

# STATE EDUCATION RESOURCE CENTER (SERC)

## REQUEST FOR QUALIFICATIONS (RFQ) FOR AFRICAN AMERICAN/BLACK AND PUERTO RICAN/LATINO SPEAKERS BUREAU DIRECTORY

**SERC RFQ Number: BLCSpeakersbureau2023**

**State Education Resource Center (SERC)**

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### Proposal Schedule:

Release of RFQ by electronic means on the SERC website at <a href="https://ctserc.org/rfpspeakers">https://ctserc.org/rfpspeakers</a>	Friday, February 24, 2023 by 4:00 pm ET
Receipt of questions via email to <a href="mailto:rfq@ctserc.org">rfq@ctserc.org</a>	Friday, March 3, 2023 by 4:00 pm ET
Answers to questions will be posted as an Addendum to this RFQ on the SERC website	Tuesday, March 7, 2023 by 4:00 pm ET
Qualifications Due Date	Friday, March 17, 2023 by 4:00 pm ET
Virtual Presentations	March 22-24, 2023 by invitation
Directory Acceptance Announcement	Tuesday, March 28, 2023 by 4:00 pm ET

The State Education Resource Center (SERC) is committed to a policy of equal opportunity/affirmative action for all qualified persons. SERC does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. SERC does not unlawfully discriminate in employment against qualified persons with a prior criminal conviction. Inquiries regarding SERC's nondiscrimination policies should be directed to:

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## TABLE OF CONTENTS

<b>Section</b>	<b>Page Number</b>
<b>About SERC</b>	<b>3</b>
<b>Background and Purpose</b>	<b>4</b>
<b>Description of Qualifications and Submission Requirements</b>	<b>4</b>
<b>Schedule</b>	<b>4</b>
<b>Selection Criteria</b>	<b>5</b>
<b>General Information</b>	<b>6</b>

## ABOUT SERC

The State Education Resource Center (SERC) was established over 50 years ago as a “focal point of action and communication for special education personnel from throughout the state” of Connecticut (CT State Department of Education newsletter, October 1969). We have served local school districts, state-level policymakers, families, community agencies, and other stakeholders by facilitating professional learning, including technical assistance and training; providing resources, in part through a centralized library; and leading a range of other activities and supports over our five decades in operation.

As we evolved, SERC was statutorily tasked to serve the CT State Board of Education and led the ongoing effort to integrate special and general education, historically divided systems, into a unified approach to education that promotes equitable policies, culturally relevant practices, and accessible structures that develop successful learning communities within schools. We became a state quasi-public agency in 2014, recognizing our unique position to work closely with communities across Connecticut.

All the agency’s efforts are designed to address educational equity and opportunity gaps. SERC’s consultants and staff, in collaboration with our partners, build the capacity of educators, service providers, and families to meet the diverse needs of our student population.

SERC recognizes that to be effective in facilitating change that is systemic, results-based, and enduring, all stakeholders must be included in the change process. Through partnerships with us, education systems shape their own transformation while SERC facilitates the process and customizes application of research and new thinking. SERC maintains many ongoing, years-long relationships with local education agencies and organizations and offers continued support to foster and sustain systemic change.

Through this work, SERC is committed to its vision of equity, excellence, and education.

## BACKGROUND AND PURPOSE

Local Education Agencies (LEAs) need helpful resources and expertise that will ensure effective implementation of CT’s African American/Black and Puerto Rican/Latino Course of Study (“the Course”).

The Speakers Bureau Directory (“the Directory”) will provide a list of professionals and organizations with expertise (e.g., support for teaching and learning, historical knowledge, clarification of the Course objectives, National Social Studies Standards, Connecticut Social Studies Standards, Curriculum Resources) that LEAs can access as needed. The Directory will serve as a resource to support student engagement and learning by providing access to the wealth of experience available in community organizations and individuals who are available to provide historical context to supplement the Course. Speakers are responsible for negotiating agreements, including fees, and other costs, directly with organizations.

