

Sunflower County Consolidated School District  
James Johnson-Waldington, Superintendent  
"Champions for Children"

## Request for Proposals



Proposal Request:

Professional Development Services

Sunflower County Consolidated School District

Highway 49 N

196 MLK Drive

Indianola, MS 38751

Phone: 662-887-4919

Fax: 662-887-7051

## Overview

- I. Introduction:
  - A. The Sunflower County Consolidated School District (SCCSD) is located in Indianola, MS. School facilities consist of ten schools, one early learning facility, one alternative school, one career technical center, and one central office. The district also has three participating private schools. The district has approximately 2,800 students.
- II. Purpose of RFP:
  - A. The district requests digital proposals in English/Language Arts, Mathematics, Science, Social Studies, Technology, Leadership, Instructional Support Services, Exceptional Education, English Language Students, or Multi-Tiered Systems of Support (MTSS).
- III. Each category can be bid on separately (See A for specifics).
- IV. The schedule of RFP events is as follows:
  - A. RFP Released: 6/1/2026 - 6/29/2026
  - B. Proposal Due Date: 6/29/2026 at 12:00 p.m.
    1. Any services shall be provided to the Sunflower County Consolidated School District during the 2026-2027 school term and, upon satisfactory evaluation of the provided services, may be extended to include services during the 2027-2028 school term.
- V. The Superintendent reserves the right to reject any and all bids.
- VI. Quotes are requested for half and full-day rates for professional development services.
- VII. General Specifications and Instructions to Bidders:
  - A. A digital copy of this document, including any addenda, can be obtained by request below. You may also see the digital version by navigating to [www.sunflower.k12.ms.us/federalprograms](http://www.sunflower.k12.ms.us/federalprograms).
  - B. Please digitally submit all RFPs using the contact information below:
    1. Sunflower County Consolidated School District
    2. Barren Cleark, Director, Federal Programs
    3. Email: [bcleark@sunflowerk12.org](mailto:bcleark@sunflowerk12.org)
    4. Phone: 662-887-4919 X104
    5. Fax: 662-887-5501
  - C. No physical RFPs will be accepted. Any RFP that is not submitted digitally shall be rejected.**
- VIII. Communications regarding the RFP
  - A. All questions regarding the RFP are to be submitted electronically to:
    1. Sunflower County Consolidated School District

2. Barren Cleark, Director, Federal Programs
3. Email: [bcleark@sunflowerk12.org](mailto:bcleark@sunflowerk12.org)

- B. All questions, comments, and requests for clarification must be in writing electronically. Any oral communications shall be considered unofficial and non-binding.
- C. Only electronically written responses to electronic communications shall be considered official and binding upon the School District. At its sole discretion, the School District reserves the right to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.
- D. All appendices and/or any other correspondence (general information, questions, and responses) to this RFP will be made available exclusively through the Sunflower County Consolidated School District. Contractors are solely responsible for frequently checking this website for updates to this RFP.

IX. Minimum Eligibility Requirements for Contract Award

- A. Applicants must provide documentation of at least five (5) years of experience providing educational consulting, training services, and materials.
- B. Applicants must address and provide (if applicable) a list of pending/past litigation or investigations within the past five (5) years.
- C. Applicants must have financial stability and adequate staff to manage the program.
- D. Applicants must, at all times during the contract term and their own expense, keep in full force and effect comprehensive general liability insurance with “personal injury” coverage; commercial or business auto liability insurance; physical and contractual liability coverage, with minimum limits of ONE MILLION AND NO/100 DOLLARS (\$1,000,000.00) on account of bodily injuries to or death of one persona and an aggregate of THREE MILLION AND NO/100 DOLLARS (\$3,000,000.00) for any one occurrence.
- E. Sunflower County Consolidated School District and Sunflower County Consolidated School District’s Superintendent shall be named as additional insured on the said policy. The insurance policies required under this Section shall not be modified or canceled except upon 30 days’ written notice to Sunflower County Consolidated School District. Proof of insurance must be submitted to the Sunflower County Consolidated School District when the contract is executed.

