



CLARKSDALE MUNICIPAL SCHOOL DISTRICT

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REQUEST FOR PROPOSAL

Dr. Toya Harrell-Matthews
Superintendent, Clarksdale Municipal School District
662-627-8500

PROJECT NAME:

**Proposal for Professional Development Services for the Core
Courses (ELA, Math, Science, and Social Studies), EL and ACT,
Leadership, Data, and Summer Enrichment**

Clarksdale Municipal School District

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REQUEST FOR PROPOSAL
Professional Development services in the Core Courses (ELA, Math, Science,
and Social Studies) EL and ACT, Leadership, Data, and Summer
Enrichment
Clarksdale, Mississippi

I. Introduction

Clarksdale Municipal School District requests that your company make a proposal for Professional Development services in the Core Courses (ELA, Math, Science, and Social Studies), EL and ACT for grades K-12, Leadership, Data, and Summer Enrichment. These Professional Development services in the Core Courses (ELA, Math, Science, and Social Studies) EL and ACT and Summer Enrichment would involve services for the teachers in each individual school (five elementary schools, one middle school, and two high schools) and working with the students. The Leadership and Data coaching will be providing to the district leaders. The following proposal request will outline the goals and detail the format you should use to submit your proposal. Please read the timeline carefully. In order for your proposal to be considered, your proposal must meet our deadlines included in the timeline under Section 2.02.

Section 1.01 Location

Your bid can be specific for Professional Development services in the following grade and subject:

- Core Courses (ELA, Math, Science, and Social Studies) EL and ACT for grades K-12.
 - PreK-2
 - 3rd-4th
 - 5th-6th
 - 7th-8th
 - 9th-12th
- Leadership
- Data
- Summer Enrichment

These Professional Development services would involve services for the teachers and working with the students in each individual school (six elementary schools, one middle school, and one high school) as well as the administrators. You can send proposals for a specific area or grade if you so choose.

Section 1.02 Management

Dr. Toya Harrell-Matthes, Superintendent and/or Dr. Kristi Harris, Federal Programs Coordinator will be managing this project.

Section 1.03 Contact Information

Please contact Dr. Toya Harrell-Matthews or Dr. Kristi Harris for questions about the proposal submission details and/or project details:

Phone: 662-627-8500

Fax: 662-624-9405

E-mail: tmatthews@cmsd.k12.ms.us

II. The Proposal

Section 2.01 Mission

Clarksdale Municipal School District seeks Professional Development services in Core Courses (ELA, Math, Science, and Social Studies) EL and ACT for grades K-12, Leadership, Data, and Summer Enrichment. These Professional Development services would involve training the administrators, and teachers as well as working with students in each individual school site by using the Learning Forward Professional Learning Standards.

Section 2.02 Proposal Specifications

The consultant's coaches will work with teachers and administrators to build capacity and produce positive results by aligning instructions and data with expectations of the MAAP Assessment (Focus Standards) and the ACT. The consultant's coaches will also provide suggestions for EL students and students with an IEP or 504 plan . Focus will be on:

- Formative and Summative Assessment
- Data Driven Decision Making and Differentiated Instruction
- Pacing and Curriculum Alignment for College and Career-Ready Standards
- Lesson Planning and Instructional Delivery
- 21st Century Technology Integration in the Classroom
- Reading and Writing Across Content Areas
- ELA and Math Performance Tasks and Scoring Rubrics
- Student Engagement and Motivation
- Higher Order Questioning and Problem Solving
- Extended Learning Time and Differentiated Learning for the Lowest 25% of Students
- Teacher Development/Classroom Environment and Behavior Management
- Subject Area Test Preparation / Teacher Support
- Learning Forward Professional Learning Standards.
- Specialized support for School Improvement Schools
- Summer Enrichment
- Monthly Evaluation of services by District
- English Language Proficiency Test (ELPT)/ the DRC LAS Links Assessment
- Becoming Effective Leaders
- Using Data to become a Successful school and District

Focus Specifications:

- Assist teachers with/model instruction and re-teaching of focus standards that are below expectations/did not meet expectations at both the grade level and student level.
- Provide evidence based instructional strategies and classroom pacing for MS College and Career Readiness standards that are specific to the deficits of students.
- Assist teachers with/model higher order questioning skills, problem solving/critical thinking and formative assessments in the classroom.
- Evidence based Leadership Coaching that results in the improvement of instructional effectiveness.
- Assist teachers with/model for teachers' differentiation of classroom instruction based on the grade as a whole and individual student performance on the MAAP assessment/progress monitor/benchmark assessments.

