

OFFICE OF SCHOOL IMPROVEMENT, OVERSIGHT AND RECOVERY
Summary of State Board of Education Agenda Items
May 16-17, 2013

OFFICE OF CONSERVATORSHIP

04. Reports from the following conservator school districts: North Panola School District and Hazlehurst City School District

No Action: Discussion Only

**Mississippi Department of Education
Conservator Monthly Report**

School District: North Panola

For Month Ending: April 30, 2013

Accreditation Update

Please list the accreditation issues that the district is working on or the standards that have been cleared.

All deficiencies have been cleared.

Instruction

Identify effective examples of how Federal funds have been used to significantly improve student performance.

During the month of April 2013, federal funds were used for related fees to Excellence in Leadership for Mathematics institute, Common Core State Standards Math workshop, and U of M Center for Mathematics and Science -- Biology Teacher Conference.

Federal dollars are being used to pay salaries for instruction coaches in grades 6-12 and for extended school day, classroom teachers, interventionists, and support staff.

Federal funds have also been used to purchase classroom resources, student incentives, and supplies to enhance classroom instruction.

Student Performance Data

Report on student data and progress made from one formative assessment measure to the next:

This is a comparison of the third nine weeks progress report to the end of the third nine weeks.

North Panola High School-English 9-12 progress report 59% passing third nine weeks 87% passing
Math 9-12 progress report 60% passing third nine weeks 84% passing

English 9th
progress report 38% passing third nine weeks 70% passing
English 10th
progress report 60% passing third nine weeks 100% passing
English 11th
progress report 67% passing third nine weeks 93% passing
English 12th
progress report 69% passing third nine weeks 84% passing

Math 9th
progress report 64% passing third nine weeks 84% passing
Math 10th
progress report 55% passing third nine weeks 86% passing
Math 11th
progress report 41% passing third nine weeks 83% passing
Math 12th
progress report 79% passing third nine weeks 83% passing

**North Panola Junior High-Language Arts 6-8 progress report 75% pass third nine weeks 92% pass
Math 6-8 progress report 79% pass third nine weeks 95% passing**

Sixth Grade Language Arts

progress report 84% passing third nine weeks 94% passing

Sixth Grade Math

progress report 88% passing third nine weeks 99% passing

Seventh Grade Language Arts

progress report 54% passing third nine weeks 89% passing

Seventh Grade Math

progress report 75% passing third nine weeks 85% passing

Eighth Grade Language Arts

progress report 87% passing third nine weeks 94% passing

Eighth Grade Math

progress report 74% passing third nine weeks 100% passing

Green Hill Elementary-Language Arts 3-5 progress report 95 % pass third nine weeks 99% passing

Math 3-5 progress report 93% passing third nine weeks 96% passing

Third Grade Language Arts

progress report 95% passing third nine weeks 99% passing

Third Grade Math

progress report 100% passing third nine weeks 89% passing

Fourth Grade Language Arts

progress report 95% passing third nine weeks 99% passing

Fourth Grade Math

progress report 94% passing third nine weeks 98% passing

Fifth Grade Language Arts

progress report 95% passing third nine weeks 98% passing

Fifth Grade Math

progress report 85% passing third nine weeks 100% passing

Como Elementary-Language Arts 3-5 progress report 74% passing third nine weeks 79% passing

Math 3-5 progress report 80% passing third nine weeks 90% passing

Third Grade Language Arts

progress report 80% passing third nine weeks 96% passing

Third Grade Math

progress report 96% passing third nine weeks 96% passing

Fourth Grade Language Arts

progress report 56% passing third nine weeks 48% passing

Fourth Grade Math

progress report 73% passing third nine weeks 87% passing

Fifth Grade Language Arts

progress report 87% passing third nine weeks 92% passing

Fifth Grade Math

progress report 72% passing third nine weeks 87% passing

Crenshaw Elementary-Language Arts 3-5 progress report 64% passing third nine weeks 96% pass

Math 3-5 progress report 91% passing third nine weeks 97% passing

Third Grade Language Arts

progress reports 58% passing third nine weeks 100% passing

Third Grade Math

progress reports 96% passing third nine weeks 100% passing

Fourth Grade Language Arts

progress reports 75% passing third nine weeks 95% passing

Fourth Grade Math

progress reports 95% passing third nine weeks 95% passing

Fifth Grade Language Arts

progress reports 58% passing third nine weeks 92% passing

Fifth Grade Math

progress reports 83% passing third nine weeks 96% passing

Professional Development

Describe ongoing activities for growth of staff.

