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: 11/3/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

District ML coordinator

Teaching staff appropriate

Professional learning plan – 6 credit hours every 5 years, literacy coach

Part of PD with other staff or ECE teachers?

Family engagement, start with open house with 16 educational events throughout the year

Screenings in advance of first day of school, but nothing else until open house at beginning of school year

Nothing for transition into K

- **Recruitment and Enrollment**

Good outreach

First come, first serve basis

Says enrollment mirrors K – 12 enrollment but unclear how this happens.

- **Evaluation**

Monthly feedback from principles

Annual survey of parents

Monitor reading and math data through assessments twice per year

Data will adjust implementation of curriculum

- **Sustainability**

In 10 year strategic plan, worked into budget

Most of costs are start up costs

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget forms are filled out

- **Budget Narrative**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: 11/3/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- Explanation of costs for grant

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**
61.5%
- **Establishment of a partnership with a community partner**
 - no
- **Number of hours of instructional programming**
 - Full day full week
- **SAU in Cohort 2**
 - no
- **SAU starting pre-k programming for first time**
 - no
- **SAU reaching universal enrollment of eligible 4-year-olds**
 - no

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: 11/4/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

A second PreK classroom at the Vine Street School.

- **Identification of Need and Community Coordination**

Had more families in the Vine Street School neighborhood wishing to enroll their child in pre-k than available slots.2024-25,11 students on wait list; every student was able to be accommodated with a slot at another of Bangor's schools. They would like these students to be able to attend pre-k in their neighborhood school.

Bangor School Department has worked closely with early childhood programs in the community to coordinate extended care for working parents, often providing bus transportation between the school and child are setting.

The Bangor School Department provided public notice of this application to the community through posting on the district website, and notified early childhood education centers in Bangor by mail.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: 11/4/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Project Description**

Room is current library, approximately 32' x 38', or 1,216 square feet, will need to update the in-class bathroom.

Reading curriculum by Fountas & Pinnell, math curriculum by Hand2Mind, science curriculum by Kide Science

Do these align with Maine's Early Learning and Development Standards?

Pre-k students are assessed twice during the school year. What assessment is used?

- **Recruitment and Enrollment**

Social media, at school, outreach in media and community

Process for admission to pre-k is first-come, first-served at the family's designated neighborhood school (based on residence address) until all spots are filled, If the program at the family's neighborhood school is filled, parents are offered a spot for their child at one of Bangor's four other pre-k to grade three neighborhood schools

- **Evaluation**

Principals observe pre-k classrooms at least monthly, Assistant Superintendent observes pre-k classrooms once per year.

Data is evaluated and used to adjust the curriculum, pacing, scheduling, or other aspects of the pre-k program

Pre-k program is evaluated annually by the Principal and Assistant Superintendent

- **Sustainability**

Ten-Year Strategic Plan, all pre-k to grade 3 schools will have full day pre-k by 2025. Pre-k teacher and educational technician positions built into the school department's annual budget, which comes from a combination of state and local sources.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 to cover renovation, equipment (indoor & outdoor), materials, supplies

Local funds covering costs of teacher and ed tech

School district and federal funds covering transportation and good

- **Budget Narrative**

Renovations include new flooring and a bathroom in the classroom

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: 11/4/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 61.5%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** Full Day/Full Week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification			

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project** Expanding by one new classroom at Vine Street school giving that school 2 pre-k classrooms. Questioning the accommodation of up to 20 additional children
- **Identification of Need and Community Coordination** 10- year strategic plan in place until 2030; parent survey completed in 2022, utilization of CDS data and trends in enrollment and demographics. Barrier was identified in this current year and last year of wait-listed families in the Vine Street catchment area. Public notice was posted on the SAU website and through direct mailings
- **Project Description** 1. Space is adequate for 16 children (not 20) and they will update the in-class bath for pre-k. 2. Curricula are evidence-based. Question assessing students twice a year, as opposed to ongoing assessment of students, though the assessment areas are falling in multiple domains. 3. This area seems strong. 4. Seems strong, though if the classroom housed 20 children there should be consideration for a second Ed Tech. 5. Professional learning has an outlined plan. 6. There is staffing and a plan for admin coordination and management, and currently 8 other classrooms in the district. 7. There is a

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

family engagement plan in place with evening activities, newsletters and other items. 8. The transition plan includes an open house and screenings, with no consideration for families/students outside of current pre-k classrooms, or those transitioning from pre-k to k in the same school.

- **Recruitment and Enrollment** Recruitment happens through website and social media, and banners on the schools, local TV and radio stations, newspapers and fliers to post at local child care centers and other community offices/buildings and agencies that work with ML families. There is no formal enrollment policy; the process is first-come, first-served in the neighborhood school – based on family address – until full. Families are then offered spots in other schools in the city. Current pre-k enrollment mirrors the k-12 demographic. There is no discussion of reaching hard to reach families or ensuring that they are reaching all families.
- **Evaluation** Grade-level meeting with teachers to evaluate program factors; various methods are used for feedback on the program, assessment of literacy and math skills learned, classroom observations, data is collected and evaluation used to make program adjustments as needed.
- **Sustainability** Teacher and Ed tech salaries are building to the annual budget, there is a commitment to the 10-year strategic plan to have all pk-2 schools in the city with full day public pre-k by 2025 (which I believe is now met)

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** The budget forms seem to be complete
- **Budget Narrative** Renovation of classroom and bathroom space, including flooring, purchasing new furniture, curriculum and supplies to outfit the new classroom, and supplemental outdoor equipment to add to existing outdoor space due to more children in the space. All are one-time costs, and this removes the need for continued funding. Food services are reimbursed through federal sources; transportation costs will be covered through local and state budget funding

Criteria D – Competitive Priorities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

- **Percentage of school population eligible for Free or Reduced Lunch - 61.5%**
- **Establishment of a partnership with a community partner - No**
- **Number of hours of instructional programming - Full Day/Full Week (hours not listed)**
- **SAU in Cohort 2 - No**
- **SAU starting pre-k programming for first time - NO**
- **SAU reaching universal enrollment of eligible 4-year-olds - NO**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Application states “will accommodate up to 20 additional students” this is beyond the Rule Chapter 124 requirement of 16 students and will need to be clarified.
- **Identification of Need and Community Coordination**
 - Nothing to note of concern or further clarification.
 - Appreciate the desire to have children access their neighborhood schools while also addressing the needs of students.
- **Project Description**
 - Description of kindergarten transition could be more detailed and explanatory of how and when students meet and get to know the school staff, especially the kindergarten teachers.
- **Recruitment and Enrollment**
 - Nothing to note of concern or further clarification.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **Evaluation**
 - Nothing to note of concern or further clarification.
- **Sustainability**
 - Nothing to note of concern or further clarification.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= There are many items listed in the category of “instructional materials and supplies” are these all necessary and in alignment both horizontally and vertically with other BSD classrooms?
 - Will \$8,000 be enough for everything listed?
 - “Professional development opportunities” does not identify any amount budgeted.
 - Budget Table 3= Completed accurately, pending professional development costs.
- **Budget Narrative**
 - Narrative reflects the need of the setting and aligns with the project description.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 3pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 0pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 4, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Adding 1 full day classroom at Vine St School giving Bangor 9 total classrooms. (it states adding up to 20 additional students?)
- **Identification of Need and Community Coordination:** Parent Pre-K survey in 9/22, 10 year strategic plan 2020-2030 identified full day pre-k as a need. Last year Vine Street had 11 students on waitlist that was able to find slots at the other schools. Additional classroom identified as a need so children can attend their neighborhood school and strengthen K transitions. Coordinated effort for outreach with community-based providers to offer before and aftercare to extend the day for working parents by offering bus transportation.
- **Project Description:** Location: Vine Street school.
Curriculum and assessment: Fountas&Pinnell, Hand2Mind, Kide Science. Assessment 2 times a year letter id, sounds, rhyming. (Does not mention which assessment is used other than F&P for reading)

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 4, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

CDS MOU in place, plan to hire certified teacher and ed tech. Staff included in Teacher contract that includes professional improvement as well as specialized training within the district.

Family engagement: PEAK nights, open house, quarterly written progress reports (are there parent teacher conferences?)

- **Recruitment and Enrollment:** Website notification, Facebook. Twitter and print advertisement. Media notices on radio and local tv stations, newspapers, Flyers to be posted at childcare facilities, ped offices, housing establishments etc. First come, first served basis, no formal policy for enrollment. Neighborhood schools enrolled first, then offered space at another school if those are filled.
- **Evaluation:** Principals have monthly grade level meetings with teachers to evaluate curriculum, environment and student progress. The assistant superintendent provides evaluations for pre-k program with input from principals, parent surveys and teacher feedback. Principal and assistant superintendent evaluate the programming, and principals observe in classrooms monthly. Data is collected 2 times a year to monitor reading and math as well as assessments used for social emotional development and fine motor skills.
- **Sustainability:** Teacher and ed tech positions will be incorporated into the school departments annual budget. Full day pre-k is part of the school departments 10-year plan of “all pre-k to grade 3 schools will have full day pre-k by 2025.”

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$292,017 applying for \$100,000. \$100,000 to be used for \$8,000 instructional materials, \$27,000 classroom equipment and supplies, \$15,000 playground supplies, \$50,000 for retrofitting of classroom.
- **Budget Narrative:** Salaries will be included in the 25-26 school budget. Costs include renovation of the classroom currently being used as a library and include the in-classroom bathroom, new flooring, furniture, curriculum and supplies. Also adding additional outdoor equipment for additional students (all these identified as 1-time costs). Food is part of the

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 4, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

school lunch program and transportation will be \$16,000 and then sustained through the annual state/local funding.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 61.5%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** Full Day/ Full week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Addition of a full-day Pre-K classroom at Vine Street school, 20 additional students and will follow the schedule and programming of the other pre-k classrooms in the district.

- **Identification of Need and Community Coordination**

Parent survey conducted, analyzed data from enrollment trends and demographics as well as CDS data. Parent feedback given at school committee meeting, demographics shared including ML students, public notice provided on district website and families notified by mail. The district works closely and collaborates with CDS.

- **Project Description**

Classroom will be in current library, housed inside Vine Street School. Classroom is 124 compliant, will need bathroom updated. Curriculum will have Fountas & Pinnell reading, Hand2Mind math curriculum and Kids Science for science curriculum. Children assessed 2x/school year. Inclusion practices in place, ML Coordinator, collaboration with CDS, DEIB

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Bangor School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

committee, ongoing staff PD, but plan for staff credentials for hiring and what the district supports them in acquiring during employment is provided. There will be a curriculum coordinator and the Director of Pupil Services will coordinate with CDS. Family engagement: Open house, evening educational events, quarterly progress reports and school newsletter.

- **Recruitment and Enrollment**

Open house, screenings, same-school transition to K. Many methods of community outreach, no policies for processes, but outreach is extended to hard to reach children and families through networks and coordinated efforts.

- **Evaluation**

Parent surveys, feedback from administrative meetings, monthly observations.

- **Sustainability**

Ten-year strategic plan includes full-day pre-k. Staffing funds will be built into annual budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

- **Budget Narrative**

Completed.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -Yes**
- **Establishment of a partnership with a community partner- No**
- **Number of hours of instructional programming- Full-day, full week**
- **SAU in Cohort 2-No**
- **SAU starting pre-k programming for first time- No**
- **SAU reaching universal enrollment of eligible 4-year-olds-No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Move from half day for 19 students to full day for 24 students

- **Identification of Need and Community Coordination**

Survey parents regularly

No info about coordination with child care programs

No info about how SAU will re-evaluate public pre-k needs on regular basis

Help with cost for ed techs to expand classrooms

- **Project Description**

MELDS is not a curriculum. Question: Uses PreK for ME resources, but not curriculum?

Teachers participate in IEP meetings and meet weekly to talk about students

Looks like PD section got cut off. Lacking detail especially since it is a cost for grant.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

No more coordination needed
Traditional family engagement,

- **Recruitment and Enrollment**

Nothing filled out

- **Evaluation**

Nothing filled out

- **Sustainability**

Nothing filled out

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

One form got cut off.
Cost for PD coordination and ed tech

- **Budget Narrative**

No budget narrative

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

35.71%

- **Establishment of a partnership with a community partner**

NO

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Number of hours of instructional programming**
32.5 hours per week
- **SAU in Cohort 2**

No
- **SAU starting pre-k programming for first time**
 - no
- **SAU reaching universal enrollment of eligible 4-year-olds**
 - yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Have a half day, 5-day-a-week program, with total of 19 students, proposing full day/full week program, would serve up to 24 students (why 24? Not 32?)

- **Identification of Need and Community Coordination**

Social media, newspaper, community calendars

Mention of “daycare” with not wanting parents to have to leave work to have to drive to an from PreK to “daycare,” no mention of coordination with child care programs

- **Project Description**

Mention of MELDS, incorporating PreK for ME resources, and curriculum being reviewed.

What is the curriculum?

ESGI assessment

PreK staff and administration will participate in literacy PD, MaineAEYC conferences,

Leading Early Learning training series

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Recruitment and Enrollment**

Not filled out

- **Evaluation**

Not filled out

- **Sustainability**

Not filled out

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 to cover Ed Techs, professional learning, some materials (Preschool Vibes, maybe this is the curriculum?)

Local and state funds covering teacher, part of ed tech costs, and instructional materials

Transportation and food not addressed in budget

- **Budget Narrative**

Not filled out

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 35.71%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 6.5 hours/day, 32.5 hours/week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand current programming to full day by employing 2 additional ed techs to serve up to 24 students.
- **Identification of Need and Community Coordination** Family needs that are unfulfilled by the half day programming are sending families out of town for programming; parents are regularly surveyed for understanding of community need
- **Project Description** 1. Easton elementary school – no partner program. 2. ESGI for assessment; they continue to use MELDS; curriculum is being reviewed to ensure alignment to MELDS and to incorporate Pre-K for ME resources. 3. While there is good information ML students are not addressed, evidence-based methods are not outlined. 4. Credentials are good; one ed tech currently holds a 282. 5. There is evidence of appropriate early education professional development for pre-k staff. 6. No additional admin coordination needed for the pre-k program. 7. Family nights are planned and held, including one specific to pre-k. 8. Transition strategies include transition meetings with CDS and screening times.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

- **Recruitment and Enrollment** There is no information given; maybe due to being a universal program?
- **Evaluation** There is no information given.
- **Sustainability** There is no information given

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** I believe this may be incomplete; I cannot see the amounts on the breakdown for Ed Tech, only materials and PD on budget table 2 (I believe)
- **Budget Narrative** None given

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 35.7%
- **Establishment of a partnership with a community partner** - No
- **Number of hours of instructional programming** – 32.5 hours/week
- **SAU in Cohort 2** - No
- **SAU starting pre-k programming for the first time** - No
- **SAU reaching universal enrollment of eligible 4-year-olds** - Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Application states “serve up to 24 additional students” this is beyond the Rule Chapter 124 requirement of 16 students and will need to be clarified.
- **Identification of Need and Community Coordination**
 - Mentions the process of surveying parents but did not share the results or data from those surveys to justify the need for this project. Specifically, the needs of working parents and childcare needs/access.
 - Missing demographic data.
 - Missing re-evaluation needs/process.
- **Project Description**
 - Meant to assume that the current space already complies with Chapter 124 requirements.
 - MELDS is not a curriculum.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- How will student growth and development be assessed? Only mentioned the documentation and parent reporting.
- Rule Chapter 124 requires an Ed Tech II. Application mentions an Ed Tech I.
- Response to #5 is cutoff and not complete.
- More explanation is needed to describe “specials” and the level of administrative coordination necessary for that.
- More details in #7 is necessary to describe family engagement strategies.

