

Equity Audit Proposal

Jackson Public School, Jackson, MI

Prepared by:

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Equity Audit/Needs Assessment

Jackson Public Schools, Jackson, MI

BACKGROUND INFORMATION

Dr. William Patterson discussed with Dr. Khalifa about the possibility of conducting an equity audit in the District. He expressed interest in promoting equitable and culturally responsive schools. Indeed, even a cursory look at the available federal data suggests that an equity-based needs assessment, what we call *Equity Audit*, is needed. According to the latest data available at the Office of Civil Rights and U.S. Department of Education (2015), deep academic and disciplinary disparities exist in Jackson. First academically: while Black students make up 34.3% of the student population, they comprise 48% of student retention. But in the advanced classes, their numbers swing in the other direction. So while 34% of the student population, they are only 25% of the 8th grade Algebra, 22% of calculus, and only 10% of physics enrollment. The school discipline numbers are equally troubling. Moreover, while only 34% of the population, they make up 54% of all in-school suspensions, and a majority of out of school suspensions and expulsions. These disciplinary trends also contribute to the academic achievement gaps. And unfortunately, there are also concerning numbers for Latinos and mixed-race children. These disparities in retention and discipline are an indication of negative, or even hostile, school climates for Black students. There is much more that should be explored with this data, and other points. But these preliminary trends suggest there are very serious issues of equity in Jackson Public Schools, and therefore there seems to be a very strong need for an Equity Audit. An Equity Audit would allow us to examine why these gaps are occurring in Jackson. It is important to note that reforms not guided by equity audit data would often not be successful; to implement popular or trendy reforms without looking first at the equity data would likely not bring about an intended positive result.

This raw data does not tell the full story, nor is it enough to allow us to craft reforms. Other indicants may also reveal that children of color and children of low socioeconomic status achieve statistically below their white peers, and are disciplined more often. Discipline and achievement gaps are most often present in the elementary grades and widen as students enter secondary school. For example, a review of disciplinary referrals (not only suspensions/expulsions) at the secondary level might indicate a more serious problem. Also, some students are likely to be overrepresented in special education referrals and placement.

Our equity audits examine: 1.) the raw equity data from the district and from governmental sources available; 2.) 8 equity areas as indicated by the extant research via surveys that indicate the exact cause of inequities. Surveys are administered to: students, teachers, administrators, and

- Develop survey instruments, individual interview and focus group protocols (optional)
- Conduct individual interviews with district administrators (optional)
- Conduct focus group interviews with sub-samples of teachers, students, and parents (optional)
- Data analysis of all data collected
- Develop and submit evaluation report

TENTATIVE WORK TIMELINE

Below is a draft work timeline for conducting the Equity Audit/Needs Assessment in AY 2018-2019. The Audit has been divided into two phases. In Phase 1, the Dr. Khalifa and ESRT Evaluation team will work with Jackson Public Schools to input the relevant data, and complete the online Equity Audit tool. This data will be analyzed, and will be apart of the final report generated for the district. Additionally, the research partners will develop and administer school culture and climate surveys for staff and students (in consultation with the district) to better understand various constituents' perceptions of cultural differences, teacher-student relationships, peer-peer relationships, school engagement, and curriculum, among other things. Information from these tools will be used to inform Phase 2 of the Audit. A survey for parents can also be administered if desired by the district. Reports will be generated for each type of survey administered for the district. In Phase 2, the ESRT Evaluation team can potentially include individual and focus group interviews with district administrators and focus group interviews potentially with staff, parents, and students. The audit will include equity reforms that closely match the findings of the equity audit.

Table 1. Proposed Project Work Timeline – Phases 1 and 2

Activity (2017-2018)	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May.
Phase 1 (Online Equity Audit and Surveys)								
Customize Online Audit Tool for District	X							
Customize Surveys: admin., teachers, students		X						
Customize Survey: parents		X						
Administer Admin., Teacher, and Student Surveys		X	X	X				
Administer Parent Surveys				X	X			
Analyze Surveys					X	X		
Complete/Submit Evaluation Reports on Survey Data							X	
Present Findings and Recommendations to District							X	X

ESTIMATED BUDGET

The cost for the online equity audit is **\$10 per student, per year** ($4,905 \times 10 = \$49,050$). ESRT will grant a %15 discounts available for 3-year contracts; this gives the added benefit of having longitudinal data that can show equity progress gains over time in Jackson Public Schools .

Estimated Budget

Tables 2 includes proposed budgets based on the work timeline presented in Table 1.

