

# Pre-Proposal Conference

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[mdek12.org](https://mdek12.org)



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EDUCATION

**July 22, 2025**



## VISION

To create a world-class educational system that gives students the knowledge and skills to be successful in college and the workforce, and to flourish as parents and citizens

## MISSION

To provide leadership through the development of policy and accountability systems so that all students are prepared to compete in the global community



# State Board of Education STRATEGIC PLAN GOALS



1

**ALL** Students Proficient and Showing Growth in All Assessed Areas



2

**EVERY** Student Graduates from High School and is Ready for College and Career



3

**EVERY** Child Has Access to a High-Quality Early Childhood Program

**EVERY** School Has Effective Teachers and Leaders

4



**EVERY** Community Effectively Uses a World-Class Data System to Improve Student Outcomes

5



**EVERY** School and District is Rated “C” or Higher

6



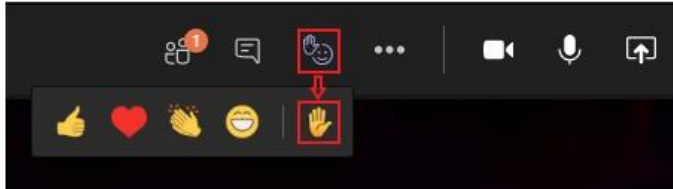
# Microsoft Teams Reminders

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- Please mute yourself
- Please cut the camera off to save bandwidth to reduce technical glitches
- Please ask questions throughout the presentation via chat but responses will not be given until the Q&A portion

- “Raise Hand” Feature

Just select **Show reactions** 🗨️ in the meeting controls, and then choose **Raise your hand** 🙋. Everyone in the meeting will see that you've got your hand up.



- **Introduction**
- **School Based Administrative Claiming Program Overview**
- **Nurse Database Program Overview**
- **RFP Review**
- **Vendor Questions**

# General Information

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## ▪ School Based Administrative Claiming Program Overview

### Definition

allows schools districts to be reimbursed for some of their costs associated with school – based health and outreach activities which are not claimable under the Medicaid School Health-Related Services “fee for services” program or under other Medicaid “fee for service” programs

## Mississippi Department of Medicare and Medicaid

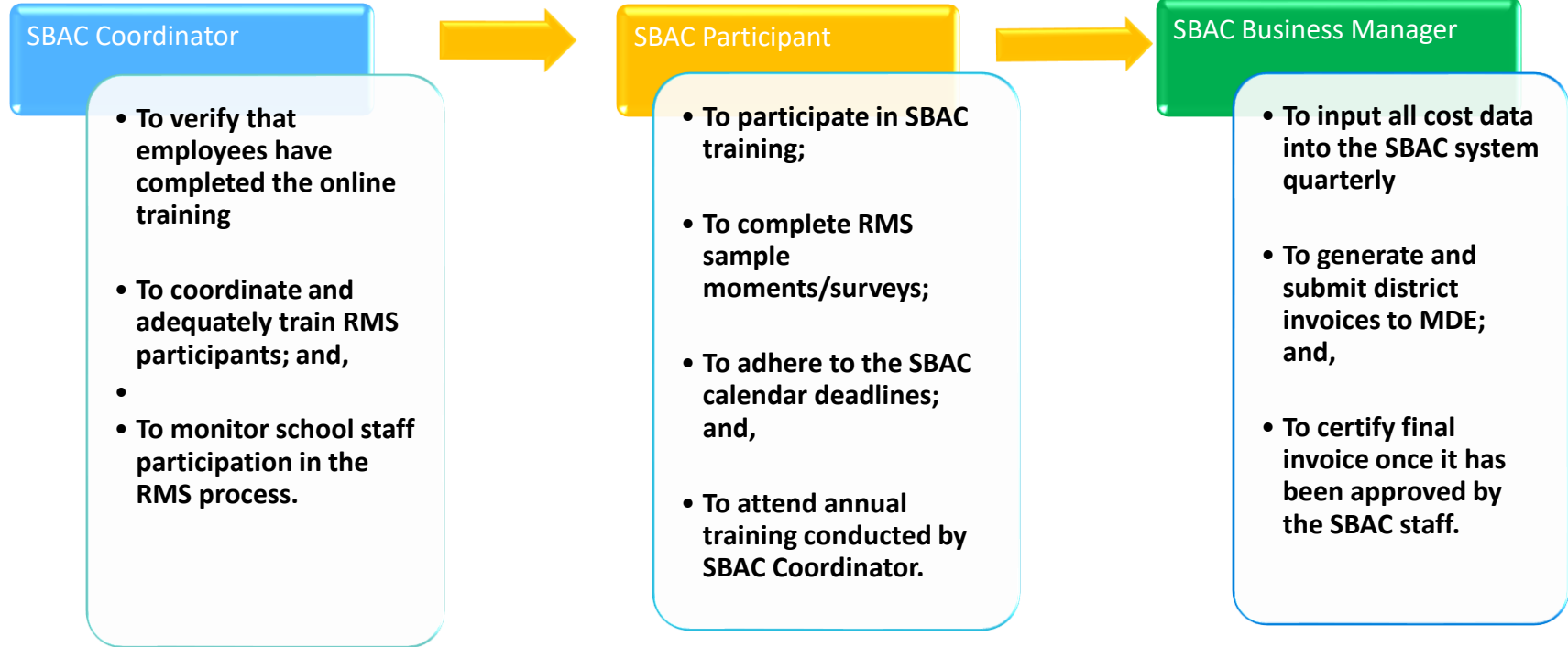
- Medicaid Auditor (*reviews and audits all information related to claim*)