- **Recruitment and Enrollment**
 - No information was provided, left blank.

- **Evaluation**
 - No information was provided, left blank.

- **Sustainability**
 - No information was provided, left blank.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= Missing budget amounts for several categories.
 - Budget Table 3= Amount budgeted for educational technicians seems excessive, clarity needed for how cost was estimated. “totals” and “amount requested” do not equal.

- **Budget Narrative**
 - No information was provided, left blank.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand from part day/full week programming to full day/full week (6.5 hours day/32.5/week). Increase access from 19 students to 24 students by hiring an additional ed tech to support full day programming. (Not sure where the 24 student numbers come from as Ch. 124 states 16)
- **Identification of Need and Community Coordination:** Expansion to full day programming will help more families access public pre-k due to the hours. There have been parent surveys, coordination with CDS, pediatrician offices, OT,PT, SLP also public notices in newspapers, social media and community calendars.
- **Project Description:** Location: Easton Elementary School where current Pre-K classroom is located.
Curriculum and assessment: MELDS, incorporate Pre-K for ME resources (Does not list what they are currently using). ESGI for 1:1 assessment.
PD around literacy, Maine AEYC conferences, Early Learning Fellowship(?)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Family engagement: P/T Conferences, Parent nights, class dojo, report cards.
CDS transition meetings, Pre-K screening in Spring. School nurse hearing and vision screenings. (No mention of regular ed Pre-K/K transitions).

- **Recruitment and Enrollment:** None listed
- **Evaluation:** None listed.
- **Sustainability:** None listed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$227,600 applying for \$100,000. \$100,000 to be used for \$72,000 ed tech salary, \$950 for instructional materials, \$27,450 professional development. (NAEYC memberships, conferences, travel, consultant for 10 PD days)
- **Budget Narrative:** Listed on Budget form 1 not in application. Expand from half day to full day/ full week.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 35.71%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 6.5hrs a day / 32.5hrs a week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes (although no ther mention of this.)

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Clarification on how they will meet the needs of 24 students needed (staffing).

- **Identification of Need and Community Coordination**

Demographics missing.

How they will coordinate to maximize resources is limited.

Extended childcare needs considered.

Public notice provided and disseminated.

Coordination with CDS.

Limited information on how barriers will be addressed by grant funding.

Regularly survey parents.

- **Project Description**

Location is given but space and compliance in terms of chapter 124 is not shared.

Some information shared regarding tiers for MTSS and measures taken to ensure inclusive practices, but limited.

Plans for staffing meet criteria.

Plan for professional learning shared.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Easton School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Administrative Coordination information is missing.

Transition strategies information is limited.

- **Recruitment and Enrollment**
Recruitment and Enrollment information is incomplete/missing.
- **Evaluation**
Evaluation information is incomplete/missing
- **Sustainability:** This section is incomplete.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
Does not meet criteria/incomplete.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- No**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-No**
- **SAU starting pre-k programming for first time- no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

New Pre-K program in Hancock Elementary School
Transportation to and from the program

- **Identification of Need and Community Coordination**

Researched local preschool providers
List of demographics
Coordinated for after care, say that there is a lack of providers and many have waitlists
Survey of parents showed need for pre-k, full day
Also held community discussion
Will assess on-going needs. Did not say how.

- **Project Description**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Pre-K for ME curriculum and the dial for screening, also language use survey

Teaching Strategies Gold for assessment

Description of MTSS and how coordinate with CDS

Teacher qualifications will be met, coordination with MRTQ

Pre-K teachers will participate in full school PD and tailored PD

Coordination by principal

Spring info meeting, Back to school and Open house, newsletter and two way communication through app

Series of opportunities for families and future pre-k students to interact with teachers and learn about program prior to start

Coordination between pre-k and k teachers. Transition plan into K

Might consider partnership with Y for one more classroom if needed

- **Recruitment and Enrollment**

Has plan for outreach, but how will enrollment process work?

- **Evaluation**

Internal review to make sure benchmarks for teachers are being met.

- **Sustainability**

Survey has shown strong support for public prek. Will include funding in local budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget is correct

- **Budget Narrative**

Good outline of budget expenses

Criteria D – Competitive Priorities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Percentage of school population eligible for Free or Reduced Lunch**
 - 41.62%
- **Establishment of a partnership with a community partner**
 - No
- **Number of hours of instructional programming**
 - 5 hours for 5 days per week
- **SAU in Cohort 2**
 - If they receive the grant
- **SAU starting pre-k programming for first time**
 - Yes
- **SAU reaching universal enrollment of eligible 4-year-olds**
 - No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		Not signed	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

New PreK program, full day, one classroom, 16 students

Space will require renovation

Providing transportation to and from school for students

Expanded collaboration with local community providers such as the Ellsworth YMCA for before and after care offerings.

Sample schedule, from PreK 4ME?, has centers, outdoor play, nature connection, mentions inquiry and play

- **Identification of Need and Community Coordination**

Parent Survey

Pre-K planning committee researched local preschool providers: “one private family daycare with a capacity for 12 age six weeks through school age. There are no open slots.”

“The pre-schools in the area more often than not have waiting lists, thus are unable to accommodate current community needs. Additionally, most do not offer transportation, support for multilingual learners, or in house special education services. We will continue our collaboration with these providers in support of before and after-school care programs.”

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

They partner with the Ellsworth YMCA to provide after school programming at Hancock Grammar School.

"If the Pre-K program grew in enrollment and there was the need for an additional class, it may be necessary to partner with the YMCA in order to house that additional classroom."

- **Project Description**

PreK4ME

DIAL-4

Teaching Strategies Gold

Detailed lists and plans for family engagements, collaboration between PreK and Kindergarten for professional learning and transitions

- **Recruitment and Enrollment**

Newspaper advertisements, announcements through school communications, fliers in community facilities (library, community services, town hall) and early childhood centers, pediatricians

No enrollment process described

- **Evaluation**

Develop plan with "Guide to High-Quality Publicly Funded Preschool" provided by the Maine Department of Education.

- **Sustainability**

will sustain the Pre-K program through state allocated funds (through the EPS formula) combined with the local budget, community (through surveys and forums) showed support

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$120,000 to cover start up costs, equipment, supplies, renovation, playground, Ed Techs

Local and state funds covering teacher, part of ed tech costs, school lunch

Transportation not addressed in budget

- **Budget Narrative**

one-time expenses (playground establishment, non-instructional classroom set-up and equipment, classroom modifications, instructional equipment, etc.).

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 41.62%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 5 hours a day/5 days a week
- **SAU in Cohort 2:** Yes, would like to
- **SAU starting pre-k programming for the first time:** Yes
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification	Missing signature		
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Nothing to note or clarification needed.
- **Identification of Need and Community Coordination**
 - Detailed data provided.
- **Project Description**
 - Detailed and thorough.
- **Recruitment and Enrollment**
 - Missing details of an inclusive enrollment plan.
- **Evaluation**
 - Missing details of strategies and tools for measuring students' learning/development.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= present and accurately reflects the project description.
 - Budget Table 3= present and accurately reflects the project description.
- **Budget Narrative**
 - Nothing to note or clarification needed

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 3pts
- **SAU starting pre-k programming for first time** 3pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 0pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X (No signature)	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification	X (due to lack of signature)		

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Establish a new Pre-k program fall 2025; full day programming; providing transportation.
- **Identification of Need and Community Coordination** Only one family child care in the area with a 12-spot capacity and they are full. Hancock partners with the Ellsworth YMCA for before and after care. There has been ongoing research and study of programmatic modes including budgeting, school board meetings, and discussions with CDS. Public notice was put out and feedback received. This was via a family survey with 97.9% in favor of developing a public pre-k. The value of a full day program was also brought back through the survey.
- **Project Description** 1. In school space that adheres to chapter 124. 2. PreK for ME learning program, DIAL 4 screening tool with hearing and vision, and health screening; utilization of child find policy will be updated to include pre-k children. TSG assessment tool will be used. 3. Expand current MTSS system to include pre-k – the supports listed were

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock

DATE: November 4, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

thorough. 4. The plan is to hire one 081 or 029 certified teacher and one Ed Tech II or III. 5. PD will focus on the needs of the staff and will include whole school staff days and summer training. 6. Program will be managed by the principal and Director of Special Services, as needed. 7. Family oriented events are planned, as well as open 2-way communication, newsletters and other services. 8. There are multiple family and student events planned, as well as a plan for children both in the school and outside of the school. Collaboration with K and PreK toward alignment

- **Recruitment and Enrollment** Multiple outreach tools listed. Enrollment policy or procedure is not stated
- **Evaluation** Team meetings monthly to ensure benchmarks are met, and include PD, certifications, and ongoing learning.
- **Sustainability** There is a budget plan to sustain the program in future years.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** There is no listing of funding for meals or transportation on budget table 3
- **Budget Narrative** Thorough includes all budget breakdowns and sustainability

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 41.62%
- **Establishment of a partnership with a community partner** - No
- **Number of hours of instructional programming** – 5 hours/day. 5 days/week
- **SAU in Cohort 2** – There is interest if they can start the prek program
- **SAU starting pre-k programming for the first time** - Yes
- **SAU reaching universal enrollment of eligible 4-year-olds** – No due to space constraints

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X (not signed)	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Establish a Public Pre-K classroom for Fall 2025 at Hancock Grammer school (K-8). 1 full day/full week classroom of 16 students. Classroom space identified needs renovations/modifications to meet ch 123 (think they meant 124). Transportation provided.
- **Identification of Need and Community Coordination:** Area providers have waitlists, unable to accommodate current needs due to no transportation, MLL support or special ed services. Results from parent survey indicated a need for full day programming to support caregivers and due to lack of (childcare) options in area. Coordinating with private childcare and YMCA to provide extended day options.
- **Project Description:** Location: Hancock Grammar School where space will need to be renovated to comply with CH 124. Curriculum and assessment: Intend to use Pre-K for ME. Screening use Pre-K Dial 4 as well as hearing and vision. TSG will be used for assessment. PD around Pre-K for ME, TSG and professional development days, regular staff meetings. Opportunities to collaborate with other public Pre-K around the region and state. Admin coordination will be managed by the principal and director of special services. Family engagement activities include communication, conferences and newsletters. Transition

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

activities mentioned for Pre-K and K transitions. Open to partnering with YMCA if additional space is needed in the future.

- **Recruitment and Enrollment:** Similar approach used to recruit Kindergarten students. (newspaper, announcements through school communication, flyers around the community.)
- **Evaluation:** A Guide to High-Quality Publicly Funded Preschool. Monthly team meetings to ensure benchmarks are being met and troubleshoot any problems.
- **Sustainability:** : In the future the classroom will be funded through the EPS formula

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$215,000 applying for \$120,000. \$20,000 for adaptive equipment (Cohort 2?) Budget table 3 not itemized although some itemization in narrative.
- **Budget Narrative:** The grant funds requested are only for the costs associated with opening a second Pre-K classroom.
- **Criteria D – Competitive Priorities**

- **Percentage of school population eligible for Free or Reduced Lunch:**
41.62%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 5 hours a day/ 5 days a week
- **SAU in Cohort 2:** Maybe
- **SAU starting pre-k programming for first time:** Yes
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Proposed increase in enrollment provided.

Proposed schedule provided.

All criteria met.

- **Identification of Need and Community Coordination**

Demographics provided as well as barriers.

Needs identified.

Coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS.

Public notice provision and dissemination provided.

How the grant will help overcome barriers provided.

Regularly survey parents.

All criteria met.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and grant will ensure compliance with Chapter 124.

Evidence-based curriculum and assessment plan provided.

MTSS and inclusion information provided

Plans for staffing meet criteria.

Plan for professional learning is provided and meets criteria.

Administrative Coordination information is provided.

Extensive transition strategies provided.

All criteria met.

- **Recruitment and Enrollment**

Recruitment strategies provided, but enrollment process missing.

- **Evaluation**

To be established, a plan provided.

- **Sustainability:**

Meets criteria.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined missing from narrative.

Clarification needed for Budget tables.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -yes**
- **Establishment of a partnership with a community partner- No**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-yes**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Hancock School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time- yes**
- **SAU reaching universal enrollment of eligible 4-year-olds-no**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

A third full day full week pre-k classroom

Start in winter 2025?

Waitlist of 14 to 16 students

Made transition as cohort 1

- **Identification of Need and Community Coordination**

Survey and waitlist show need

Private pre-k providers are supportive, lots of need unfilled

Annual eval to understand community needs.

- **Project Description**

Open classroom that meets 124, PreK for ME, Brigance screener, working on assessment

MTSS in works, part of cohort 1, ESOL teacher for Pre-k through 8

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Incorporate into existing prek

Not really clear how coordination of pre-k programming in particular will happen

Spring orientation, tours of school, parent reps on committees, survey of parents

Partner with naval shipyard, prek/k teachers coordinate, summer opportunities

Partner with Y and community center for before and after care.

- **Recruitment and Enrollment**

Info about education and outreach. Nothing about enrollment

- **Evaluation**

Evaluate students based on growth model through MELDS

Survey parents

Outside evaluator with DODEa grant funding

- **Sustainability**

Universal prek part of strategic plan, and other grant funding

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget forms are clear.

- **Budget Narrative**

Number of start up costs, ed tech, DoDEA grant covering cost for teacher

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

- 27%

- **Establishment of a partnership with a community partner**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery

DATE: 11/4/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- No, even though they say yes.
- **Number of hours of instructional programming**
 - 35 hours
- **SAU in Cohort 2**
 - Cohort 1
- **SAU starting pre-k programming for first time**
 - no
- **SAU reaching universal enrollment of eligible 4-year-olds**
 - yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School District

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
New PreK classroom, full day/full week, to add onto 2 other classrooms
DoDEA grant
Part of early adopters of FAPE transition
- **Identification of Need and Community Coordination**
Have stayed in communication with private preK providers
Expansion of naval shipyard
Annual survey
- **Project Description**
PreK4ME
Foundations
Brigance
Professional learning: PreK4ME, outdoor learning, collab with K teachers, district PD

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School District

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Recruitment and Enrollment**
Social media, fliers, community center, digital signs
No enrollment process described
- **Evaluation**
Progress reporting, anecdotal evidence, outside evaluator through DoDEA grant
- **Sustainability**
School Committee commitment, Strategic Plan, Vision 2030

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
Requesting \$100,000 to cover equipment, supplies, playground, Ed Techs
Local and state funds covering the teacher, part of ed tech costs, transportation, professional learning, adaptive equipment, outdoor learning consultant, school lunch
- **Budget Narrative**
Playground fencing, expand playground, all equipment, materials, and supplies to outfit classroom and implement PreK4ME

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 27%
- **Establishment of a partnership with a community partner:** answered yes, no community partner identified
- **Number of hours of instructional programming:** 35 hours a week
- **SAU in Cohort 2:** In cohort 1
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School District

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Nothing to note or clarification needed.
- **Identification of Need and Community Coordination**
 - Nothing to note or clarification needed.
- **Project Description**
 - Nothing to note or clarification needed.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed.
- **Evaluation**
 - Utilize an external evaluator aligned with an additional grant they've received.
- **Sustainability**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School District

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= Excluded personnel salary for teacher. Only included amounts for grant funding.
 - Budget Table 3= inaccurate due to missing information for SAU funding and Grany funding lines as they relate to Budget Table 2.
- **Budget Narrative**
 - Nothing to note or clarification needed.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts- not for actual programming
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand from 2 full day full week classrooms to 3 full day full week classrooms to bring the program to universal programming; will use braided funding with a DoDEA grant to increase services to military families.
- **Identification of Need and Community Coordination** Currently carry a waitlist of 14-16 children identifying the need for one new classroom to be universal. Documented need due to expansion of the naval shipyard, conduct annual community surveys and are in ongoing communication with community providers who also see the need.
- **Project Description** 1. Housed in the pk-3 school in a ch 124 compliant space. 2. Utilizing Pre-k for ME, Foundations for early literacy. Brigance screener and are developing an assessment system that aligns to MELDS. 3. Cohort 1 school, currently hiring additional special ed staff and have shared Sped community coordinator with neighboring town. Building out a more thorough MTSS system district wide that includes pre-k, have a FT ESOL teacher and interventionists with push in services to pk and k. 4. Hiring only credentialed or those with a clear path to credentialing and offer a course reimbursement so staff can continue coursework toward credentials needed. 5. Pre-K for ME training for staff, PD around inclusion and PD days that are individualized to meet pre-k staff needs. 6. Pre-k

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

admin and management is already in place due to 2 current classrooms. 7. There are events and activities for communication in place for family engagement. 8. Working toward transition strategies for children with IEPs, work with DoDEA for support in transitions for military families. There are activities and events in place for families and children toward transitioning into k and pre-k.