During the month of April the following professional development sessions were provided or attended.

District Sessions

April

- *National Institute for School Leadership Training (Administrators)
- *Science 5/8 & Mississippi Curriculum Tests Training (Administrators & Teachers)
- *Subject Area Tests Training (Administrators & Teachers)
- *Teacher Recruitment (Administrators)
- *Common Core State Standards Grades 6-8 Follow-up Training (Administrator & Teachers)
- *American Choral Directors Association Conference (Teacher)
- *Keyboarding, Writing, and Common Core Success Workshop (Teachers)

School Sessions-Faculty Meetings/Grade-Department-PLC Meetings

Data analysis, technology (various), vertical & horizontal alignment (math/language arts), common core state standards, math and reading strategies, professional learning communities, and book studies (various).

Building/Facilities and Life Safety Issues

Describe efforts to correct any areas of deficiency and/or any new plans.

Electrical and plumbing contractors have begun work on the upgrade to the heating/cooling systems at Green Hill Elementary School and Como Elementary School. New drop ceilings and lighting are scheduled to be installed in the corridors at North Panola High School and North Panola Junior High School during June.

Other Concerns or Issues

Update on specific issues found to be problems in the district: (Fixed Assets, Business Office, Personnel, Audit Findings, etc.)

Financial Status

FUND BALANCE (CURRENT BALANCE AS OF THIS DATE):

District Maintenance (D.M.)	\$	4,661,882.00	
Special Education Fund (1130)			
At-Risk Fund (1145)			
Other Funds Requiring Reimbursement by D.M.			
Vocational Fund			
JROTC (if applicable)			
Total Fund Balance (After all bank reconciliations are complete.)	\$		4,661,882.00

FUND BALANCE PROJECTED AT June 30, 2013 :

District Maintenance (after ALL reimbursements)	\$	3,212,757.00	
Child Nutrition Fund		159,427.00	
TOTAL	\$	3,372,184.00	

Reasons for Changes in Projections of Fund Balance from Prior Month:

Fund Balance Projections have changed due to: (i.e., State cuts with amounts, adding personnel, unexpected expenses, etc.):

Fund balance projections have not changed.

Progress Made Toward Improving Financial Status:

The District is continuously searching for ways to cut back on spending. To ensure the stability of the district's financial status, the district has an ongoing plan of conserving energy and other costs where possible.

See attached Cash Flow Report – District Maintenance Fund.

Conservator: Robert E. King

Date: 5-9-13

DISTRICT NAME: NORTH PANOLA

CASH FLOW REPORT - DISTRICT MAINTENANCE FUND

Note: MUST reconcile bank statements monthly

Instructions: Please project for the entire fiscal year your cash flow in your District Maintenance Fund. On the 25th of each month submit to MDE a revised report updating the prior month with actual numbers. (For example by November 25th you should submit a report that shows the actual cash for October.)