## MS Department of Education Staff

- SBAC Administrator (*administers, trains and oversees information related to claim for participating school districts*)

## School Districts

- SBAC Coordinator
- SBAC Business Manager
- SBAC Participants/Employees




# Dashboards are different

12

### Control Panel for


Welcome to the SBAC system. Your personalized control panel appears below. Click on any of the options available to perform a specific task. When done, you can log out of the system at any time, by selecting the Log Out option on the menu.

SBAC Coordinator Tasks

  
Manage Employee Roster


  
Manage Selected RMS Roster

  
Manage Schools

  
Manage Dist Qtr Closed Days

  
View Dist Closed Days Status


  
District Contact Info

  
Splash Page

Edit My Profile

Logout

Reports

  
Total Pool List

  
Control List

  
Manage Emp Roster Export



Mississippi Department of Education

School Based Administrative Claiming System  
Home  
[ Log-Out... ]

### Control Panel for

Welcome to the SBAC system. Your personalized control panel appears below. Click on any of the options available to perform a specific task. When done, you can log out of the system at any time, by selecting the Log Out option on the menu.


Business Manager Tasks


  
Manage Payroll


  
Manage Selected RMS Roster

  
Manage District Invoices

  
District Contact Info

  
Splash Page


  
Edit My Profile

  
Logout

Reports

  
Funds Certification Report

  
Invoice Detail Report



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## Key points

Selected school district employees are placed on a list or roster that is maintained by the SBAC Coordinator

There are 4 SBAC quarters in a school year.

- Quarter 1 – Jan, Feb, March
- Quarter 2 – April, May, June
- Quarter 3 – July, August, Sept
- Quarter 4 – Oct, Nov, Dec

Each quarter you have a chance to be selected for an RMS survey one or more times

Once trained, each participant can be randomly selected to provide an accurate representation of how time is spent on all daily activities

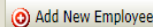
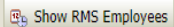
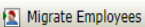
Maintain

Verify








































Monitor

## Employee Roster : Q3 22 Aberdeen

Select an employee from the list by clicking on the row. To add a new employee to the employee roster, click the "Add New Employee" button below.



