

PROPOSAL COVER SHEET

Educational Consulting Services

Vendor Information

Name and Title Risa Woods, CEO

Company Name Every Teacher LLC.

Submission Date 03/29/2025

Phone Number 913-948-0921 Fax Number

Mailing Address 1706 NE 67th Street

Kansas City, MO 64118

By my signature below, I hereby represent that I am authorized to and do bind the offering vendor to the provisions of the attached proposal. The undersigned offers and agrees to perform the specified personal and professional services in accordance with provisions set forth in the Request for Proposals (RFP). Furthermore, the undersigned fully understands and assures compliance with the Conditions of Solicitation and Standard Terms and Conditions contained in the RFP. The undersigned is fully aware of the evaluation criteria to be utilized in vendor selection for approval. I further certify that Risa Woods is an authorized dealer in good standing of the products/services included in the proposal submitted in response to the RFP.

**Authorized Signature**03/29/2025**Date**

EVERY TEACHER LLC.

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PROPOSAL FOR LAUREL SCHOOL DISTRICT

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VENDOR PROFILE

Company Name: Every Teacher LLC

Business Address: 1706 NE 67th Street Kansas City, MO 64118

Contact Number: 913-948-0921

Email: risa@every-teacher.com

Website: www.every-teacher.com

Social Media:

- Linked In: www.linkedin.com/in/risa-woods
- Instagram: https://www.instagram.com/risawoods_

Every Teacher, LLC is a professional development and educational consulting firm dedicated to equipping educators with research-based strategies to effectively support English Learners (ELs). We specialize in training general education teachers, instructional coaches, and school leaders to create successful learning environments for English Learner students. Our goal is to ensure that all students, regardless of their language background, have access to high-quality instruction.

COACHING/MENTORING EXPERIENCE AND STRATEGIES

Vendor Background & Qualifications

Every Teacher, LLC is led by an experienced ESOL expert Risa Woods. With over 12 years of experience in K-12 education, Risa Woods holds two master's degrees in English Language Development and certifications in Teaching English as a Second Language (TESOL). She has partnered with school districts to deliver practical, results-driven PD. As the creator of the BRIDGE framework and a trusted voice in the teacher online community, she equips educators with research-based strategies that drive significant change.

Assigned Professional Staff

Risa Woods – Founder & Chief Consultant

Education & Certifications:

- Master of Arts in Teaching English as a Second Language (TESOL)
- Master of Education in Language and Literacy (ELL Emphasis)
- K-12 TESOL Certification (Missouri)
- Reading Specialist Certification (Missouri)
- Secondary Math and Social Studies Certification (Missouri)

Experience:

- Over 12 years in education, including roles as an instructional coach, ELL teacher, mentor teacher, and ELL coordinator
- Specializing in ESL/ELL instruction, culturally responsive practices, and differentiated instruction
- Proven track record of enhancing teacher effectiveness and boosting student engagement
- Designing and delivering engaging PD sessions that incorporate cultural integration, student engagement strategies, and instructional delivery techniques.
- Coaching teachers to tailor instruction through scaffolding and differentiation, ensuring that diverse learners' needs are met.
- Experience working with students of all language proficiency levels, including newcomers and Students with Limited or Interrupted Formal Education (SLIFE)

Coaching and Mentoring Strategies

I am a huge fan of Elena Aguilar and her Transformational Coaching Model, which primarily focuses on empathy, compassion, humility, inquiry, and evidence-based practices. In my own practice, my coaching approach is centered on effective instructional delivery, student engagement strategies, and trauma-informed practices. I also believe that every action starts with a belief and mindset and we cannot try to coach educators to *do* the right thing until we first address what they *believe*.

Some strategies that I use for coaching:

- Building relationships and trust by actively listening, asking questions, and staying curious
- Identifying one goal at a time
- Look for strengths and not only areas of improvement
- Using the data to drive what we do together
- Model effective practices
- Providing timely and bite-size feedback

BRIDGE Framework

As we coach and train teachers, we have learned that a simple framework is necessary as a roadmap for teachers to know what to do. We have developed the BRIDGE framework.

BRIDGE is a research-based framework designed to support English Learners in mainstream classrooms by integrating language development with content instruction, ensuring all students have access to the curriculum. Because of its emphasis on teacher effectiveness and student engagement, BRIDGE is a framework that can benefit all students, including native English speakers.

Our BRIDGE framework is as follows:

1. **Build** a positive classroom culture

2. **Relate** content to student experience and expertise
3. Increase comprehensible input
4. **Develop** language skills in every lesson
5. **Give** accessible materials
6. **Evaluate** in multiple and accurate ways

Evidence-Based Research Informing my Methods

Aguilar, E. (2013). *The Art of Coaching: Effective Strategies for School Transformation*.

- Provides the foundation for my transformational coaching practices.