Cash	July	August	September	October	November	December	January	February	March	April	May	June
1120 - cash on hand	3,641,758.31	3,900,261.60	3,710,678.13	3,437,906.93	3,396,321.12	3,189,276.24	2,962,171.15	3,198,465.31	4,557,399.75	4,722,305.16	4,551,483.37	4,265,607.39
ACTUAL Revenue												
MAEP	617,947.88	457,759.02	473,901.80	465,770.66	456,809.53	450,349.88	476,615.47	461,571.51	463,117.25	459,920.81	462,020.00	462,020.00
ARRA Stabilization Funds	-	-	-	-	-	-	-	-	-	-	-	-
Ad Valorem Reduct.	575.00	-	-	-	-	-	-	-	-	-	-	-
Ad Val Collections	59,213.14	48,685.57	66,051.27	150,472.08	36,986.18	32,756.99	468,680.75	1,612,763.69	339,607.47	98,046.47	60,000.00	60,000.00
State Voc. Ed.	-	-	-	-	-	-	-	-	-	-	-	-
16th Section Interest	-	-	-	-	-	-	-	-	-	-	-	-
Chickasaw Cession	25,708.02	25,708.02	25,708.02	25,708.02	26,397.67	25,708.02	25,708.02	25,708.02	25,708.02	25,708.02	25,708.02	25,708.02
Master Teacher	601.00	601.00	601.00	601.00	601.00	601.00	5,666.00	601.00	627.00	627.00	601.00	601.00
Mentor Teacher	-	-	-	-	-	-	-	-	-	-	-	-
Indirect Cost Transfer In	35,000.00	-	-	-	-	-	-	-	-	-	-	-
Other Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Other: Other taxes	2,543.51	1,904.76	1,772.96	1,903.55	1,909.02	4,032.77	2,101.75	1,555.21	700.23	2,485.56	2,500.00	2,500.00
Other: Miscellaneous	4,971.18	44,744.89	4,206.29	6,616.70	7,142.59	123,308.04	18,201.66	5,608.30	17,119.75	6,265.74	250.00	250.00
Other: Interest Revenue	996.96	1,121.04	1,006.54	996.45	997.35	907.50	745.69	836.12	1,288.46	1,260.88	950.00	950.00
Other: Homestead Exemp	-	-	-	56,325.00	-	-	-	-	50,510.47	58.00	-	-
Total Ant. Rev	747,556.69	580,524.30	573,247.88	708,393.46	530,843.34	637,664.20	997,719.34	2,108,643.85	898,678.65	594,372.48	552,029.02	552,029.02

ACTUAL Expenses												
1120 - Payroll	192,677.95	613,226.76	640,990.24	647,097.54	645,703.96	656,879.97	635,226.72	641,437.19	642,909.46	638,291.38	662,905.00	662,905.00
1120 - Accts. Payable	296,375.45	156,881.01	205,028.84	102,881.73	92,184.26	207,889.32	126,198.46	108,272.22	90,863.78	126,902.89	175,000.00	200,000.00
1120 - Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Other: _____	-	-	-	-	-	-	-	-	-	-	-	-
Total Antipated Exp.	489,053.40	770,107.77	846,019.08	749,979.27	737,888.22	864,769.29	761,425.18	749,709.41	733,773.24	765,194.27	837,905.00	862,905.00

Ending Balance	3,900,261.60	3,710,678.13	3,437,906.93	3,396,321.12	3,189,276.24	2,962,171.15	3,198,465.31	4,557,399.75	4,722,305.16	4,551,483.37	4,265,607.39	3,954,731.41
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E-mail report to dhammons@mde.k12.ms.us by the 10th of each month to go along with the Conservator Monthly Report.

**Mississippi Department of Education
Conservator Monthly Report**

School District: Hazlehurst City School District

For Month Ending: April 30, 2013

Accreditation Update

Please list the accreditation issues that the district is working on or the standards that have been cleared.

Standard 29 Alternative Education and GED Programs (Nearing Completion)
The district is planning to purchase "Grade Results" as the method of instructional delivery for the alternative school. The district is working to find a teacher to oversee the virtual courses, provide instructional assistance to students as needed, and provide oversight of the necessary support programs. Completion is expected by the end of May.

Instruction

Identify effective examples of how Federal funds have been used to significantly improve student performance.

The Hazlehurst Middle School and High School have used many of the federal funds to continue to employ additional interventionists and instructional coaches to provide assistance to individual students and staff to master the Mississippi Curriculum Framework and prepare for the MCT2. The schools were monitored through the Office of School Recovery for the SIG Year 3 Implementation process during April (April 18-19 and April 24-25).

The Transformation Specialist and the Federal Programs Director have been working closely this month with the school to recruit and hire additional literacy and math tutors to assist with closing achievement gaps noted in recent assessment data at Hazlehurst Middle School. An additional literacy coach has been employed at the lower end of Hazlehurst Middle School for grades 3 and 4 and a math tutor for the upper middle school end for grades 5 and 6. In addition, the interventionists and instructional coaches' schedules have been revised again to meet the needs of implementing effective professional learning communities and also they are pulling students in small groups and providing interventions. The school leadership team has been working closely with grades 5-8 to provide some intense assistance to target areas to assist in the English/Language Arts delivery. The coaches have working closely to remediate the class of fast track students. Interventionists at the middle school campus have continued to provide assistance to students through daily pull outs. The team has implemented the extended learning time for after school tutorial sessions on Wednesdays and Thursdays of each week for two hours.