↑ Name	Job Title	School	Email	Begin Date	End Date	Training Started	Training Complete	Actions
 ABEL, ROBERT	Regular Education Teacher	Aberdeen Elementary Schoo	rael@asdms.us	07/01/2022	09/30/2022	Yes	Yes	 
 BAKER, LOISTEIN	Regular Education Teacher	Belle Elementary	lmcillian@asdms.us	07/01/2022	09/30/2022	Yes	Yes	 
 BARNES, AMANDA	Regular Education Teacher	Belle Elementary	abarnes@asdms.us	07/01/2022	09/30/2022	No	No	 
 BELL, AMY	Regular Education Teacher	Aberdeen Elementary School	ABELL@ASDMS.US	07/01/2022	09/30/2022	Yes	Yes	 
 BINDER, OLIVIA	Administrative Assistant	Aberdeen High School	obinder@asdms.us	07/01/2022	09/30/2022	No	No	 
 BLANCHARD, SHANA	Regular Education Teacher	Shivers Middle School	SRBLANCHARD@ASDMS.US	07/01/2022	09/30/2022	Yes	Yes	 
 BLANCHARD, WILLIE MAE	Registered Nurse	Aberdeen Elementary Schoo	wblanchard@asdms.us	07/01/2022	09/30/2022	No	No	 
 BOYD, SHERLONDA	Regular Education Paraprofessional	Aberdeen Elementary School	sboyd@asdms.us	07/01/2022	09/30/2022	Yes	Yes	 
 BRAYLOCK, NATASHA	Regular Education Teacher	Belle-Shivers Middle School	nbraylock@asdms.us	07/01/2022	09/30/2022	No	No	 
 BURNETT, MICAH	Regular Education Teacher	Belle Elementary	MSBURNETT@ASDMS.US	07/01/2022	09/30/2022	Yes	Yes	 
 CALVERT, ALEXUS	Regular Education Teacher	Belle-Shivers Middle School	acalvert@asdms.us	07/01/2022	09/30/2022	No	No	 
 CALVERT, LAMONICA	Regular Education Teacher	Belle Elementary	lcalvert@asdms.us	07/01/2022	09/30/2022	Yes	Yes	 
 CARLISLE, LISA	Regular Education Paraprofessional	Aberdeen Elementary School	lcarlisle@asdms.us	07/01/2022	09/30/2022	Yes	Yes	 

The SBAC system creates *2860 surveys per quarter*. The surveys will be assigned to employees that have completed training from all participating school districts.

The employees only have a *short time frame* to complete the survey

Employees can be randomly *selected multiple times or not at all* during a quarter.

The RMS only takes about a *1 minute* to complete.

The school district RMS percentage *must reach 85% to be eligible* for Medicaid reimbursement.

# RMS Survey setup

16

## The employee will:

- Verify that their name, school district, and job title are correct. If everything is correct, the employee should click **Submit**

RMS Verification:

Review the information below and press the Submit button when finished.

Step 1 - Verify your Information


Name:

School District:

Please review your Job Title to make sure that it is correct.

Job Title:

**BEFORE CONTINUING, PLEASE MAKE SURE THAT ALL INFORMATION IS CORRECT. IF THERE IS AN ERROR, DO NOT CONTINUE! CALL YOUR SBAC COORDINATOR!**



RMS Questions: Harris, Amanda

Complete the Random Moment Study. For the date and time shown below, select the activity that most accurately describes what you were doing.

YOUR RANDOM MOMENT TIME: Friday, September 25, 2009 at 2:22:00 PM

Step 2 - Choose Best Answer

☐ Referring a student or parent to the local Medicaid office.

☐ At lunch or other break.

☐ Performing lunch, bus or hallway monitoring.

☐ Arranging transportation for a student to or from medical services.

☐ Helping a student or parent complete an application for educational or social services.

☐ Scheduling SPED or other medical services for a student.

☐ Discussing a student's SPED or other medical needs.

☐ Helping a student or parent complete a Medicaid application.

☐ Performing clerical or administrative functions.

☐ Discussing a student's educational needs.

☐ The moment occurred before or after my working hours.

☐ Referring a student or parent to educational or social services.

☐ Writing Lesson plans.