- **Partnerships:** No formal partnerships for programming but they are working with a DoDEA grant to support military involved families.
- **Recruitment and Enrollment** Multiple recruitment paths listed. There is no discussion of enrollment, but adding a 3rd classroom will result in universal programming.
- **Evaluation** Review of student success, ongoing communication ad surveys to families for satisfaction, regular staff meetings for program adjustments and implementation needs, staff PEPG supervision model in place. Outside evaluator through the DoDEA grant for regular recommendations over the next 5 years.
- **Sustainability.** Community commitment to include universal pre-k as part of the 2030 strategic plan; DoDEA grant that ensures planning for general fund coverage over the next 5 years.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget table 1 – the intended goals is not complete
- **Budget Narrative** Outfit new classroom with materials and supplies, Ed tech funding, and for outdoor learning experiences. PD is included and playground fencing while expanding the playground area.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch 27%**
- **Establishment of a partnership with a community partner – Yes** (is listed, but this is not a true partnership for programming with a community partner)
- **Number of hours of instructional programming – 35 hours/week**
- **SAU in Cohort 2 – No**
- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Add an additional Full day/week classroom to reach universal capacity. Have 2 current classrooms use a weighted lottery system and maintain 14-16 students on waitlist. Braiding funding with DoDEA grant.
- **Identification of Need and Community Coordination:** Documented need for more spots with the expansion of Portsmouth Naval Shipyard. Coordinated with local community providers around capacity to serve all of the eligible children.
- **Project Description:** Location: Horace Mitchell Elementary school in a former K classroom. Same location as the 2 other Pre-K classrooms.
Curriculum and assessment: Pre-K for ME, and "Foundations" literacy-based program. Screening use Brigance and in the process of developing an ongoing assessment.(no mention of what is currently used in other 2 classrooms)
MTSS: Cohort 1 participant working towards meeting the FAPE responsibility.
PD around Pre-K for ME, and collaboration with other pre-k and k teachers. Full inclusion in district PD. Admin coordination seems to be well organized and supported.

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Family engagement activities include regular communication, p/t conferences 2 times a year, progress reports, newsletters and parent involvement on special committees.

Transitions between Pre-K and K include collaborative meetings between the teachers.

Partners mentioned not for the provision of Pre-K.

- **Recruitment and Enrollment:** The use of social media, flyers around town, public access tv, current families and CDS for recruitment of families.
- **Evaluation:** Anecdotal and empirical evidence will be used to review the success of the students. Focus on growth of students using the MELDS and surveys for caregiver satisfaction. Regular meetings with PK staff to check in and around programming and and implementation. DoDEA will give access to an outside evaluator over the next 5 years.
- **Sustainability:** Commitment to Universal Pre-K in Vision 2030.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$273,321 applying for \$100,000 for ed tech salary, materials and supplies, equipment (indoor and outdoor) and \$35,931 for transportation.
- **Budget Narrative:** Funding for ed tech salary, classroom materials and supplies and outdoor learning equipment. Playground upgrades include fencing and expansion of size.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 27%
- **Establishment of a partnership with a community partner:** Yes (not for Pre-K)
- **Number of hours of instructional programming:** 35 hours a week
- **SAU in Cohort 2:** No, cohort 1
- **SAU starting pre-k programming for first time:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

- **SAU reaching universal enrollment of eligible 4-year-olds:** yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Proposed increase in enrollment provided.

Proposed schedule provided.

All criteria met.

- **Identification of Need and Community Coordination**

Demographics are missing.

Some needs identified.

Coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS.

Public notice provision and dissemination not provided.

How the grant will help overcome barriers provided.

Regularly survey parents.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and compliant with Chapter 124.

Evidence-based curriculum provided, assessment plan to be developed.

MTSS and inclusion information provided

Plans for staffing meet criteria.

Plan for professional learning is provided and meets criteria.

Administrative Coordination information is provided.

Extensive transition strategies provided.

MTSS and inclusion is adequate, could be more detailed.

Plan for staffing is adequate.

Plan for professional learning is adequate.

Administrative coordination is not targeted, but adequate.

Transition strategies are adequate.

- **Recruitment and Enrollment**

Recruitment strategies provided, but enrollment process missing.

- **Evaluation**

Plan meets criteria for evaluation of program, student progress and feedback.

- **Sustainability:**

Meets criteria.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined missing from narrative.

Clarification needed for Budget tables.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**

- **Establishment of a partnership with a community partner- yes**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Kittery School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no**
- **SAU starting pre-k programming for first time- no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			X
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

New Public prek program in Lamoine

16 students, full day full week, transportation to and from school

- **Identification of Need and Community Coordination**

Researched local child care programs, no family child care, the Ellsworth Y is partner for after school programming,

Provide demographics

Survey of parents highlighted need for full day prek

Assess annually needs – how?

- **Project Description**

Grant will be used to ensure classroom meets 124

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Good info about curriculum, screening and assessment

Mentions mtss and outlines support for ELL and students with IEPs

Actually provides plan for hiring

Prek teachers incorporated into existing PD and targeted PD

Principal will coordinate

Spring family night, summer meet and greet, open house, communication app, newsletter and conferences

Number of communications with parents prior to start of prek

Lots of collaboration between prek and k teachers for transition into K

- **Recruitment and Enrollment**

Outreach plan

No info about enrollment plan

- **Evaluation**

Meet monthly to ensure benchmarks are being met, teacher help to set benchmarks

- **Sustainability**

State funds

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget forms are complete

- **Budget Narrative**

Outline of expenses – no dollar amounts in description. Doesn't say what grant will pay vs school

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

13.85%

- **Establishment of a partnership with a community partner**

No

- **Number of hours of instructional programming**

5 hours per day

- **SAU in Cohort 2**

If receive grant

- **SAU starting pre-k programming for first time**

Yes

- **SAU reaching universal enrollment of eligible 4-year-olds**

No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Nothing to note or clarification needed.
- **Identification of Need and Community Coordination**
 - Detailed data provided.
- **Project Description**
 - Detailed and thorough.
- **Recruitment and Enrollment**
 - Missing details of an inclusive enrollment plan.
- **Evaluation**
 - Missing details of strategies and tools for measuring students' learning/development.
- **Sustainability**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= present and accurately reflects the project description.
 - Budget Table 3= present and accurately reflects the project description.
- **Budget Narrative**
 - Nothing to note or clarification needed

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 3pts
- **SAU starting pre-k programming for first time** 3pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 0pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
New PreK classroom, full day/full week, 16 students
Will provide transportation?
- **Identification of Need and Community Coordination**
Pre-K planning committee researched local preschool providers. No private child care found.
They partner with the Ellsworth YMCA to provide after school programming.
Research and study of programmatic modes and needs has been ongoing
- **Project Description**
PreK4ME
DIAL-4
Teaching Strategies Gold
Detailed description of family engagement and MTSS

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Recruitment and Enrollment**

Newspaper advertisements, posting announcements through our school communications, fliers in community facilities

No enrollment process described

- **Evaluation**

A formal evaluation plan will be established using “A Guide to High-Quality Publicly Funded Preschool” provided by the Maine Department of Education

- **Sustainability**

Sustain Pre-K program through state allocated funds (through the EPS formula) combined with the local budget

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$120,000 to cover equipment, supplies, materials, playground, Ed Techs, renovations, professional learning, and adaptive equipment

Local and state funds covering the teacher, part of ed tech costs, school lunch

Transportation not addressed in budget

- **Budget Narrative**

Playground fencing, expand playground, all equipment, materials, and supplies to outfit classroom and implement PreK4ME

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 13.85%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 5 hours/day, 5 days/week
- **SAU in Cohort 2:** In cohort 2
- **SAU starting pre-k programming for the first time:** Yes
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Establish a new pre-k program with one classroom that will be full day/full week (35 hours/week)
- **Identification of Need and Community Coordination** Discussions with local preschool providers (no family child cares in area); Ongoing: Research of programmatic models and needs, budget feasibility, school board meetings, and discussions with CDS. A family survey was completed through multiple outreach methods with full support of a new pre-k program. Plan to assess the needs and interest of the community annually.
- **Project Description** 1. Renovated space within the school to comply with Ch 124. 2. Program will utilize Pre-K for ME; DIAL 4 screener with hearing, vision and health screenings. TSG for assessment tool. 3. Currently there is an MTSS system in place k-12, which will expand to include pre-k programming, with culturally sustaining practices for systems of support and inclusion; ESOL certified staff, ongoing assessment, IEP team. 4. There is a plan in place and understanding of credentialing for pre-k staff and classroom ratio. 5. There is a PD plan in place including targeted trainings, PD days and staff meetings and summer PD opportunities provided by the school department and collaboration with other state pre-k programs. 6. Principal will coordinate the program with support of the

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Director of Special services or children with 504 or IEP needs. 7. There is a family engagement plan including events, communication, tools and conferences for family engagement and communication. Translation services for those in need are discussed. 8. There is a transition plan in place that includes family events, notifications, support for incoming Pre-k students and transitioning to k with joint PD and alignment and collaboration with Pre-k and k staff

- **Partnerships:** None at this time, but mention of partnering with the local YMCA if the program grows due to lack of space
- **Recruitment and Enrollment** Multiple recruitment methods listed; no enrollment procedure discussed
- **Evaluation:** Formal evaluation plan to be established using DOE supports and guides. Monthly meetings to ensure benchmarks are being met and to troubleshoot concerns that may arise. Plan includes continued gathering of info from neighboring districts for formal feedback
- **Sustainability.** Local budget will sustain the pre-k program in future years.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Appear to be complete and thorough
- **Budget Narrative** Looks complete with breakdown of equipment and materials, (indoor and outdoor), staffing (though the narrative includes the teacher cost), discussion of sustainability and brief overview of project

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch 13.85%**
- **Establishment of a partnership with a community partner – No**
- **Number of hours of instructional programming – 5 hours/day, 5 days/week**
- **SAU in Cohort 2 – yes there is interest here**
- **SAU starting pre-k programming for the first time - Yes**
- **SAU reaching universal enrollment of eligible 4-year-olds – No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X (not signed)	
Responsible Bidder Certification		X (not signed)	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Establish a full day, Public Pre-K classroom at Lamoine Consolidated school, currently a K-8 school for 16 Pre-K eligible students.
- **Identification of Need and Community Coordination:** PreK planning committee researched local providers, no family child care providers and currently partner with Ellsworth YMCA to provide afterschool programming. Through the survey identified that full day programming was needed to support working caregivers. Ongoing review of needs will be conducted to update models and needs of the community.
- **Project Description:** Location: Lamoine Consolidated school. 1 classroom meeting size requirements will need to be renovated/modified to meet standards of Ch. 124. Curriculum and assessment: Intend to use Pre-K for ME. Screening use Pre-K Dial 4 as well as hearing and vision. TSG will be used for assessment. PD around Pre-K for ME, TSG and professional development days, regular staff meetings. Opportunities to collaborate with

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

other public Pre-K around the region and state. Admin coordination will be managed by the principal and director of special services. Family engagement activities include communication, conferences and newsletters. Transition activities mentioned for Pre-K and K transitions. Open to partnering with YMCA if additional space is needed in the future.

- **Recruitment and Enrollment:** Similar approached used to recruit Kindergarten students. (Newspaper, announcements through school communication, flyers around the community.) As well as working with CDS while they take the over the FAPE responsibility.
- **Evaluation:** A Guide to High-Quality Publicly Funded Preschool. Monthly team meetings to ensure benchmarks are being met and troubleshoot any problems. The lead teacher will lead the evaluation for benchmarks and further professional development needed.
- **Sustainability:** In the future the classroom will be funded through the EPS formula.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$215,000 applying for \$120,000. \$20,000 for adaptive equipment (Cohort 2). Budget includes ed tech salary, playground equipment, retro fitting of classroom space and professional development.
- **Budget Narrative:** Funding for start up costs. One-time expenses (playground, classroom modifications and equipment).

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 13.85%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 5 hours a day/ 5 days a week
- **SAU in Cohort 2:** Would like to be in cohort 2 if able to start classroom.
- **SAU starting pre-k programming for first time:** Yes
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Proposed increase in enrollment provided.

Proposed schedule provided.

All criteria met.

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs assessed and identified.

Coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS.

Public notice provision and dissemination not provided.

How the grant will help overcome barriers provided.

Regularly survey parents.

All criteria met.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and compliant with Chapter 124.

Evidence-based curriculum provided, assessment plan is provided.

MTSS and inclusion information provided

Plans for staffing meet criteria.

Plan for professional learning is provided and meets criteria.

Administrative coordination meets requirements.

Transition strategies meet requirements.

- **Recruitment and Enrollment**

Recruitment strategies are provided, but enrollment process missing.

- **Evaluation**

Plan meets criteria for evaluation of program, and program improvement feedback, but missing evaluation plan for student progress.

- **Sustainability:**

Meets criteria.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined missing from narrative.

