

OFFICE OF EDUCATOR QUALITY
Summary of State Board of Education Agenda Items
May 15-16, 2014

OFFICE OF EDUCATOR LICENSURE

11. Approval of School Districts with Need for Administrators to Participate in the Mississippi School Administrator Sabbatical Program

Background Information:

Section 37-9-77 of the Mississippi Code enables Mississippi school districts to grant sabbatical leave to licensed teachers employed in Mississippi schools for not less than three years. The purpose of the leave 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

May 2014

The Office of Educator Licensure recommends approval of the following school districts as eligible to participate in the 2014-2015 Mississippi School Administrator Sabbatical Program on the basis of their identified need for school administrators:

Claiborne County School District

- Hard to find qualified leadership willing to relocate in area
- Losing high school principal for the 2014-2015 school year to a surrounding district
- Middle school principal retired January 31, 2014.

Coahoma County School District

- Extremely difficult to recruit highly qualified teachers and administrators because of high rate of poverty and low rate of economic development
- Currently five (5) schools, five (5) principals, two (2) assistant principals and several other administrators in the district
- High turnover rate averaging 50% over the past five years
- Currently one (1) administrative opening
- Three (3) of seven (7) administrators are in their first year of administrative experience and two (2) are in the third year of administrative experience.

DeSoto County Schools

- Currently 41 administrators at the school level
- Seven (7) of the 41 administrators have 25 or more years of experience
- Currently three (3) openings for administrators
- Turnover rated projected at a rate of 5% this year
- Currently 33,058 students enrolled, number increasing each year.

East Tallahatchie School District

- Small rural school district with a high poverty rate
- Currently 10.5 certified administrator positions, four (4) at the district level
- Lost five (5) administrators at the end of 2013-2014 school year, one retired, one to death and the others relocated
- Two (2) administrators with 29 or more years of experience
- One (1) administrator will not return for 2014-2015 school year.

Greenville Public School District

- Currently 25 administrators in the district
- Six (6) administrators with 25 or more years of experience
- Four (4) vacancies in the district.

Gulfport School District

- Currently retains 25 building level administrators
- Four (4) administrators with 25 or more years of experience
- Fills one to two administrative positions each school term.

Hancock County School District

- Currently three (3) vacancies for assistant principals
- Turnover rate for all administrative positions is 3.5 years
- Turnover rate for assistant principals is 1.8 years
- Currently six (6) administrators with 25 or more years.

Hollandale School District

- Small school district that need effective and hardworking administrators to fill positions for academic growth and student achievement
- High turnover rate due to untimely death, retirement, and resignation.

Holmes County School District

- Enrollment of approximately 3,000 students
- Currently nineteen (19) administrators, nine (9) principals with district level administrators
- Nine (9) or 47% are eligible to retire
- Turnover rate from three (3) to four (4) administrators each year during the past three years
- Currently filling two (2) vacant principals' positions and three (3) assistant principals' position for the 2014-2015 school year.

Natchez-Adams School District

- Currently six (6) schools in the district, five (5) identified as a "Failing" school based on MDE Accountability
- School Restructuring will occur over the next two years, placing the district in need of eight (8) more administrators
- Two (2) administrators can retire in the next two years
- School district need to find capable candidates that will be able to lead new programs that will assist in improving the performance of the district.

New Albany Schools

- Struggles to staff schools with outstanding principals
- Currently nine (9%) of administrators have 25 years of experience could retire
- Thirty-six percent (36%) of administrators could retire within the next five years
- Possibly administrative openings for school year 2014-2015.

Ocean Springs School District

- Need to train individuals to serve as new administrators for growing and changing district
- Significant turnover in administrators over the past three years
- Approximately 18% of the current administrative team is within two years of becoming eligible for retirement.

Petal School District

- Need to increase our pool of potential administrative candidates
- Twenty-one percent (21%) of academic administrators are currently eligible for retirement
- One (1) administrator will be relocating to a different part of the state this school year.

Pontotoc City School District

- Four (4) vacancies for school year 2014-2015
- Turnover rate is high, 15 administrators have been hired in three (3) years.

Rankin County School District

- District serves approximately 19,000 students in 27 schools
- Need highly qualified school administrators as district continues to grow
- Several vacancies and anticipates the need for additional administrators over the next three years
- Currently fifteen (15) administrators with 25 or more years of experience.

South Panola School District

- Turnover rate is high, fourteen (14) administrators over a four year period
- District has had five (5) principals over the last six years.