☐ Out on paid leave.

☐ Referring a student for SPED or other medical services.

☐ Teaching a class.

☐ NONE OF THE ABOVE

- Choose the response that best describes the activity that was being done at the time indicated on the survey
- If **“None of the Above”** applies, the system will display a text box, which will allow the employee to describe what activity was being done.



- Responsible for adding 3 months worth of salary for each trained employee (*manually or via import*)
- Reviewing allowable and non-allowable cost
- Submitting payroll documentation for MDE and Medicaid audit

Employee Roster (Payroll) : Q3 24 Carroll County

Select an employee from the list by clicking on the row. To add a new employee to the employee roster, click the "Add New Employee" button below.

Export Employees for Payroll

Export All Employees for Payroll

Import Payroll Data

	Total Salary	Total Benefits	Contract \$	Total Federal	Net Total Allowable Salary
District Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Filter

Clear Filter

Name	School District	Business Manager Email	Total Salary (Dist. & Fed.)	Total Benefits (Dist. & Fed.)	Contract \$	Total Federal \$ (Fed. Salary & Fed. Benefits)	Training Started	Training Complete	Net Total Allowable Salary \$	Actions
Alderman, Guy	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Amos, Tiffany	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Clay, Rachelle	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Dunn, Kristel	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Dupont, Janet	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Duren, Katina	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Fields, Kathryn	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Foster, Sherry	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Fulgham, Jeff	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Garrett, Leah	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Hamilton, Kayla	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	
Harris, Susanna	Carroll County	jprestridge@ccsd.ms					Yes	Yes	\$0.00	

- Audit 100% of the overall payroll per quarter
- Random Desk reviews of the submitted cost reports
- Will not pay the MS Medicaid Reimbursement until audit findings are reconciled
- Will request original documentation from the school district vendor accounting system
- If the RMS completion rate is less than 85% the school district will not receive the Medicaid reimbursement.
- All notices will be sent via listserv.
- All deadlines will be enforced

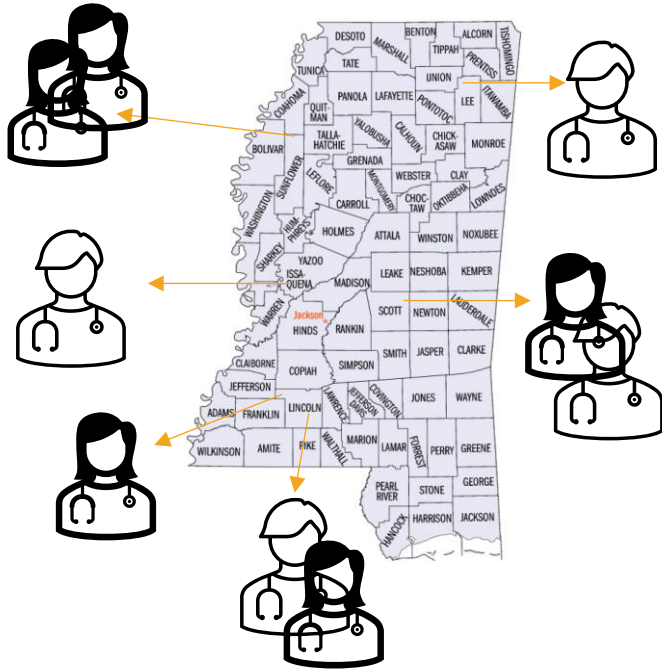
- **Nurse Database Program Overview**

## MS Department of Education Staff

- School Nurse Consultant
- Nurse Database Technical Administrator

## School Districts

- School Nurses



- Web-based data collection system used for reporting both the services provided by the school nurse and the outcomes of these services.
- Data is used to create reports that will justify increased funding for school nurses that will improve nurse-to-student ratios as well as highlight school health needs and measure the impact of chronic disease.
- School Nurse can enter data daily or monthly
- Share information with supervisors, principals, and superintendents to help them understand the importance of the school nurse's role within the school setting