At Hazlehurst High School, a continued focus has been placed on the day-to-day instructional delivery process to improve student achievement. The high school has been conducting after school tutorial sessions on Tuesdays and Thursdays of each week and on Saturdays in all core areas. In addition, the team designed extra-help schedules during the school day to provide additional training to help students close achievement gaps identified through benchmark assessments completed. The external coaches have been conducting individual planning sessions with staff and administrators. In addition, the team has been working with teachers to develop a focused approach for remediation and re-teaching of key competencies and objectives for the SATP2. The team has been continuing to examine and review ways to increase the number of AP and dual enrollment courses taught for the upcoming school term. The Technology Director, Curriculum Director, and the Transformation Specialist have been working with a neighboring district to write a Rural Utilities Grant to increase advanced course offerings to students. There have been two teachers to volunteer to attend AP Training this summer. The instructional coaches

and interventionists have been providing intense remediation for SATP2 re-testers throughout pull out tutorial and mass remediation sessions in preparation for the testing sessions. In addition, they have been pulling the first time SATP2 test takers in intervention sessions.

The schools are also utilizing funds to assist with providing additional instructional technology resources and assessment banks to assist with the development of practice items for assessing the curriculum frameworks. Throughout the district, many of the faculty and staff are utilizing many of the new instructional technology equipment items such as the Interactive whiteboards and student response systems to increase student achievement through engagement and immediate feedback. The technology department is still completing the round of installations of the additional computer labs and Interactive whiteboards. These pieces of equipment are providing the students the opportunity to be exposed to additional instructional software that has been purchased such as Accelerated Reading, Accelerated Math, Classworks Gold, and ACT Prep to increase student achievement throughout Pre-K through grade 12.

SIG and Title I funds have been used to also purchase additional intervention materials to be used by faculty and staff to assist with student achievement. The resources are being shared with all staff including special education staff members to provide targeted assistance to all students.

Technology

Technology Projects Update

1) A new intercom system was successfully installed by Venture Technologies at PreK-8, High School, and District Office to include two gymnasiums and one auditorium. School leadership staff, office staff, and key district office employees were provided hands-on training to become familiar with how to make announcements using the new system. Daily routine announcements at the PreK-4 school have been automated so that school personnel can spend time addressing other important needs at the school. In case of an unforeseen emergency, the Conservator has the capability to make a district-wide announcement from anywhere in the district to every classroom and office. Of course, emergencies are rare situations, but the technology is now in place to have effective announcements sent out using the new intercom system.

2) A hosted voice-over-IP (VoIP) phone system was successfully installed by Venture Technologies to provide an upgrade to the existing phone system. One hundred new CISCO IP phones were installed in classrooms at the High and PreK-8 school to provide two-way voice communication to/from each respective main office. Since the completion of the project, teachers and every staff person have the technology within their classroom or offices to call for help; address safety and security situations; or simply to ask for assistance from the main office or other support personnel at the school. There are many advanced features that come with the new phone system such as: voice-mails that are automatically forwarded to the user's email address; call forwarding; and a Corporate Directory located at each phone so users can look up an employee's phone extension and dial the number with simplicity.

3) A new bell automation system was installed at each school by Venture Technologies to give each school the means to manage start and ending of classes and other school events. For several years, the PreK-8 school did not have a bell system due to missing speakers, wiring problems, and simply an outdated system that was too cost prohibitive to repair. The bells now ring at both schools using the new IP phones and is controlled using a web-based software called "Informacast". The software is hosted through Venture Technologies and is currently being managed locally by Eric Stewart, Technology Director. Eventually, a staff resource will be trained to manage the bell system at each respective school.

The above three-tier project took years to complete. Its completion required hours by the Technology Director, local staff, and key staff and engineers at Venture Technologies. The new systems and up-to-date technology will be able to meet the needs of Hazlehurst City School District for many years to come.