Clarification needed for Budget tables.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-yes**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Lamoine School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-yes**
- **SAU reaching universal enrollment of eligible 4-year-olds-no**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Start 6 new pre-k classrooms. 2 in each elementary school

- **Identification of Need and Community Coordination**

Parents have expressed interest. Have send 4 year olds to other district and seen the difference in preparation

Will do a survey

Will partner with child care (1 partner at this time)

Include demographics

Nothing about evaluation moving forward

- **Project Description**

Grant will help them make needed changes to meet 124

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

PreK for ME, mention they will do an assessment aligned with MELDS

Explain all tiers of MTSS

Good description of how MTSS will work in prek and integrated into the school's system

Good description of PD (include center-based staff too?), includes administrators learning ECE

Family and parent nights, digital communication and newsletters

Orientation opportunities, tours, meet with teachers, k teachers as well

Partnership with a center that will meet requirements and has a relationship with the school

- **Recruitment and Enrollment**

Weighted lottery system to reflect demographics

Outreach plan in multiple languages

Target hard to reach

- **Evaluation**

Thorough evaluation plan for child development, instruction and family engagement

Eval effectiveness of admin support and structure

- **Sustainability**

Incorporate into school budget, get support of school board

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget forms are complete

- **Budget Narrative**

Description of budget

All ed techs are paid for through grant

Criteria D – Competitive Priorities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Percentage of school population eligible for Free or Reduced Lunch**
 - 22.58%
- **Establishment of a partnership with a community partner**
 - yes
- **Number of hours of instructional programming**
 - Full day, full week
- **SAU in Cohort 2**
 - No
- **SAU starting pre-k programming for first time**
 - yes
- **SAU reaching universal enrollment of eligible 4-year-olds**
 - no

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
6 PreK classrooms, 2 each in North Berwick, Berwick, and Lebanon
Hussey School in Berwick
Noble High School in North Berwick
Blueprints Learning Center in Lebanon
- **Identification of Need and Community Coordination**
SAU has prepared a community survey, intended to make community, stakeholders, and local child care aware of the school district's proposal and have an opportunity to share their input
- **Project Description**
PreK4ME
Heggerty
Formative Assessment
Teaching Strategies Gold

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Detailed outline of MTSS strategies

PD will include child development, SAU also has a focus on leadership development

Outline of transition of strategies

Partnership will be staffed by SAU

- **Recruitment and Enrollment**

School communications, community events, targeted communications with multiple languages, social media, community networks

Enrollment process will be weighted lottery system, prioritizing low income, children with disabilities, and multilingual learners

- **Evaluation**

Assess child developmental outcomes, instructional practices, and family engagement

- **Sustainability**

Absorb into school budget

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$620,000 to cover equipment, supplies, materials, playground, Ed Techs, renovations, professional learning, and adaptive equipment

Local and state funds covering the teachers, technology, meals, transportation

- **Budget Narrative**

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 22.58%

- **Establishment of a partnership with a community partner:** Yes

- **Number of hours of instructional programming:** 8:30-3:15, 5 days/week

- **SAU in Cohort 2:** No

- **SAU starting pre-k programming for the first time:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** new program consisting of 6 classrooms at 3 schools that will be full day/full week
- **Identification of Need and Community Coordination** Identified need in children who do not attend preschool falling behind. Family outreach in prohibitive costs for private preschool. Community survey prepared for feedback on proposed program, partnering with local EC programs and community agencies, and CDS.
- **Project Description** 1. 6 total classrooms across 3 school communities, one within a community partnership program. All spaces will adhere to Chapter 124 focusing on space. 2. Pre-k for ME and Heggerty will be used for curricula. Assessment will be designed in alignment to the PMELDS and be formative. 3. MTSS tiered system outlined, evidence based methods to support UDL, collaborative learning and language development (including ML students); support, collaborating and data sharing for all students including those with IEP needs, and inclusive learning environments. 4. Teacher will hold 081 or 029 certification with support staff holding credentials as outlined. Mentoring program, and PD to enhance skills. 5. Ongoing PL for Pre-k staff and admin is outlined through multiple opportunities. 6. Management and coordination will be through MSDA 60 admin and the

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

school principal will work to coordinate with the partnering program to support the programming. 7. Multiple communication, activities and resource sharing strategies are listed for family engagement. 8. Transition activities for children and families are listed as they enter pre-k and transition to k.

- **Partnerships:** One school will partner with a local community preschool to house 2 public classrooms (Blueprints Learning Center in Lebanon) who has been providing preschool programming currently.
- **Recruitment and Enrollment** A lottery system will be used for enrolling the first cohort of students focusing on inclusivity, prioritizing children who are from lower-income families, those with disabilities and ML families. Multiple recruitment strategies are outlined and discuss hard-to-reach families.
- **Evaluation:** Plan outlined that includes child development outcomes, instructional quality and fidelity, family engagement and effective admin practices and support structures
- **Sustainability.** Plan to have the Pre-k program fully absorbed into the local budget by providing updates, timelines and budgets, and gather feedback from the board on the program with suggestions toward continuous improvement.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget form 2 includes adaptive equipment (\$20k) but they are not part of cohort 2; funded at approx. Question about what shipping cost (\$10k) are for listed under Other
- **Budget Narrative** Includes retrofitting of classrooms and outdoor spaces, instructional materials and classroom equipment. Working with on a comprehensive facilities study for building use.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch 22.58%**
- **Establishment of a partnership with a community partner – yes**
- **Number of hours of instructional programming – Full day/full week, 8:30-3:15, M-F**
- **SAU in Cohort 2 – No**
- **SAU starting pre-k programming for the first time - Yes**
- **SAU reaching universal enrollment of eligible 4-year-olds – No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Nothing to note or clarification needed.
- **Identification of Need and Community Coordination**
 - Nothing to note or clarification needed.
- **Project Description**
 - Detailed and thorough. Nothing to note or clarification needed.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed.
- **Evaluation**
 - Detailed and thorough. Nothing to note or clarification needed.
- **Sustainability**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

- Budget Table 1= present and accurately reflects the project description.
- Budget Table 2= Unclear how the personnel salary for ed techs was calculated. Should it be \$160,000? Amount budgeted for retrofitting seems low, how was this calculated? The “other” category includes shipping costs, for what?
- Budget Table 3= SAU funding columns does not add up to equal values, nor does the grant funding column.

- **Budget Narrative**

- Nothing to note or clarification needed.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 3pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 3pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 0pts

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		X	
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided but lacking clarity.

Overview provided for proposal.

Proposed schedule provided.

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs identified.

Coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS.

Public notice provision and dissemination not provided.

How the grant will help overcome barriers provided.

Reevaluation methods not provided.

- **Project Description**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Location is given and grant funding will ensure compliance with Chapter 124.

Evidence-based curriculum provided, assessment to be designed and plan is provided.

Extensive MTSS and inclusion information provided

Plans for staffing meet criteria.

Plan for professional learning is provided and meets criteria.

Administrative coordination meets requirements.

Transition strategies do not include plans for students identified with disabilities.

Partnership with community program is provided.

- **Recruitment and Enrollment**

Recruitment and enrollment process and strategies are provided.

- **Evaluation**

Plan meets criteria for evaluation of program, and program improvement feedback, and student progress evaluation.

- **Sustainability:**

Meets criteria.

.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined is provided through links in the budget narrative.

Clarification needed for Budget tables.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- yes**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD 60

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- SAU starting pre-k programming for first time-yes
- SAU reaching universal enrollment of eligible 4-year-olds-no

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD60

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Develop a Pre-K program for families of North Berwick, Berwick and Lebanon. This will consist of 6 classrooms 2 classrooms each in North Berwick, Berwick and Lebanon including a partnership with a community provider. The programs will be full day/ full week programs.
- **Identification of Need and Community Coordination:** MSAD 60 currently offers no Public Pre-K programming sighting funding and space as significant barriers. District has noticed the impact early childhood education has on school readiness and academic performance. Also have heard from families that the cost of private pre-k programs is prohibitive making it inaccessible for many households.
- **Project Description:** Location: 2 classrooms at Hussey School in Berwick where a former Head Start classroom and Sweetser classroom were located. 2 classrooms at Noble High School in North Berwick where the classrooms were previously used for Head Start classrooms and 2 classrooms at Blueprints Learning Center in Lebanon, due to lack of physical space in the school in Lebanon.

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD60

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Curriculum and assessment: Intend to use Pre-K for ME in addition to Heggerty. A curriculum and assessment system will be designed using the MELDS framework. Formative assessments will be used to provide insight on children's progress, with family involvement.

Ongoing professional development, collaboration will support implementation and continuous improvement towards goals. MTSS framework is very thoughtful and inclusive with early learners in mind.

Credentialed staff will be mentored and be provided ongoing professional development.

Detailed professional learning for staff was included as well as family engagement plans.

Transition activities include both incoming and exiting pre-k and k teachers and students.

Recruitment and Enrollment: Weighted lottery system prioritizing economically disadvantaged backgrounds, children with disabilities and MLL. Goal to create pre-k classrooms that represent the demographics of K-12 classrooms.

Evaluation: A range of academic, social-emotional and developmental assessments will be used to gain understanding around child progress leading to an evaluation of implementation and effectiveness.

Sustainability: In the future the classrooms are intended to be absorbed into the local budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$1,137,542.00 applying for \$620,000. \$20,000 for adaptive equipment (not in Cohort 2). Budget includes ed tech salaries, instructional equipment, playground equipment, retro fitting of classroom space and professional development. \$300,000 for Monthly fee for 30 children to attend Blueprints (Partnership program) (30 children/\$10,000 per child)
- **Budget Narrative:** Funding for start up costs including instructional materials as well as one-time expenses renovating and retrofitting classrooms and playground spaces.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 22.58%
- **Establishment of a partnership with a community partner:** Yes
- **Number of hours of instructional programming:** Full Day 8:30-3:15 M-F
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for first time:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: MSAD60

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

New pre-k classroom in northport

- **Identification of Need and Community Coordination**

Need for preparation of students into K
Survey has been sent to parents
Missing school demographics
No prek programs in community at this time
Survey parents moving forward
Coordination with child care?

- **Project Description**

Info about classroom, meet 124?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

PreK for ME curriculum, no assessment listed

Explain process for intervention with RTI and different tiers

Lacking details about PD plan

Typical family engagement

Details about transition into PreK are lacking.

- **Recruitment and Enrollment**

Just respond to families who filled out survey and send letters to families with kids in school.

- **Evaluation**

Assessments will include teacher observations, student work and conversations?

- **Sustainability**

In school budget and allow students from other districts to attend

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Budget forms are clear

- **Budget Narrative**

Grant will pay for start up costs, including a van

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

35%

- **Establishment of a partnership with a community partner**

No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Number of hours of instructional programming**

Full day full week

- **SAU in Cohort 2**

No

- **SAU starting pre-k programming for first time**

Yes

- **SAU reaching universal enrollment of eligible 4-year-olds**

yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

I full day preK classroom at Edna Drinkwater School, estimate 12 students

- **Identification of Need and Community Coordination**

Not any preschools serving the Northport community so families will benefit from the extended child care offered during school hours. Public notice of the potential Pre-K program has been posted on the school website, the school and the town office have sent emails and a survey to residents.

- **Project Description**

PreK4ME

Transitions to special classes and therapy services will be minimized and will occur in the classroom as much as possible.

Learning through exploration, experimentation, and discovery with a variety of learning stations within the classroom. Stations and routines will include block building, dramatic play, writing, art, music, science, math, literacy, sand/water play, manipulatives, gross motor activities and mealtime routines which allow teachers to eat with children.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

PD with Maine Roads and DOE Early Learning Team
Detailed plan of MTSS

- **Recruitment and Enrollment**

SAU will reach out to families who have responded to the survey and indicated that they have a preschool-aged child, will also post announcements in the community and meet with families, will send letters to families with current students.

- **Evaluation**

Will use formative and summative assessments to determine the effectiveness of the program, teacher observations, student work samples, and student conversations. Summative assessments will include end-of-the-year classroom assessments and subject area assessments

- **Sustainability**

Will sustain the pre-k program through funding in the school budget and recruiting new students each year, will also allow some children outside of the community to attend program to increase student numbers and provide opportunities for other students.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 to cover equipment, supplies, materials, playground, renovations, professional learning, and transportation.
Local and state funds covering the teachers and ed techs

- **Budget Narrative**

The classroom will need new furniture and supplies. The classroom and bathroom in the proposed classroom would need to be retrofitted. They plan to provide transportation for pre-k students and do not have our own buses so we will purchase a van for \$50,000. We will also need to add playground equipment appropriate for pre-k for \$15,000 that would include installation.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 35%

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 8:15-3:00, 5 days/week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for the first time:** Yes
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Nothing to note or clarification needed.
- **Identification of Need and Community Coordination**
 - Limited details provided on student demographics.
- **Project Description**
 - Nothing to note or clarification needed.
- **Recruitment and Enrollment**
 - Missing details of an inclusive enrollment plan.
- **Evaluation**
 - Missing details of strategies and tools for measuring students' learning/development.
- **Sustainability**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= lacked details of personnel costs, professional learning. Unclear if a van is an allowable expense for transportation.
 - Budget Table 3= present and accurately reflects the project description.
- **Budget Narrative**
 - Nothing to note or clarification needed

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 3pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Start new pre-k programming, one classroom, Full day/full week at the Drinkwater School
- **Identification of Need and Community Coordination** There is no current preschool programming in the area and data shows that children come to K behind in social skills and literacy/early reading skills. Surveys have been sent to residents and will be on an ongoing basis to determine needs. Funding will help offset barriers for economically disadvantaged students and families with access to programming.
- **Project Description** 1. The classroom be housed in the Drinkwater School, with schedule, equipment and materials to adhere to chapter 124 standards and include ELL services and special services as needed. 2. Pre-K for Me will be utilized. No discussion of child assessment system. 3. There is a current tiered system utilized in the school, with a team in place for supports. 4. There is a plan to hire credentialed staff for the pre-k program. 5. Multiple sources for PL for pre-k staff including MRTQ and Maine DOE trainings. 6. The principal will oversee the programming daily, and work closely with the special education director to ensure that IEPs are met with services. There will be coordination with the superintendent as needed. 7. There are multiple family engagement activities listed and

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

include communication with families. 8. Transition activities listed are daily transitions as opposed to transition into the pre-k program. K transitions listed include a step-up day.

- **Partnerships:** N/A
- **Recruitment and Enrollment** Multiple recruitment pathways listed, no discussion of enrollment procedures, though the program is listed as universal.
- **Evaluation:** Formative and summative child assessments to track program effectiveness.
- **Sustainability.** Funding will be sustained through the school budget each year, with the probability of including students outside of the community in the future to increase numbers and opportunities.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget table 1 – yellow box is incomplete; Ed tech budget is listed at bottom (not in correct spot)
- **Budget Narrative** Includes materials and supplies for the classroom, retrofitting of classroom and bathroom, van purchase for transportation for pre-k students and playground equipment purchase and installation.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch 35%**
- **Establishment of a partnership with a community partner – No**
- **Number of hours of instructional programming – Full day/full week**
- **SAU in Cohort 2 – No**
- **SAU starting pre-k programming for the first time - Yes**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Start a Pre-K classroom at Edna Drinkwater School (K-8) for 10-12 eligible 4-year-olds. Program will run 8:15-3pm/ 5 days a week.
- **Identification of Need and Community Coordination:** Northport currently does not offer any Pre-K programming and there are no preschools serving the area. The academic and social needs of incoming K students were identified by the teachers as a need for incoming students. Public notice was posted on the website about the potential Pre-K programming and emails have been sent by the residents with a survey.
- **Project Description:** Location: 1 classroom at Edna Drinkwater School. Classroom set up in learning centers with specials and therapies as needed pushed into the classroom to minimize transitions.
Curriculum and assessment: Intend to use Pre-K for ME for curriculum and assessment (no). MTTS in place for K-8 students will be utilized.
Ongoing professional development for administration and teachers: Trainings through MRTQ and Maine DOE. Principal will be responsible for daily programming oversight in conjunction with the special services director. Family engagement will be through open houses

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

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BIDDER NAME: Northport Public Schools

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EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

and other activities such as BBQ's, progress reports and parent teacher conferences.