# Snapshot

22

## Examples

- Number of incidents when students with chronic conditions (asthma, diabetes 1, diabetes 2, seizures, allergies, other) have been seen by a school nurse
- Percentage of students seen by a school nurse who return to class
- Percentage of students with up-to-date MMRs (due to measles outbreak).
- Types of presentations and minutes that school nurses used to educate students/families on issues related to the health and wellbeing of the student
- Percentage of incidents where school district employees have been accessed by school nurses during the school year

Access Clinic Data

Add New Entry

Generate Blank Report

Generate Report

Entries

5/5/2025 12:00:00 AM

Student Information

Action	Entry	Delete
<a href="#">View</a>	05/05/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/06/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/07/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/08/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/09/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/12/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/13/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/14/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/15/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/16/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/19/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/20/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/21/2025	<a href="#">Delete</a>
<a href="#">View</a>	05/22/2025	<a href="#">Delete</a>

Description

Current

Calculate

Staff Information

Description	Current	Calculate Monthly
02. Total Students seen		
a. Students returned		
b. Students sent home		
c. Students requiring		
03. Total Students seen		
a. Students returned		
b. Students sent home		
c. Students requiring		
04. Student encounters HCP orders		
a. Routine daily med		
b. Emergency or urge		
c. "PRN" / Over the co		
05. Student encounters HCP orders		
a. Urinary Catheteriza		
b. Tracheotomy Care		
c. Gastric Tube Feedi		
d. Glucose Testing / A		
e. Ventilator Care		
f. Nebulizer Treatmen		
g. Peak Flow Monitoring		
h. Oxygen Saturation		

# Legislative Report Example

23

## Student Visits

When comparing the two consecutive years, the data indicates that there was a 29% increase in overall visits. There was a greater increase in total students seen for illness (17%) and a slight increase for students seen for injury (14%) during the next school year.