South Pike School District

- Four (4) administrators eligible to retire
- Two (2) administrators may choose to leave the district for other reasons.

Sunflower County School District

- School District is located in the Mississippi Delta with a high poverty rate
- Currently have fourteen (14) certified administrator positions
- Lost three (3) administrators at the building level in the last two (2) years.

West Tallahatchie School District

- School District is located in the Mississippi Delta with a high poverty rate
- Currently eight (8) administrators on staff
- Need to fill district pipeline in the midst of shortage.

Yazoo City Municipal School District

- School District is located in the Mississippi Delta with a high poverty rate
- Currently eleven (11) certified administrator positions for school year 2014-2015, three (3) positions are at the district level
- District need quality trained administrators to lead the schools and better serve the students.

Recommendation: Approval

Backup material attached

Mississippi School Administrator Sabbatical Program 2014 – 2015 Application Process

Identification of Need

1. The district identifies a need for administrators on the basis of district data. The data should include information such as the number of current and/or anticipated vacancies, the number of current administrators with over 25 years of experience, and/or the rate of administrator turnover.
2. The district submits a letter of need with supporting documentation by **April 10, 2014**, to the Mississippi Department of Education (MDE); attention Sandra Hilliard; Mississippi Teacher Center; P.O. Box 771; Jackson, Mississippi 39205-0771.

Selection of Candidate

3. The district identifies a teacher or teachers within the district who meets the following criteria:
 - At least three (3) years of teaching experience in Mississippi,
 - Demonstrated leadership ability,
 - Interest in becoming a school administrator,
 - Willingness to commit to serving five years as an administrator in the district,
 - Would be considered by the district for employment as an administrator, and
 - Admission to an approved, full-time administrator preparation program in Mississippi.
4. The local school board approves a sabbatical leave of absence for the identified teacher contingent upon State Board of Education (SBE) approval of the district's need.

Approval of Need

5. The MDE staff reviews the district documentation and, if the need for administrators is clearly substantiated, presents the information to the State Board of Education for approval.
6. The MDE staff notifies the district of the decision immediately following the Board meeting. SBE approval means only that the district has substantiated the need for administrators and may recommend candidates for the program.

Submission of Application

7. Once the district has approved the teacher(s) to be recommended and the teacher has been admitted to an approved, full-time administrator preparation program, the school district superintendent submits the completed Mississippi School Administrator Application for the teacher(s).

Approval of Application

8. ***Applications are considered on a first-come, first-served basis. The deadline for receipt of applications is June 16, 2014.***

9. The MDE staff immediately notifies districts of approval or non-approval.

Participation in the sabbatical program is contingent upon the availability of state funds.

Guidelines

Mississippi School Administrator Sabbatical Program

(For licensed teachers in Mississippi school districts)

Mississippi Code Annotated 37-9-77

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 of the program 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.

Eligible Candidates

Statutory Requirements:

In order to be eligible to participate in this program, the candidate must be a licensed teacher employed in a Mississippi school district for not less than three (3) years.

The candidate must be recommended by the local school board.

The candidate must be admitted to an educational leadership program that was approved by the Mississippi Department of Education by January 1 preceding the date of admission to the program.

State Board Regulations:

Each local school board may set its own criteria for approving recommendations.

The educational leadership program must be full-time.

Compensation of Candidates

Statutory Requirements:

The salary prescribed in Section 37-19-7, Mississippi Code of 1972, including annual experience increments, is paid to the participant by the employing school district from non-minimum education program funds.

Candidates participating in this program shall receive credit for teaching experience (one-year) during the sabbatical leave period.

Candidates participating in this full-time program shall continue participation in Public Employees Retirement System and the Public School Employees Health Insurance Plan.

Maximum compensation during the sabbatical is equal to the one-year salary and paid fringe benefits prescribed in the Mississippi Code.

Reimbursement by Mississippi Department of Education

Statutory Requirements:

Subject to the availability of funds and the determination of the district's need for administrators, the Mississippi Department of Education shall reimburse the sponsoring district for the cost of the participant's salary and paid fringe benefits for one (1) contract year.

The amount of reimbursement shall be based on the then current minimum education program salary schedule prescribed in the Mississippi Code, not to exceed the minimum education program salary for a teacher holding a Class A license and having five (5) years' experience.

The sponsoring school district shall be responsible for the local salary supplement and any portion of the participant's salary that exceeds the maximum amount allowed from state funds. The participant's local salary supplement may not be reduced.