## QUALIFICATIONS AND REQUIREMENTS

### QUALIFICATIONS\*

Selected Speakers will demonstrate relevant expertise and experience which may include: African American/Black and Puerto Rican/Latino History, Connecticut and National Social Studies Standards, genealogy, the arts (art, music, drama, spoken word); classroom strategies and engagement of diverse student learners. **\*Speakers who have presented three or more sessions for the Course are not required to submit qualifications. Instead send an email to the contact person with a request to be considered for the Directory.**

## SUBMISSION REQUIREMENTS

1. Cover page must include:
  - a. Organization/Speaker's name and mailing address
  - b. Contact name, telephone, and email
2. All submissions must include the following required information as outlined.
  - a. Description of the speaker's experience in the area of African American/Black and Puerto Rican/Latino History for students grades 9-12, other topical areas not limited to genealogy; the Arts (visual, music, spoken word, dance), museum education (exhibits, collections, primary sources) or other related expertise.
  - b. Description of the speaker's experience with National/Connecticut Social Studies Standards
  - c. Examples of previous relevant work (examples provided may be submitted as written attachments or as an audio/visual hyperlink to the file).
  - d. Availability to provide history related services and programs to LEAs at mutually determined times.
  - e. A minimum of 2 References regarding content knowledge and speaking ability.
3. All submissions must follow the required format below.
  - a. All pages must be numbered.
  - b. Page Limit: 6, including cover page and excluding example(s)
  - c. Page Size: 8 ½ x 11, portrait
  - d. Font Size: 12
  - e. Double-spaced (except tables)
  - f. Margins: .5" minimum on the top, bottom, and sides of all pages
  - g. Do not include attachments other than those requested or required by this RFQ.
  - h. Email a single pdf with the following naming convention "Name\_BLCSpeakersBureau2023" to [rfq@ctserc.org](mailto:rfq@ctserc.org).

## SCHEDULE

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## SPEAKERS BUREAU SELECTION CRITERIA

The Speakers Bureau Directory experts will be selected using the following criteria:

1. Experience with a wide variety of audiences, including but not limited to: teachers, students, family members, and school-based personnel in all roles.
2. Expertise in African American/Black and Puerto Rican/Latino History, related subject matter, CT/National Social Studies Standards grade 9 – 12, and course objectives.
3. Demonstrated commitment to provide services that address a range of programs for youth and adult learners to enhance student access to the curriculum.
4. Capacity to address in-person and virtual learning in the public-school environment and provide best practices and working examples for both teachers and students.

Criteria for Evaluation of Submissions	Percent of Score/Point Value
<b>Demonstrated Expertise, Experience and Capacity</b>	<b>80%</b>
<b>Expertise:</b> <ul style="list-style-type: none"> <li>• Responder has demonstrated expertise in relevant content and curriculum requirements</li> </ul>	40 Points
<b>Experience:</b> <ul style="list-style-type: none"> <li>• Responder has experience engaging diverse learners in a variety of educational settings (virtual and in-person) and is committed to providing services that will enhance student access to the Course.</li> </ul>	20 Points
<b>Capacity:</b> <ul style="list-style-type: none"> <li>• Responder has demonstrated an understanding of the purpose of the Speakers Bureau and provided a detailed description of the individual/organization's capacity and availability to participate in this project.</li> </ul>	20 Points
<b>Presentation Quality and References</b>	<b>20%</b>
<b>Presentation Quality and References:</b> <ul style="list-style-type: none"> <li>• Presentation Quality – Select responders will be invited to present via Zoom to demonstrate content knowledge and presentation style.</li> <li>• References relevant to this project.</li> </ul>	20 Points

## GENERAL INFORMATION

During the period from the organization's/individual's receipt of this RFQ until the Acceptance Announcements are made, the organization/individual shall not contact any employee of SERC for additional information except in writing emailed to [rfq@ctserc.org](mailto:rfq@ctserc.org).

- 1) Additional information about SERC may be found at [www.ctserc.org](http://www.ctserc.org).
- 2) Failure to comply with the requirements of this RFQ may result in SERC's rejection of a submission.
- 3) SERC is under no obligation to select a Responder as a result of this RFQ and has the right to withdraw the RFQ at any time.
- 4) SERC shall not be liable for any pre-contract costs incurred by any individual or organization participating in the selection process.
- 5) All matters set forth in a submission shall become the property of SERC and may be disclosed by SERC after the acceptance announcements.

[END OF RFQ]