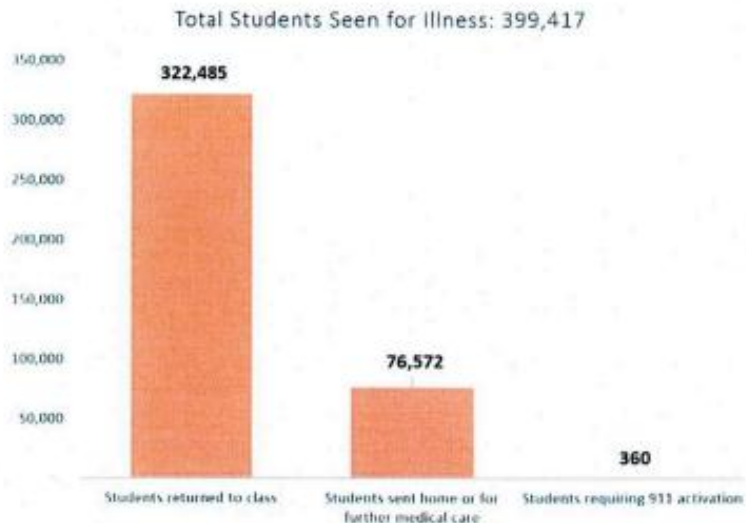


Figure 8: Student Clinic Totals Graphic for SY 2021 - 2022

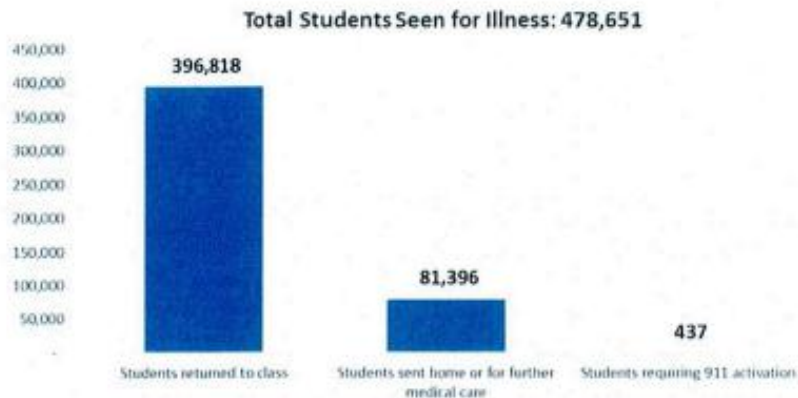


Figure 7: Student Clinical Total for SY 2022 - 2023

# RFP Overview





- Questions must be submitted to **TechnologyQnR@mdek12.org** and must be received no later than **Friday, July 25, 2025, by 5:00 PM CST**, to ensure a response by the MDE.
- Responses to questions will be posted to the MDE website at **<https://mdek12.org/procurement/rfp/>** under the MDE Bid Announcements as an amendment to the solicitation on Wednesday, July 30, 2025.
- Questions received after the deadline shall not be considered. It is the Offeror's sole responsibility to regularly monitor the website for amendments and/or announcements concerning this solicitation.
- Offerors may request additional information or clarifications to this RFP using the following procedure:

- Offerors must clearly identify the specified paragraph(s) in the RFP that is in question. The following table should be used to format Offeror questions.

Question	RFP item	RFP page	Offeror Question
1)			
2)			
3)			
4)			
5)			



- [Recap: SBAC and Nurse Database Pre-Proposal Conference Tuesday, July 22 | Meeting | Microsoft Teams](#)



**EXHIBIT E**  
**Acknowledgment of Amendments**  
**PowerPoint Presentation slides**  
**Link to access the Recording**  
**Pre-proposal Questions & Answers**

**RFP for School Based Administrative Claiming Support & Nurse Database Software Solution**  
**Office of Child Nutrition**

**Amendment Number One #1**  
**July 24, 2025**

The Request for Proposal released June 26, 2025, is amended to provide a response to questions and answers made available to each vendor.

**1. Question:** **Are there any specific reporting requirements for Medicaid administrative claiming? i.e. General reporting responsibilities described in Attachment B.**

**Answer:** All reporting requirements are outlined and described in Attachment B. However, most focus on areas surrounding the following information.

State areas of review include • the time study - sampling methodology, the sample, and time study results • compliance with training requirements • financial reviews • documentation compliance.

**2. Question:** **Should the offers respond beginning at item 14, then down to 311, where should it be attached maybe placed within the proposal template?**

**Answer:** Please use Exhibit J and Section IV of the RFP as a reference on what should be included with the offeror's response. Please respond beginning with Item 17 through 311 in Attachment A regarding responding to technical specifications in Attachment A.

**3. Question:** **Can you clarify technical specifications Attachment A? i.e. need more clarification on a few points (e.g., #concurrent users, DB backend)**

**Answer:** Please see F. Hosting Environment #25 -26 Attachment A.

**4. Question:** **What is the expected number of users for the Database? Any specific numbers identified already?**

**Answer:** School Based Administrative Claiming System currently has approximately 300 – 500 active users that maintain employees’ rosters. Employee rosters combined are made up of approximately 25,000 employees

Nurse Database currently has over 500 active users.

**5. Question:** **When can this information be expected?**

**Answer:** Responses for the Proposal Conference will be made publicly available as soon as possible. Any additional questions that offerors have after the meeting, responses will be made available on the MDE website, Wednesday, July 30, 2025.

**6. Question:** **Are there penalties or liquidated damages for failing deliverables? i.e. Risk mitigation & performance issues mentioned but No defined penalty or deduction schedule.**

**Answer:** Please see Exhibit G, Clause 7 regarding liquidated damages of the RFP regarding the amounts and percentages.

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**Amendment Number One**

**NOTE:** *This amendment one is hereby made a part of the Mississippi Department of Education’s Request for Proposals/Applications/Qualifications/Invitation for Bid. The Vendor acknowledges receipt of said amendment and is made aware of the changes contained therein. By signing this form, the Offeror accepts the changes as part of the contract requirement.*

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Authorized Signature

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Date

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Printed Name