State Board Regulations:

Local school districts shall submit sabbatical program applications as directed by the Mississippi Department of Education. The Department of Education will approve applications in accordance with the statute and the methodology for approval of sub-grants established by the Mississippi Board of Education.

Obligation of Candidates

Statutory Requirements:

As a condition for participation in the school Administrator Sabbatical Program, the candidate shall agree to employment as an administrator in the sponsoring school district for not less than five (5) years following completion of administrator licensure requirements.

State Board Regulations:

There shall be a contractual agreement between the candidate and the school district which includes the standard terms and conditions specified by the Mississippi Department of Education.

Breach of Contract

Statutory Requirements:

A participant who fails to assume employment as an administrator in the sponsoring school district for five (5) years following completion of administrator licensure requirements, unless the commitment is deferred, shall be in breach of contract and liable for the amount of the salary and fringe benefits received while on sabbatical. That liability shall be to the Mississippi Department of Education for the amount of salary and fringe benefits paid by the State, less 20% for each year the individual was employed as an administrator. In addition, the liability shall be to the local school district for any portion of the salary and fringe benefits paid by the local school district, less 20% of the amount paid for each year of employment as an administrator.

Interest on the amount due shall accrue at the current Stafford Loan rate at the time the breach occurs.

A participant is liable for an amount equal to a reasonable attorney's fee if the claim for re-payment is placed in hands of an attorney for collection after default.

If the school district does not have an administrative vacancy, or if the district does not need the administrator position for the full five-year commitment period, the school board shall defer any part of the employment commitment that has not been met until such a time as an administrator position in the district becomes available.

If such a deferral is made, the sponsoring school district shall employ the person as a teacher in the school district during the period of deferral, unless the person desires to be released from employment by the sponsoring school district and the district agrees.

If the sponsoring school district releases a person from employment, that person may be employed as an administrator in another school district in the state that is in need of administrators as determined by the Mississippi Board of Education, and

that employment for the other school district shall be applied to any remaining portion of the five-year employment commitment.

Nothing in these guidelines shall prevent a school district from not renewing the person's contract before the end of the five-year employment commitment in accordance with the School Employment Procedures Law (Section 37-9-101 et seq.). However, if the person is not employed as an administrator by another school district after being released or having his contract not renewed by the sponsoring school district, he shall be liable for repayment of the amount of his salary and fringe benefits, plus interest, less 20% for each year of employment as an administrator. Interest on the amount due shall accrue at the current Stafford Loan rate.

State Board Regulations:

Any participant who fails to complete all requirements for obtaining a Mississippi administrator license within eighteen (18) months shall be in breach of contract and liable for the salary and fringe benefits received. Interest shall accrue at the current Stafford Loan rate.

Partial years of employment as an administrator shall be prorated.

Availability of Sabbatical

State Board Regulations:

Candidates approved to participate in the Administrator Sabbatical Program prior to July 1, 2001, shall be subject to all requirements of this legislation and all regulations outlined in these guidelines.

Definitions

Administrator:

An administrator, as defined by the *Accreditation Requirements of the State Board of Education* (1997), is any staff member employed by a school board who is assigned responsibility for coordinating, directing, supervising, or otherwise administering programs, services, and/or personnel under the auspices of the program, school, or district.

Administrator License:

An individual hired to fulfill the above responsibilities is required to hold an administrator license as defined in the *Guidelines for Mississippi Educator Licensure* (1997).

CLAIBORNE COUNTY



PUBLIC SCHOOL DISTRICT

Jayne Sargent, Ed. D., Conservator

Donald Reeves, Aast.
Superintendent, Federal
Programs Director

Sandra Nash, Ed. D.
Deputy Superintendent for
Curriculum and Instruction

Wanda C. Fleming, MBA
Executive Director of Human
Resources & Operations

Johnnie Thompson
Business Manager

Debra Knox
Special Services Director

Ronda Stacker
Food Service Director

09 April 2014

Mississippi Board of Education
Post Office Box 771
Jackson, MS 39205

RE: Request for Sabbatical Leave – Mrs. Trena Warren

Dear Board Members:

I am writing on behalf of Claiborne County School District to request sabbatical leave for Mrs. Trena Warren. Approval of this request will facilitate her participation in the Principal Corps at the University of Mississippi. We are very grateful that she has already been accepted in the program.

Trena serves as lead teacher at A. W. Watson Elementary School. She is currently a fine young leader in our district. We believe Trena has the skills necessary to complete the Principal Corps training and become the leader this district needs and the children deserve. Her completion of the sabbatical program would help us to fill the current void of young, dynamic administrators available to work with teachers, students and parents in the Claiborne County School District. We surely are desperate for leaders such as Trena.

