



# Equity Advisory Committee

October 5, 2021





AUSTIN  
Independent School District



# Call to Order

Pastor A.W. Mays



# Interpretation Services Meeting Updates

Interpreters  
Farid Razavi

# Interpretation Services

- All participants in this meeting must select a language.
- It is important that ALL participants select a language.
- If English speakers do not select a language, they will be unable to hear the interpreter if at any point the interpreter needs to address the English group.



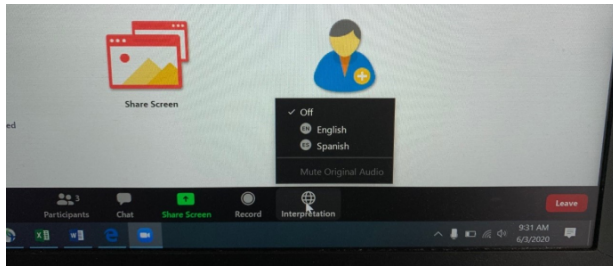


## Please Choose Your Preferred Language For The Meeting

### Elija el Idioma en el Que Prefiera Escuchar la Junta

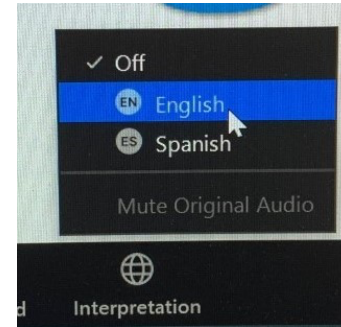
On a desktop or laptop  
En una computadora de escritorio o una computadora portátil

1. Hover at the bottom of the screen to see the toolbar and click on the Interpretation icon.
  - Ponga el cursor en la parte de abajo de la pantalla para ver la barra de herramientas y haga clic en el ícono del globo terráqueo que dice “Interpretation”.



\*The interpretation feature is not available in some devices.  
\*La función de interpretación no está disponible en algunos equipos.

2. Click on your preferred language.
  - Haga clic en el idioma de su preferencia.



3. If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy.
  - Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando.

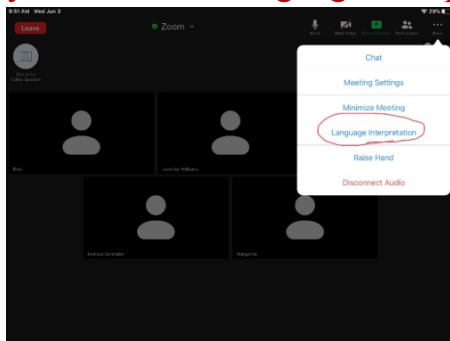


## Please Choose Your Preferred Language For The Meeting

### Elija el Idioma en el Que Prefiera Escuchar la Junta

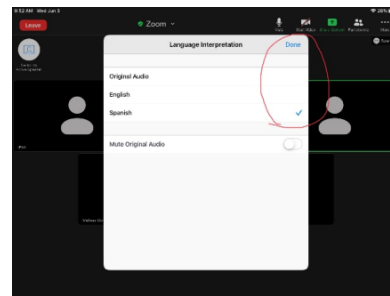
On an iPad  
En un iPad

1. Press the three dots on the upper right corner to access the menu and select Language Interpretation.
- Presione los tres puntos del menú arriba a la derecha y seleccione “Language Interpretation”.



\*The interpretation feature is not available in some devices.  
\*La función de interpretación no está disponible en algunos equipos.

2. Select your preferred language.
- Seleccione el idioma de su preferencia.



If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy. Press Done.

- Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando. Presione “Done” cuando termine.



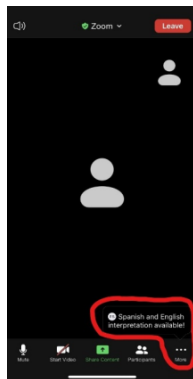
## Please Choose Your Preferred Language For The Meeting

### Elija el Idioma en el Que Prefiera Escuchar la Junta

On an iPhone  
En un iPhone

1. Press the three dots (More) on the lower right corner to access the menu.

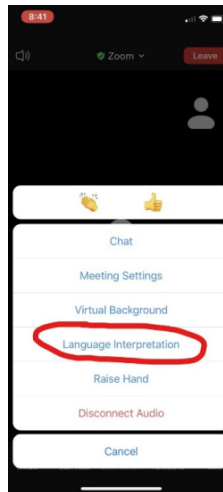
- Presione los tres puntos del menú “More” abajo a la derecha.



\*The interpretation feature is not available in some devices.  
\*La función de interpretación no está disponible en algunos equipos.

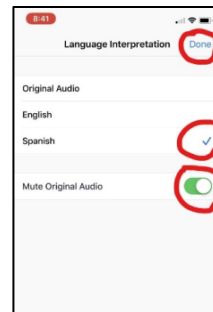
2. Select Language Interpretation.

- Seleccione “Language Interpretation”.



3. Select your preferred language. If you don't want to hear the original language in the background, click on Mute Original Audio. This sometimes can help when the sound is choppy. Press Done.

- Seleccione el idioma de su preferencia. Si no quiere escuchar el idioma original en el fondo, haga clic en “Mute Original Audio”. Esto a veces puede ayudar cuando el sonido se está cortando. Presione “Done” cuando termine.



