

RFP: Occupational Therapy Services – FCSD #1 (Lander, WY)

District: Fremont County School District #1 | 863 Sweetwater St, Lander, WY 82520

Proposals Due: April 6, 2026, by 4 pm

Submit To: Mindy Clancy | mclancy@landerschools.org | 307-332-4711

FCSD #1 is seeking qualified Occupational Therapists (OT) or an agency to provide school-based services occupational therapy for students on IEPs. All services must strictly comply with IDEA, WDE Chapter 7 Rules, and FCSD #1 Board Policies.

- **Direct Service:** Evaluation, goal setting, and therapy for students on IEPs.
- **Compliance:** Systematic progress monitoring and attendance at MDT/IEP meetings.
- **Integration:** Mandatory use of District software and adherence to confidentiality (FERPA) procedures.

The contract begins with the Extended School Year (ESY) session and extends through the 2026-2027 school year.

Term	Dates	Schedule	Estimated Hours
ESY 2026	June 9 – July 16	Mon – Thurs	10-20 hours/week
SY 2026-27	Aug 17 – June 6	District Calendar	50-70 hours/week

Note: Final hours are determined by the District based on student caseload.

Only complete proposals will be considered. To be deemed "complete," the following must be included:

1. Credentials: Copy of current Wyoming Board of Occupational Therapy License.
2. Compliance Narrative: A summary of experience with WDE Chapter 7 Rules and IDEA.
3. Cost Proposal: Hourly rates for Direct and Indirect (Meetings/Reports) services.
4. References: Minimum of 3 references and contact information
5. Please mail or email complete proposals to:

Mindy Clancy

863 Sweetwater St.

Lander, WY 82520

mclancy@landerschools.org

Fremont County School District #1 complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. FCSD #1 operates in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act of 1973.

Inquiries concerning Title VI, Title IX, ADA, and Section 504 may be referred to the Curriculum Director (who is also the Coordinator for the Office for Civil Rights), Fremont County School District #1, 863 Sweetwater; Lander; WY 82520 or telephone (307)-332-4711; the Wyoming Department of Education, Office for Civil Rights Coordinator, 122 W. 25th Street, Suite E200, Cheyenne, WY 82002-2060, or telephone (307)-777-7222; or Office for Civil Rights, Denver Office: U.S. Department of Education; Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3482; Telephone: 303-844-5695; TDD: 800-877-8339; email: OCR.Denver@ed.gov. This information will be provided in an alternative format upon request.