We are losing the high school principal for the 2014-2015 school year, as he is leaving for employment in a surrounding district. The middle school principal retired January 31, 2014. Because of these vacancies, Claiborne County School District is strapped with finding qualified leadership willing to relocate to this area of the state. Mrs. Warren currently is employed in this district and would immediately help to fill this administrative void.

Your consideration of this request is greatly appreciated.

Sincerely,

Jayne Sargent, Ed. D.
Conservator

COAHOMA COUNTY
SCHOOL DISTRICT



"COMMITTED TO CARING
DEDICATED TO EXCELLENCE"

Pauline J. Rhodes, Superintendent

1555 Lee Drive
PO Box 820
Clarksdale, MS 38614

April 10, 2014

email: prhodes@coahoma.k12.ms.us
phone: (662) 624-5448
fax: (662) 624-5512

Cerissa Neal, Bureau Director
Mississippi Department of Education
Office of Educator Licensure
P.O Box 771
Jackson, MS 39205-0771


Dear Ms. Neal:

The Coahoma County School District is located in the Mississippi Delta where there is a high rate of poverty and low rate of economic development. These two factors make it extremely difficult to recruit highly qualified teachers and administrators. Because of these challenges, the MDE has identified this area as a Critical Shortage Area for teachers and administrators. We have five schools, and employ five principals and two assistant principals as well as several other administrators. We currently have one administrative opening that we have advertised. Over the past five years we have had a high rate of administrative turnover, averaging over 50%. Three of our seven administrators are in their first year of administrative experience with the district. Two others are in the third year of administrative experience.

Mr. John Howard is a highly effective Algebra I teacher who has been with the district since 2002. His Algebra I scores often exceed the state's percentage of proficient and advance. I have encouraged him over the years to consider entering an educational leadership program, and I am elated that he has applied and been accepted to the Principal Corp Leadership Program at the University of Mississippi.

At the April 8, meeting of the Coahoma County School District Board of Trustees, Mr. Howard was unanimously approved for a Sabbatical Leave of Absence for the 2014-2015 school year. Please consider him for admission into the MDE Mississippi School Administrator Sabbatical Program. If you need any additional information, please contact me. Thank you.

Sincerely,


Pauline J. Rhodes, Superintendent

CC: Sandra Hilliard



DeSoto County Schools

5 EAST SOUTH STREET • HERNANDO, MISSISSIPPI 38632
662-429-5271 • FAX 662-429-4198 • WEBSITE: WWW.DESOTOCOUNTYSCHOOLS.ORG

Milton Kuykendall, SUPERINTENDENT OF EDUCATION

"EXCELLENCE IS A COMMITMENT"

April 1, 2014

Daphne Buckley

Mississippi Department of Education

P.O Box 771

Jackson, MS 39205-0771

Dear Mrs. Buckley:

Please consider this letter as an application for the DeSoto County School District to participate in the Mississippi School Administrator Sabbatical Program for the 2014-2015 school year.

The DeSoto County School District currently has 41 administrators at the school level. Seven of these administrators have 25 or more years of experience. As of now, the district has an opening for three administrator positions. We project to have a turn-over rate of 5% this year. We have 33,058 students enrolled currently, with this number increasing each year.

As always, your consideration of this request is appreciated. If I can be of any further assistance, please let me know.

Sincerely,

Van Alexander, Associate Superintendent
DeSoto County Schools

JENNIFER WEEKS
ASSISTANT
SUPERINTENDENT

VAN ALEXANDER
ASSOCIATE
SUPERINTENDENT

THOMAS SPENCER
ASSOCIATE
SUPERINTENDENT

KEITH WILLIAMS
ASSOCIATE
SUPERINTENDENT

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DISTRICT 4

THERON LONG
DISTRICT 5

BOARD ATTORNEY
J. KEITH TREADWAY

662-429-5271



Ben Kennedy
Special Education Director
Assistant Superintendent

East Tallahatchie School District

Ellis H. Smith, Superintendent

411 East Chestnut Street
Charleston, Mississippi 38921
Phone 662-647-5524 • FAX 662-647-3720



Peggy Jackson
Federal Programs Director
Assistant Superintendent

April 7, 2014

Mississippi Department of Education
 Mrs. Sandra Hilliard
 Mississippi Teacher Center
 P.O. Box 771
 Jackson, Ms. 39205-0771

RE: Mississippi School Administrators Sabbatical Program for 2014-2015

The East Tallahatchie School District is located in the hills on the edge of the Mississippi Delta. We are a small rural school district with a high poverty rate. We have 10.5 certified administrator positions (4 at the district level). We have lost five administrator's at the end of the 2013-2014 school year, one to retirement, and one to death and the others relocated.