Aguilar, E. (2018). *Onward: Cultivating Emotional Resilience in Educators*.

- Informs my empathy-driven coaching strategies, particularly around trauma-sensitive practices.

Aguilar, E. (2020). *Coaching for Equity: Conversations That Change Practice*.

- Shapes my use of coaching stances to foster effective instructional practices.

Aguilar, E., & Cohen, L. (2022). *The PD Book: 7 Habits That Transform Professional Development*.

- Shapes my PD facilitation and adult learning strategies.

Echevarria, J., Vogt, M., & Short, D. (2017). *Making Content Comprehensible for English Learners: The SIOP Model*.

- This guides my coaching on sheltered instruction strategies.

Fisher, D., & Frey, N. (2013). *Better Learning Through Structured Teaching: A Framework for the Gradual Release of Responsibility*.

- Guides my gradual release coaching model for sustainable instructional improvement.

Jim Knight (2017). *The Impact Cycle: What Instructional Coaches Should Do to Foster Powerful Improvements in Teaching*.

- Supports my use of reflective, data-driven coaching cycles.

SUPPORT CHECKLIST OF SERVICES

Types of services our organization offers:

- Customized Teaching: Tailoring instruction to meet diverse student needs.
- Cultural Integration: Incorporating cultural relevance into educational content.
- Student Engagement Strategies: Developing strategies to increase student participation.
- Instructional Delivery and Lesson Design: Providing expertise in instructional delivery methods and designing engaging lessons.
- Parental Engagement Strategies and Resources: Developing effective strategies and resources to enhance parental involvement in education.

GOALS AND OBJECTIVES

Measurable Outcomes

Our professional development consistently leads to:

- **Increased student engagement**
 - Our professional development increases student engagement, reflected by student work completion rates. *“Risa’s PD session was rich with practical strategies which I immediately applied in my classroom. The impact was profound—my ELL students showed increased engagement, confidently participated in discussions, improved their writing, and followed the lesson more effectively. This session was transformative and exemplifies Risa’s expertise in delivering meaningful and applicable professional development.” - Dr. Melissa Halstead, Science Teacher, Northgate Middle School, Kansas City, MO*
- **Increased teacher confidence**
 - 98% of teachers report feeling more prepared to support English Learners after attending our sessions.
 - Educators gain actionable strategies they can immediately implement.
 - *“Risa’s knowledge about ML students is unmatched...She gave me the tools I needed to immediately implement in the classroom with my students.” - Kelley Klein, ELA Teacher, Crossroads Charter Schools, Kansas City, MO*
- **Student growth in English Language Proficiency scores**
 - Schools that adopted our BRIDGE framework have seen a 15-20% increase in English Learner language proficiency scores.
- **Administrator satisfaction**
 - 100% of the administrators that we have partnered with have identified that they were satisfied with the performance of Every Teacher LLC in their schools
 - *“Risa has brought so much institutional knowledge to our school community. ...she has helped us craft our vision for English Language Learner Instruction...I feel like I have a partner in the work, and I am so grateful for her passion and experience.” - Annie Krieg, Director of Curriculum and Instruction, Kansas City Girls Preparatory Academy*

Internal Checks to Evaluate Effectiveness:

1. Pre and post PD surveys to measure teacher knowledge, confidence, and readiness
 - Purpose: A pre-survey will be conducted before the professional development session to gauge teachers' baseline understanding and confidence. A post-survey will follow the PD to measure growth and identify areas for further support.
 - Correction point: If survey results indicate insufficient growth or areas where teachers feel unprepared, additional training, resources, or follow-up sessions will be scheduled.
 - Progress presentation: The results of the surveys will be compiled into a summary report to present to district leaders, highlighting growth areas and any necessary next steps for continued support.
2. Classroom walkthrough observation data
 - Purpose: Classroom walkthroughs will provide real-time data on how teachers are implementing strategies from the BRIDGE framework.
 - Correction point: If walkthroughs reveal gaps in application, this is a great time to give feedback (and ask pointed questions) through coaching. Specific feedback will be shared with teachers to guide improvement. We can also consider co-teaching or having live classroom demonstrations.
 - Progress presentation: Coaching will likely take place through a normal coaching cycle and detailed observation reports will be presented to as administrators see fit.
3. Student work samples and performance data
 - Purpose: Analyzing student work samples and performance data will provide insight into the impact of teacher practices on student outcomes. After all, our aim is student success.
 - Correction point: If student data shows no improvement or indicates ongoing challenges, it may suggest a need for further refinement of instructional strategies. This can also be a great opportunity for coaching.
 - Progress presentation: A synthesis of student work samples and performance data can be shared with district leaders, providing a clear picture of the relationship between teacher practices and student achievement. If student

outcomes are not meeting expectations, targeted interventions will be recommended.

