

**OFFICE OF QUALITY PROFESSIONALS AND SPECIAL SCHOOLS**  
**Summary of State Board of Education Agenda Items**  
**June 20-21, 2013**

**OFFICE OF EDUCATOR LICENSURE**

I. Approval of school districts with need for administrators to participate in the Mississippi School Administrator Sabbatical Program

Background Information:

In 1998, the Mississippi Legislature amended the Mississippi School Administrator Sabbatical Program. The legislation enables Mississippi school districts to grant sabbatical leave to licensed teachers employed in Mississippi schools for not less than three years. The purpose is to allow such teachers to participate full-time in an educational leadership program and become local school district administrators. The conditions of eligibility, compensation, reimbursement, obligation, breach of contract, and availability are set forth in law and the State Board of Education policy.

Participating teachers receive the benefits of focused study on a university campus and practical administrative internships in local school districts. Participating school districts benefit from an increased supply of potential candidates for future administrative openings.

School-based accountability for student growth and performance demands knowledgeable and skilled leadership. Through the sabbatical program, local school districts, colleges and universities, the Mississippi Department of Education, and the Mississippi Legislature are working in partnership to ensure that Mississippi has an ample supply of well-informed and well-prepared leaders for tomorrow's schools.

**School District Justification of Need for Administrators**

**June 2013**

The Office of Educator Licensure recommends approval of the following school districts as eligible to participate in the 2013-2014 Mississippi School Administrator Sabbatical Program on the basis of their identified need for school administrators:

**Greenville School District**

- Seven (7) administrators with 25 or more years of experience
- Currently 25 administrator in the district

- Five (5) administrator vacancies.

### **Harrison County School District**

- Currently three administrator vacancies
- Administrator turnover rate is generally about 2-3 per school year
- Six (6) administrators with 25 or more years of experience.

### **McComb School District**

- Currently 22 administrators in eight locations
- Retention rate has been around 80% for the past five years
- Retirement aged administrative personnel makes up 36% of the current pool of directors, principals, assistant superintendent and superintendent.

### **Ocean Springs School District**

- Need to train male administrative personnel who will serve as school leaders and as role models to the students
- Seven (7) schools in the district
- Ten (10) female building level administrators and five (5) males
- Seven (7) females and two (2) males in central office administration
- Need to train and prepare male administrators and balance the gender gap.

### **Petal School District**

- Currently 20% of academic administrators are eligible for retirement
- Ten percent of administrators will retire at the end of June 2013
- Need to increase our pool of potential administrators based on projections of retirement.

### **South Panola School District**

- Turn overrate is high, the high school has had four (4) principals over the last five years
- Currently seeking a new principal
- Five (5) administrators with 25 or more years of experience.

### **Tishomingo County School District**

- Fifteen administrators in the district
- Seven (7) administrators with 25 or more years of experience
- Need highly trained competent candidates to support achievement.

## **Vicksburg Warren School District**

- Fifteen principals and sixteen assistant principals
- One (1) principal and four (4) assistant principals with 25 or more years of experience
- Four (4) principals commute from other cities
- Need potential administrators properly trained and prepared when vacancies arise.

Recommendation: Approval

Backup material attached



Dr. Leeson Taylor II, Ed.D.  
Superintendent  
412 South Main Street  
P. O. Box 1619  
Greenville, MS 38702-1619  
Phone: (662) 334 -7001  
Fax: (662) 334 - 3646  
Email: ltaylor@gville.k12.ms.us

May 2, 2013

Mississippi Department of Education  
Dr. Daphne Buckley  
Office of Quality Professionals and Special Schools  
P.O. Box 771  
Jackson, MS 39205-0771

Dear Dr. Buckley:

The purpose of this correspondence is to request permission to participate in the Mississippi Administrator Sabbatical Program for the 2013-2014 school year.