Transition to k include step up day for students.

Recruitment and Enrollment: Communication will go out to the families who have responded to the survey indicating they have a Pre-K age eligible child. Announcements will be posted in the community and meet with families. Communication will also go out to the families of current students.

Evaluation: Formative and summative assessments will be used to determine the effectiveness of the program. These include teacher observations, student work samples, and student conversations. Summative assessments will include year end and subject assessments.

Sustainability: The classroom will be sustained through the school budget and recruiting new students each year from within and some outside of the community.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$250,000 applying for \$100,000. Budget includes \$10,000 for instructional supplies, \$15,000 for playground equipment, \$20,000 for retrofitting of classroom space, \$50,000 for transportation costs. Many of these seem like a one time cost and the teacher and ed tech salary is in the local budget.
- **Budget Narrative:** The funding will go towards new furniture for the classroom and supplies and materials. The classroom and bathroom would need to be retrofitted to meet CH 124. Other costs include transportation and the addition of playground equipment.
- **Criteria D – Competitive Priorities**
 - **Percentage of school population eligible for Free or Reduced Lunch:** 35%
 - **Establishment of a partnership with a community partner:** No
 - **Number of hours of instructional programming:** Full Day/Full week
 - **SAU in Cohort 2:** No
 - **SAU starting pre-k programming for first time:** Yes
 - **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided, no current programming.

Overview provided for proposal.

Proposed schedule provided.

All criteria met.

- **Identification of Need and Community Coordination**

Demographics are not provided

Needs identified.

Limited plan for coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS-potential, limited.

Public notice provision and dissemination provided.

How the grant will help overcome barriers provided.

Reevaluation methods provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and compliant with Chapter 124.

Evidence-based curriculum provided, assessment is missing.

Extensive MTSS information provided, inclusion information missing.

Plans for staffing meet criteria.

Plan for professional learning is limited, resources identified but not a plan.

Administrative coordination meets requirements.

Transition strategies do not include plans for students identified with disabilities or entrance or exit of pre-k school year.

- **Recruitment and Enrollment**

Recruitment is limited and enrollment is missing.

- **Evaluation**

Plan does not meet criteria for evaluation of program, and program improvement feedback, but does provide student progress evaluation.

- **Sustainability:**

Limited information.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined is not provided in the budget narrative.

Clarification needed for Budget tables.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Northport Public Schools

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-yes**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Reach universal prek by absorbing Y program

Move from 76 slots to 104 slots – 28 students so just two new classrooms

- **Identification of Need and Community Coordination**

No survey, just based upon experience with current programs

After care is too expensive for some families at the Y now

May absorb head start program, will continue to assess

Lacking details about demographics for district

What about parents who need after care?

- **Project Description**

Focused on classrooms meeting child care licensing, what about 124?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Purchasing of prek for me

Developing own assessment because teachers struggle with “archaic” TSG

No discussion of MTSS, discussion of students with IEPs and ML teacher

Prek for me training, unclear how incorporated into other PD efforts at school

Have a preK coordinator

Meet and greet and Open House for transition

- **Recruitment and Enrollment**

Outreach and would accept all students because universal

- **Evaluation**

No mention of evaluation of effectiveness, mostly focused on smooth implementation

- **Sustainability**

Focused on start up costs and positions will go into budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

- **Budget Narrative**

Outlines expenses at each classroom. Are they trying to get money for class that is now at Y?

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**
- **Establishment of a partnership with a community partner**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

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BIDDER NAME: RSU 13

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

○ No

- **Number of hours of instructional programming**

35 per week

- **SAU in Cohort 2**

Cohort 1

- **SAU starting pre-k programming for first time**

No

- **SAU reaching universal enrollment of eligible 4-year-olds**

yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

RSU 13 expansion to universal by expanding seats and absorbing a current child care partnership

RSU 13 serves 76 students in full day PreK, part of Cohort 1 serving all 3 and 4 year olds in our district with IEPs.

28 spaces are through partnerships, 16 through Penquis and 12 through the YMCA.

Classroom 1 in this plan located at South School.

Classroom 2 is another classroom that would open at South School with specialized programming for students with more complex needs who are some of youngest learners, plan to open an intensive support program classroom for 6-8 slots for students that require more intensive supports as their least restrictive environment

Classroom 3 would be in Cushing at a school

- **Identification of Need and Community Coordination**

RSU 13 administration inclusive of the Superintendent, Assistant Superintendent, Business Manager, Special Education Director, and PreK Coordinator developed this proposal

Planning to speak with the town of Cushing regarding expansion plans

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

"We recognize that absorbing programming such as YMCA, Penquis, and even CDS has a ripple effect on our community and people who work for those spaces as well as the overall organizations. Should we be able to pursue this plan, we would be transparent with our partners each step of the way and help trouble shoot other ways these services can supplement and support educational services."

Sounds like no communication yet with community partners?

- **Project Description**

PreK4ME

Moving away from Teaching Strategies Gold, own assessment priorities and tracking, "I can" statements

Heggerty (PreK) – UFLI (K)

Detailed description of MTSS, family engagement

PreK Coordinator, may become Early Childhood Coordinator

- **Recruitment and Enrollment**

Current enrollment procedures to reach out directly to all families with IEPs and reserve 25% of the space (reflective on higher end of current special education population average) in each classroom for students with IEPs.

social media, newspaper, school newsletters to capture

- **Evaluation**

Description of analysis of enrollment, special education services, screenings, assessments, and financials

- **Sustainability**

Plans to sustain with state and local funds and support from the FAPE transition

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$300,000 to cover equipment, supplies, materials, playground, renovations, professional learning, and transportation.

Local and state funds covering the teachers and most of ed tech costs

- **Budget Narrative**

Outline of specific costs for each of the 3 classrooms

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Also:

\$3600 for Work Beyond Contract Salary and Benefit funds for teacher training. This includes PreK4Me Summer Training (16 hours Work Beyond Contract) plus 14 hours of room preparations for 3 teachers 12 ed techs, Teachers \$30 WBC for 3 teachers plus benefits estimated at 33%

\$12000 for ed tech PreK4Me Summer Training (16 hours Work Beyond Contract) plus 14 hours of room preparations for 12 ed techs at \$25 per hour on average plus benefits estimated at 33%

\$14,400 for Macbooks for 3 teachers, ipads for 12 ed techs, projectors and boards for 3 classrooms

\$10,000 for additional bus harnessing

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 54.05% and 59.87%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 35 hours
- **SAU in Cohort 2:** No, Cohort 1
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes? 104?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - No clarification needed except information on how the expansion might negatively impact the YMCA's programming and future needs of expansion.
- **Identification of Need and Community Coordination**
 - Limited details provided on student demographics.
- **Project Description**
 - Nothing to note or clarification needed.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed unless universal enrollment is not possible, what is the plan for maintaining a waitlist and enrolling students.
- **Evaluation**
 - How will student outcomes be evaluated and reported?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Much of the details provided seem specific to the evaluation of special education needs, what about the general education settings?
- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= personnel salaries are not entered correctly. Missing professional development and admin costs. Adaptive equipment cannot be estimated if not part of cohort 2. Total amount budgeted does not reflect true costs of the program, only that which would be paid through the grant.
 - Budget Table 3= should meals and snacks be included in the grant or SAU?
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 1pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Open 3 new classrooms by absorbing on partnership, opening one SPP classroom (both in the South school? And a new classroom in the Cushing town office bringing the district to Universal capacity (76 slots to 104 slots)
- **Identification of Need and Community Coordination** Need for programming without additional required aftercare costs (which is currently happening with the YMCA partnership). Need for a classroom in Cushing to alleviate the 20+ minute drive for families to go out of the town). Current waitlists show that the addition and absorption of programming would ensure universal capacity, with continued space for expansion in the future, if needed. Plans to speak to the town of Cushing to ensure renting of the space are in place, and a transparency with partners if the plan moves forward.
- **Project Description** 1. Classroom would be implemented at the South School (one Gen Ed, one SPP) and one in the town of Cushing at the town office building across the street from the school (which includes a gymnasium and outdoor space), which would go through the licensing process and leasing from the town if the plan moves forward with grant funding. South School currently operates and has classrooms that have previously been pre-k spaces. 2. Utilization of Pre-K for ME and Heggerty, with a teacher developed assessment

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

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EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

system. 3. There is ed tech support (up to 3 per classroom) to provide SDI services, under SpEd supervision, which would be continued. Team meetings for planning and PreK coordinator to work with transition of FAPE and program-wide consultation with BCBAs). 4. The Certification plan includes teachers taking advantage of Maine DOE 282 to 282b transitions and verification of ed tech certification and background checks. No mention of 081 or 029 certifications. 5. Attend pre-k for ME training, staff collaboration on room set up, routines and expectation of spaces. 2 curricula specific early release days during the year; ed tech are included in BHP training, safety care training and SpEd training. A team was training in BDI and DAY-C2. 6. Dedicated pre-k coordinator funded by general budget, who works in conjunction with multiple admin for programming. 7. Direct outreach and family notification of enrollment, with other activities scheduled, with families involved in other school work such as "I can" statements. 8. Spring step up activities, IEP transition meetings from PK to K and into PK, and additional transitions activities for students needing more support will be planned.

- **Partnerships:** N/A
- **Recruitment and Enrollment** The plan will allow the program to be universal; there is an enrollment procedure in place with certain % of spots held for children with IEP. Multiple recruitment strategies listed.
- **Evaluation:** Admin positions will assess programming by looking at enrollments, and waitlist action. There will be a focus on balancing class placements. Oversight of instruction is done by building principals and the pre-k coordinator.
- **Sustainability.** Most costs in the application are considered one-time costs. Staff will be absorbed into the general budget. Leasing costs will be in the general budget in the future. Staffing for Ed Techs in the SPP classroom will be from cohort 1 funding.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** On budget table 3 there is \$30k for adaptive equipment, but this program is not part of Cohort 2 (they are in cohort 1); there is \$14,400 listed in other with no specification. The \$2k for a water bubbler is listed under meals and snacks, but should this go under classroom equipment or other? PD costs seem to be listed under salaries, but should they go to the specified line item?
- **Budget Narrative** Anticipated cost of \$100,000/new classroom with specific breakdown of costs listed per classroom at \$40k/classroom for materials and supplies; There is a budget number listed for the Cushing lease, but this cost has not been established yet according to information in the application.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch South: 59.87%’ Cushing 54.05%**
- **Establishment of a partnership with a community partner – No**
- **Number of hours of instructional programming – 35**
- **SAU in Cohort 2 – No**
- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

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Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand to universal public pre-k access by opening 3 classrooms. 1 new classroom at a leased space at the Cushing Town office, 1 classroom at South School to provide a special purpose classroom with 6-8 students. And another at South school that will absorb the YMCA partnership class of 12 spots and add an additional 4 for a total of 16 spots. This will expand full day programming (32.5 hours a week) from 76 slots to 104 slots.
- **Identification of Need and Community Coordination:** Sighting before and after care costs as a potential barrier for families who need extended day services as well as off site logistics such as meals and transportation the RSU13 administration feels the response of absorbing the 12 spots at the YMCA help reach the goal of universal access as well as transparency about the plan and help troubleshoot other ways these services can supplement and support educational services.

Project Description: Location: 2 classrooms at South school 1 classroom of 16 and 1 special purpose classroom of between 6-8. 1 classroom of 16 at The Cushing Town office.

Curriculum and assessment: Intend to use Pre-K for ME for curriculum and assessment is being developed by to track proficiencies in their Student Information system.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

MTTS: All programs have ed tech support for SDI which is supervised by a special education pre-k teacher. C

Credentials: Teachers hold appropriate certification and are transitioning from 282 to 282b.

Ongoing professional development for administration and teachers: All Pre-k staff will be trained in Pre-K for me as well as time to collaborate to set up the classrooms together. Pre-k teachers will also have early release days and ed techs will be trained in BHP, safety care and special ed trainings.

Family engagement will be through open houses, screenings and parent teacher conferences.

Also sharing of the "I Can" statements.

Recruitment and Enrollment: This expansion would allow the Pre-K programming to be universal.

Evaluation: Analyzing enrollments by location, projections and whether there are waitlists.

Direct oversight will be through the Pre-K coordinator and the Special education director.

Sustainability: The costs in the application mostly represent one-time expenses and the salaries are already included in the school budget for the future.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$1,139,400 for the addition of 3 classrooms, applying for \$300,000. Budget includes money for training for ed techs and teachers above the teacher contract. \$120,000 in materials and supplies (\$40,000 per classroom) \$21,000 for technology including laptops, iPads and cameras, screens and security. \$75,000 in playground equipment, \$12,000 for retro fitting of classrooms, \$10,000 for transportation \$30,000 in adaptive equipment and \$14,400 for lease of space at Cushing Town Office.
Budget Narrative: Estimating about \$100,000 for each classroom, most are start up costs of furniture, equipment and supplies as well as playground equipment and training.

- **Criteria D – Competitive Priorities**

- **Percentage of school population eligible for Free or Reduced Lunch:**
Cushing: 54.05% South school %9.87%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 35
- **SAU in Cohort 2:** No, cohort 1
- **SAU starting pre-k programming for first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in classrooms and enrollment slots.

Proposed schedule provided.

All criteria met.

- **Identification of Need and Community Coordination**

Demographics are limited.

Needs and barriers identified, no mention of how they were assessed.

Coordination with EC providers and agencies provided.

Extended childcare needs provided.

Coordination with CDS-potential, limited.

Public notice provision and dissemination is not provided.

How the grant will help overcome barriers provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024 **EVALUATOR**

NAME: Jacquelyn Hersom **EVALUATOR**

DEPARTMENT: Education

- **Project Description**

Location is given but not specific to compliance with Chapter 124.

Evidence-based curriculum provided, assessment plan is to be developed(?).

MTSS information is limited, inclusion information limited.

Plans for staffing is adequate.

Plan for professional learning is adequate.

Administrative coordination meets requirements.

Transition strategies are adequate.

- **Recruitment and Enrollment**

Recruitment information is limited and enrollment information is limited..

- **Evaluation**

Plan does not meet criteria for evaluation of program, and program improvement feedback, but does provide student progress evaluation.

- **Sustainability:**

Some costs sustainability is unknown at this time.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined is not provided in the budget narrative.

Some costs are not known at this time.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -yes**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no- cohort 1**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 13

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		?	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Adding half a classroom of 8 students, full day full week.

- **Identification of Need and Community Coordination**

Provides demographics for district and number of MLL at key schools

No survey of parents

Discussion about coordination focused on after school and services, not providing prek

- **Project Description**

Curriculum and assessment same as existing prek. No discussion of what this is

Interventions for Students with IEPs, MLL and other needs

“properly credentialed”, did not list exact credentials for each, will they just be hiring one teacher?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Nothing specific in PD about ECE

Not much detail about family engagement and transition, traditional efforts

Partnerships don't appear to be pre-k partnerships.

- **Recruitment and Enrollment**

Program will be universal. Outreach plan.

- **Evaluation**

Annually Eval of educator growth and through community survey

Nothing about Child growth??

- **Sustainability**

Currently engaged in long range planning, will be in budget

Unclear if universal prek is part of strategic plan

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Filled out correctly

\$\$ for PD but not explained in PD section.

- **Budget Narrative**

Clear outline of expenses. Why are they hiring 2 teachers for 8 children?

