



To: Alton Nelson, Chief Executive Officer
Making Waves Academy
From: Robyn Fisher, President/CEP
RTFisher Educational Enterprises, Inc. (RTF)
Date: June 6, 2022
RE: Revised 22-23 Proposal of Services

PROJECT OVERVIEW

Thank you for inviting RTFisher Educational Enterprises, Inc (RTF) to submit a proposal of services to provide a comprehensive suite of program evaluation and consultative services to support MWA's academic intervention support services team. The timeframe for proposed activities and deliverable is July 1, 2022 - June 30, 2022.

RTF distinguishes itself from other professional development and consulting organizations by taking a systemic and systematic capacity building approach. The organization was built on the belief that to increase student achievement, all levels of the educational and community support system have an important role. Organizational leaders, site principals, classroom teachers, and community support organizations must work together and be supported in gaining the skills, knowledge, and tools to be solidly prepared to do the work. These supports provide educational communities with ongoing implementation to ensure sustainable student academic achievement.

Specifically, R.T. Fisher Educational Enterprises, Inc is in the business of, and has considerable expertise in, developing and implementing academic development intervention programs for a variety of educational entities. Our staff has significant experience working with schools, districts, families, government, private, and non-profit entities from a variety of backgrounds throughout the greater Bay Area and California. RTF has designed intervention services for Berkeley Unified School District, Hayward Unified School District, Making Waves Academy, San Lorenzo Unified School District, Making Waves Academy, California GEAR UP (37 school sites over four California Regions), the Stanford Medical Youth Science Program, Summer Math and Science Honors Program, Summer Accelerated Math Academy, CSU Chancellors' Office Algebra Academies, 13 SLOPE project, 9 out of the 18 Alameda County Unified School Districts, East Side Union High School District, and West Contra Costa County Unified School District.



PROPOSED ACTIVITIES, DELIVERABLES, TIMELINE and COSTS

With consultation and under the direct supervision of the appropriate District designee(s), RTF/AAREA proposes to provide the following services:

| ACTIVITIES | DELIVERABLE(S) | TIMELINE | ESTIMATED COSTS |
|---|--|---------------|--|
| Initial discussion with the academic leadership team and interventionist on goals, measures, and approaches for the year with respect to intervention <ul style="list-style-type: none"> • 70% focus on 5th-6th grade intervention support • 30% focus on what intervention support looks like in replacement of ASES | Observation GUIDES or RUBRICS to use for observations and walk-throughs for classroom instruction and for targeted intervention support A known and vetted set of intervention best practices introduced to be used for observation purposes. | August 2022 | \$10,000 Includes preparation for facilitated conversation; design, vetting and production of customized grade level observation guides; development of written action/implementation plan |
| Site Visit #1 to observe intervention in action, general education classes using intervention strategies <ul style="list-style-type: none"> • Debrief with members of the intervention and academic leadership team | Documentation and reporting of observations and findings | October 2022 | \$15,000 Includes observation preparation; up to 3 RTF team members over a 2-day period observing in all 5 th – 9 th grade classrooms; post-observation debrief; follow up write-up |
| Site Visit #2 to observe intervention in action, general education classes using | Documentation and reporting of observations and findings | February 2023 | \$22,500 Includes observation preparation; up to 3 RTF |

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| <p>intervention strategies</p> <ul style="list-style-type: none"> Debrief with members of the intervention and academic leadership team | | | <p>team members over a 3-4 day period observing in all 5th – 9th grade classrooms; post-observation debrief; follow up write-up</p> |
| <p>Site Visit #3 to observe intervention in action, general education classes using intervention strategies</p> <ul style="list-style-type: none"> Debrief with members of the intervention and academic leadership team | <p>Documentation and reporting of observations and findings</p> | <p>April 2023</p> | <p>\$15,000 Includes observation preparation; up to 3 RTF team members over a 2-day period observing in all 5th – 9th grade classrooms; post-observation debrief; follow up write-up</p> |
| <p>Final academic year meeting with the intervention team and senior leadership to debrief the year – successes, challenges, wonderings.</p> <p>Intervention team shares with RTF team their own analysis of the data collected during the school year.</p> | <p>Final report documenting overall process, observed, or evidenced best practices and successes, areas to consider for growth and further development (high impact strategies or training opportunities)</p> | <p>June 2023</p> | <p>\$20,000 Includes final session preparation; up to 3 RTF team members facilitating /supporting the final meeting session (grade level breakout sessions); final report with recommendations</p> |

The estimated cost for these services is **\$82,500**. This fee includes observation teams, pre- and post- data and report management, and technical support.



PROJECT REPORTING

Quarterly project updates and/or status reports will be provided upon request or by an agreed upon schedule upon development of the detailed project plan. RTF will provide a detailed final report to include program recommendations to the appropriate staff as requested. The final report will be delivered within 30 days after the conclusion of the program.

ABOUT R.T. FISHER EDUCATIONAL ENTERPRISES, Inc.

RTF is an educational and public outreach firm offering a comprehensive array of state and national services geared toward the creation, development and implementation of educational programs strategically designed to enhance learning and success. The firm's areas of expertise include educational preparedness, curriculum design, training and public outreach. As a result, RTF is able to provide its clients with a comprehensive approach, employing a wide variety of strategies and tactics as needed

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Additionally, RTF is uniquely qualified to assist with the design, develop, and facilitation of comprehensive strategic planning and accompanying professional learning processes as demonstrated by the following activities:

- CAPP Intervention Specialists Certification Program – 2021-22
- BUSD Mitigation of Learning Loss Plan of Action – 2020-2022
- HUSD Mitigation of Learning Loss Plan of Action – 2020-22
- SCUSD African American Task Force Committee – 2018-22
- SCUSD Board of Directors Professional Learning Opportunities – 2018-22
- UC Davis College Options Team Retreat – 2015
- UC Davis SAMC Strategic Planning Session – November 2014 and February 2016
- UC Davis Student Affairs Leadership Strategic Planning Retreat – July 2014



- California Academic Partnership Program Advisory Board Retreat – July 2012
- ICC Retreat Facilitation – January 2012
- UCOP Educational Partnerships Retreat – September 2012
- UCOP P-20 Retreat Facilitation – March 2011
- California State Gear UP Community Conference – March 2011
- California Legislative Black Caucus – June 2007
- UCOP – UCE Community Educators’ Institute. June 2007
- MESA – Recruitment Strategies Workshop. Summer 2007
- The College Board – A Dream Deferred: The Future of African American Education in California. June 2005, May 2006, May 2007
- UC EAOP – Recruitment Strategies Workshop. October 2006.
- California GEAR UP Continuing Schools Project. November 2004 & 2005 and February 2005 and March 2005.
- California Student Opportunity and Access Program (Cal-SOAP) Staff Training Conference. January 2003

R.T. Fisher Educational Enterprises, Inc. is committed to providing Making Waves Academy with exemplary services and greatly appreciates the opportunity to continue our work together. If you have questions about this proposal and/or require additional information, please contact Robyn Fisher at (510) 614-3000 or email Robyn@rtfisher.com to discuss more specific options and needs and to develop a program to meet your requirements.