REQUEST FOR PROPOSAL

Districtwide Leadership Development and Social Emotional Learning (SEL) for K-12

Meridian Public School District

Dr. Amy Carter, Superintendent

The Meridian Public School District operates **11 schools** serving grades K–12 - 5 elementary schools, 2 middle schools, 1 high school, including 1 CTE school and 2 alternative schools (one elementary and one secondary). Through this RFP, the District seeks a qualified vendor to provide **district wide leadership development and social-emotional learning (SEL)** services with oversight and guidance from the MPSD Office of Curriculum and Instruction that include:

Request for Proposal (RFP)

Districtwide Leadership Development and Social-Emotional Learning (SEL) Program

RFP Number:

MPSD-RFP-2027-SEL-LD

Issue Date:

[July 18, 2028]

Proposal Due Date:

[August 7, 2026]

Introduction

The Meridian Public School District (MPSD), through its Curriculum and Instruction Office, is soliciting sealed proposals from qualified vendors to provide a comprehensive districtwide Leadership Development and Social-Emotional Learning (SEL) solution for students in grades PreK-12 and for all district faculty and staff.

MPSD seeks a strategic partner capable of delivering a sustainable and scalable leadership development and SEL framework that promotes academic achievement, positive school culture, student well-being, staff effectiveness, and family engagement across all district schools.

Purpose

The purpose of this RFP is to identify and contract with a vendor that can provide:

A comprehensive, research-based Leadership Development and SEL curriculum for students in grades PreK-12.
Leadership development resources and training for all district faculty, staff, administrators, and district leaders.
Professional learning and ongoing implementation support.
Schoolwide systems and practices that foster positive school climate and culture.
Family engagement resources and supports.
Assessment, progress monitoring, and reporting tools.

Scope of Services

The selected vendor shall provide the following:

1. Leadership Development and SEL Curriculum

Comprehensive, evidence-based SEL curriculum aligned to recognized SEL competencies.
Leadership development framework applicable to students and adults.
Age-appropriate instructional materials for grades PreK-12.
Digital and print resources, as applicable.
Alignment with Mississippi academic standards and best practices.

2. Professional Development

Provide comprehensive professional learning opportunities including:

Initial implementation training.
Ongoing professional development.
Administrator leadership training.
New staff onboarding support.
Train-the-trainer opportunities.
Leadership coaching for district and school administrators.

3. Coaching and Implementation Support

Dedicated implementation support personnel.
On-site and virtual coaching.
School-level implementation planning.

Continuous improvement support.
Technical assistance throughout the contract term.

4. School Culture and Climate Development

Support schools in developing:

Positive behavior systems.
Student leadership opportunities.
Inclusive school climate practices.
Staff wellness initiatives.
Collaborative culture-building strategies.

5. Family and Community Engagement

Provide:

Family engagement resources.
Parent workshops and communication materials.
Community partnership support.
Multilingual resources where available.

6. Assessment and Reporting

The vendor shall provide tools and systems that:

Measure implementation fidelity.
Monitor student SEL growth and outcomes.
Assess staff leadership and organizational effectiveness.
Generate district, school, classroom, and subgroup reports.
Support data-informed decision-making.

7. Equity and Trauma-Informed Practices

The proposed program must:

Be culturally responsive.
Incorporate trauma-informed practices.
Support diverse student populations.
Promote equitable outcomes.
Address the social, emotional, and leadership needs of students, staff, and families.

8. Sustainability and Capacity Building

The vendor must demonstrate the ability to:

Build internal district capacity.
Develop district leadership teams.
Support long-term sustainability.
Create a scalable implementation model.
Transfer knowledge and ownership to district personnel.

Vendor Qualifications

Vendors must demonstrate:

Experience serving K-12 school districts.
Proven success implementing districtwide SEL and leadership initiatives.
Evidence-based program design.
Strong implementation support structures.
Financial stability.
References from comparable districts.

