

# **Cognitive Behavioral Intervention for Trauma in Schools (CBITS)**

## **Partnership Evaluation**

The duration of the project shall run from January 1, 2017 through April 30, 2017.

The purpose of this document is to provide interested parties with information to enable them to prepare and submit a bid to provide program evaluation for the Cognitive Behavioral Intervention for Trauma in Schools (CBITS) partnership.

The Madison Metropolitan School District (MMSD) includes 49 school buildings in a 72 square mile area including the City of Madison and all or parts of several surrounding municipalities. The 32 elementary schools include kindergarten through 5th grade. The twelve middle schools include grades 6 through 8. The five high schools, one of which is a small alternative high school, include grades 9 through 12. The District also has early childhood programs and alternative programs at the secondary level (6-12). The District maintains additional sites including the Administration Building, the Maintenance/Food Service Building, the Mansfield and Lussier Stadiums, the Hoyt School, and the Affiliated Alternatives.

There are nearly 27,000 students currently enrolled making the MMSD the second largest school district in the State of Wisconsin. The student population is over 50% students of color. The District employs approximately 5,300 full time people including over 2,780 teachers, 145 administrators and 1,300 support personnel, plus over 2,500 part time people including over 550 substitute teachers and over 2,000 summer recreation workers.

MMSD partners with various community organizations to deliver various services to students across all grade levels and schools. In 2012-2013, the Board of Education adopted a new policy for establishing and monitoring school-community partnerships. Per policy 7455, partnerships that are scored as high-intensity require formal evaluation to be conducted every three years to ensure that services are meeting agreed upon goals and to inform partnership renewals. CBITS has been implemented in MMSD for 12 years as a partnership between United Way of Dane County, Journey Mental Health Center, MMSD and additional service providers. The high-intensity partnership was formalized per policy 7455 in 2015-2016 and is currently operating under an active Memorandum of Agreement for 2016-2017. The CBITS partnership is scheduled to be renewed in April 2017. As a result, program evaluation services are necessary to support the renewal process.

CBITS is an evidence-based intervention developed on the premise that children who have been exposed to violence/trauma and exhibit clinically-significant symptoms of PTSD will benefit from the reduction of symptoms and increases in resilience and support from parents and peers. A validated screening instrument including questions related to traumatic life events, PTSD symptoms, and depression symptoms is administered to all sixth grade students in early fall by trained school staff. Students scoring at clinically significant levels for PTSD and depression meet individually with a member of the school's student services team to confirm screening results and determine appropriate referrals to support services. Students eligible for CBITS groups are offered a 10-week school-based intervention that teaches them skills to help them work through trauma and mitigate its negative effects on their lives. CBITS groups are co-

facilitated by a member of the school's student services team and a trained mental health therapist from a community agency.

## **Project Description**

MMSD is requesting bids from qualified vendors to provide program evaluation services to support compliance with Board policy, evaluate implementation and impact of CBITS and guide continuous improvement.

Proposed evaluation questions include:

1. Is implementation consistent with the intended intervention model and target population?
2. What are intervention participation trends and the impact of the intervention on mental health symptoms, school engagement and achievement?
3. What level of satisfaction do the different stakeholders have with the intervention?

Available data for sixth grade students:

- Student CBITS screener participation and results (approximately 1200 students annually)
- Student CBITS group intervention participation and pre/post intervention results (approximately 60 students annually)
- Student school attendance
- Student behavior data (including events and suspensions)
- Student academic achievement data (including grades and Measures of Academic Programs (MAP) results)
- Student satisfaction surveys (2014-2015, 2015-2016)
- Student referrals to other interventions/services (referred, did/did not participate, why)
- Number of staff trained in trauma-informed practice

**Evaluation Plan:** The vendor should describe an evaluation plan for the CBITS partnership covering the school years 2013-2014, 2014-2015 and 2015-2016. Vendors should thoroughly describe their methodology and approach for completing the project including final deliverables. This approach should include, but is not limited to, a description of how the list of expectations outlined below will be accomplished. Vendors should also indicate their proposed timeline or time requirements for completing each task.

- Develop evaluation questions in consultation with MMSD and community partners.
- Design and implement an evaluation plan that includes, at a minimum, descriptive analysis of demographics and indicators of mental health symptoms, school engagement and academic achievement (disaggregated results by race/ethnicity, English Language Learners, Special Education, income) for 1) students that completed CBITS screener, 2) students that participated in CBITS Group intervention. In addition, we expect 3) pre/post analysis of students' PTSD symptoms that participated in CBITS Group intervention. Evaluation plan may also include literature review of relevant research, focus groups of relevant stakeholders, review of program materials, survey development or review, site visits.

- **Provide full written report and executive summary by March 1, 2017**
- **Provide presentation to key stakeholders by April 30, 2017**

**Organizational Capabilities:** Describe the firm’s experience and capabilities in providing services similar to what is described within this RFB. Be specific and identify projects over the last five years involving school districts similar in size and demographics to the Madison Metropolitan School District.

**Staff Qualifications:** Provide resumes describing the educational and work experiences for each of the key staff who would be assigned to the project.

**Cost:** Estimate of total cost for services, not to exceed \$13,000.

All proposals will be reviewed using the scoring criteria below:

CRITERIA	Weight	
	PTS.	%
Organizational Capabilities	10	40%
Staff Qualifications	10	10%
Evaluation Plan	10	40%
Cost	10	10%
<b>TOTAL POINTS</b>	<b>40</b>	<b>100%</b>