



# YAZOO COUNTY SCHOOLS

*"Creating Next Generation Leaders"*

## OFFICE OF FEDERAL PROGRAMS

94 Panther Drive

Yazoo City, Mississippi 39194

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## Request for Proposals

Instructional Consultants

2025-2026 School Year

### OVERVIEW:

Yazoo County School District (YCSD) is located in Yazoo County, MS. The district is comprised of four schools: Bentonia Gibbs Elementary School, Linwood Elementary School, Yazoo County Middle School and Yazoo County High School. The elementary schools serve prekindergarten – 5<sup>th</sup> grade students, the middle school serves 6<sup>th</sup> – 8<sup>th</sup> grade students, and the high school serves 9<sup>th</sup> – 12<sup>th</sup> grade students. There are approximately 1200 students. The overall accountability rating for the school district is a "B".

#### I. GOAL AND PURPOSE OF THE RFP:

Strategic Plan Goal 1: We, along with the community, will provide opportunities for success of each student by intentionally focusing on academic and extra-curricular abilities and celebrating achievement.

##### Objective D. Utilization of Data

- Develop district-wide data systems
- Increase student knowledge base of interpretation of data
- Provide Professional development for educators
- Expand focused planning time
- Utilize data-based interventions
- Establish a Pre-K to 2<sup>nd</sup> grade at-risk early warning system.

The district is requesting proposals/quotes for professional development to support this goal.

#### II. PROPOSAL REQUIREMENTS AND PROJECT SCOPE FOR:

Bentonia Gibbs Elementary School – Targeted Support and Improvement

Linwood Elementary School

Yazoo County Middle School – Targeted Support and Improvement

Yazoo County High School

#### III. SERVICE SPECIFICATIONS AND PROVISIONS:

Based on the strategic goal and objective, the Yazoo County School District is requesting proposals/quotes which consist of a coaching/modeling professional development plan for students, teachers, and administrators that focuses on

instructional effectiveness and student achievement. Areas to be addressed, but not limited to, are as follows:

- Teacher and Effectiveness Coaching and Professional Development Sessions
- Curriculum Mapping
- Teacher Coaching: STEAM, Special Education, ACT, Subject Area Assessments, Research-based Instructional Strategies
- English Language Arts, Mathematics, Science and SPED Remediation
- Analyzing Data
- Tutorial Services
- Multi-Tiered Systems of Support Services
- English Learner Services
- Student Bootcamps
- SEL Implementation

Daily work reports should be submitted outlining the scope of services for each day. Work reports and invoices should be submitted to [shundria.shaffer@yazook12.org](mailto:shundria.shaffer@yazook12.org).

IV. PRICING/QUOTES/SPECIFICATIONS:

These services will be provided to the Yazoo County School District during the 2025-2026 school year.

Quotes are requested for half and full day rates for professional development services. The use of the days depends on the identified needs and the number of students, teachers, and administrators to receive the professional development. However, it is hopeful that the returned proposals/quotes include a sufficient number of days per grade level to address content-specific standards and assessments as related to section III.

V. SCHEDULE OF RFP EVENTS:

The RFP will be released on April 16, 2025. The proposal due date is April 30, 2025.

VI. RFP SUBMISSION REQUIREMENTS

Interested providers of these professional development services should submit their proposal/quotes to the school district addressed listed in Section XII.

All questions, comments, and requests for clarification must be in writing to Dr. Shundria Shaffer. The Yazoo County School District reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.

VII. MINIMUM ELIGIBILITY REQUIREMENTS FOR CONTRACT AWARD

Applicants must comply with all applicable licensing and certification requirements specific to the proposed serves, be registered through the website, [sam.gov](http://sam.gov), and agree to the terms/agreements and any addendum set forth by the school district's school board attorney.

#### VIII. ACCEPTANCE OF PROPOSALS

The YCSD reserves the right, in its sole discretion, to waive proposal irregularities, which does not affect the price of the proposal, give one party an advantage or benefit over other parties, or adversely impact the interest of Yazoo County School District.

For a proposal to be accepted, a vendor must comply with the following:

- Applicants must have been consulting with educators for a minimum of three years of experience in providing educational consulting, training services, and materials.
- Current evidence of previous work with high performing school districts and/or significant growth of school districts where coaching, modeling, and/or professional development by consulting vendor has performed services.
- Addresses each specification as stated in the section III. These will be reviewed with a rubric and rated by the district leadership team to determine the awarding vendor.
- A cost amount must be submitted by the vendor in a firm fixed price.
- The proposal must be signed.

#### IX. REJECTION OF PROPOSALS

The Yazoo County School District reserves the right to reject any and all proposals, to negotiate with the best proposed offering vendor, to award a contract to other than the low offering vendor, or not to make an award if it is determined to be in the best interest of YCSD.

#### X. DISPOSITION OF PROPOSALS

All submitted proposals become the property of YCSD and will not be returned to the offering vendor.

#### XI. SPECIAL TERMS/CONDITIONS

Subject to Appropriation

Funds for the bid/project are subject to federal/state appropriations and the ability of the district's Federal Programs Application to accommodate this expense.

Equal Opportunity Employer

The Yazoo County School District is an Equal Opportunity Employer and therefore prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or other consideration made unlawful by federal, state, or local laws. The vendor shall be an equal opportunity employer and shall neither discriminate or permit discrimination in its operations or employment practices against any person or group of persons on the ground of race, color religion, national origin, disability, or sex in any manner prohibited by law.

Termination for Convenience

In the event the vendor is unable to provide the contracted services and mutually acceptable alternatives cannot be arranged, the contract can be terminated with written notification by either party. The YCSD shall give written notice of termination to the vendor specifying the part of the contract terminated and when termination

becomes effective. The vendor shall incur no further obligations in connections with the terminated work and on the date set in the notice of termination, the vendor will stop work to the extent specified. The vendor must still complete the work not terminated by the notice of termination and incur obligations as are necessary to do so.

## XII. CONTACT INFORMATION

A paper or email copy of this document, including any addendums, may be obtained by request:

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Thank you for your time and consideration of this proposal.