Service Delivery Requirements

The selected vendor must be able to meet the following service delivery and documentation requirements:

- Provide **on-campus consulting services**, including tutoring and coaching.
- Submit a **detailed consulting report** following each site visit, outlining:
  - Services rendered
  - Participants supported
  - Instructional goals addressed
  - Outcomes or next steps
- Maintain communication with school administrators and designated district liaisons.
- Ensure all personnel working with students have completed background checks in compliance with **Mississippi Code § 37-9-17**.

Evaluation Criteria

Vendor proposals will be evaluated based on:

- Demonstrated experience improving ELA and Math outcomes in K–12 settings
- Alignment of services to MCCRS and Mississippi Accountability Standards
- Cost-effectiveness and clear pricing
- Qualifications and experience of staff
- Ability to provide data-driven, student- and teacher-focused supports
- References from public school districts (preferably in Mississippi or the Southeast)

[redacted]

- **RFP Issue Date:** July 18, 2026
- **Proposal Submission Deadline:** August 7, 2026 – 10:00 a.m.
- **Vendor Selection and Notification:** August 17, 2026
- **Contract Start Date:** To be determined based on selected vendor's proposed implementation schedule
- **Contract End Date:** To be determined based on selected vendor's proposed implementation schedule
- **Completion of All Training:** To be determined based on selected vendor's proposed implementation schedule but no later than **June 30, 2027**

Proposal Requirements

Vendors must submit a complete proposal, including:

1. **Cover Letter:**
   - A statement of understanding of the project
   - Vendor's experience in job-embedded professional development
2. **Company Background and Qualifications:**
   - Description of the vendor's experience with K-12 professional development
   - References from at least three school districts where similar services were provided
3. **Detailed Scope of Work & Implementation Plan:**
   - Timeline for execution
   - Training methodologies and resources used
   - Description of job-embedded strategies
4. **Budget and Pricing**

5. **Key Personnel & Resumes:**
    - List of trainers and their qualifications
6. **Legal & Compliance Documents:**
    - Proof of liability insurance
    - Certification of compliance with **Mississippi Code of 1972, §31-7-13** procurement requirements

In accordance with Mississippi Code § 31-7-13 and applicable state procurement requirements for professional and consulting services, Meridian Public School District will follow the procedures outlined below when procuring academic consulting, professional development, instructional coaching, leadership support, and related educational consulting services.

Purchases Under $250,000

For professional and consulting services with an aggregate cost of less than $250,000, the District may utilize a competitive Request for Proposals (RFP) process to solicit qualified vendors and ensure fair and open competition, particularly for specialized educational consulting services where comparable pricing quotes may not be readily available.

Proposals will be evaluated by a review committee using the following criteria. The District reserves the right to request additional information, conduct interviews, review demonstrations, and verify references before making a final selection.

Selection will be based on the **lowest and best proposal**, considering factors beyond cost, including but not limited to:

Evaluation Criteria	**Points**
Research-Based Curriculum and Evidence of Effectiveness	20

Focus, Coherence, and Alignment of Leadership Development & SEL Framework	15
Rigor, Student Engagement, and Practical Application	10
Professional Learning, Teacher Training, and Coaching Support	15
Instructional Support, Usability, and Ease of Implementation	10
Assessment, Progress Monitoring, and Reporting Capabilities	10
Software Platform Functionality and Accessibility	5
Experience, Qualifications, and References	5
Scalability, Sustainability, and Capacity Building	5

Cost-Effectiveness and Overall Value	5
Total Possible Points	**100**

Detailed Scoring Criteria

1. Research-Based Curriculum and Evidence of Effectiveness (20 Points)

The proposal demonstrates:

Strong research and evidence-based practices.
Documented success in improving student outcomes.
Alignment with nationally recognized SEL and leadership frameworks.
Independent studies, case studies, or third-party evaluations.
Evidence of effectiveness across diverse student populations.

2. Focus, Coherence, and Alignment of Leadership Development & SEL Framework (15 Points)

The proposal demonstrates:

A clearly articulated leadership development and SEL framework.
Vertical alignment across grade levels PreK-12.
Coherent progression of student competencies and leadership skills.
Alignment with district priorities and educational goals.
Integration into existing instructional practices and school culture.