The following data applies to administrators currently employed within the district and anticipated vacancies:

Total Number of Current Administrators: 25

Administrators with 25 or More Years of Experience: 7

Administrator Vacancies: 5

If I can assist you further, please do not hesitate to contact me at the above address, or by dialing (662) 334-7000.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dr. Leeson Taylor II', with a long horizontal line extending to the right.

Dr. Leeson Taylor, II  
Superintendent

# Harrison County School District

Henry A. Arledge  
Superintendent of Education

11072 Highway 49  
Gulfport, MS 39503  
(228)539-6500 Office  
(228)539-6507 Facsimile

E. Mitchell King  
Assistant Superintendent

May 17, 2013

Mississippi Department of Education  
Daphne Buckley  
Office of Quality Professionals & Special Schools  
P.O. Box 771  
Jackson, MS 39205-0771

Ms. Buckley,

I am writing on behalf of Gretchen Gegenheimer (Educator License # 169879) who is applying to participate in the Mississippi School Administrator Sabbatical Program. On the 2013-2014 Application an attachment requested was verification of number of years of teaching experience in Mississippi. Ms. Gegenheimer has been employed with our district since August 03, 2000 as a teacher and currently an Instructional Literacy Coach. She will be approaching her 13<sup>th</sup> year with us in the upcoming 2013-14 School Year. The Harrison County School District currently has three vacancies in the administration field and our rate of administrator turnover is generally about 2-3 per school year. Our present administration has six administrators with 25+ years of experience. In addition, the Harrison County School District and the surrounding coastal districts are in need of Highly Qualified Administrators at present.

If I can be of further assistance, please feel free to contact me.

Sincerely,



Henry Arledge  
Superintendent

/tjs



d i s t r i c t

*Pursuing Perfection, Expecting Excellence*

Date: May 7, 2013

To: Dr. Daphne Buckley  
Office of Quality Professionals & Special Schools

From: Jonathan McLendon  
Personnel Director

Re: Mississippi School Administrator Sabbatical Program's letter of need

The McComb School District would be proud to participate in the Mississippi School Administrator Sabbatical Program. Our district currently employs twenty-two administrators for our eight locations. The retention rate of administrative personnel has hovered around 80% for the past five years. Our retirement aged administrative personnel makes up 36% of the current pool of directors, principals, assistant superintendent and superintendent. Based upon the facts listed above, our participation in the Mississippi School Administrator Sabbatical Program is critical for achieving our vision of excellence.

This trend has impacted our overall ability to maintain the level of professional development necessary for positive growth for our teachers and students. With the transient nature of our current pool of applicants and the demands of the curricula requirement, our district is committed to developing our own leaders. This program will help ensure the commitment level that our children deserve and need.

Dr. Tom Burnham will be sending a "Letter of Admission" from the University of Mississippi for Mrs. Elizabeth Koehler, and I would like to thank you for your consideration. Enclosed with this "Letter of Need" is the 2013 -2014 application for the Mississippi School Administrator Sabbatical Program.

Sincerely,

Jonathan McLendon  
McComb School District  
Personnel Director

05-09-13A10:46 RCVD

# Ocean Springs School District

**Bonita Coleman-Potter, Ph.D.**  
*Superintendent*

2300 Government Street (39564)  
Post Office Box 7002 (39566-7002)  
Ocean Springs, Mississippi  
Phone (228) 875-7706

**Edna Waller, Ph.D.**  
*Assistant Superintendent  
Elementary Instruction*

**Deborah F. Fremin, Ed.S.**  
*Assistant Superintendent  
Organizational Support*

May 8, 2013

Dr. Daphne Buckley  
Office of Quality Professional and Special Schools  
P.O. Box 771  
Jackson, MS 39205-0771

Dear Dr. Buckley,

Please accept this letter as justification of need for participation in the Mississippi School Administrator Sabbatical Program. We need to train male administrative personnel who will serve as school leaders and as role models to our students. The Ocean Springs School District has seven schools within our system. We have in employment ten (10) female building level administrators and five (5) male building level administrators. Additionally, our Central Office administration consists of seven (7) females and two (2) males. There is a need to train and prepare future male administrators so as to strengthen our internal pool of potential administrators. It is our desire to balance the gender gap.