We have one administrator that we know wont be back for 2014-2015 school year and two other with 29+ years.

We have a couple of people on staff with administrator endorsements on their license and a couple more who have failed in previous attempts to pass the administrator exam.

We would like to increase our pool of possible administrators and would like to participate in the Mississippi Administrator Sabbatical Program.

Thank you for your consideration.

Ellis H. Smith

Superintendent, East Tallahatchie School District



Leeson M. Taylor II, Ed. D.

Superintendent
412 South Main Street
P.O. Box 1619
Greenville, MS 38702-1619
Office: (662) 334-7001
FAX: (662) 334-3646
Cell: (662) 820-8607
ltaylor@gville.k12.ms.us

April 10, 2014

Mississippi Department of Education
Sandra Hilliard
Mississippi Teacher Center
P.O. Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

The purpose of this correspondence is to request permission to participate in the Mississippi Administrator Sabbatical Program for the 2014-2015 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: 6

Administrator Vacancies: 4

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

Sincerely,

Dr. Leeson Taylor, II
Superintendent

44-11-14A09:14 RCVD



Gulfport School District
Board of Trustees & Office of the Superintendent

April 4, 2014

Mississippi Department of Education
Attn: Sandra Hilliard
Mississippi Teacher Center
P. O. Box 771
Jackson, Mississippi 39205-0771

Dear Ms. Hilliard:

Please accept this letter as a request for Ms. Wendi Husley to participate in the Mississippi Sabbatical Program for the 2014-15 school term. Ms. Husley applied and was accepted to the University of Mississippi – Mississippi Principal Corp (Attachment 1). With 12 years of experience (Attachment 2), Ms. Husley meets the qualifications for the Mississippi School Administrator Sabbatical Program as outlined in the attached application (Attachment 3).

The Gulfport School District currently retains 25 building level administrators; four of them having over 25 years of experience at the principal or assistant principal level. Historically, the district fills one to two administrative positions each school term – based mostly on upward professional mobility and/or retirement.

Please be advised that based on the “Selection of Candidate” criteria, Ms. Husley meets the following standards:

- ❖ Ms. Husley definitely demonstrates leadership ability as she has served on several district-wide committees and participated in the Gulfport School District’s Academic Achievement Team as a model teacher.
- ❖ Taking on the initiative to apply for the Mississippi Principal Corp solidifies her desire to become an instructional leader.
- ❖ Through conversation and support in this process she is fully committed to serve as an administrator in the Gulfport School District for at least five years.
- ❖ Upon completion of the Mississippi Principal Corp, Ms. Husley would definitely be considered as a candidate for an administrative position in the Gulfport School District.

In service to the youth of the Gulfport School District,

Glen V. East, Superintendent

April 8, 2014

Sandra Hilliard
Mississippi Teacher Center
Mississippi Department of Education
P.O. Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

The Hancock County School District respectfully requests that Mr. Joshua Lindsey be granted a sabbatical of leave for the 2014-15 school year for the following reasons:

1. The Hancock County School District currently has three openings for assistant principals.
2. The turnover rate for ALL administrative positions in the school district is 3.5 years.
3. The turnover rate for assistant principals in the school district is 1.8 years.
4. We currently have six administrators with 25+ years in education; thus, retirement is an on-going concern.
5. Mr. Lindsey has been accepted into the Principal Corps at the University of Mississippi. He will begin his work there in the summer of 2014 and should be completed by the end of the summer, 2015.

Mr. Lindsey has been teaching in our school district for 11 years. He was recognized in 2013 as the Hancock High School, 2013 Teacher of the Year; the 4th Congressional District 2013 Teacher of the Year; and the Mississippi Teacher of the Year 2013. While with our school district, Mr. Lindsey has shown tremendous leadership abilities in the classroom as a SATP English teacher and remediation coach, head coach of the HHS Boys Soccer team, and in the community serving as the youth leader at Diamondhead Community Church. Our school district would be fortunate to have him serve as a district administrator.

Again, it is our hope that you will agree with the request for Mr. Lindsey to have the 2014-15 school year to take a sabbatical from teaching and serve as an administrative intern through the Principal Corps with the University of Mississippi.