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**
 - Provided for individual schools

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Establishment of a partnership with a community partner**
 - No, even though they said yes
- **Number of hours of instructional programming**

30 hours
- **SAU in Cohort 2**

no
- **SAU starting pre-k programming for first time**

no
- **SAU reaching universal enrollment of eligible 4-year-olds**

yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
RSU 34 expansion with 8 more seats
Mention of partnerships, but no clear description of a partnership in overview or description?
- **Identification of Need and Community Coordination**
RSU 34 developed proposal, input from elementary stakeholders group, facilities planning committee, Old Town YMCA, Penquis, and KidsPeace
- **Project Description**
Mentions the preK will meet 124 and be the same as other PreK classrooms, with link that not able to click... curriculum?
General description of professional learning
General description of family engagement
- **Recruitment and Enrollment**
Enrollment process not addressed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Recruitment through social media, newspaper, website

- **Evaluation**

Evaluate relative to Chapter 124 standards

- **Sustainability**

RSU 34 in strategic planning process

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 to cover ed techs, equipment, supplies, materials, playground, renovations, professional learning, and some transportation.

Local and state funds covering the teachers and some of materials, supplies, equipment, part of renovations, and transportation

- **Budget Narrative**

Need to retrofit classroom that was previously for older children

Food costs are built into school budget

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 35.9-44.28% and 59.87%

- **Establishment of a partnership with a community partner:** Yes? No direct delivery of services or programming proposed with partners.

- **Number of hours of instructional programming:** 30 hours

- **SAU in Cohort 2:** No, have interest in cohort 2

- **SAU starting pre-k programming for the first time:** No

- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Clear and organized details.
- **Identification of Need and Community Coordination**
 - Nothing to note or clarify.
- **Project Description**
 - Lack of details describing how inclusive classrooms will be conducted and maintained.
 - Lack of details highlighting family engagement and transition strategies.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed unless universal enrollment is not possible, what is the plan for maintaining a waitlist and enrolling students.
- **Evaluation**
 - How will student outcomes be evaluated and reported?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= present and accurately reflects the project description.
 - Budget Table 3= present and accurately reflects the project description.
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner	X Letter of intent from 1 of 3 potential partners		
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand existing programming to add 8 students and move programming from one school (Alton) to another (Bradley)
- **Identification of Need and Community Coordination** Expanding numbers of ML families in the area; Coordination of services, transportation for after care and other things between community partners is listed as a need for families. The move from one school to another for all prek programming stems from families declining to attend the outlying school leading them to not enroll children in the program (due to waitlists in the Bradley school). There have been public input sessions, programming surveys and input through elementary interest groups, as well as other community providers.
- **Project Description** 1. The classroom will be moved from Alton to Bradley (which houses 2 current pre-k classrooms), expanded by 8 seats and retrofitted to comply with chapter 124. 2. New classroom will align with current classrooms with curriculum and assessment tools which are not named, but there is a link to the curriculum information. 3. They implement a

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

multi-tiered support system with c includes inclusion, for children in need (ML and children with disabilities listed) as they currently do in their pre-k programming. 4. Requirements of properly credentialed staff are in place and will be followed. They work with local post-secondary education programs for support. 5. PL includes many modalities that educators can take part in locally and state-wide. 6. Admin overseeing the pre-k programming include Ast. Superintendent, SpEd director, and superintendent. The current admin who oversees the pre-k programming will continue with the newly expanded classroom. 7. Family engagement activities and platforms are listed; pre-k families are included in school led family engagement efforts with the entire school. 8. There are meetings, activities and other collaboration listed as “on entry” for transition activities.

- **Partnerships:** There are partnerships for collaboration but not for actual pre-k programming listed
- **Recruitment and Enrollment** Multiple pathways for recruitment are listed; the program is universal
- **Evaluation:** Annual evaluations following Chapter 124 standards and 12 professional standards (TASC standards) and through multiple ways: growth plans, educator reflections, admin evaluations with a 3–5-year program review. They welcome state-level visits and feedback
- **Sustainability.** The costs will be reflected in to the local budget following the grant end.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Complete
- **Budget Narrative** Outline includes description of what funding through the grant award will do including Ed Tech, equipment and materials (outdoor and in classroom), retrofitting of classroom space, PD

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** Alton 41.38%, Viola Rand (Bradley) 35.9%, Old town elementary 44.28%; but they report that economically disadvantaged numbers tend to be more around 57%
- **Establishment of a partnership with a community partner – Yes (?)**
- **Number of hours of instructional programming – 30**
- **SAU in Cohort 2 – No**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		X but not for PreK programming	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand local Pre-K capacity by adding an additional 8 spots. Relocating the 1 classroom of 8 at Alton Elementary and moving to a classroom of 16 at Viola Rand School with 2 established Pre-K classrooms.
- **Identification of Need and Community Coordination:** Collaboration of services such as aftercare needs, transportation or food service with community providers. Public input and involvement through surveys and an elementary stakeholder group was gathered for the application.
- **Project Description:** Location: Relocate 1 classroom at Alton Elementary to Viola Rand school and add 8 additional spots. Therefore, housing all Pre-K classrooms in the same school.

Curriculum and assessment will align with the current Pre-K classrooms. (Checked out website, didn't list the name of curriculum or assessment)

Ongoing professional development for administration and teachers: Include conferences, webinars and site visits of other programs.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Family engagement will be through open houses, screenings and parent teacher conferences, daily communication through an app. Also participate in family nights such as literacy and science nights.

Recruitment and Enrollment: Through community newspaper, website, social media, signage and communication with community organizations. The program is universal.

Evaluation: Evaluate implementation and effectiveness against the standards of Ch 124 and 12 professional standards (InTASC). This is done annually. Community input is sought annually, and a larger evaluation is done every 3-5 years.

Sustainability: Plans to incorporate costs into local budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$314,400 for the addition of 8 students, applying for \$100,000. Budget includes money for ed tech salary. \$1,000 in materials and supplies \$29,000 for retrofitting a classroom, \$30,000 in playground equipment, \$2,000 for coordinated professional development.
- **Budget Narrative:** Some of the expenses associated with the expansion will be addressed locally and others are a one-time expense such as playground equipment and fencing and retrofitting of the classroom at Viola Rand.
- **Criteria D – Competitive Priorities**
 - **Percentage of school population eligible for Free or Reduced Lunch:**
FY24- Alton: 41.38% Viola Rand: 35.90% Old Town Elementary: 44.28%
 - **Establishment of a partnership with a community partner:** Yes (not really)
 - **Number of hours of instructional programming:** 30
 - **SAU in Cohort 2:** No
 - **SAU starting pre-k programming for first time:** No
 - **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner		X	
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in enrollment slots.

Proposed schedule information is limited..

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs and barriers identified and assessed.

Coordination with EC providers provided.

Extended childcare needs provided.

Coordination with CDS- limited information.

Public notice provision and dissemination is not provided.

How the grant will help overcome barriers provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and compliant with Chapter 124.

Evidence-based curriculum provided through a link, assessment plan- limited information.

MTSS information is limited, inclusion information limited.

Plans for staffing is adequate.

Plan for professional learning is adequate but content areas not provided.

Administrative coordination meets requirements.

Transition strategies are adequate.

- **Recruitment and Enrollment**

Recruitment information is provided and enrollment is universal.

- **Evaluation**

Plan does not meet criteria for evaluation of program, and program improvement feedback, but does provide student progress evaluation.

- **Sustainability:**

Information is limited, a plan is not clearly defined.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined is not provided in the budget narrative.

How other sources of funding will be added is provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -yes**
- **Establishment of a partnership with a community partner- yes**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 34

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- Overview of the Project**

Move program from half day to full day, universal

Expect increase in students with full day, full week schedule, hope to align with hours for K – 3
33.5 hours per week

- Identification of Need and Community Coordination**

Offered half day pre-k for 50 years.

Survey to all parents in district, strong support for full day.

Notice to all child care programs, says feedback has not been negative, unclear how conversations happened.

No info about on-going evaluation

Demographics of district include

Part of cohort 1

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

- **Project Description**

Classrooms meet 124

PreK for Me and other curriculum, expansion of day will help with aligning with MELDS

Mention MTSS and move to FAPE responsibility as cohort 1

Talk about plans for certified teachers. Ed techs?

Coaching for math, literacy and SEL

Principals coordinate

Sneak peek in august, staggered start so can meet with teachers, seesaw, portfolios

Start in February and help with transition to full day programming

- **Recruitment and Enrollment**

Feels like families know about program. Went to child care programs to spread the word

- **Evaluation**

Survey of parents and track child progress. May do one part time classroom. How will they make this decision?

- **Sustainability**

Grant will help with transition to taking this on fully in local school budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Will have 8 teachers, how many do they have right now?

- **Budget Narrative**

Expenses outlined. Transportation software? Unclear how many classrooms they have now as they move to 8 classrooms.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

15 to 20%

- **Establishment of a partnership with a community partner**

No

- **Number of hours of instructional programming**

33.5 hours per week

- **SAU in Cohort 2**

In cohort 1

- **SAU starting pre-k programming for first time**

No

- **SAU reaching universal enrollment of eligible 4-year-olds**

Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
RSU 35 expansion to universal full day, full week, currently half day
- **Identification of Need and Community Coordination**
Community survey, 131 respondents want to access PreK
Sent notice to 12 child care center with notice about intent to expand and asked for help sharing survey with families
- **Project Description**
PreK4ME, Heggerty, Bridges, Kimochis SEL
Cohort 1 school, serving 15 3-year-olds
DIAL-4
Expectation of retaining and hiring 029 certified teachers
Description of professional learning in each of curriculum areas
“Because we run PreK program in building, only transition we have to attend to is into PreK,”
focus on engagement with families to transition children to full day

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Recruitment and Enrollment**
Enrollment process not addressed
Recruitment through asking local child care programs to share with families of younger children
- **Evaluation**
Family survey
Track student performance
- **Sustainability**
Prepared to add Ed tech costs in the school budget the following year, most of costs paid for by SAU

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
Requesting \$213,000 for 3 classrooms to cover ed techs, supplies/materials, professional learning, and transportation upgrade.
Local and state funds covering the teachers and most ed tech costs, some of materials, supplies, some of professional learning, transportation
- **Budget Narrative**
3 Ed techs
New instructional materials for PreK curriculums
New transportation software

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 15-20%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 33.5 hours a week, following elementary schedule
- **SAU in Cohort 2:** No, in Cohort 1

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35 Public Schools

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			missing
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Clear and organized details.
- **Identification of Need and Community Coordination**
 - Nothing to note or clarify.
- **Project Description**
 - Lack of details highlighting family engagement and transition strategies.
 - Staffing plan did not include educational technicians.
 - Transition plan did not address the transition from Pre-K into K.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed unless universal enrollment is not possible, what is the plan for maintaining a waitlist and enrolling students.
- **Evaluation**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35 School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- Nothing to note or clarify.
- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description. Not requesting full amount allowed.
 - Budget Table 2= present and accurately reflects the project description. Didn't include meal costs.
 - Budget Table 3= present and accurately reflects the project description.
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand the universal programming from half day to full day programming, addition of 3 new classrooms (Full day/Full Week)
- **Identification of Need and Community Coordination** Survey sent to all district families, and to 12 local child care programs explaining the expansion. 83% of respondents supported the expansion. 61% said that the half day negatively impacted their work schedules. Child care waitlists are months to years long; Discussion with school board which is ongoing with open public comment.
- **Project Description** Classrooms will be in Central and Eliot Elementary schools in appropriate classrooms with the need to retrofit some rooms and bathrooms, as well as cafeteria tables. 2. Program utilized pre-k for me, Bridges math, Kimochis SEL and Heggerty. There is no mention of an assessment tool. 3. There are school-wide MTSS systems in place with teams meeting 2x/month; there is evidence of inclusion with push-in services, and PLC time weekly to collaborate around student data and planning. No mention of ML learners or culturally sustaining practices. They are a cohort 1 SAU. 4. Credentialing currently allows for the 029, and future hires would follow this. 5. PL includes coaching, PD on curricula and time to plan over the summer. 6. This is a current program

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

overseen by building principals which would continue. 7. The classrooms are involved in school-wide family engagement activities, and there are multiple strategies for communication. 8. There is no strategy for transitioning children and families into K (even for those not attending the pre-k program). Transition into PreK includes teachers working with families for SEL, enrolling families in February to begin activities to build relationships early.

- **Partnerships:**
- **Recruitment and Enrollment** Outreach to community partners to share recruitment information. This is a universal program
- **Evaluation:** Family surveys and feedback, track student performance.
- **Sustainability.** As this is current programming, the start up costs are believed to be easily incorporated into the annual budget going forward. Other costs are one-time costs.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget table 2 lists curriculum materials for 2 new classrooms; budget table 3 is asking for 3 new classrooms; does the transportation software fall under transportation, or another line item?
- **Budget Narrative** Breaks down the budget line items. I wonder about the cost and use of so many different curricula systems.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch: 15-20%**
- **Establishment of a partnership with a community partner – No**
- **Number of hours of instructional programming – 33.5**
- **SAU in Cohort 2 – No (they are cohort 1)**
- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand local Pre-K from half day to Universal full day programming.
- **Identification of Need and Community Coordination:** Survey sent out to families in the district as well as child care providers about the negative impact half day programming had on the ability of the family to work and asked about interest in full day programming. Overwhelming response was in agreement to moving towards the full day programming with child care providers offering support to offer before and after care.
- **Project Description:** Location: The program will run in the 2 current elementary schools that already have half day Pre-K programming.
Curriculum and assessment: PreK for Me, Bridges Mathematics, Kimochis SEL and Heggerty curriculums currently used. (no mention of assessment)
Ongoing professional development for administration and teachers: Planning time with district coaches in math, early literacy and SEL curriculum. Training around the Dial 4 screener as well as planning time to shift from half day to full day programming.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Family engagement will be through open house, staggered starting times, Dial 4 screening, Seesaw for communication, p/t conferences 2x a year other family engagement events throughout the year.

Recruitment and Enrollment: The program has been running universally for a while.

Evaluation: Evaluation of the program will be through family surveys and tracking student progress.

Sustainability: Plans to incorporate costs into local budget for the 26-27 SY. Some costs associated with this grant are one time costs.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$1,400,500 for 8 classrooms. The amount requested through the grant is \$213,000. 3 full day/full week classrooms will be added. (1 at Eliot Elementary and 2 at Central Elementary.) The majority is requested for 3 ed tech salaries (\$142,500). \$15,500 for instructional supplies, \$35,000 for parent communication/bus tracking technology. \$20,000 for training and teacher work time over the summer.
- **Budget Narrative:** The majority of the request is for Ed Tech salary allowing them to budget the full day Pre-K at the local level over 2 years. Some costs are one-time only costs.
- **Criteria D – Competitive Priorities**
 - **Percentage of school population eligible for Free or Reduced Lunch:** 15-20%
 - **Establishment of a partnership with a community partner:** No
 - **Number of hours of instructional programming:** 33.5 hours/week
 - **SAU in Cohort 2:** Yes (no in cohort 1)
 - **SAU starting pre-k programming for first time:** No
 - **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner	X		
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in enrollment slot unknown/unclear.

Proposed schedule information is unclear.

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs and barriers identified and assessed.

Coordination with EC providers not provided.

Extended childcare needs provided.