- Build the capacity of teachers with/model analysis and use of data to prepare and guide instruction at the grade and student levels.
- Work with students after term 1
- Conduct “Boot Camps” for students in tested grades for ELA, Math, Science, and Social Studies.
- Work in conjunction with Reading, Math, and Science coaches in implementing evidence based instructional strategies.
- Assist administrators with analyzing data to produce positive outcomes for students
- Assist administrators with analyzing data to revise their school-wide plan and allocate funding based on their plan
- Provide overall leadership support to the administrators and district leaders

EXPECTED OUTCOMES:

- 10-20% increase in math proficiency on the 2023/2024 school year MAAP assessment
- 10-20% increase in Reading/English proficiency on the 2023/2024 school year MAAP assessment
- 10-20% increase in Science proficiency on the 2023/2024 school year MAAP assessment
- 10-20% increase in the number of students who pass the AP assessment in the areas being offered at CHS
- 3-5 point increase on overall scores on the ACT
- 3-5 point increase on overall scores on LAS Links Assessment
- 10-20% increase in the number of students who pass the Subject Area Assessment

Service Delivery: Teacher coaches will support teaching and learning by serving/working as a classroom supporter, resource provider, assessment and data coach, and curriculum and instructional specialist. Service delivery will include services, coaching, modeling, co-teaching, consultation, and technical assistance. Consultants will debrief with the principal or designee and submit a detailed work report for each day of coaching.

Learning Outcomes

- Using the College and Career Readiness Standards for ELA, mathematics, and science, teachers will utilize updated guidance from various resources to learn how to better integrate and teach the Standards. Teachers will also review current instructional practices and assess the effectiveness of the practices in light of the requirements of the College and Career Readiness Standards.
- The College and Career Readiness Standards require a crucial shift within ELA, mathematics, and science instruction as determined by the Critical Areas of Focus and Content Emphases by Cluster for each grade level. Teachers will examine the critical areas and major clusters across grade levels to discover both the connection and progression of related standards. Teachers will examine progress- monitoring resources to assist with tracking of student progression toward mastery within the Critical Areas of Focus and Content Emphases by Cluster.

- Developing fluency is one of the requirements of the College and Career Readiness Standards for ELA, mathematics, and science (all content areas). To prepare students to have both accuracy and speed, a flexible understanding must be developed within students instead of defaulting to “skill and drill” procedures. Coaches will review several strategies that can be used to assist teachers with the incorporation of conceptual understanding tasks and flexible thinking strategies within the classroom to build a solid foundation within the student.
- Consultants will explain the progression of the College and Career Readiness Standards across grade levels. Consultants will aid teachers in studying the standards to better understand the depth of the skills and concepts expected for specific grade levels. Teachers will connect grade specific standards and understand research-based strategies that ensure an appropriate succession of skills across grade levels. Teachers should leave the services with the tools needed to create instructional goals to ensure the standards are addressed appropriately in each grade.

Section 2.03 Consultant Requirements

The Consultant must provide verifiable proof of results in the categories of ELA, Math, Science, EL, ACT, Data, and Leadership (references from districts) and credentials of potential Consultants (resumes). Consultants with ACT certifications are preferred. Consultants shall have a proven track record in professional development programs for school districts and individual school sites that is quantifiable. The Consultant must be a provider of professional learning services for districts and individual schools that offer services in ELA, math, and science for benchmark and state assessments, whether in-house, state, or 3rd party. The Consultant must be able to access, analyze, and interpret all available data.