Student Performance Data

Report on student data and progress made from one formative assessment measure to the next:

Benchmark Assessment Data: *(April data reported last month.)*
 Hazlehurst Middle School (ELS Benchmark Assessment):

(Grades 3-4 Data was not available)

Reading/Language Arts

Grade Level	Minimum	Basic	Proficient	Advanced
5 th	25%	48%	22%	5%
6 th	27%	45%	28%	0%
7 th	22%	39%	38%	1%
8 th	19%	48%	31%	2%

Mathematics

Grade Level	Minimum	Basic	Proficient	Advanced
5 th	43%	33%	19%	6%
6 th	40%	39%	20%	1%
7 th	36%	31%	25%	8%
8 th	12%	28%	60%	0%
Algebra I	0%	0%	46%	54%

Science

Grade Level	Minimum	Basic	Proficient	Advanced
5 th	41%	37%	20%	2%
8 th	39%	39%	19%	3%

Hazlehurst High School (Third Term District Nine-Weeks Assessment)

Subject Area Assessment	QDI
Algebra I	135
English II	105
Biology I	122
US History	154

The schools are continuing to utilize these benchmark assessment results from the April benchmark assessments to develop remediation plans and schedules. The focus for this month has been on remediating and re-teaching competencies and objectives noted through the benchmark assessments.

Professional Development

Describe ongoing activities for growth of staff.

The following PD occurred at the middle school:

- Monday Matters focused faculty meetings

- Job-Embedded coaching through instructional coaching

The following PD occurred at the high school during the month:

- Core Subject Area Curriculum Training sessions with Lead Partners
- NISL Principal Coach – Mr. Ike Sanford provided training and assistance for Mr. Will Russell
- Classworks Gold Implementation Training

District-wide:

- Common Core State Standards follow-up webinars (ELA/MATH) sponsored by MDE.
- Common Core State Standards Train-the-Trainer module completion for grades 6-8.

Building/Facilities and Life Safety Issues

Describe efforts to correct any areas of deficiency and/or any new plans.

The status of the Energy Efficient Project with Johnson Control is as follows:

Middle School

- The air conditioning and heating units are 100% operational.
- The computer thermostat system is 90% complete.
- The old heating units have been removed from campus.
- The lighting project is complete.

High School

- 100% of air conditioning and heating units are installed.
- Entergy has to activate the electrical system for the air conditioning and heating project. The contractor is working with Entergy for the hookup date. The projected completion date from Entergy is the middle of May 2013.

Other Concerns or Issues

Update on specific issues found to be problems in the district: (Fixed Assets, Business Office, Personnel, Audit Findings, etc.)

We continue to work toward improving the District's internal controls to prevent and detect, in a timely manner, errors made in the processing of purchases, accounts payables, cash receipting and payroll. There have been numerous issues identified in the processing of transactions in these areas, which have impaired the implementation and management of a sound, reliable, dependable and efficient accounting system. Substantial efforts have been made to strengthen the accountability of the District's accounting system and we will continue to strive for improvement.

We are heavily involved in the preparation of fiscal year 2014 budget. We are engaged in an effort to involve administrators in the planning process for the development of an effective and functioning budget for the 2014 fiscal year.

Financial Status

FUND BALANCE (CURRENT BALANCE AS OF THIS DATE): April 30, 2013

District Maintenance (D.M.)	\$	3,268,253.89	
Special Education Fund (1130)		0.00	
At-Risk Fund (1145)		0.00	
Other Funds Requiring Reimbursement by D.M.		0.00	
Vocational Fund		4,178.17	
JROTC (if applicable)		(9,525.71)	
Total Fund Balance (After all bank reconciliations are complete.)	\$		3,262,906.35

FUND BALANCE PROJECTED AT June 30, 2013:

District Maintenance (after ALL reimbursements)	\$	1,824,306.98
Child Nutrition Fund	\$	62,444.56

Reasons for Changes in Projections of Fund Balance from Prior Month:

Fund Balance Projections have changed due to: (i.e., State cuts with amounts, adding personnel, unexpected expenses, etc.):

No change made.

