



Request for Proposal
Social Work Services

INVITATION

Stonebridge World School is inviting interested and qualified organizations to submit proposals for Social Work Services, which will be accepted until May 8, 2025 at 5:00 PM. Proposals should be emailed to:

Attn: Barbara Novy
bnovy@sbwschool.org

Or mailed to:

Barbara Novy
Executive Director
Stonebridge World School
4530 Lyndale Ave S
Minneapolis, MN 55419

One electronic or hard copy of the proposal must be emailed, mailed, or hand delivered to Stonebridge World School by 5:00 p.m. on May 8, 2025.

Questions may be submitted via email to Barbara Novy at the email listed above.

RFP Schedule

Activity	Date
RFP Invitation	April 10, 2025
Deadline to Submit Questions Regarding RFP	April 23, 2025
RFP Responses Due	May 8, 2025
Selection	May 9, 2025
Relationship Effective Date	July 1, 2025

NOTE: The issuing of this RFP in no way obligates SWS to accept any of the proposals that may be submitted by the due date, and SWS may, at its sole discretion, continue operating under the status quo.



BACKGROUND

Stonebridge World School is a PreK – 6 Minneapolis public charter school that provides a unique combination of a global curriculum, a variety of services and a central location designed to provide a first-class education to Minneapolis students.

SCOPE OF WORK TO BE PERFORMED

PLEASE NOTE: Your firm must choose to respond to all elements of the Scope of Work.

Scope of Services

- Direct individual or small group service to special education students and preparing daily documentation related to those services.
- Individual or small group support to general education students as assigned by Client.
- Administrative tasks necessary for establishing a school counseling program.
- Where requested in writing by Client as to a specific student, prepare quarterly progress reports, consult with school faculty, school administration and/or the student's parents, guardians or other collateral contacts and attend IEP or other school meetings related to the specific student.
- Services to be performed weekly during the term of the agreement up to 40 hours per week while school is in session.
- Work with staff on attendance issues and be primary contact for be@school submissions and working with families with attendance issues.
- Provide Services as requested on the use of good touch for elementary as well as secure providers.

PROPOSAL REQUIREMENTS

The following must be received by the proposal due date.

Firm's Qualifications

- Qualifications and Related Charter School Experience - Sufficient information should be provided regarding qualifications of the firm to provide the requested scope of work.
- Provide client references in the Charter School industry

Personnel Qualifications

- Provide sufficient information and related experience of personnel who will perform SWS's services.
- Additional Information - Interested firms are encouraged to provide any additional information not otherwise requested that may aid SWS in awarding this professional service contract.