MEMO

TO: Superintendent Gina Butters, Board President Paul Widdison, WSD Board Members

FROM: Heather Neilson

DATE: August 25, 2023

SUBJECT: Early Interactive Software RFP Evaluation Process

In July 2023, a Request for Proposal (RFP) was initiated in response to HB513 which provided $550,376.19 to be used for the purchase of a computer-based literacy program. This RFP focused specifically on selecting a software program for K-3 students that could supplement students' classroom learning by providing individualized instruction. Nine companies responded to the RFP. Two were automatically eliminated because they were not stand-alone software and required the purchase of additional curriculum and teacher preparation. One was automatically eliminated due to an incomplete response to the RFP.

A dedicated committee made up of K-3 teachers representing all cones and various schools throughout the district worked diligently to evaluate the submissions utilizing the criteria outlined in Stage 1 and Stage 2 of our evaluation process.

During the stage 1 evaluation period, team members tested the student and teacher experiences in each of the software. Two more programs were eliminated in this stage based on grade level needs, alignment with the science of reading, and ease of use. Imagine Learning, Waterford, The Cambium Company, and Age of Learning vendors were advanced to our Stage 2 in-person vendor presentations. These presentations were scheduled in a way that allowed each vendor equal time to present their software and answer the questions of the evaluation team.

Following the in-person presentations from vendors, committee members were given the responsibility of submitting their final evaluations for each product. Rankings on these evaluations were based on their experiences using teacher and student demo accounts as well as their thorough review of the submitted proposals and vendor presentations on August 16th. To ensure fairness and consistency, the committee employed the evaluation criteria to identify the software's strengths, weaknesses, and overall fit for our district's requirements.

In addition to the in-person evaluation by our team, a public open house took place on Wednesday, August 16th, from 4:00 p.m. to 6:00 p.m. in the District Office Boardroom. During this event, the above-

mentioned vendors had the opportunity to showcase their software to our educational stakeholders. This allowed our stakeholders to interact directly with the products and provided valuable feedback. This event facilitated an environment where teachers, parents, and students could engage with the software and gain insights into their functionality and suitability for our educational objectives. Those in attendance were able to provide feedback based on their experiences.

The final results from the evaluation criteria and feedback from stakeholders were very close for all four vendors. All four programs met the criteria outlined in the RFP with Lexia scoring the highest at 3.63 and Waterford scoring the lowest at 3.36. Committee member discussions centered on the fact that each program had strengths that would fit certain grades and schools. The committee also expressed that giving schools the ability to choose from a list of approved programs would allow schools to better meet each school's unique needs.

Due to the strengths of individual programs for different grade levels and the committee's desire for choice, we are seeking your approval to allow schools to utilize their portion of the HB315 funding to select a computer-based literacy program from the Weber School District approved list, which will include the above vendors, that best meet the needs of their students. Each vendor has a different price point, and a detailed list of the programs and price points can be found here.

As always, we sincerely thank you for your continued support in helping us provide the highest quality instructional resources to our students and teachers.