Coordination with CDS- not provided.

Public notice provision and dissemination is provided.

How the grant will help overcome barriers is provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and determined appropriate for pre-k, but not specific to compliance with Chapter 124.

Evidence-based curriculum provided, assessment plan is not provided..

MTSS information is limited, inclusion information limited.

Plans for staffing is limited.

Plan for professional learning is adequate.

Administrative coordination is limited.

Transition strategies are adequate for transition into Pre-k, limited for transition in to K.

- **Recruitment and Enrollment**

Recruitment information is limited and enrollment is universal.

- **Evaluation**

Plan meets criteria for program improvement feedback and student progress evaluation.

- **Sustainability:**

Plan provided.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined and provided in the budget narrative.

How other sources of funding will be added is provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no, in cohort 1**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: RSU 35

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		X	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner		?	
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Open new classroom in Margaret Chase Smith to move to universal pre-k

- **Identification of Need and Community Coordination**

Demographics included

Into about parent struggles

Lacks details of how they know about the needs of parents

They do coordinate with child care but not a lot of details provided about how they do this.

No info about on-going evaluation of need

- **Project Description**

Meet section 124, lacking details of how

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

PreK for me and TSG

Clear info about MTSS and connections for EI and MLL, what about coordination with CDS?

Lacking details about PD

Lacking details about family engagement

Transition into prek – dial, consult with ECE providers

Plan for transition into K

- **Recruitment and Enrollment**

Universal but make sure there are spaces for key demographics

- **Evaluation**

CLASS and TS Gold

- **Sustainability**

Grant will cover ed techs and transportation. State dollars through EPS cover in future.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Description in Budget narrative doesn't match budget form

- **Budget Narrative**

Outline of expenses

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**
?

- **Establishment of a partnership with a community partner**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford

DATE: 11/5/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: GOPIF

No

- **Number of hours of instructional programming**

6 hours per day

- **SAU in Cohort 2**

No

- **SAU starting pre-k programming for first time**

No

- **SAU reaching universal enrollment of eligible 4-year-olds**

No, but above says that they might be at universal?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		partial	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
Propose to add a classroom at one elementary school
Currently have 6 classrooms at 4 schools, 1 partnership classroom at the YMCA, 112 PreK students, adding capacity for 16 more
- **Identification of Need and Community Coordination**
220 K students in SAU
Mention of First 10 and building strong collaborations with providers
Sounds like moving to full day, adding transportation
- **Project Description**
PreK4ME
TS Gold
DIAL
081 certifications held and expected
Detailed MTSS description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Screening and open house before PreK entry, detailed transition plan from PreK to K classrooms, coordination among teachers

- **Recruitment and Enrollment**

Recruitment through website, community events, child care

Enrollment will set aside spaces for special education and economically disadvantaged, if more students enroll than have capacity for, will use lottery (universal?)

- **Evaluation**

CLASS, TS Gold, technical assistance

- **Sustainability**

Prepared to fund full costs in future years through state and local funds

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 for 1 classroom to cover ed techs, supplies/materials, and equipment.

Local and state funds covering the teachers and professional learning

Food and transportation not addressed in budget

- **Budget Narrative**

Ed tech positions, instructional materials, and classroom furniture

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** ?
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 6 hours per day
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		X (no)	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Increase the availability of Public Pre-K in Sanford by adding an additional classroom at Margaret Chase Smith School.
- **Identification of Need and Community Coordination:** Currently serving about 50% of the eligible 4-year-olds based on kindergarten enrollment numbers.
- **Project Description:** Location: The classroom will be housed at Margaret Chase Smith School with another Pre-K classroom exists.

Curriculum and assessment: PreK for Me, TSG for assessment. Students will be screened on the Dial 4 at the beginning of the SY.

Ongoing professional development for administration and teachers: Weekly early release days and scheduled teacher workshop days will be held throughout the year. Summer learning opportunities for staff will also be available. Topics include curriculum, SEL, instruction and assessment.

Family engagement include family nights, family connection activities, parent education opportunities and p/t conferences. A robust transition plan is in place with the district that include collaboration with Kindergarten teachers for students.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Recruitment and Enrollment: Notices through the website and community events. Also information is shared with local child care providers. Mirroring of school wide demographics is desired enrollment plan. Lottery is used if needed.

Evaluation: Evaluation of the program will be through the CLASS monitoring tool and PEPG for teacher feedback. Sanford will also engage in ongoing technical assistance.

Sustainability: Plans to incorporate the ed tech positions into the state/local budget in future years also the additional state funding through the EPS funding will cover additional transportation costs.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$215,000 for the additional classroom of 16. The amount requested through the grant is \$100,000. \$60,000 for ed tech salary, \$20,000 for instructional materials and supplies, \$20,000 for classroom equipment.
- **Budget Narrative:** The majority of the request is for Ed Tech salary the remaining amount is for classroom furniture and instructional materials and supplies.
- **Criteria D – Competitive Priorities**
 - **Percentage of school population eligible for Free or Reduced Lunch:** 53.84% (from pg 7)
 - **Establishment of a partnership with a community partner:** No
 - **Number of hours of instructional programming:** 6 hrs a day
 - **SAU in Cohort 2:** No
 - **SAU starting pre-k programming for first time:** No
 - **SAU reaching universal enrollment of eligible 4-year-olds:** No

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Clear and organized details.
- **Identification of Need and Community Coordination**
 - Adequate details, nothing to note or clarify.
- **Project Description**
 - Lack of details highlighting strategies beyond MTSS.
 - Detailed family engagement and transition strategies.
- **Recruitment and Enrollment**
 - Nothing to note or clarification needed.
- **Evaluation**
 - Nothing to note or clarify.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= only reflects costs supported by grant funding.
 - Budget Table 3= estimate expenses for meals and transportation missing.
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 0pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner	X (List of potential partners, no letters of intent)		
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Addition of a classroom at the Margaret Chase Smith School for an increase of 16 seats
- **Identification of Need and Community Coordination** With a goal for offering universal pre-k that meets needs of families, with transportation and full day programming a priority. Working with community partners through Frist 10 to enhance family services and partnerships and strengthen teaching and learning.
- **Project Description** 1. Housed at Margaret Chase Smith school and aligned with Chapter 124. 2. Pre-K for ME and TSGold will be utilized along with the DIAL screener. 3. Current MTSS framework in use which pre-k staff will collaborate on to ensure inclusive practices for all students. ESOL teachers will support ML students, and SpEd teachers will implement accommodation and learnings for children with IEPs. There is no discussion of culturally sustaining practices. 4. Teachers will have 081 and ed techs will hold an ed tech II at

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

minimum. 5. PD is provided weekly at early release days and workshops throughout the year. Summer opportunities are also available. The focus on SEL, curricula, instruction and assessment with other focuses as needed. 6. The assistant superintendent will provide oversight with collaboration other admin. 7. There are multiple family engagement strategies discussed that are designed to support positive family-school connections. 8. The transition plan to K is strong with multiple family events, collaboration between pre-K and k educators etc. There are some activities, including screening for incoming PreK students.

- **Partnerships:** N/A
- **Recruitment and Enrollment** Multiple ways to share recruitment information including plans for outreach to underserved and hard-to-reach families in place. Local child care and other agencies are given information to share as well. The program will be universal and inclusive. If there is a larger number of enrollments, there will be a lottery system put in place.
- **Evaluation:** Through observation and analysis of student data, CLASS observation tool and PEGP information will be used in evaluations. Ongoing TA is listed as well
- **Sustainability.** Funding will be input into local budgeting and be fulfilled through additional state funding in future years.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget table 1 – yellow box is not completed; Budget table 2 seems incomplete with no local funding items listed or explained; Budget 2 and 3 amounts don't seem to match – instructional materials on 2 are at \$13k, but are listed as \$20k on table 3; Ed tech salary on table 2 is at \$67k, but listed on budget 4 as \$60k
- **Budget Narrative.** Complete and detailed

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** Not listed
- **Establishment of a partnership with a community partner –** No
- **Number of hours of instructional programming –** 6
- **SAU in Cohort 2 –** No
- **SAU starting pre-k programming for the first time -** No
- **SAU reaching universal enrollment of eligible 4-year-olds –** No – but listed as universal in recruitment and enrollment

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in enrollment provided.

Proposed schedule information is not provided.

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs and barriers identified but no explanation of how assessed.

Coordination with EC providers is limited.

Extended childcare needs mentioned.

Coordination with CDS- not provided.

Public notice provision and dissemination is not provided.

How the grant will help overcome barriers is provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and in compliance with Chapter 124.

Evidence-based curriculum provided, assessment plan is provided.

MTSS information is provided, inclusion information is provided.

Plans for staffing is limited.

Plan for professional learning is adequate.

Administrative coordination is limited.

Transition strategies are limited for transition into Pre-k, adequate for transition in to K.

- **Recruitment and Enrollment**

Recruitment information is adequate and enrollment process and adequate.

- **Evaluation**

Plan meets criteria for effectiveness of program, program improvement feedback and student progress evaluation.

- **Sustainability:**

Plan provided.

.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined were not provided in the budget narrative.

How other sources of funding will be added is not provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming-**
- **SAU in Cohort 2-no**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Sanford School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- SAU starting pre-k programming for first time-no
- SAU reaching universal enrollment of eligible 4-year-olds-no

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- Overview of the Project**

Additional full day, full week prek classroom to get to universal public prek
Cohort 1

- Identification of Need and Community Coordination**

Special education numbers for grade ranges
50% of prek students need special education services
FRL of 52%
Rural geography
Engaged parents in convenings and surveys, 98% lack child care
List community partners
Lack info about on-going eval of program

- Project Description**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Offer public prek to 16 students with wrap around before and after care

Explanation of classroom!

Full description: PreK for ME and TSG, administrators to participate in CLASS training

Nice description of MTSS, special ed teacher designated to prek

Hope to hire a prek teacher with 081 and 282B, two ed techs.

Nice description of PD

Special ed director coordinates and supervises

Engage families from the time they are born until 5, engagement activities, conduct ASQ, etc

Align curriculum prek through grade 2, online handbook for parents, lots of activities before entering prek, parent interview and parent staff coffee hour

- **Recruitment and Enrollment**

Flyers all over the community. Home visits. Transportation to screenings

- **Evaluation**

Very thorough evaluation plan.

- **Sustainability**

Prek expansion and the funding for FAPE transition

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Error in Budget table 3

- **Budget Narrative**

Outline of expenses

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

52%

- **Establishment of a partnership with a community partner**

No

- **Number of hours of instructional programming**

32.5 hours

- **SAU in Cohort 2**

Cohort 1

- **SAU starting pre-k programming for first time**

No

- **SAU reaching universal enrollment of eligible 4-year-olds**

Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St George School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
Have one current full day, full week classroom, proposing to add one more
Part of Cohort 1 of FAPE transition
- **Identification of Need and Community Coordination**
Engaged parents through surveys and convenings
- **Project Description**
Will have dual certified teacher and two ed techs
Before and after care provided by SAU
PreK4ME, Learning without Tears, Lively Letters
TS Gold
Ready Rosie for parent engagement
Administrators will be trained in CLASS
Detailed MTSS description

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St George School Department

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

All PreK staff will be in MRTQ registry, MRTQ trainings, MaineAEYC memberships, conferences

Zero to School initiative with family engagements, connections to Help Me Grow

- **Recruitment and Enrollment**

Flyers, community events, social media

Enrollment process not addressed

- **Evaluation**

DIAL-IV, TS Gold, environmental surveys

- **Sustainability**

Plans to sustain programming through state and local funding, including FAPE transition funding

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$100,000 for 1 classroom to cover ed techs, supplies/materials, equipment, professional learning, and retro fitting.

Teacher, playground, food and transportation not addressed in budget

- **Budget Narrative**

Ed tech positions, bathroom renovation, professional learning, etc.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 52%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:** 32.5 hours a week
- **SAU in Cohort 2:** No
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Clear and organized details.
- **Identification of Need and Community Coordination**
 - Adequate details, nothing to note or clarify.
- **Project Description**
 - Adequate details highlighting strategies beyond MTSS and inclusion.
 - Detailed family engagement and transition strategies, with the exception of Pre-K to K transition.
- **Recruitment and Enrollment**
 - Lack of details highlighting an enrollment plan if not universal.
- **Evaluation**
 - Nothing to note or clarify, detailed information provided.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= only reflects costs supported by grant funding.
 - Budget Table 3= only reflects costs supported by grant funding.
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 1pts
- **Establishment of a partnership with a community partner** 0pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 0pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Addition of one full day/full week classroom to expand to 2 FD FW classrooms
- **Identification of Need and Community Coordination** Lack of child care/affordability identified through family conversations and surveys; This is a cohort 1 SAU – expanding to and additional classroom would ensure that FAPE is being met.
- **Project Description** 1. The classroom will be located in the public school and adhere to chapter 124 requirements. 2. Pre-k for Me, Learning without Tears and Lively Letters will be utilized for curricula and TSG is the assessment tool. Ready Rosie will be used as a parent engagement tool. 3. The school has a strong MTSS System in place currently, and are in the process of developing an MTSS system in pre-k that aligns to the early adopter requirements and aligns with K-3. They are exploring the pyramid model. They are inclusive with a pre-k teacher who works with SpEd director, and is trained in safety care and trauma informed practices 4. The desire is for a dually certified teacher with 081 and a 282b or supported in pathways to obtain the 282b. There will be 2 ed tech positions in the classroom following chapter alignment on certification. 5. PL is designed by the SpEd director and aligned k-2. There are multiple focuses on training listed. Teachers will be

STATE OF MAINE INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

registered with MRTS, and the contract includes up to 6 credits annually for teaching staff with a budget for ed tech PL annually. 6. The current admin coordination will continue to oversee the new classroom. 7. There are many partners that the school works with toward increased and strong family engagement in prek and across the grades. Ready Rosie is utilized to connect with parents on child development and multiple other examples of communication and connection given. 8. The transition to Prek and into k include many activities for families, and children and are aligned in the early grades.

- **Partnerships:** N/A
- **Recruitment and Enrollment** Many avenues of recruitment include home visits for harder to reach families and transportation to events for families and children.
- **Evaluation:** Thorough student evaluation discussed. Program evaluation includes an environmental checklist completed 3x/year, and an annual review of program standards. They will work together to complete the Public Preschool Program Annual Report. They plan to use CLASS training and observations and will meet regularly to review data, strengths and support needed. A parent survey for feedback will be administered to collect on multiple data points.
- **Sustainability:** The program will be funded through the State's EPS formula and/or Cohort 1 (FAPE) funding. They plan to seek out funding opportunities for grants as needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Budget tables 2&3 only includes costs that will be grant covered.
- **Budget Narrative.** The narrative is complete and includes amounts and explanations for each cost. Some costs are one-time costs while others will fall into general budgeting for sustainability.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch: 52%**
- **Establishment of a partnership with a community partner – No**
- **Number of hours of instructional programming – 32.5 (6.5 hours/day, 5 days/week)**
- **SAU in Cohort 2 – No**
- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: ST. George MSU

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		X	
Partner Listing with Letter of Intent from each partner	X		
Eligibility Verification		X	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in enrollment provided.

Proposed schedule information is provided.

- **Identification of Need and Community Coordination**

Demographics are provided.

Needs and barriers identified and assessed.

Coordination with EC providers is provided.

Extended childcare needs identified.

Coordination with CDS- provided.