Sincerely,



Bonita Coleman-Potter

05-10-13P03:01 RCVD

**PETAL SCHOOL DISTRICT**

www.petalschools.com

**DISTRICT STAFF**Dr. John A. Buchanan  
SuperintendentJack Linton  
Assistant SuperintendentDede Smith  
Assistant SuperintendentWilliam Wheat  
Chief Financial OfficerNadine Coleman  
Director of Center for  
Families and ChildrenWalter Farris  
Director of MaintenanceDaniel M. Dillstone  
Director of Child NutritionRobin Kinsey  
Police ChiefBill Lott  
Transportation AdministratorJohn Rector  
Director of TechnologyMargaret Tynes  
Director of Human Resources  
and Federal ProgramsMarcus Boyles  
Athletic Director and  
Head Football CoachShannon Anderson  
Director of Special Services**ADMINISTRATIVE  
OFFICES**115 East Central Ave.  
P. O. Drawer 523  
Petal, MS 39465  
Phone: 601-545-3002  
Fax: 601-545-1329

May 8, 2013

Mississippi Department of Education  
Dr. Daphne Buckley  
Office of Quality Professionals and Special Schools  
P. O. Box 771  
Jackson, MS 39205-0771

Dear Dr. Buckley:

The Petal School District continues to be a top performing school district in our state. One of the reasons for our success is due to the dedication and quality of our school administrators. We strive to find the best candidates for our leadership positions. We have found that we have great success in mentoring, molding and encouraging our own brightest teachers to pursue administrative degrees and then including them as part of our administrative team.

Currently we have concerns about the sustainability of our high-quality administrative team. We have 20% of our academic administrators who are currently eligible for retirement. Ten percent of our administrators have already indicated they will retire at the end of June 2013.

Based on these figures and on projections for retirement within the next couple of years, we have a need to increase our pool of potential administrative candidates. We have identified two teachers who meet the requirements of the Mississippi School Sabbatical Program. These two candidates, Tessa Trimm and Emily Branch, are outstanding teachers and have been selected for the Principal Corps Program at the University of Mississippi.

We respectfully request that the Petal School District and these two candidates be approved for participation in the Mississippi School Administrator Sabbatical Program.

Sincerely,

Dr. John Buchanan  
Superintendent

JB/mt

05-09-13A10:46 RCVD





# *South Panola School District*

*209 Boothe Street, Batesville, Mississippi 38606*

*Phone (662) 563-9361/Fax (662) 563-6077*

*Web Site: [www.southpanola.k12.ms.us](http://www.southpanola.k12.ms.us)*

*Providing Opportunities for Educational Excellence*

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*Mike Foster, Interim Superintendent*

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May 8, 2013

TO WHOM IT MAY CONCERN:

The South Panola School District is submitting this letter of need based on these facts:

- The High School has had four (4) principals over the last five years and is currently seeking a new principal.
- We have five (5) administrators with 25 years or more that plan on retiring in the next few years.

It is without a doubt that the school district will be in need of several administrators in the next few years.

Thank you for your attention to this matter and if you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "W. Michael Foster".

W. MICHAEL FOSTER  
Interim Superintendent

WMF/mh  
Enclosures

# TISHOMINGO COUNTY SCHOOL DISTRICT

***Ben McClung***

SUPERINTENDENT OF EDUCATION

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May 3, 2013

Dear Mrs. Buckley,

This is a letter of need for administrators in Tishomingo County School District. I am requesting Mr. John Barnett, Teacher at Tishomingo County High School, receive acceptance into the Administrator Sabbatical Program. There is no doubt in my mind regarding Mr. Barnett's ability to pursue acquiring certification in administration to better serve students in an administrative role. As Superintendent of Tishomingo County Schools, I can tell you he is a model teacher in every aspect and exceeds the criteria set forth.