# Public Comments

- Sign-up on [Google Form](#) before meeting
- During meeting -- type the word “*casa*” in chat bar or use the “raise hand” Zoom feature
- 20 minutes total for Public Comment. 2 minutes per speaker. Please say your name before making comment
- For other agenda items, co-chairs will announce if public commentary is designated for that part





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# Meeting Minutes

Pastor A.W. Mays

# Approval of Meeting Minutes

[09.07.21 Meeting Minutes](#)







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# Public Comments

Vanessa Santamaría-Dainton



# Community Building & Education Subcommittee Update

Subcommittee Co-Chairs





# Equity Assessment Update

Dr. Williams-Hill & Sundal Ali



# Points of Progress

- Meeting with Procurement Services to discuss equity assessment timeline options
  - Goal: submit RFP by October 28th
- Subcommittees have identified their focus areas/exploratory questions, condensed in RFP
- Student survey
- Evaluation process
  - Non-disclosure Agreement
  - Conflict of Interest Form





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# Subcommittee Focus Areas & Exploratory Questions

RFP Subcommittee Co-Chairs



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# Next Steps

Farid Razavi & Sundal Ali



## Austin ISD Contract & Procurement Services Timeline

Nov.2-9,2021	Advertise RFP in the newspaper and Austin ISD ebid system
Oct. 28, 2021	Contract & Procurement Services receives final RFP that has been approved by the EAC & Leadership from the Office of Equity

## EAC Timeline

<b>Nov. 5, 2021</b>	Deadline to email EAC Coordinator if you want to be part of the Evaluation team. EAC Coordinator will share the non-disclosure form and conflict of interest form for Evaluation Team Members to review.
<b>Nov. 2, 2021</b>	At the November EAC Monthly Meeting, the evaluation process will be shared with EAC and the public. Evaluation process will have been co-developed with EAC Co-Chairs and RFP Subcommittee Co-Chairs.
Oct. 28, 2021	The Office of Equity sends the final draft of the RFP to Contract & Procurement Services.
Before Oct. 28, 2021	EAC Members review RFP draft with final changes either via email or a special EAC session meeting.
Oct. 19, 2021	The District Wide Survey closes. The Equity Office will incorporate themes that result from the district wide survey into the draft RFP.
Oct. 11, 2021	The district wide survey on the Equity Assessment is open.
Oct. 8, 2021	RFP is sent to the Superintendent's Office.
Oct. 5, 2021	RFP draft is shown in the October EAC Meeting. EAC Members can provide input at this time

## Austin ISD Contract & Procurement Services Timeline

Jan. 24-28, 2022	Final Scoring by Evaluation Team Members; Award Notice Sent to Selected Vendor
Jan. 17-21, 2022	Evaluation Phase II: Scoring Vendor Oral Presentations. During this time, evaluation team members who attend the vendor oral presentations will score the presentation based on the established rubric.
Dec. 8, 2021- Jan. 14-2022	Evaluation Phase 1: Scoring Vendor Written Proposals. We will create a shortlist of candidates and the evaluation team members will score the proposals.
Dec. 7, 2021	Deadline for Vendors to submit proposals to Contract and Procurement Services

## EAC Timeline

Jan. 28, 2022	Recommendation for Selected Vendor sent to Contract & Procurement Services by EAC.
Jan. 25, 2022	<b>Evaluation team meets to finalize scoring and select the winning vendor. Recommendation is sent to Contract &amp; Procurement Services by 01/28.</b>
Jan. 17-22, 2022	Oral Presentations by final candidates.
Jan. 11, 2022	<b>Evaluation teams to finalize scoring for the written proposals. Final candidates will be emailed for an oral presentation by 01/12.</b>
Jan. 6, 2022	<b>Evaluation team meets for the first combined scoring session. In this meeting, we will reach a consensus on the scoring of each written proposal.</b>
Dec. 8-22, 2021	E-bidding platform (Bonfire) will share the vendor proposals with the Evaluation Team members on 12/8/21. Non-disclosure agreements and conflict of interest forms must be signed electronically before scoring the proposals. Scored proposals must be submitted via Bonfire by 12/22.
Dec. 2, 2021	<b>Evaluation team meets to finalize the evaluation process and ask any questions.</b>
Nov. 16, 2021	Evaluation team meets to practice on the use of the evaluation rubrics.
Nov. 11, 2021	Evaluation team meets to provide feedback on the rubrics for written proposals/oral presentations and evaluation process.

**Austin ISD Contract & Procurement Services  
Timeline**

**EAC Timeline**

April 1, 2022	Vendor contract starts. This is when the company will begin the equity assessment process.
March 24, 2022	Board votes to approve contract with recommended vendor at regular board meeting
Feb. 11, 2022	AISD Chief Financial Officer (CFO) adds Vendor Award Recommendation to the March board meeting agenda. Board meeting agenda items must be sent 30 days prior to the next meeting.
Jan. 31- Feb. 10, 2022	Contract Negotiations between the selected vendor and Contract and Procurement Services. This includes negotiations regarding payment and deliverables.

Evaluation team members of the EAC have completed their portion of this process by Jan. 28!



# Optimistic Closing & Adjournment

Vanessa Santamaría-Dainton

