



Date: October 4, 2010

MEMORANDUM

To: Members of the Board of Education

From: Daniel A. Nerad, Superintendent

APPENDIX MMM-4-3
October 25, 2010

Subject: Four Year Old Kindergarten Update

I. Purpose

The Madison Metropolitan School District (MMSD) recently made a request for proposals (RFP) for early childhood care and education (ECE) centers interested in partnering with MMSD to provide four year old kindergarten (4K) programming starting in Fall 2011. In order to be considered for this partnership with the district, ECE centers must be accredited by the City of Madison or the National Association for the Education of Young Children (NAEYC) to ensure high quality programming for MMSD students. The ECE centers can partner with MMSD to be either a 4K Model II program (in an ECE center with an MMSD teacher) or a Model III program (in an ECE center with the ECE center's teacher). The budget for 4K will support only 2 Model II programs, which aligns with the proposals submitted. There are 2 ECE centers who applied for Model II participation and 2 that applied to be either Model II or Model III. The ECE center proposals that have been accepted in this first step of the review process for consideration for partnering with the district to provide 4K programming are explained further in the following section.

II. ECE Center Sites

The following ECE center sites met the RFP criteria:

- Animal Crackers
- Bernie's Place
- Big Oak Child Care
- Creative Learning Preschool
- Dane County Parent Council
- Eagle's Wing
- Goodman Community Center
- Kennedy Heights Neighborhood

KinderCare-Londonderry
KinderCare-Old Sauk
KinderCare-Raymond
LaPetite-North Gammon
MATC-Downtown
MATC-Truax
Meeting House Nursery
Middleton Preschool
Monona Grove Nursery
New Morning Nursery
Orchard Ridge Nursery
Preschool of the Arts
The Learning Gardens
University Avenue Discovery Center
University Houses Preschool
University Preschool-Linden
University Preschool-Mineral Point
Waisman EC Program
YMCA-East
YMCA-West

Of the 35 ECE center sites, 28 met the RFP criteria at this time for partnerships with MMSD for 4 K programming. Seven of the ECE center sites did not meet RFP criteria. However may qualify in the future for partnerships with MMSD. There are 26 qualified sites that would partner with MMSD to provide a Model III program, and two sites that will provide a Model II program.

At this time, the 4K committee is requesting Board of Education (BOE) approval of the 28 ECE center sites that met RFP criteria. The BOE approval will allow administration to analyze the geographical locations of the each of the ECE center sites in conjunction with the District's currently available space. The BOE approval will also allow administration to enter into agreements with the ECE center sites at the appropriate time.

The following language is suggested in order to approve the 28 ECE center sites:
It is recommended to approve the 28 Early Childhood Care and Education centers identified above as they have met the criteria of RFP 3168 (Provision of a Four-Year-Old Kindergarten Program) and further allow the District to enter into Agreements with said Early Childhood Care and Education centers.

Following the October 4th BOE meeting, one of two letters will go out to all centers that applied, that are attached as Appendix A and B. Appendix A is the letter for ECE sites that are currently qualified to partner with MMSD. Appendix B is the letter for ECE center sites that are not qualified at this time to partner with MMSD based on one of the following reasons: (1) the ECE center site did not fully complete the application RFP or (2) the ECE center site is not accredited with the City of Madison or NAEYC. These letters state that final approval is pending BOE action on October 25.

III. Tentative Timeline of the 4K Process

The timeline for the RFP recommendation and notification process is the following:

- August 3, 2010 - the RFP process closed
- September 2, 2010 - The Logistics Committee convened to review the RFPs submitted and compiled a list of recommended sites for BOE approval. The MMSD will continue to plan for 4K implementation, meet in committees and complete contracts.
- October 4, 2010 - Presentation to BOE of recommendations for ECE contracted center sites.
- October 11, 2010 - Operational committee review of the budget
- October 18, 2010 - BOE special session on 4K
- October 25, 2010 - BOE action requested on approving ECE center sites
- November 8, 2010 - Review the space capacity of qualified ECE center sites and district building locations for 4K. The 4K outreach committee begins to advertise and reach out to families of students eligible for 4 K in 2011. Informational sessions for families will be held to provide information about 4 K sites available (will be videotaped and posted on the web).
- December 13, 2010 - Request BOE action to approve the 4K budget
- February 2011- Registration of students for 4K is held

Attached are the following documents for your review:

1. Appendix A: Letter to qualified ECE center sites
2. Appendix B: Letter to non qualified ECE center sites



DEPARTMENT OF EARLY & EXTENDED LEARNING

45 West Dayton St. ● Madison, Wisconsin 53703-1995 ■ 608.663.8486 ▼ www.mmsd.org

Scott Zimmerman, *Director*

Daniel A. Nerad, *Superintendent of Schools*

[Appendix A]

Dear ,

Thank you for your response to the Madison Metropolitan School District's (MMSD) Request for Proposals to contract with us in providing Four Year Old Kindergarten scheduled to begin in the fall of 2011. As a district, we are pleased to have 35 community early care and education centers that responded to the request. This process was new for many of our community early care and education centers, and we appreciate your perseverance as we work to begin this new four year old kindergarten program in Madison.

On September 2, 2010, a committee of 12 individuals consisting of 6 MMSD staff members and 6 community representatives met and reviewed the Four Year old Kindergarten Request for Proposals. The individuals on the committee represented various stakeholders that had knowledge of young children and their development that were recommended by the Four Year Old Kindergarten Logistics Committee members. The charge of this committee was to review the proposals in teams and determine which early care and education centers would be recommended to the MMSD Board of Education as the first step in the selection process.

Your proposal has been accepted in this first step of the review process for considering your early care and education center as a Four Year Old Kindergarten site. The next step in the process is for the Board of Education to take formal action on October 25 on the committee's recommendation, allowing us to move forward with issuing contracts with early care and education centers. Following the Board action on the recommended sites, the district will review sites for their ability to serve students based on space and student capacity along with location and areas of most need in the city. We will contact you with further details about your site's status in the selection process at that time.

Again, thank you for your interest in contracting with MMSD to provide 4K. If you have further questions, please don't hesitate to contact me at 663-8486 or SLZimmerman@Madison.k12.wi.us.

Sincerely,

Scott Zimmerman
Director of Early & Extended Learning



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Scott Zimmerman, Director

Daniel A. Nerad, Superintendent of Schools

[Appendix B]

, 2010

Dear ,

Thank you for your response to the Madison Metropolitan School District's (MMSD) Request for Proposals to contract with us in providing Four Year Old Kindergarten scheduled to begin in the fall of 2011. As a district, we are pleased to have 35 community Early Care and Education Centers that responded to the request. This process was new for many of our community Early Care and Education Centers, and we appreciate your perseverance as we work to begin this new four year old kindergarten program in Madison.

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We are sorry to inform you that after careful review of your proposal, the committee is not recommending that your proposal be considered by the Board of Education. The reason your proposal is not being recommended for consideration at this time is due to the fact that **Version 2A** your center is not currently accredited by either the City of Madison or the National Association of Young Children. This is a requirement for contracting with MMSD on 4K.

OR: **Version 2B** your center did not submit the required information in your proposal—the entire narrative was missing, leaving your proposal incomplete. It is possible that MMSD will reissue the RFP in the future, and if the status of your accreditation changes, we encourage you to resubmit your proposal.

Again, we thank you for your interest in contracting with MMSD to provide 4K and encourage you to apply again next year. If you have further questions, please don't hesitate to contact me at 663-8486 or SLZimmerman@Madison.k12.wi.us.

Sincerely,

Scott Zimmerman
Director of Early & Extended Learning