3. Rigor, Student Engagement, and Practical Application (10 Points)

The proposal demonstrates:

Age-appropriate rigor and developmental appropriateness.
Opportunities for student leadership and real-world application.
Active engagement strategies.
Meaningful opportunities for reflection, collaboration, and problem-solving.
Support for diverse learning needs.

4. Professional Learning, Teacher Training, and Coaching Support (15 Points)

The proposal demonstrates:

Comprehensive initial training for teachers and administrators.
Ongoing embedded professional development.
Instructional coaching support.
Dedicated implementation coaching days.
Leadership development for principals and district leaders.
Train-the-trainer opportunities that build internal capacity.

5. Instructional Support, Usability, and Ease of Implementation (10 Points)

The proposal demonstrates:

User-friendly instructional resources.
Clear implementation guidance.
Lesson planning support.
Accessibility for teachers, students, and administrators.
Integration with existing district systems and initiatives.

6. Assessment, Progress Monitoring, and Reporting Capabilities (10 Points)

The proposal demonstrates:

Reliable assessment tools.
Progress monitoring systems.
Implementation fidelity measures.
Student, staff, and school-level reporting.
Actionable data dashboards and reporting features.

7. Software Platform Functionality and Accessibility (5 Points)

The proposal demonstrates:

Intuitive digital platform design.
Accessibility and ADA compliance.
Secure data management practices.
Compatibility with district technology systems.
Ease of access for educators, students, and families.

8. Experience, Qualifications, and References (5 Points)

The vendor demonstrates:

Successful implementation in K-12 school districts.
Experience with districtwide SEL and leadership initiatives.
Positive client references.
Strong organizational capacity and expertise.

9. Scalability, Sustainability, and Capacity Building (5 Points)

The proposal demonstrates:

Long-term sustainability.
Internal capacity-building strategies.
Scalability across schools and grade levels.
Support for continuous improvement and growth.

10. Cost Effectiveness and Overall Value (5 Points)

The proposal demonstrates:

Competitive per-student pricing.
Transparency of costs.
Comprehensive services included within pricing.
Strong return on investment.
Long-term value for the District.

To ensure transparency and objective evaluation, proposals will be reviewed using a standardized scoring rubric and evaluation committee process. The District reserves the right to award based on overall best value rather than lowest cost alone.

Purchases Exceeding $250,000

For professional and consulting services exceeding $250,000, the District will follow applicable competitive procurement procedures in accordance with Mississippi and federal law, including formal advertisement and competitive solicitation requirements, unless an approved exemption applies.

Minority-Owned Business Participation

The District will comply with Mississippi and federal laws regarding participation of minority-owned businesses, including allowable set-asides and all applicable competitive procurement requirements.

Federal Funds Compliance

When federal funds are utilized, all procurements will additionally comply with applicable federal regulations, including 2 CFR Part 200 (Uniform Guidance), requiring documented cost reasonableness, conflict-of-interest safeguards, and procedures designed to ensure full and open competition.

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Management Responsibilities

The Meridian Public School District will designate two representatives who will act as the primary contact for these offices. The representatives will be responsible for conferring with any and all parties necessary to resolve unanticipated issues or requirements that might occur during the course of the RFP. If there are **questions,** contact:

Adrian Cross-Phillips
Family and Community Engagement Specialist
1019 25th Avenue
Meridian, MS 39301
Phone: (601) 484-5557
Email:across@mpsdk12.net

Matthew Davis
Director of Public Relations
1019 25th Avenue
Meridian, MS 39301
Phone: (601) 482-0423
Email: mtdavis@mpsdk12.net

Procedures for the Delivery of the Proposal

One (1) original and two (2) copies of the proposal must be received on or before **August 7, 2026 10:00 A.M.** at the following address:

Meridian Public School District

ATTN: Ms. Cassandra Hall, Purchasing
1019 25th Ave,
P.O. Box 31
Meridian, MS 39302

Proposals received after the due date and time will NOT be considered. Incomplete proposals will not be accepted and will not be returned for revisions. No faxed copies will be accepted. The proposal must be signed by an authorized official to bind the offeror to the proposal provisions.