4. Teacher interviews

- Purpose: Teacher interviews will gather qualitative feedback on the effectiveness of PD sessions, coaching, and overall support. It's also an opportunity to get a "pulse" on how teachers are doing with implementation of the BRIDGE framework. These interviews can be formal or informal.
- Correction point: If teachers report confusion, lack of support, or difficulty implementing strategies, additional clarification, support materials, or follow-up sessions will be provided.
- The results of teacher interviews will be compiled into a summary report, highlighting successes, concerns, and recommendations for further development. This will be shared with district leadership to inform future decisions and improvements.



The Essentials Package

1 DAY OF PD + 2 DAYS OF COACHING ON-SITE

This professional development package takes a foundational look at the BRIDGE framework. Teachers will see first hand how a sheltered classroom can look and sound. By the end of our time, teachers will have a fundamental understanding of the BRIDGE framework and how to increase comprehensibility in the general education classroom.

TEACHERS WILL GAIN:

- ✓ Understanding of the BRIDGE framework and how it applies to their classroom
- ✓ Practical, classroom-ready strategies to improve comprehensibility and engagement in their classrooms
- ✓ Real-time support and feedback for what's working and what's not working in their classrooms

Perfect for schools ready to take the first step in supporting their English Learner student population with immediate wins and foundational strategies.



The Excellence Package

2 DAYS OF PD + 3 DAYS OF COACHING ON-SITE

This professional development package takes a deeper look at the BRIDGE framework. Teachers will have a deeper understanding of language development and academic language in the classroom. By the end of our time, teachers will know the exact strategies to increase academic language in the classroom and increase engagement with disengaged English Learners.

TEACHERS WILL GAIN:

- ✓ Language-rich scaffolds across content areas, leading to higher test scores
- ✓ A system of strategies to use to make grade-level content more accessible
- ✓ Confidence and support for implementing the BRIDGE framework in their own classrooms

Perfect for schools ready for a deeper transformation with targeted strategies and extended coaching.



The Empowerment Package

3 DAYS OF PD + 5 DAYS OF COACHING ON-SITE

This comprehensive package empowers teachers to become advocates using the BRIDGE framework. By the end of our time, teachers will know how to systematically embed academic language development into every lesson, making grade-level content fully accessible. With extensive coaching and support, they'll master sustainable, high-impact strategies that drive long-term student success.

TEACHERS WILL GAIN:

- ✓ Mastery of the BRIDGE framework, transforming their instruction
- ✓ Sustainable, asset-based strategies they can use long-term.
- ✓ Lasting impact—becoming instructional leaders who drive student success.

Perfect for schools ready for a system-wide impact with sustainable, long-term results.

Every Teacher LLC

Offers and Features

1

Essentials Package

\$15,400

- Virtual initial needs assessment
- 1 professional development workshop
- 2 days on-site coaching (12 hours)
- 1 day of virtual office hour sessions with teachers (6 hours)
- 1 virtual check-in with district point-of-contact (1 hour)
- Accompanying materials and templates

2

Excellence Package

\$29,000

- On-site initial needs assessment (6 hours)
- 2 professional development workshops
- 3 days on-site coaching (18 hours)
- 2 days of virtual office hours with teachers
- 2 virtual check-ins with district points-of-contacts
- Accompanying materials and templates

3

Empowerment Package

\$40,000

- On-site initial needs assessment (6 hours)
- 3 professional development workshops
- 5 days on-site coaching (30 hours)
- 3 days of virtual office hours with teachers
- 2 virtual check-ins with district points-of-contacts
- Wrap up reflection and next steps meeting
- Accompanying materials and templates
- *BONUS: Accessible Resource Academy™ a self-paced online course for teachers to make grade-level content accessible*

Cost is all-inclusive with travel.

Risa Tarokh Woods

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Professional Summary

Experienced educational consultant with over 10 years in K-12 education, specializing in professional development, instructional coaching, and curriculum design. Passionate about providing high-quality training and support to educators, focusing on improving teaching strategies, supporting multilingual learners, and enhancing school leadership. Proven track record of working with district leaders, administrators, and teachers to foster growth and improve student outcomes.

Professional Experience

Founder and Chief Consultant since January 2022

Every Teacher, LLC.

- Provide tailored professional development and coaching services to school districts and individual educators.
- Design and lead workshops focused on instructional strategies, leadership development, and curriculum design.
- Work with district leaders to create strategic plans for improving teacher effectiveness and student outcomes.
- Deliver specialized support to teachers working with multilingual learners, helping to make content more accessible.