- F. Applicants must, at all times during the contract term and at their own expense, keep in full force and effect a policy of workers' compensation insurance for coverage in Mississippi with an employer's liability limit of:
  - 1. Bodily Injury by accident - \$500,000.00 for each employee
  - 2. Bodily Injury by disease - \$500,000.00 policy limit
  - 3. Bodily Injury by disease - \$500,000.00 for each employee
- G. The Sunflower County Consolidated School District School Board shall be named as an additional insured under the policy. The insurance policies required under the Section shall not be modified or canceled except upon 30 days' written notice. Proof of insurance must be submitted to the Sunflower County Consolidated School District when the contract is executed.
- H. Contractors' staff involved in this project may be required to undergo a criminal background check, as required by the school district.
- I. Applicants must comply with all applicable licensing and certification requirements for the proposed services.
- J. Applicants must comply with all applicable City, County, State, and Federal laws, regulations, codes, and ordinances. If awarded the bid, the vendor must reference in the contract that it has read, understood, agreed to, signed, and submitted an original copy of the ARRA Contractual Services Providers' Assurances to the LEA.

## Proposal Requirements and Project Scope

- A. Schools and Buildings
  - a. A. W. James Elementary,
  - b. Drew Hunter Middle,
  - c. Ruleville Central Elementary,
  - d. Ruleville Middle,
  - e. Thomas E. Edwards Sr. High,
  - f. Rosser Early Learning Center,
  - g. Moorhead Central School,
  - h. Robert L. Merritt Jr. High,
  - i. Gentry High,
  - j. Carver Elementary,
  - k. Lockard Elementary,
  - l. Indianola Career and Technical Center,
  - m. Indianola Academic Achievement Center
  - n. Participating private schools:
    - i. Restoration Ministries Christian Academy
    - ii. Indianola Academy
    - iii. North Sunflower Academy
- B. The Sunflower County Consolidated School District requests bids for the following for all schools listed above:

- a. A coaching/modeling professional development plan for instructional staff and administrators that focuses on instructional effectiveness and student achievement, including, but not limited to:
    - i. English/Language Arts
    - ii. Mathematics
    - iii. Science
    - iv. Social Studies
    - v. Technology
    - vi. Leadership
    - vii. English Language Learners
    - viii. Instructional Support Services for Exceptional Education
    - ix. Multi-Tiered System of Support (MTSS)
    - x. Accountability Model and all of its components
    - xi. Support to Participating Private Schools receiving
      1. Title I, Part A
      2. Title II, Part A
      3. Title IV, Part A
- C. The professional development plan will do the following:
- a. Provide training in job-embedded professional development for instructional staff in English/Language Arts, Math, Science, and Social Studies, including but not limited to instructional coaching, data coaching, assessment coaching, lesson planning, lesson modeling, differentiated instruction, scaffolding, and utilizing and identifying resources.
  - b. Provide high-dosage student-based professional development for instructional staff in English/Language Arts, Math, Science, and Social Studies, including but not limited to instructional coaching, data coaching, assessment coaching, differentiated instruction, scaffolding, and utilizing and identifying resources to improve student achievement.
  - c. Provide coaching to develop and implement data plans to impact differentiated instruction for all learners to further implement the Multi-Tiered System of Support approach to teaching.
  - d. Provide professional development and leadership through job-embedded coaching and workshops, including collaboration, research-based reading and math teaching strategies, and classroom management.
  - e. Develop and submit daily reports to the school administration and/or district contact no later than the second day following observation.
  - f. Analyze data and use multiple data points to correlate student achievement to teacher effectiveness.
  - g. Assist the school's and district leadership team in assessing students' learning strengths and gaps using assessment data from a variety of sources, including state, school, district data, or other sources; help to

facilitate regular data meetings with the school's and district's leadership team to assess, monitor, and adjust students' learning based on the students' identified strengths and weaknesses.

- h. Provide any other training as identified by observation or upon the district's request.
- D. All responses to the RFP must demonstrate the vendor's expertise and capacity to integrate the use of technology to do the following at each school (including, but not limited to):
1. Guide teachers in setting up technology and any instructional technology program in their classrooms to enhance the instructional process.
  2. Model for teachers to use interactive whiteboards, student response systems, document cameras, laptops, iPads, iPad carts, Chromebooks, cloud technology, and slates to monitor or improve the instructional program and the teaching and learning process.
  3. Coach teachers on how to use software to create lesson plans integrating technology.
  4. Critique teachers' lesson plans for integrating technology and provide teachers with feedback on improving those plans.
  5. Assist the school's administrator in creating a plan to monitor teachers integrating technology into their lesson plans.

For your information, the following is a list of technologies in the Sunflower County Consolidated School District that vendors must demonstrate expertise and capacity to use in classrooms with teachers (including, but not limited to):

- iReady
- Edmentum
- GoGuardian
- ChromeOS and Chromebooks
- macOS and iPads
- SmartBoards
- Laptops
- Canvas
- MasteryConnect
- Mastery View Predictive Assessments (formerly CASE21)
- Zoom
- Progress Learning (formerly USATestPrep)
- SchoolStatus