Mr. Barnett's has served as head JV football and baseball coach, advisor for the Students Against Destructive Decisions (SADD) club, SATP U.S. History teacher, Teacher Support Team (TST) representative for the Social Studies Department, and is currently serving as a Freshman Class Sponsor. He was also named the STAR teacher for the 2010-2011 school year. He has a tremendous ability to challenge high performing students, while individualizing instruction to raise the performance level of all learners.

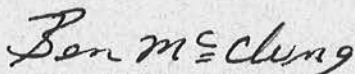
The teaching and administrative staff within Tishomingo County School District has quickly reached retirement age and our district has found itself without ample options for replacements for the future. At the end of the 2012/2013 school year, Tishomingo County School District, which has two high school principals, one assistant high school principal, four middle school principals, three assistant middle school principals, three elementary school principals, and one career and technical center principal, will have one certified administrator not currently serving in an administrative role.

Of the individuals currently serving in administrative positions, seven of those administrators have 25 or more years in the Mississippi system and/or qualify for Social Security. Also, with the District's shift into Common Core, the third grade Reading Gate requirements, and the changing student population, our district desperately needs highly trained/highly competent candidates to support achievement, and John Barnett is a perfect choice. I assure you, Mr. Barnett would be placed in an administrative position as early as possible.

Mr. Barnett is an individual who continually strives to do his best, while setting a positive example for the students he serves and for his co-workers. He is a highly valued member of the teaching and coaching staff; as well as, the community in which he lives and serves. He has the tremendous ability to effectively work with students, teachers, administrators, coaches, parents and community members in verbal, written and physical expressions. Mr. Barnett has a strong ability to adapt to continually changing situations.

In closing, I highly recommend Mr. John Barnett acceptance into the Administrator Sabbatical Program.

Sincerely,



Ben McClung, Superintendent  
Tishomingo County School District

05-10-13P02:58 RCVD



## **Vicksburg Warren School District**

Post Office Box 820065 1500 Mission 66

Vicksburg, Mississippi 39182/39180

Phone: 601-638-5122

Fax: 601-619-2338

May 2, 2013

**Liz D. Swinford, Ed.D.**  
Superintendent

Dr. Daphne Buckley  
Office of Quality Professionals & Special Schools  
P.O. Box 771  
Jackson, Mississippi 39205-0771

**Paula Johnson**  
Assistant Superintendent

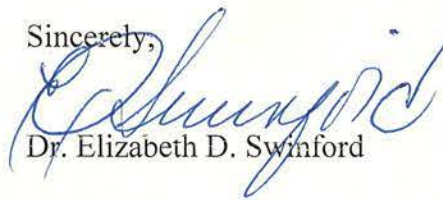
Dear Dr. Buckley,

**Lum Wright**  
Administrative Assistant  
to the Superintendent

Please accept this letter as justification of need for participation in the Mississippi School Administrator Sabbatical Program. There is a need in our district to have potential administrators properly trained and prepared when vacancies arise. In our school district, there are currently 15 principals and 16 assistant principals. Of those, we have four (4) assistant principals and one (1) principal with 25 or more years of experience, in addition to four (4) principals who commute from other cities. These make up roughly 30% of our administrators who could potentially leave the district at any time. We feel that having potential administrators to complete this program will help us address the growing shortage of quality administrators and allow our district to move forward as we seek to improve student achievement.

**Michael Winters, Ph.D.**  
Administrative Assistant  
to the Superintendent

Sincerely,



Dr. Elizabeth D. Swinford

**John Walls, Ph.D.**  
Administrative Assistant  
to the Superintendent

**Charles Hanks**  
Administrative Assistant  
to the Superintendent