Respectfully,



Alan Dedeaux



Hollandale School District

P. O. Box 128/101 W. Washington Street
Hollandale, Mississippi 38748

James Johnson-Waldington, Superintendent

jjohnson@hollandalesd.org

*Jobana Frey,
Associate Superintendent*

*Patricia McGee
Administrative Assistant*

TO: Sandra Hilliard, Office of Quality Professionals & Special Schools
Mississippi Department of Education

FROM: James Johnson-Waldington, Superintendent
Hollandale School District

DATE: April 8, 2014

RE: Sabbatical Leave – Letter of Need

Ms. Hilliard,

As Superintendent of the Hollandale School District I am writing this letter of need to request consideration for funding of sabbatical leave for two employees in our district. We, in the Hollandale School District, fully understand that effective leadership is the key to the academic growth and achievement of our students and our school district. Although we have effective and hardworking administrators, we will very soon have positions open that will need to be filled in order to continue our growth and successes.

As of the 2013-2014 school term, we have had several of our administrators to leave or make announcements to leave the Hollandale School District. Those include our Administrative Assistant/Attendance Officer at the Sanders Elementary School (untimely death), Special Services Director (retirement), elementary principal (resignation) and high school principal (resignation). So as you can see, our very small school district would greatly benefit from being funded through the Mississippi Sabbatical Program.

Should you have any questions or comments concerning this correspondence, please feel free to contact me at your convenience. Thank you for your consideration in this matter.

Thank you for your consideration in this matter.

Cc. File

“H.S.D.-Where Students come first, last and always.”
Telephone #: (662) 827-2276 Fax #: (662) 827-5261

DR. ANGEL MEEKS
Assistant Superintendent
Federal/State Programs

DR. MARION A. MITCHELL
Assistant Superintendent
Curriculum and Instruction

SUSIE EVANS
Director of Special Education

SANDRA WINSTON
Director of Testing & Athletics

CLAUDETTE RICHARD
Director of Personnel, Nurse
& Home Liaison Programs



HOLMES COUNTY SCHOOL DISTRICT

POWELL RUCKER
SUPERINTENDENT OF EDUCATION

"Our Children's Future Depends On Us"

TINA CROSS
TST Coordinator

BEATRICE PRITCHARD
Child Nutrition Director

KATHY SAMPLE
Finance Director

PEARL MABRY
Technology Specialist

BOBBY WILLIAMS
Technology Coordinator

HENRY L. DAVIS
Transportation Director

April 3, 2014

Mississippi Department of Education
Ms. Sandra Hilliard
Mississippi Teacher Center
P. O. Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

This letter is notice that the Holmes County School District is seeking to make application on behalf of Mr. Marcus Stewart for the Mississippi School Administrator Sabbatical Program for the 2014-2015 school year.

The Holmes County School District has an enrollment of approximately three thousand students. We currently have a total of nineteen administrators that include nine principals along with district level administrators. Of this total we have a total of nine or 47% who are eligible to retire. We have experienced a turn over of anywhere from three to four administrators each year during the past three years. We are currently filling two vacant principals' positions and three assistant principals' position for the 2014-2015 school year. The need for qualified, as well as certified administrators is indeed great. Therefore, in a meeting of the Holmes County Board of Education on Tuesday, April 1, 2014, the board approved the sabbatical leave of absence for Mr. Marcus Stewart contingent upon approval of the enclosed application by the Mississippi Department of Education.

If you have questions or there is a need for additional information, please do not hesitate to contact me.

Sincerely,

Powell Rucker
Superintendent of Education

PR/hhk



Natchez-Adams School District

Dr. Frederick O. Hill, Superintendent of Schools • Office: 601-445-4329 • Fax: 601-445-2818
Dr. Tanisha Smith, Assistant Superintendent of Schools • Office: 601-445-2836 • Fax: 601-445-4398

Sandra Hilliard
MDE- Mississippi Teacher Center
P.O. Box 771
Jackson, MS 39205-0071

April 07, 2014

Dear Ms. Hilliard,

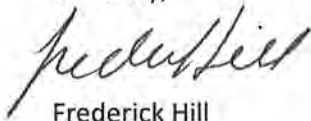
This letter serves as a statement of need for the Natchez-Adams School District to participate in the Mississippi School Administrator Sabbatical Program. Currently, the Natchez-Adams School District has six schools. All but one school has been identified as a "Failing" school based on MDE Accountability. As part of the District's improvement plan, school restructuring will occur over the next two years in which our schools count will go from six schools to ten schools; thus, placing the District in need of 8 more administrators (4 principals and 4 assistant principals). Along with the opening of additional schools, the District currently has two administrators that can retire in the next two years which can possibly increase our need up to ten administrators. The District has a momentous need to find capable candidates that will be able to lead new programs that will assist in improving the performance of the District.