Table 2. Budget

Equity Audit/Needs Assessment	
Project Activities	Cost \$
Data Collection and Analysis	
- Equity Audit	<u>\$49,050 *</u> (4,905 students x \$10)
Deliverables	
- Online Equity Audit Tool	
- Summative Reports for schools	
- District Summative Reports, Executive Summary, and Recommendations	
- Qualitative Data Summative Report	
- Presentation of Data, Project Meetings with District Personnel	
Project Total <u>without</u> discount:	\$ 49,050*
Project Total with <u>3-year</u> discount:	\$41,692* per year for 3 year commitment (This reflects 15% discount)

***Three-year** Equity Audit contracts are given a **15% discount**, and also have the added benefit of having longitudinal data that can show equity progress gains over time in Jackson. \$58,350 does not include the discount. If Jackson Public Schools elects to have a three-year contract, this discount would make the new total **\$41,692** per year for the equity audit portion of this contract.

Optional Research and Consulting Services	
Project Activities	Cost \$
- Focus Groups (students) for 5 schools <i>Focus group interviews will add a qualitative component to this research. It will strengthen the research findings and allow for even more precise equity reforms</i>	\$8,000 per school (includes the cost of travel for PI and research asst.)
- Leadership or Teacher trainings (PD)	

<ul style="list-style-type: none"> - Guided Book Conversation via Skype (Book: <i>Culturally Responsive School Leadership</i> by Dr. Muhammad Khalifa): https://www.amazon.com/dp/1682532070/ref=asap_bc?ie=UTF8 	<p><u>\$6,000</u> per day</p> <p><u>\$1,500</u> per session</p>
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CONCLUSION

In agreement with Jackson Public Schools, initial evidence resulting from conducting the Equity Audit/Needs Assessment will lead to identification of district-level, school-level, and classroom-level initiatives that can enhance the overall culture for academic excellence and enhance all students' learning experiences in Jackson Public Schools. We strongly encourage you to include qualitative data analysis because it will strengthen and enrich the results and enhance student voice, but it is an optional portion of this audit.

This Equity Audit will include the establishment of trusting relationships between administrators, teachers, and *Ajusted* Evaluation partners as a springboard for continued partnership in remedying the challenges being investigated. Even more, it will help districts not only identify gaps, but also the source of the gaps and the precise appropriate responses of the district should be.

Contract Details

METHOD OF PAYMENT

Upon provision by the Consultant of a complete accounting of deliverables, activities, products and expenses, or other invoicing procedures as agreed upon by both parties, the Consultant will be compensated. Given the 6-month duration of the project, 4 equal payments will be made at the beginning of every 1.5 months (i.e., every quarter) of the contract.

TERM

Under the 1-year contract, the term of this agreement shall be from the effective date until September 30, 2019 unless terminated in accordance with the part of this agreement entitled "termination." The parties shall consult prior to the end of the Term to determine whether to renew the Agreement for an additional time period. The first phase of the audit is contingent upon receiving necessary (anonymous) discipline and achievement data from the district. The second phase of the audit is contingent on district input of emails of survey participants and data around school/district policies. The time commitment is not significant, but Jackson Public Schools do actually need to contribute this basic data for the audits to be completed.

INDEPENDENT CONTRACTOR

The Consultant expressly understands and agrees that he/she is an independent contractor and he/she shall in no way be deemed to be and shall not hold him/herself out as an employee servant or agent of Jackson Public Schools, and shall not be entitled to any fringe benefits of Jackson Public Schools, such as, but not limited to, health and accident insurance, life insurance, paid vacation or sick leave, or longevity. The Consultant shall be responsible for all the withholding and payment of all income and social security taxes to the proper Federal, state and local governments. The Consultant shall also be responsible for providing all workers compensation, unemployment compensation coverage and liability insurance.

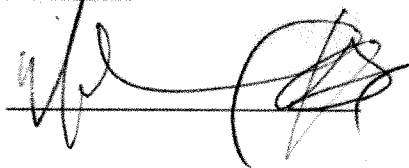
AMENDMENTS

Amendments to this contract can be made with the written consent of both parties.

Both parties have reviewed and understand the terms set forth in this agreement and have executed this agreement by their duly authorized representatives as of the effective date.

Ajusted Consultant

Signature: _____



Name: _____

Muhammad Qhalifa
(type or print)

Title: _____

CEO, Ajusted
Professor / Researcher

Jackson Public Schools

Signature: _____



Name: _____

William Patterson

Title: _____

Asst. Superintendent, Secondary



Muhammad Khalifa
1410 Raymond Ave.
Saint Paul, MN 55108

Date : 1/1/2019

Dr. William Patterson
Jackson Public School District
522 Wildwood Ave
Jackson, MI 49201

Days	Description	Price	Line Total
3-Feb	First half Payment on Equity Audit	\$24,525.00	\$24,525.00
	Subtotal		\$ 24,525.00
	Sales Tax @		
	TOTAL		\$ 24,525.00

THANK YOU FOR YOUR BUSINESS!



Jackson, MI 49201

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