Progress Made Toward Improving Financial Status:

With April representing 83% of the District's fiscal year, as of April 30, 2013, the District Maintenance Fund has received 74% of its projected revenue and has expended 60% of its projected expenditures. Budgets are being reviewed continuously to effectively manage the available resources of the District to insure the most effective use of District funds.

See attached Cash Flow Report – District Maintenance Fund.

Conservator: Jimmy L. Hopkins

Date: May 9, 2013

DISTRICT NAME: Hazlehurst School District

CASH FLOW REPORT - DISTRICT MAINTENANCE FUND

Note: MUST reconcile bank statements monthly
 Instructions: Please project for the entire fiscal year your cash flow in your District Maintenance Fund. On the 25th of each month submit to MDE a revised report updating the prior month with actual numbers. (For example by October 25th you should submit a report that shows the actual cash for July, August and September.)

Cash	2012-2013											
	July	August	September	October	November	December	January	February	March	April	May	June
1120 - cash on hand	1,284,379.60	2,268,761.26	1,951,612.44	1,952,038.69	1,813,482.36	1,646,068.29	1,377,162.89	1,468,082.78	2,835,015.59	3,114,822.19		
ACTUAL Revenue												
MAEP	533,979.00	406,953.10	435,690.76	389,512.75	413,854.33	377,571.58	424,575.76	410,163.12	409,655.09	420,764.06		
ARRA Stabilization Funds												
Ad Val Tax Collections		95,570.96	170,265.27	58,572.84	31,012.66		205,916.40	1,629,755.52	410,131.62	83,751.13		
Ad Val Tax Reduction	505.00											
Homestead Exemption			60,250.00						54,984.41			
16th Section Interest												
Driver's Education	3,008.00											
Universal Screener							8,295.00					
ERATE Prior Years							36,100.48	166.89	16.80			
Indirect Cost Transfer In				49,903.88								
Other Transfers In						512.00	15,370.16	196.82	1,292.76	657.14		
Interest	140.30	193.23	155.40	124.15	115.27	118.95	113.71	128.08	236.85	237.13		
Misc. Receipts	939.38	5,442.46	942.26	216.00	7,477.63	15,671.50	401.63	187.00	13,183.20	14,240.72		
Other: Interfund Loan	680,337.04	2,993.26										
Proceeds of Loan		81,640.56										
Medicaid School Based	4,671.94			5,576.48					4,765.67			
Master Teacher	601.00	601.00	601.00	601.00	601.00	601.00	601.00	601.00	2,455.00	2,455.00		
Other: Transfers												
Total Ant. Rev	1,224,181.66	593,394.57	667,904.69	504,507.10	453,060.89	394,475.03	691,374.14	2,041,198.43	896,721.40	522,105.18	-	-
ACTUAL Expenses												
1120 - Payroll	95,906.75	501,389.81	497,902.25	495,393.25	503,311.11	491,980.36	467,285.91	486,334.39	503,626.54	492,606.34		
1120 - Accts. Payable	143,893.25	352,194.34	169,571.19	122,211.08	113,750.09	161,829.41	123,633.36	178,256.27	103,817.71	201,278.55		
1120 - Transfers Out				25,459.10	3,413.76	9,570.66	9,534.98	9,674.96	9,470.55	9,822.18		
Other: Interfund Loan		47,466.93										
Other: Misc. expend.		9,492.31	5.00									
Repay Transp Note												
EOY Transfer to 1130												
EOY Transfer to 1145												
EOY Transfer to 2711												
EOY Transfer to 2912												
EOY Transfer to 2901												
Total Antipated Exp.	239,800.00	910,543.39	667,478.44	643,063.43	620,474.96	663,380.43	600,454.25	674,265.62	616,914.80	703,707.07	-	-
Fund Cash Balance	2,268,761.26	1,951,612.44	1,952,038.69	1,813,482.36	1,646,068.29	1,377,162.89	1,468,082.78	2,835,015.59	3,114,822.19	2,933,220.30	-	-

E-mail report to sgipson@mde.k12.ms.us by the 25th of each month.
 E-mail report to dhammons@mde.k12.ms.us by the 10th of each month.