Acceptance of Proposals

The Meridian Public School District reserves the right, in its sole discretion, to waive minor irregularities in proposals. A minor irregularity is a variation from the proposal that does not affect the proposal, or gives one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the interests of the school district.

Rejection of Proposals

Proposals may be rejected for reasons that include, but are not limited to, the following:

1. The proposal contains unauthorized amendments to requirements as outlined herein.
2. The proposal is conditional.
3. The proposal is incomplete or contains irregularities that make the proposal indefinite or ambiguous.
4. The proposal is not signed by an authorized representative of the applicant.
5. The proposal contains false or misleading statements or references.
6. The proposal price is clearly unreasonable.
7. The proposal is not responsive (i.e., does not conform in all material respects to the RFP).
8. The supply or service item offered in the proposal is unacceptable by reason of its failure to meet the requirements of the specifications or permissible alternates or other acceptability criteria set forth in the RFP.

Disposition of Proposals

All proposals become the property of the Meridian Public School District.

Conditions of Solicitation

The release of the RFP does not constitute an acceptance of any offer. Meridian Public School District reserves the right to accept, reject, or negotiate any or all offers on the basis of the evaluation criteria contained within this document.

The offeror shall assure compliance with the following conditions of solicitation:

1. Any proposal submitted in response to the RFP shall be in writing.
2. The Meridian Public School District will not be liable for any costs associated with the preparation of proposals or negotiations of contract incurred by any party.
3. Discussions may be conducted with offerors who submit proposals determined to be reasonably susceptible of being selected for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements, but proposals may be accepted without such discussions.

4. Any proposal received after the time and date set for receipt of proposals is late. Any withdrawal or modification of a proposal received after the time and date set for receipt of proposals at the place designated for receipt is late. No late proposal or late modification will be considered unless receipt would have been timely but for the action or inaction of school district personnel directly serving the procurement activity.

5. The offeror represents that it has not retained a person to solicit or secure this agreement for a commission, percentage, brokerage, or contingent fee.

6. The offeror certifies that the prices submitted in response to the solicitation have been arrived at independently and without (for the purpose of restricting competition) any consultation, communication, or agreement with any other bidder or competitor relating to those prices, the intention to submit a proposal, or the methods or factors used to calculate the price proposal.

Standard Terms and Conditions

Certain terms and conditions are required. Therefore, the offeror shall assure agreement and compliance with the following Standard Terms and Conditions:

Certain terms and conditions are required. Therefore, the offeror shall assure agreement and compliance with the following Standard Terms and Conditions:

1. INDEPENDENT CONTRACTOR The offeror shall perform all services as an independent contractor and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by the contractor with respect to third parties shall be binding on Meridian Public School District.
2. ACCESS TO RECORDS The offeror agrees that the Meridian Public School District, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit/examine any pertinent documents, paper, and records, related to change and performance under this agreement. Such records shall be kept for a period of three years after final payment under this agreement, unless the Meridian Public School District authorizes earlier disposition. Offeror agrees to refund to the district any overpayments disclosed by any such audit. However, if litigation, claim, negotiation, audit or other action involving the records had been started before the expiration of the 3-year period, the records shall be retained until completion of the action and resolution of all issues, which arise from it.
3. APPLICABLE LAW The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, excluding its conflicts of law provisions, and any litigation with respect thereto shall be brought in the courts of the State of Mississippi. The offeror shall comply with applicable federal, state, and local laws and regulations. In compliance with state law, the offeror, if employed by a

public entity, must make arrangements with her/his employer to take the appropriate leave (annual, professional, compensation, etc.) during the period of service covered by the contract.

4. AUTHORITY TO CONTRACT Offeror warrants (a) that it is a validly organized business with valid authority to enter into this agreement; (b) that it is qualified to do business and in good standing in the State of Mississippi; (c) that entry into and performance under this agreement is not restricted or prohibited by any loan, security, financing, contractual, or other agreement of any kind, and (d) notwithstanding any other provision of this agreement to the contrary, that there are no existing legal proceedings or prospective legal proceedings, either voluntary or otherwise, which may adversely affect its ability to perform its obligations under this agreement.

