**ATTACHMENT A**

**SOLICITATION NO. 2650000385**

This Solicitation is a Contract Document and is a request for proposal in connection with the Contract awarded by the Office of Management and Enterprise Services as more particularly described below. Any defined term used herein but not defined herein shall have the meaning ascribed in the General Terms or other Contract Document.

**PURPOSE**

The Contract is awarded as an Agency Specific contract on behalf of the Oklahoma State Department of Education (OSDE) for curriculum to be utilized in an executive development program designed for school and district leaders.

The curriculum will engage a cohort of Oklahoma school leaders in a multi-unit structure suitable for professional learning over an extended period.

**DEFINITIONS**

* Principles of effective adult learning: employing best practices of how adults learn, including but not limited to, the need for collaboration, engagement, and reflection.
* Research-based: published resources on topics that are derived from or informed by objective evidence.

1. Contract Term and Renewal Options

The initial Contract term, which begins on Nov 11, 2021, is one year and there are five (5) one-year options to renew the Contract.

1. **Certain Contract requirements and terms are set forth below as Exhibit 1.** 
   1. **Curriculum Mandatory Requirements**
      1. Principles of adult learning: employing best practices of how adults learn, including but not limited to, the need for collaboration, engagement, and reflection.
      2. Effectively implement at least twelve (12) in-person or virtual sessions led by curriculum-trained facilitators selected by OSDE.

### Develop and enhance principal leadership skills which will positively impact local schools and student achievement. The curriculum will emphasize:

* + - 1. strategic planning,
      2. standards-based instruction,
      3. content and pedagogical understanding,
      4. equity,
      5. data literacy, and
      6. community engagement.
    1. The curriculum will include research-based information and strategies which prepare school leaders to become strategic thinkers and agents of change.
    2. The Bidder shall have at least five (5) years of experience providing curriculum and training of the type requested.

## **Scope of Work**

The supplier is to state in its response any experience it has with each requirement and exactly how it plans to comply with all requirements of this section, providing detailed information and stating affirmatively its understanding of the requirements.

### The curriculum will include a capstone project to culminate the learning of the participants.

### The curriculum will develop and enhance knowledge, skills, and tools necessary to design and lead improvement and sustainability in high-quality schools.

* + 1. The curriculum will develop and enhance principal leadership skills which will positively impact local schools and student achievement. The curriculum will emphasize:
       1. strategic planning,
       2. standards-based instruction,
       3. content and pedagogical understanding,
       4. equity,
       5. data literacy, and
       6. community engagement.

### The curriculum will include research-based information and strategies which prepare school leaders to become strategic thinkers and agents of change.

### The curriculum will employ the principals of effective adult learning.

## **Performance Activities**

## The supplier is to state in its response any experience it has with each requirement and exactly how it plans to comply with all requirements of this section, providing detailed information and stating affirmatively its understanding of the requirements.

### The supplier will offer curriculum-specific professional development opportunities to the curriculum facilitators chosen by OSDE.

### The supplier will engage in written and verbal communications with OSDE program lead(s) throughout the duration of the program to support the program’s effectiveness.

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