

Pascagoula-Gautier School District
1006 Communy Avenue
Pascagoula, MS 39567

Request for Proposal

To Provide Professional Development for K-12 Content Teachers in the
Sheltered English Instruction for Teaching English Learners

To be funded by

Contact: Dr. Frank Catchings
Director of Federal Programs
(228) 938-6504

Due Date: March 14, 2019 @ 11:00 am

1.0 INTRODUCTION

The Pascagoula-Gautier School District through the Office of Federal Programs is soliciting written proposals from potential professional development providers for district-wide training in the area of sheltered English instruction for teaching English learners. Sheltered English instruction delivers language-rich, grade-level content area instruction in English in a manner that is comprehensible to the learners. This includes physical activities, visual aids and the environment to teach vocabulary for concept development in mathematics, science, social studies and other subjects.

The proposal must address how the professional development provider will meet all the requirements listed in the **Specifications 4.0** and its sub-categories **4.1**, **4.2**, and **4.3** of **RFP 515-19**.

2.0 PROJECT OVERVIEW

The Pascagoula-Gautier School District seeks professional development for kindergarten through twelfth grade teachers in the sheltered English instruction approach to teaching English learners. This professional development will focus on instructional strategies connected to lesson preparation, instruction and delivery, interaction, practice and application, and assessment.

3.0 SCOPE OF WORK

1. Assist teachers with lesson preparation
2. Assist teachers with building background knowledge
3. Assist teachers with developing comprehensible input
4. Assist teachers with instructional strategies and lesson delivery
5. Assist teachers with assessing linguistically diverse students.
6. Assist teachers with planning for interaction
7. Assist teachers with practice and application of content

4.0 SPECIFICATIONS

4.1 Focus of Professional Development

- Assist teachers with designing lesson plans to meet the students' academic and linguistic needs.
- Assist teachers with building background knowledge in diverse learners.
- Assist teachers with developing comprehensible input
- Assist teachers with instructional strategies and lesson delivery in a language diverse classroom.
- Assist teachers with developing formal and informal assessment
- Assist teachers with planning student interaction to promote use of academic language.
- Assist teachers with developing opportunities for practice and application of academic content

4.2 Expected Outcome

- Discuss key points about factors that affect second language acquisition.
- Identify the components and features of the use of sheltered English instruction.
- Apply and practice the components.
- Incorporate sheltered instruction into lesson planning.
- Build a sample lesson using the sheltered instruction features and components.

4.3 Requirements

- Professional development is to take place over three consecutive days in the month of June 2019
- Each day will consist of approximately 6 hours of professional development
- The three consecutive days of 6 hours of professional development will equal 18 total hours
- Professional development provider will be able to train a maximum of 30 participants for the three consecutive days of 6 hours of professional development, 18 total hours
- Professional development provider will provide training materials necessary to implement sheltered instruction in the classroom.

5.0 PROCEDURES FOR DELIVERY OF PROPOSALS

The **PASCAGOULA-GAUTIER SCHOOL DISTRICT** will receive **SEALED PROPOSALS** until 11:00 a.m. on Thursday, March 14, 2019 in the Instructional Administrative Services Center, 1006 Communny Ave, Pascagoula, MS 39567 for the following:

To Provide Professional Development for K-12 Content Teachers in the Sheltered English Instruction for Teaching English Learners

Electronic proposal submissions are not required but may be uploaded through the website www.pgsgbids.com. Otherwise, proposals should arrive in a sealed envelope marked plainly on the outside as **Professional Development for Teachers in the Sheltered English Instruction, RFP 515-19** at the designated address below:

**Pascagoula-Gautier School District
ATTN: Dr. Frank Catchings
Director of Federal Programs
1006 Communny Avenue
Pascagoula, MS 39567**

Request for Proposal forms with specifications may be obtained as original paper copies by contacting Dr. Frank Catchings, Director of Federal Programs, at (228) 938 – 6504 or by email at fcatchings@pgsd.ms. Digital copies may also be obtained at www.pgsgbids.com. For questions regarding website registration, please contact Plan House Printing at (662) 407-0193.

Within the limitations of Mississippi State Purchasing Law, the Pascagoula-Gautier School District Board of Trustees reserves the right to reject any or all proposals received, to waive any informalities or irregularities in the bids received, or to accept any bid which is deemed most favorable to the Pascagoula-Gautier School District Board of Trustees.

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.

6.0 MANAGEMENT RESPONSIBILITY

The Pascagoula-Gautier Public School District will designate one representative who will act as the primary contact for this office. The representative 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 you have any questions, please contact:

Dr. Frank Catchings
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