5. COMPLIANCE WITH LAWS The offeror understands that the school district in an equal opportunity employer and therefore maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other consideration made unlawful by federal, state, or local laws. All such discrimination is unlawful and the offeror agrees during the term of the agreement that the offeror will strictly adhere to this policy in its employment practices and provision of services. The offeror shall comply with, and all activities under this agreement shall be subject to, all applicable federal, state, and local laws and regulations, as now existing and as may be amended or modified.

6. PERSONNEL Offeror agrees that, at all times, the employees of offeror furnishing or performing any of the services specified under this agreement shall do so in a professional manner.

7. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION The offeror certifies that the prices submitted in response to the solicitation have been arrived at independently and without any consultation, communication, or agreement with any other bidder or competition relating to those prices, the intention to submit a bid or the methods or factors used to calculate the prices bid.

8. AVAILABILITY OF FUNDS It is expressly understood and agreed that the obligations of the district to proceed are conditioned upon the appropriation of funds by the Mississippi State Department of Education and the receipt of state and/or federal funds. If the funds anticipated for the continuing fulfillment of the agreement are, at anytime, not forthcoming or insufficient, either through the failure of the federal government to provide funds or of the State of Mississippi to appropriate funds or the discontinuance or material alteration of the program under which funds were provided or if funds are not otherwise available to the State, the district shall have the right upon ten (10) working days written notice to the offeror, to terminate or modify the agreement without damage, penalty, cost of expenses to the state or district of any kind whatsoever. The effective date of termination or modification shall be as specified in the notice of termination or modification.

Attachment A

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Proposal Cover Page

VENDOR INFORMATION

- **Company Name:** _____
- **Authorized Representative Name & Title:** _____
- **Company Address:** _____
- **City, State, ZIP:** _____
- **Phone Number:** _____
- **Email Address:** _____

SUBMISSION COVER SHEET AND CONFIGURATION SUMMARY

By my signature below, I hereby certify that I am authorized to submit this proposal and that the vendor agrees to perform the services as described in the **Request for Proposals (RFP)** in compliance with all outlined provisions.

Furthermore, the vendor fully understands and agrees to abide by the **Conditions of Solicitation and Standard Terms and Conditions** contained in the RFP.

The vendor also certifies that all information provided is **true and accurate** and that the company is an **authorized provider** in good standing.

- **Authorized Representative Signature:** _____
- **Date:** _____

Attachment B

Assurances & Signature Form

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By submitting this proposal, the vendor **agrees** to the following assurances:

1. The organization will comply with all **federal, state, and local policies and regulations** governing this project.
2. The vendor will **maintain professionalism and confidentiality** in all interactions.
3. The organization is **financially stable** and capable of completing the services described.
4. The program will align with the Mississippi K-12 Social and Emotional Learning (SEL) Standards and follow **evidence-based instructional practices**.
5. All provided services will be **secular, neutral, and non-ideological**.
6. The vendor understands that **funding is contingent on state and federal allocations**, and the district reserves the right to **modify or terminate** the contract if funding is not available.
7. The vendor **will not disclose** student data or personally identifiable information without **written parental consent**, in compliance with **FERPA (Family Educational Rights and Privacy Act)**.

AUTHORIZED SIGNATURE

I certify that all information in this proposal is **true and accurate**. Any misrepresentation may result in the rejection of this proposal.

- **Company Name:** _____
- **Authorized Representative Name & Title:** _____
- **Signature:** _____
- **Date:** _____

Instructions for Submission:

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📌 **Due Date: July 1, 2026 - 2:30 p.m.**

📌 **Mail/Deliver Proposals to:**

Meridian Public School District
ATTN: **Ms. Cassandra Hall, Purchasing**
1019 25th Avenue
P.O. Box 31, Meridian, MS 39302

📌 **Late submissions will NOT be accepted.**