The Consultant must provide **at least three references** of professional development programs for school districts and individual school sites. The Consultant must, at a minimum, provide the following ongoing job embedded high quality professional development:

- Experienced – Consultants with at least 5 years’ experience and proven success in all-inclusive professional development programs for school districts and individual school sites.

Section 2.04 Timeline

In order to complete our mission, we have set the following timetable. This timetable is subject to change by the managers of this project.

Milestone	Date
Requests for Proposals Advertisement	April 26, 2023
Second Advertisement	May 3, 2023
Deadline for Proposals	May 8, 2023 by 2:00 p.m.
Bid Proposals Opened	May 10, 2023
Presentation Date (if applicable)	May 10, 2023
Notification of Award	May 30, 2023
Project Start Date	July 1, 2023
Project Completion Date	June 30, 2024

NOTICE TO PROPOSERS

The Clarksdale Municipal School District (CMSD) is soliciting competitive proposals for the services per the specifications stated elsewhere in this solicitation document. **Proposals shall be submitted in person or mailed to**

**Dr. Kristi Harris
Office of Federal Programs
526 S. Choctaw Street
Clarksdale, MS 38614 or**

**P. O. Box 1088
Clarksdale, MS 38614**

with the offeror's name and address and proposal number (**RFP #2023-2024 – CMSD PROFESSIONAL DEVELOPMENT – ELA, MATH, SOCIAL STUDIES, SCIENCE, EL and ACT, LEADERSHIP, DATA, AND SUMMER ENRICHMENT**)

Proposals will be received to the office no later than 2:00 PM, May 8, 2023. Proposals will be opened on May 10, 2023.

Prices will not be read, nor disclosed in any other manner until the award is made.

Faxed proposals will not be accepted. Proposals must be submitted in sufficient time to be received and time- stamped at the above location on or before the published date and time shown on the RFP. CMSD will not be responsible for mail delivered from the post office. Vendors must submit sealed

proposals with any material required by this RFP by the time and date specified.

The RFP should contain all necessary information to submit a proposal to the District. Please review it carefully, and if specific questions arise, forward them to the email address listed herein, or fax with an email to confirm receipt.

The Professional Development requested will be from July 1, 2023 – June 30, 2024.

The number of days of professional development per school will be based on individual school needs and individual school budgets.

SUBMISSION OF PROPOSALS. The offeror should propose his/her lowest and best price. All prices shall be entered on the proposal in ink or typewritten. All proposals should be signed, sealed, and mailed or dropped off at the Clarksdale Municipal School District.

SCORE SHEET

Proposals Proposal for Professional Development services for the Core Courses, EL, and ACT, Leadership, Data, and Summer Enrichment For Clarksdale Municipal School District and for each individual school site in CMSD.

Rating:

0 = Not present in Proposal

1 = Poor – as stated in the Proposal

2 = Average – as stated in the Proposal

3 = Excellent – as stated in the Proposal

Vendor's Name:			
Score			Description
			<p><u>The Purchase Price</u></p> <p>The price of product is consistent with market value for similar products or services, and matched the quality of the product or service</p>
			<p>Assist teachers with/model instruction and re-teaching of value added provisions (free instructional resources, free project management, prior vendor experience/familiarity)</p>
			<p>Provide evidence based instructional strategies and classroom pacing for MS College and Career Readiness standards that are specific to the deficits of students.</p>
			<p>Assist teachers with/model higher order questioning skills, problem solving/critical thinking and formative assessments in the classroom.</p>
			<p>Evidence based Leadership Coaching that results in the improvement of instructional effectiveness.</p>
			<p>Has at least 3 References</p>
			<p>Build the capacity of teachers with/model analysis and use of data</p>

			to prepare and guide instruction at the grade and student levels.
			Work with students after term 1
			Conduct “Boot Camps” for students in tested grades for ELA, Math, Science, and Social Studies.
			Work in conjunction with Reading, Math, Science, EL Coaches and Administrators in implementing evidence based instructional strategies.
			Total # of Points (30 Points Available)

Signature of Evaluator

Date

Rating:

0 = Not present in Proposal

1 = Poor – as stated in the Proposal

2 = Average – as stated in the Proposal

3 = Excellent – as stated in the Proposal