



CALHOUN COUNTY SCHOOL DISTRICT

One District, One Mission: Excellence for All

Requests for Proposals (RFP) Contracted Special Education Related Services School Year 2026-2027

Purpose

The Calhoun County School District (CCSD) is soliciting proposals from qualified individuals, independent contractors, agencies, and organizations to provide contracted special education related services for eligible students ages 3 through 21 during the 2026-2027 school year. Vendors may submit proposals for one or more of the services identified in this RFP. The District reserves the right to award contacts to one or more vendors.

Propose Timeline

EVENT	Date
RFP Issued	7/21/2026
Deadline for Questions	8/7/2026
Proposal Submission Deadline	8/14/2026
Board Approval/ Notification of Award	8/31/2026
Contract Period	9/1/2026-06/30/2027

Services Requested

- Occupational Therapy
- Speech-Language Pathology

General Scope of Services

- Provide services in accordance with IDEA, Mississippi Department of Education regulations, district policies, and each student's IEP.
- Conduct evaluations and reevaluation, as appropriate.
- Provide direct and/or consultative services.
- Participate in eligibility and IEP meetings.
- Develop recommendations, goals, and progress reports.
- Collaborate with teachers, administrators, and families.
- Maintain required documentation and confidentiality.

- Meet all district and state timelines.

Minimum Qualifications

- Hold all licenses, certifications, and credentials required by the State of Mississippi.
- Maintain professional liability insurance.
- Successfully complete all required criminal background checks.
- Possess a valid driver's license and reliable transportation.
- Demonstrate experience serving school-aged students with disabilities.

Proposal Agreement

- Cover letter identifying the service(s) proposed.
- Resume or company profile.
- Current professional license(s).
- Three professional references.
- Proof of professional liability insurance.
- Current background check.
- Copy of valid driver's license (individual providers)
- Disclosure of pending or past litigation within the previous five years, if applicable.

Evaluation of Proposals

Proposals will be evaluated based on qualifications, experience, references, availability, responsiveness, and the overall value offered to the District. CCSD reserves the right to reject any or all proposals, negotiate with vendors, and award contracts to one or more vendors.

Collusion of Fraud

Evidence of collusion or actions intended to restrict free and open competition may result in disqualification of a proposal.

Questions

Questions regarding this Request for Proposals shall be submitted by email to :

Katie Hill Hughes
Director of Special Education
khill@calhounk12.com

Or

Jo Clanton
Business Manager
jclanton@calhounk12.com

Responses to questions that materially affect this solicitation may be provided to all prospective vendors to ensure a fair and transparent procurement process.

Appendix A - Occupational Therapy

Qualifications

- Current Mississippi Department of Health Occupational Therapy license.
- Master's Degree or higher in Occupational Therapy
- School-based experience is preferred.

Scope of Service

- Conduct OT evaluations and reevaluations.
- Provide direct and consultative OT services.
- Develop IEP goals and recommendations
- Recommend adaptive equipment, position, and sensory-motor strategies
- Participate in eligibility and IEP meetings
- Maintain documentation and progress reports.

Appendix B - Speech Pathology

Qualifications

- Current Five-Year Educators License AA - (215 Endorsement - Speech/Language Clinician)
- Master's Degree or higher in Speech/Language Therapy.
- School-based experience is preferred.

Scope of Service

- Conduct Speech/Language evaluations and reevaluations
- Provide direct and consultative Speech Therapy services.
- Develop IEP goals and recommendations.
- Recommend adaptive equipment.
- Participate in eligibility and IEP meetings.
- Maintain documentation and progress reports.