



## **Request For Quotes**

for

***Professional Development  
and  
Instructional Support Services***

## **Marion County School District**

**Carl Michael Day, Superintendent**

**1010 Hwy 13 North**

**Columbia, MS 39429**

**601-736-7193**

**[www.marionk12.org](http://www.marionk12.org)**

## **Introduction:**

The Marion County School District (MCSD) is located in Marion County, MS. MCSD consists of 5 schools in two separate systems geographically located East and West of the Pearl River, one alternative school, one career technical one Central Services that oversees all operations. The district has approximately 1,900 students. The city center for Marion County is Columbia.

## **Purpose of RFP:**

The district is requesting digital proposals to address learning loss/student growth in via Instructional Support Services for, but not limited to, Grades K-12 English/Language Arts, Mathematics, Science, Social Studies, Leadership, Exceptional Education, Data-Management, HQIM Implementation, and/or Multi-Tiered System of Support (MTSS).

## **The schedule of RFP events is as follows:**

- RFP Released: 09/17/2023 - 10/4/2023
- Proposal Due Date: 10/4/2023 at 11:00 a.m.
- Announcement of Award: 10/10/2023

*\*\* (The Superintendent reserves the right to reject any and all bids.) \*\**

## **Scope and Duration of Services:**

These services shall be provided to the Marion County School District during the second semester of the 2023-2024 school term and upon satisfactory evaluation of the provided services, may be extended to include services during the 2024-2025 school term. Quotes are requested for half and full-day rates for professional development services. Services may require up to 250 days of coaching. The superintendent reserves the right to determine the actual number of days as identified by needs assessments and within funding sources.

## **General Specifications and Instructions to Bidders:**

- A digital copy of this document, including any addendums, can be obtained by request below. You may also see the digital version by navigating to: [www.marionk12.org](http://www.marionk12.org) RFQ Information
- Please digitally submit all RFPs to the contact information below:

1. Marion County School District
2. Carl Michael Day, Superintendent of Education
3. Email: [cmday@marionk12.org](mailto:cmday@marionk12.org)
4. Phone: 6601736-7193
5. Subject line MUST read: *RFQ Instructional Support Services: Bidder's Company Name*

### **Communications regarding the RFP:**

- All questions regarding the RFP are to be submitted, via email to:
  - Marion County School District
  - Carl Michael Day, Superintendent of Education
  - Email: [cmday@marionk12.org](mailto:cmday@marionk12.org)
- All questions, comments, and requests for clarifications must be in writing via email.
- Any oral communications shall be considered unofficial and non-binding. Only written responses to written communications shall be considered official and binding upon the School District.
- The School District reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.
- All addendums and/or any other correspondence (general information, questions, and responses) to this RFP will be made available exclusively through the Marion County School District.
- Contractors are solely responsible for frequently checking this website for updates to this RFP.

### **Minimum Eligibility Requirements for Contract Award:**

- Applicants must provide documentation of a minimum of five (5) years of experience providing educational consulting, training services, and materials.
- Applicants must show evidence of proven success in supporting districts in growth according to the Accountability Model.
- Applicants must be able to provide instructional support for leadership, staff, and students.
- Applicants must be a MDE approved for HQIM vendor.
- Applicants must show successful experience coaching for success with Exceptional Education staff and students, specifically co-teaching/parallel teaching.
- Applicants must show successful communication via coaching next steps, such as coaching/service reports with leadership to assure follow-through.
- Applicants must provide proof of liability insurance.
- Applicants must address and provide (if applicable) a list of any pending/past litigation or investigations that have occurred within the past five (5) years.
- Applicants must have financial stability and adequate staff to manage the programs.

### **Proposal Requirements and Project Scope:**

#### **Schools and Buildings**

East Marion Elementary

East Marion High

West Marion Primary

West Marion Elementary

West Marion High

Carl Lofton Career and Technical Center  
Marion County Alternative  
Marion County Central Services

**The Marion County School District is requesting bids for the following for all schools listed above:**

Coaching/modeling professional development plan for instructional staff and administrators that focuses on instructional effectiveness and student achievement for grades k-12 (including, but not limited to):

- English/Language Arts
- Mathematics
- Science
- Social Studies
- Technology
- Leadership
- English Language Learners
- Instructional Support Services for Exceptional Education
- Multi-Tiered System of Support (MTSS)
- Accountability Model and all of its components
- Data management

**The professional development plan will:**

- 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 identification of resources.
- 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 instruction.
- Provide professional development and leadership through job-embedded coaching and workshops to include, but not limited to collaboration, research-based reading and math teaching strategies, and classroom management.
- Develop and submit daily reports to the school administration and/or district contact no later than the second day following observation.
- Analyze data and use multiple data points to correlate student achievement to teacher effectiveness.
- 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.

- Provide coaching to students when requested to close skills gaps (learning loss).
- Provide any other training as identified by observation or upon the district's request.

**All responses to the RFP must demonstrate the vendor's expertise and capacity to use the following learning programs and must demonstrate expertise and capacity to use in classrooms with teachers (including, but not limited to):**

- HQIM Resources (MUST be an MDE Approved Vendor)
- MDE Resources
- CCR Standards
- IXL
- iReady, Ready
- ELS
- SchoolStatus

## Addendum 1: Scoring Rubric

	<b>Descriptors</b>	<b>Score</b>
(10%)	Can you describe how your program is uniquely qualified to improve staff performance?	
(5%)	Are your services grounded in research and best practices? Please include supporting documentation.	
(10%)	Can you provide evidence of the instructional coaches' clear knowledge of the Mississippi College and Career-Readiness Standards, ELS Benchmark Assessments, MAAP Assessments, and Mississippi Accountability Model?	
(10%)	Can you provide coaching specifically pertaining to Hattie's Research on Influences and Effect Sizes related to Student Achievement?	
(10%)	Can professional development services be provided through multiple modalities (virtually, face-to-face, planning, PLCs, large group staff development, in-classroom coaching, etc.)?	
(5%)	Do you have a specific process for developing innovative and competent leadership skills in individuals? Please describe.	
(5%)	Can you provide measurable data linking professional development expenses to teacher improvement and student achievement outcomes? How is this data determined?	
(5%)	Can you describe what your approach is to individual teacher professional growth?	
(5%)	Can you describe how it is determined where individual focus areas might be? Who will determine the direction or focus of the service? How do you assure that the developed plan is followed?	
(5%)	Will your program allow our staff to fully achieve intended outcomes that are determined at the onset of training?	
(5%)	Can you adjust to changing staff training needs? Can you adapt to different types of learning styles of staff and develop various methods of support for them?	
(15%)	Are you a approved vender by MDE for HQIM curriculum resources? If so which ones are you approved and have experience successfully coaching in districts with implementation? If so, which areas and which HQIM Materials?	
(10%)	Do you have sufficient staff to accommodate the needs of our school district?	
	What percentage of your coaches/facilitators are represented by minority?	
<b>100%</b>	<b>TOTAL SCORE</b>	