



## Gregory-Portland Independent School District

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### BOARD MEMORANDUM

TO: DR. MICHELLE CAVAZOS

FROM: Penny Armstrong

CC: BOARD OF TRUSTEES  
DR. ISMAEL GONZALEZ III  
BRITTNEY SOLIZ SANDOVAL  
DEBORAH GARZA  
DR. MICHAEL NORRIS  
PENNY ARMSTRONG  
DR. WILLIAM STOUT

DATE: Monday, October 19, 2026

SUBJECT: Discuss and Take Possible Action on RFP #2627-02 Leadership  
Professional Development Contracted Services

#### PRIORITIES

PRIORITY 1: EXCEPTIONAL STUDENT PERFORMANCE

N/A

PRIORITY 2: HIGH PERFORMING AND ENGAGED WORKFORCE

2.2 Annually increase the retention rate of highly effective faculty and staff

2.1 Annually increase the percentage of staff satisfaction

PRIORITY 3: QUALITY SERVICE AND IMPACTFUL COMMUNITY ENGAGEMENT

N/A

PRIORITY 4: EFFICIENT AND EFFECTIVE DISTRICT AND CAMPUS OPERATIONS

4.3 Ensure strategic alignment of resources

#### BACKGROUND INFORMATION:

Type: Action

Gregory-Portland ISD is seeking qualified vendors to provide Leadership Professional Development Contracted Services through RFP #2627-02. Services may include comprehensive leadership coaching and professional development designed to strengthen leadership capacity, reflective practice, communication, feedback, and overall leadership effectiveness for district and campus leaders.

Proposals were received on October 15, 2026.

The Evaluation Committee will meet to evaluate and score proposals using the following criteria:

- Cost Effectiveness – 50 points
- Suitability: Ability to Meet District Needs – 20 points
- Bidder Experience and Qualifications – 15 points
- Implementation Support – 15 points

The individual scores will be compiled to establish the overall ranking of proposals and inform the committee's recommendation.

The Evaluation Committee consists of:

Penny Armstrong – Executive Director of Curriculum & Instruction

Mike Norris - Executive Director of School Leadership

Ismael Gonzalez, Assistant Superintendent of Business-Finance, and Operations

Deborah Garza, Executive Director of Human Resources

### **RECOMMENDATION:**

Following the evaluation and ranking of proposals received in response to RFP #2627-02, the Evaluation Committee recommends awarding a contract to [ ] to provide Leadership Professional Development Contracted Services for Gregory-Portland ISD.

The recommended vendor will provide leadership coaching and professional development services aligned with identified district and campus leadership needs. The District may utilize additional coaching, professional development, consultation, mentoring, or related services during the term of the agreement based on identified needs, available funding, and mutual agreement with the selected provider.

### **FINANCIAL IMPACT AMOUNT AND FUNDING SOURCE (IF APPLICABLE):**

Estimated \$\_\_\_\_\_ for the initial one-year term, to be funded through General Fund appropriations. The agreement includes the option for two additional one-year renewals, contingent upon District need, available funding, and Board approval, as applicable.

### **BOARD RELATED POLICY:**

CH (LEGAL)

CH (LOCAL)

### **ACTION ITEM SUGGESTED MOTION (if applicable):**

Administration recommends approval of a contract with [ ] to provide Leadership Professional Development Contracted Services for the 2026–2027 school year in accordance with RFP #2627-02, with the option for two additional one-year renewals as provided in the solicitation.