Public notice provision and dissemination is not provided.

How the grant will help overcome barriers is provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: ST. George MSU

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and in compliance with Chapter 124.

Evidence-based curriculum provided, assessment plan is provided.

MTSS information is in development and provided, inclusion information is limited.

Plans for staffing is adequate and provided.

Plan for professional learning is adequate.

Administrative coordination is limited.

Transition strategies are provided for transition into Pre-k and transition in to K.

- **Recruitment and Enrollment**

Recruitment information is adequate and enrollment process is missing.

- **Evaluation**

Plan meets criteria for effectiveness of program, program improvement feedback and student progress evaluation.

- **Sustainability:**

Plan provided.

.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined were not provided in the budget narrative.

How other sources of funding will be added is not provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -yes**
- **Establishment of a partnership with a community partner- no**
- **Number of hours of instructional programming- yes**
- **SAU in Cohort 2-no- cohort 1**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: ST. George MSU

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George MSU

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Pre-K expansion to provide Universal Pre-K. Adding 1 classroom of 16 students full day/full week.
- **Identification of Need and Community Coordination:** The current classroom has 18 enrolled and St. George is taking on the FAPE responsibility to provide special education for 3-5 year olds. There are no child care's in the area so the need for adding a classroom has been identified.
- **Project Description:** Location: Adding 1 additional classroom of 16 students at the St. George PreK-8 school. They will also be offering before and after care for the children. The classroom will have a dual certified teacher (081/282b) and 2 full time ed techs.
Curriculum and assessment: PreK for Me, Learning without Tears, and Lively Letters. TSG will be used for assessment. Admin will become CLASS certified to assess and evaluate the classrooms. Professional learning opportunities are robust and include conferences PLC's and book studies. Family engagement include family nights, newsletters, Ready Rosie, HelpMeGrow ages and stages as well as a Zero to School pilot.
Recruitment and Enrollment: Notices through the website and community events. Admin have gone house to house to visit families to get them the information.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: St. George MSU

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Evaluation: Evaluation of the program will be through the collection of data through TSG, surveys and CLASS observations.

Sustainability: The classroom will be funded through the EPS formula and or/the FAPE transition. The school board will hear presentations on data and success 3x a year to continue support of the classrooms through the local budget.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount requested through the grant is \$100,000 for an additional classroom of 16 students. \$65,000 for ed tech salary, \$10,000 for instructional materials and supplies, \$5,000 for classroom equipment, \$10,000 for retrofitting of classroom, \$10,000 for Professional development.
- **Budget Narrative:** The funds will provide the start up costs for the additional classroom and funding will continue through local budget, FAPE transition or other grants sought out.
- **Criteria D – Competitive Priorities**

- **Percentage of school population eligible for Free or Reduced Lunch:**
52%
- **Establishment of a partnership with a community partner:** No
- **Number of hours of instructional programming:**32.5 hours
- **SAU in Cohort 2:** No-cohort 1
- **SAU starting pre-k programming for first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Add another Prek classroom at Wiscasset Elementary School

- **Identification of Need and Community Coordination**

Info about FRL numbers

Worked with head start at Midcoast CAP, what about other child care programs

- **Project Description**

New classroom in existing building, separate pick up and drop off, meets 124

PreK for ME, assessment created with prek for me guidelines? Work with HS on assessments

No discussion of MTSS, screenings, group will meet weekly to assess children's needs and accommodations.

Staff will receive all staff PD as well as Second Step and PreK for ME

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Superintendent and business manager overall responsibility

Screening with parent interview, orientation during summer, parent conferences, daily communication from teacher?

Welcome packet being created through first ten, step up day for K, meetings between prek and k teachers. First ten coordinator to go out to child care programs to see children who will be transitioning into prek

Have an existing partnership with Midcoast CAP head start

- **Recruitment and Enrollment**

Visit child care and other outreach activities

Play and Learns, and work with community partners to reach families.

No details about enrollment process

- **Evaluation**

Tied in with First 10 and community needs assessment, what will be assessed or monitored?

Screeners help to track individual children's needs, track their growth

- **Sustainability**

Committed to prek, First Ten and being a member of cohort 2

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Forms look correct

- **Budget Narrative**

Lists expenses, Total is \$120,000 because they are cohort 2.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset

DATE: 11/10/24

EVALUATOR NAME: Ana Hicks

EVALUATOR DEPARTMENT: Governor's Office of Policy Innovation and the Future

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch**
43.01%

- **Establishment of a partnership with a community partner**
Says yes, but is head start providing education?

- **Number of hours of instructional programming**
6.5 per day

- **SAU in Cohort 2**
Applying to be

- **SAU starting pre-k programming for first time**
No

- **SAU reaching universal enrollment of eligible 4-year-olds**
Yes

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
 - Clear and organized details.
- **Identification of Need and Community Coordination**
 - Adequate details, missing some demographic data.
- **Project Description**
 - Adequate details highlighting strategies beyond MTSS and inclusion.
 - Lack of details highlighting MTSS and inclusion strategies.
 - Lack of details for family engagement strategies.
 - Adequate details highlighting transition strategies.
- **Recruitment and Enrollment**
 - Lack of details highlighting an enrollment plan if not universal.
- **Evaluation**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Nicole Madore

EVALUATOR DEPARTMENT: Education

- How will student outcome data be evaluate and used?
- **Sustainability**
 - Nothing to note or clarification needed.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**
 - Budget Table 1= present and accurately reflects the project description.
 - Budget Table 2= does not include cost of transportation. How were estimates calculated?
 - Budget Table 3= present and accurately reflects project description, excluding transportation costs.
- **Budget Narrative**
 - Detailed information provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch** 0pts
- **Establishment of a partnership with a community partner** 3pts
- **Number of hours of instructional programming** 3pts
- **SAU in Cohort 2** 3pts
- **SAU starting pre-k programming for first time** 0pts
- **SAU reaching universal enrollment of eligible 4-year-olds** 3pts

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner			x
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Expand to a second pre-k classroom with their current Head Start partner
- **Identification of Need and Community Coordination** Demographics given, with the current number of programming in theirs and neighboring towns.
- **Project Description** Expand by one new classroom in existing school building. Renovate an entrance to provide a new pre-k pick/up and drop off spot. Proposed enclosed playground is included close to the new entrance. The existing program adheres to chapter 124, as will the new classroom. 2. Pre-K for Me will be utilized and the school and Head Start are working together to create appropriate assessments – according to the guidelines of Pre-K for ME. 3. Screener (DIAL4) is used, accommodations are utilized, but there is no real MTSS system; it seems that they are discussing children with IEPs or those that may qualify for evals through screeners. 4. The school ensures that all staff and staff of partners hold the required credentials. 5. PD sessions are offered along with the rest of the school; there is partnering with Head Start for pre-k specific trainings that are required. 6. School department superintendent and business manager coordinate with other admin and staff to coordinate facilities, transportation, and nutrition. 7. There are some summer activities

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset

DATE: November 5, 2024

EVALUATOR NAME: Marcy Whitcomb

EVALUATOR DEPARTMENT: Department of Education, Early Learning Team

offered for families, and a parent interview, parent conferences and daily communication through an online platform. 8. Working with a first 10 grant the school is developing transition plans and activities as well as a welcome packet for parents around what to expect for incoming pre-K and K students. There is a plan of collaboration between teaching staff and other staff and local community providers.

- **Partnerships:** Current partnership with Head Start
- **Recruitment and Enrollment** Many avenues of recruitment with added activities such as pre-k specific open houses starting in winter, shadow days, tours. The First 10 coordinator is specializing in outreach. They also host play and learns and work with local community partners to other events. There is no discussion of enrollment procedure.
- **Evaluation:** Comprehensive Needs Assessment, including observation and community feedback. First 10 monitoring.
- **Sustainability:** Schools existing commitment; First 10 grant funding, and engaging in cohort 2 for FAPE

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms** Seems to be complete
- **Budget Narrative.** Seems to be complete

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch: 43.01%**
- **Establishment of a partnership with a community partner – Yes, Current**
- **Number of hours of instructional programming – 6.5**
- **SAU in Cohort 2 – Yes**
- **SAU starting pre-k programming for the first time - No**
- **SAU reaching universal enrollment of eligible 4-year-olds – Yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		X (no)	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project:** Pre-K expansion to add 1 full day/full week classroom to Wiscasset Elementary School.
 - **Identification of Need and Community Coordination:** The current classroom has 14 enrolled and projections are with a second classroom they could have 28-32 students enrolled. There are not many preschool options in the surrounding areas and an additional classroom hopes to meet some of that need in the area.
 - **Project Description:** Location: Adding 1 additional classroom of 16 students at Wiscasset elementary school early childhood wing. Renovation of an entranceway to create a new drop off location for pre-k is proposed as is an enclosed pre-k playground outside the new entrance.
Curriculum and assessment: PreK for Me will be used. Assessments are created according to the Pre-K for me guidelines. WES also works with Head Start to create appropriate Assessments for programming. Transition activities that align with the First Ten grant will support children transitioning into and out of Pre-K.
- Recruitment and Enrollment:** Visiting child care locations, sharing information with about the program through mailings and media outlets. Offer open houses and Play and Learns in the community to share information about the program.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Michelle Belanger

EVALUATOR DEPARTMENT: Department of Education

Evaluation: Evaluation of the program will be through the Comprehensive Needs Assessment as well as observations and community feedback. Also be monitored with first Ten Grant program.

Sustainability: The SAU is committed to free access to public education for pre-K- 12, transition the First Ten program into the local budget and applying to be in Cohort 2 for the FAPE transition.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms:** Total amount budgeted is \$231,580. Total amount requested through the grant is \$120,000 for an additional classroom of 16 students. \$45,500 for ed tech salary, \$7,000 for instructional materials and supplies, \$6,000 for classroom equipment, \$36,600 for playground equipment, \$9,500 for retrofitting of classroom, \$4,480 for snacks, \$2,500 for professional development, \$20,000 for adaptive equipment.
- **Budget Narrative:** The grant funds requested are only for the costs associated with opening a second Pre-K classroom.
- **Criteria D – Competitive Priorities**
 - **Percentage of school population eligible for Free or Reduced Lunch:** 43.01%
 - **Establishment of a partnership with a community partner:** Yes (no)
 - **Number of hours of instructional programming:** 6.5 hours a day
 - **SAU in Cohort 2:** Yes (in progress)
 - **SAU starting pre-k programming for first time:** No
 - **SAU reaching universal enrollment of eligible 4-year-olds:** Yes

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		x	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**

Current status provided.

Overview provided for proposal.

Increase in enrollment provided.

Proposed schedule information is provided.

- **Identification of Need and Community Coordination**

Demographics are limited.

Needs and barriers identified.

Coordination with EC providers is provided.

Extended childcare needs not provided.

Coordination with CDS- not provided.

Public notice provision and dissemination is not provided.

How the grant will help overcome barriers is provided.

Reevaluation methods not provided.

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **Project Description**

Location is given and in compliance with Chapter 124.

Evidence-based curriculum provided, assessment information is limited.

MTSS information is limited, inclusion information is limited.

Plans for staffing is adequate and provided.

Plan for professional learning is adequate.

Administrative coordination is limited.

Transition strategies are limited but provided for transition into Pre-k and transition into K, transition strategies for students with disabilities is not provided.

- **Recruitment and Enrollment**

Recruitment information is adequate and enrollment process is missing.

- **Evaluation**

Plan meets criteria for effectiveness of program, program improvement feedback and student progress evaluation.

- **Sustainability:**

Plan provided.

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Detailed explanation of how proposed project expenses were determined were not provided in the budget narrative.

How other sources of funding will be added is not provided.

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch -no**

- **Establishment of a partnership with a community partner- yes**

- **Number of hours of instructional programming-**

- **SAU in Cohort 2- yes**

STATE OF MAINE

INDIVIDUAL EVALUATION NOTES

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset School Department

DATE: November 5, 2024

EVALUATOR NAME: Jacquelyn Hersom

EVALUATOR DEPARTMENT: Education

- **SAU starting pre-k programming for first time-no**
- **SAU reaching universal enrollment of eligible 4-year-olds-yes**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset Elementary School

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Criteria A – General Information and Eligibility Verification

	No	Yes	NA
Application Cover Page		x	
Responsible Bidder Certification		x	
Partner Listing with Letter of Intent from each partner		X?	
Eligibility Verification		x	

Criteria B – Specifications of the Work to be Performed

- **Overview of the Project**
Have one current full day, full week classroom, proposing to add one more
Transportation provided
- **Identification of Need and Community Coordination**
Names 2 Public PreKs and 1 Private PreK among several towns. Not sure if referring to Head Start or a child care center. There are more child care programs in the area, including family child care.
- **Project Description**
PreK4ME, aligned with MELDS and Head Start program standards
Does Head Start help run classroom?
Dial screener
General description of MTSS, parent engagement
First 10 support with transitions, visits to child care programs in the area

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #:202410185

RFP TITLE: Pre-K Expansion Grant

BIDDER NAME: Wiscasset Elementary School

DATE: 11/5/2024

EVALUATOR NAME: Tara Williams

EVALUATOR DEPARTMENT: Department of Health and Human Services

- **Recruitment and Enrollment**

Mailings, media, school website, outreach by First 10 grant coordinator

Visits to child care programs

Play and Learns

Specifics on enrollment process not described

- **Evaluation**

Community Needs Assessment, First 10, Dial screener

- **Sustainability**

Local commitment, cohort 2 of FAPE transition, First 10

Criteria C – Budget Forms & Budget Narrative

- **Budget Forms**

Requesting \$120,000 for 1 classroom to cover ed techs, supplies/materials, equipment, professional learning, retro fitting, some food.

State and local funds for a teacher, some materials, supplies, equipment, and meals

- **Budget Narrative**

Ed tech positions, bathroom renovation, materials, supplies, equipment, professional development, snacks

Criteria D – Competitive Priorities

- **Percentage of school population eligible for Free or Reduced Lunch:** 43%
- **Establishment of a partnership with a community partner:** Yes?
- **Number of hours of instructional programming:** 6.5 hours/day, full week
- **SAU in Cohort 2:** Yes, applied
- **SAU starting pre-k programming for the first time:** No
- **SAU reaching universal enrollment of eligible 4-year-olds:** Yes



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A.Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Ana Hicks, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Ana Hicks

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11/1/2024

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A.Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Jacquelyn Hersom, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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DocuSigned by:

Jacquelyn Hersom

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11/5/2024

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A.Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Michelle Belanger accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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DocuSigned by:

Michelle Belanger

11/1/2024

Signature

Date

**A.Pender Makin
Commissioner**

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Marcy Whitcomb accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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- DocuSigned by:

Marcy Whitcomb

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Signature

11/1/2024

Date _____



**STATE OF MAINE
DEPARTMENT OF EDUCATION**

**Janet T. Mills
Governor**

**A.Pender Makin
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant**

I, Nicole Madore accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Nicole Madore

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11/1/2024

Signature

Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A.Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Tara Williams accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Tara Williams
Signature

11/4/24
Date



STATE OF MAINE
DEPARTMENT OF EDUCATION

Janet T. Mills
Governor

A.Pender Makin
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202410185
RFP TITLE: Pre-K Expansion Grant

I, Lee Anne Larsen, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Education. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Lee Anne Larsen

B8CA99943DB64AD...

11/1/2024

Signature

Date