Newcomer ELL Teacher; August 2022- May 2025

Northgate Middle School (North Kansas City Schools)

- Teach and support newcomer ELs, adapting curriculum to meet diverse language needs
- Advocate for equitable instruction and accessibility in general education classrooms
- Collaborate with teachers to implement language acquisition strategies
- Establish positive relationships with parents using interpreters with home visits, frequent parent communication, and school involvement events

ELL Instructional Coach: July 2021- May 2022

Crossroads Preparatory Academy (Crossroads Charter Schools)

- Plan and facilitate effective and engaging professional development for instructional staff
- Coach teachers on designing and modifying instructional materials based on culturally responsive practices and the individual needs of ELL students

- Teach collaboratively with mainstream teachers

Newcomer ELL Teacher; August 2018- May 2021

Eastgate 6th Grade Center (North Kansas City Schools)

- Developed and led the district's 6th-grade EL newcomers program
- Mentored new EL teachers and provided ongoing coaching

Sheltered ELL Social Studies Teacher; June 2013- May 2018

Northeast Middle School (Kansas City Public Schools)

- Scaffolded district-wide social studies curriculum to meet the needs of beginning and intermediate language learners

Mentor Teacher; July 2017- May 2018

Kansas City Teacher Residency (KCTR); Kansas City, MO

- Provided coaching and feedback to resident teachers in urban schools

Education

Masters of Arts in Teaching English as a Second Language (TESOL)

Webster University; Kansas City, MO

Masters of Education in Language and Literacy

Park University; Kansas City, MO

Certifications

Teaching in the State of Missouri- Expires 06/06/2117

- ENGLISH FOR SPEAKING OF OTHER LANGUAGES K-12
- SPECIAL READING K-12
- SOCIAL SCIENCE 5-9
- MATHEMATICS 5-9

REFERENCES

Vendor must submit a minimum of five references. *It is preferred that references be from school districts located in the State of Texas.* You are welcome to attach additional sheets to list additional references. If you do not have five Texas school district references, you may use other references.

These references will be contacted by email only. You must provide an email address for each reference.

<i>Name</i>	Kansas City Girls Preparatory Academy	<i>Contact Name</i>	Annie Krieg
<i>Business Address</i>	5000 E 17th St, Kansas City, MO 64127	<i>Email Address</i>	akrieg@kcgpa.org
<i>Name</i>	Ewing Marion Kauffman School	<i>Contact Name</i>	Erica McGeady
<i>Business Address</i>	6401 The Paseo, Kansas City, MO 64131	<i>Email Address</i>	emcgeady@kauffmanschool.org
<i>Name</i>	Northgate Middle School	<i>Contact Name</i>	Tammie May
<i>Business Address</i>	2117 NE 48th St, Kansas City, MO 64118	<i>Email Address</i>	tammie.may@nkcschools.org
<i>Name</i>	Crossroads Charter Schools	<i>Contact Name</i>	Kelley Klein
<i>Business Address</i>	1011 Central St, Kansas City, MO 64105	<i>Email Address</i>	kklein@crossroadsschoolskc.org
<i>Name</i>	Literacy KC	<i>Contact Name</i>	Sarah Kirby
<i>Business Address</i>	3036 Troost Ave, Kansas City, MO 64109	<i>Email Address</i>	skirby@literacykc.org

EVERY TEACHER

Growing Teacher Confidence for
Multilingual Learner Success



RISA WOODS

CEO of Every Teacher LLC.

With over 12 years of experience in K-12 education, Risa Woods holds two master's degrees in English Language Development and certifications in TESOL. She has partnered with public, urban, and small districts to deliver practical, results-driven PD. As the creator of the BRIDGE framework and a trusted voice on Instagram, she equips educators with research-based strategies that drive significant change.

risa@every-teacher.com

THE CHALLENGE

Multilingual learners (MLS) are arguably the fastest-growing student population in U.S. schools, yet most teachers lack the training and resources needed to support them effectively.

- **Classroom teachers feel underprepared**, struggling to balance content instruction with language development
- **Multilingual Learner students are disengaged** as achievement gaps begin to widen
- Administrators face pressure to show growth but lack consistent, effective strategies.

OUR SOLUTION

You need a proven, research-based approach to close real gaps and empower your teachers.

Our BRIDGE framework boosts student engagement and classroom teacher confidence by:

- Providing simple strategies to make content accessible
- Empowering teachers with tools to make language-rich instruction
- Creating learning environments to help all students succeed

OUR TRACK RECORD

Our professional development consistently leads to:



Increased Teacher Confidence:

- 98% of teachers report feeling more prepared to support MLS after attending our sessions.
- Educators gain actionable strategies they can immediately implement.



Student Growth:

- Schools that adopted our BRIDGE framework saw a 15-20% increase in MLS language proficiency scores.
- Improved engagement, participation, and comprehension for MLS.

SERVICES OFFERED

At *Every Teacher*, we deliver practical solutions to grow teacher confidence and drive student success. We do this through:

- Professional development workshops
- Online self-paced courses
- Instructional coaching
- Demonstration lessons
- On-site consulting

*Every
Teacher*