Shemekia Isaac, a teacher in the Natchez-Adams School District has been accepted into the University of Mississippi Principal Corp Program. Ms. Isaac possesses the qualities we are searching for in future leaders in the District. Her participation in the University of Mississippi Principal Corp program is the reason why I submit this letter to seek assistance from the Mississippi School Administrator Sabbatical Program for the 2014-2015 Application cycle. Once she completes the program, the District will employ her as an administrator.

I submit this letter today to meet the April 10, 2014 deadline. Supporting documentation will be submitted on Friday, April 11, 2014. The Board meets on April 10, 2014 and a recommendation for approval of the sabbatical will be presented at that meeting.

I hope that this letter meets the requirement for requesting sabbatical funding. Should additional information be needed, please feel free to contact me by email at fhill@natchez.k12.ms.us or by phone at 601-445-4329.

Sincerely,



Frederick Hill

"No Child Left Behind"



New Albany Schools

Jackie Ford

Superintendent

301 Highway 15 North ~ New Albany, Mississippi 38652
Phone 662-534-1800 ~ Fax 662-534-3608 ~ Email jford@newalbany.k12.ms.us

April 2, 2014

Mississippi Department of Education
Sandra Hillard
Mississippi Teacher Center
P.O. Box 771
Jackson, MS 39205-0771

Dear Dr. Hillard,

The New Albany School District requests your consideration for financial assistance with a sabbatical for Mrs. Amy Welborn and Mr. Troy Trout to participate in the Mississippi School Administrator Sabbatical Program. This request is based on the need for quality certified administrators in the New Albany School District.

It is an ongoing struggle to staff our schools with outstanding principals. At this time, 9% of our administrators have 25 years of service and could retire. 36% of our administrators could retire within the next five years. At this time, there is a possibility of administrative openings for the upcoming school year.

We believe that when we have quality teachers, like Mrs. Welborn and Mr. Trout, who desire to be school leaders it is in the best interest of the district to assist them in attaining the proper certification. Our school board supports this effort and has granted a leave for them. During these troubled economic times, it would be impossible for us to facilitate this effort without the support of the Mississippi Department of Education.

I am enclosing Mrs. Welborn and Mr. Trout's verification of number of years of teaching experience in Mississippi and verification of acceptance in the full-time leadership preparation program at Delta State University. I am also including a note from Dr. Terry Harbin assuring us of their acceptance into the Graduate Program, since those letters do not go out until much later in the year.

I appreciate your consideration and your assistance in helping to assure that we have quality, certified administrators when our openings occur.

Sincerely,

Jackie Ford, Superintendent



Ocean Springs School District

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

Bonita Coleman-Potter, Ph.D.
Superintendent

April 9, 2014

Sandra Hilliard
Mississippi Teacher Center
Mississippi Department of Education
Post Office Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

Please accept this letter of justification of the need for participation in the Mississippi School Administrator Sabbatical Program. Ocean Springs School District (OSSD) is in need to train individuals to serve as new administrators in our ever growing and changing district. We have seen significant turnover in our administrative team over the past three years. With the retirement of the superintendent, two assistant superintendents, and three elementary principals and the resignation of one assistant superintendent, a high school assistant principal and recently our high school principal coupled with the fact that approximately 18% of the current administrative team are within two years of becoming eligible for retirement, we see the need to prepare future administrators. We look forward to receiving an opportunity to participate in the 2014-2015 Mississippi School Administrator Sabbatical Program.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bonita Coleman-Potter'.

Bonita Coleman-Potter, Ph.D.
Superintendent of Schools



Academics – Arts - Athletics

PETAL SCHOOL DISTRICT

www.petalschools.com

DISTRICT STAFF

Dr. John A. Buchanan
Superintendent

Stephanie Brewer
Assistant Superintendent

Dede Smith
Assistant Superintendent

Shannon Anderson
Director of Special Services

Marcus Boyles
Athletic Director and
Head Football Coach

Nadine Coleman
Director of Center for
Families and Children

Daniel M. Dillistone
Director of Child Nutrition

Walter Farris
Director of Maintenance

Robin Kinsey
Police Chief

Bill Lott
Transportation Administrator

Dr. Leisha Mohn
Director of Student Assessment
and College/Career Readiness

John Rector
Director of Technology

Margaret Tynes
Director of Human Resources
and Federal Programs

William Wheat
Chief Financial Officer

ADMINISTRATIVE OFFICES

115 East Central Ave.
P. O. Drawer 523
Petal, MS 39465
Phone: 601-545-3002
Fax: 601-545-1329



April 2, 2014

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

Dear Ms. Hilliard:

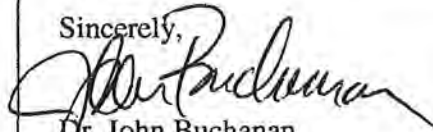
The Petal School District continues to be a top performing school district in our state. One of the reasons for our success is due to the dedication and quality of our school administrators. We strive to find the best candidates for our leadership positions. We have found that we have great success in 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 21% of our academic administrators who are currently eligible for retirement. In addition, we know of one administrator who will be relocating to a different part of the state at the end of this school year.

Based on this information 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, Bryan Giles and Mary Moak, are outstanding teachers and have been selected for the Principal Corps Program at the University of Mississippi.

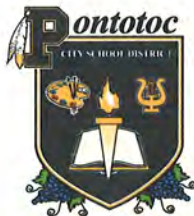
We respectfully request that the Petal School District and these two candidates be approved for participation in the Mississippi School Administrator Sabbatical Program.

Sincerely,



Dr. John Buchanan
Superintendent

JB/mt



PONTOTOC CITY SCHOOL DISTRICT
"Reaching Higher Levels of Learning"

Karen L. Tutor, Superintendent

April 10, 2014

Mississippi Department of Education
Sandra Hilliard
Mississippi Teacher Center
PO Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

Please accept this letter of need for a participant in the Mississippi School Administrator Sabbatical Program. The Pontotoc City Schools have a candidate that we believe would be an asset to our administration and this program will provide us the opportunity to get her certified and for her to obtain a master's degree.

In my three years as superintendent here in Pontotoc, I have had the opportunity to hire over 15 administrators – some in new positions and some in positions that were vacated. While our administrative staff is young, we tend to be a training ground for larger, better paying school districts. In the current school year, of the five principals we employ, the most tenured one is completing his third year in Pontotoc. Upon completing this school year, I expect to have one principal opening and three assistant principal openings. Last summer, we hired three new principals (of five total) and a new Central Office administrator. Our turnover rate clearly demonstrates our need to train and promote some of our own.

Thank you for the opportunity to nominate a teacher for the Mississippi School Administrator Sabbatical Program. We are excited that this might be an opportunity we can provide for one of our faculty members.

Sincerely,

Karen L. Tutor
Superintendent



Rankin County School District

Unleashing the Possibilities

Dr. Lynn Weathersby

Superintendent of Education

POST OFFICE BOX 1359
BRANDON, MS 39043
601-825-5590
FAX 601-825-2618
www.rcsd.ms

April 7, 2014

Brandon

- Rouse Elementary (K-1)
- StoneBridge Elementary (2-3)
- Brandon Elementary (4-5)
- Brandon Middle (6-8)
- Brandon High (9-12)
- RCSD Learning Center (K-12)

Mississippi Department of Education
Sandra Hilliard
Mississippi Teacher Center
P O Box 771
Jackson MS 39205-0771

Florence

- Steen's Creek Elementary (K-2)
- Florence Elementary (3-5)
- Florence Middle (6-8)
- Florence High (9-12)

Re: Mississippi School Administrator Sabbatical Program

Dear Ms. Hilliard:

Rankin County School District continues to be one of Mississippi's fastest growing school districts. Our District serves approximately 19,000 students in 27 schools. Our need for highly qualified school administrators increases as our district continues to grow. Currently, we have several vacancies and anticipate the need for additional administrators over the next three years. At this time, RCSD has at least fifteen (15) administrators with 25 or more years of experience.

McLaurin

- McLaurin Elementary (K-6)
- McLaurin High (7-12)

Based on our past and projected growth in student population, and the possibility of administrative retirements, our District foresees a definite need for new, highly qualified administrators.

RCSD has identified two candidates that meet the requirements of the Mississippi School Administrator Sabbatical Program: Clay Gardner and Kristen Langerman. Both candidates have been selected for the Principal Corps Program at the University of Mississippi.

Northwest Rankin

- Flowood Elementary (K-5)
- Highland Bluff Elementary (K-5)
- Northshore Elementary (K-5)
- Northwest Rankin Elementary (K-5)
- Oakdale Elementary (K-5)
- Northwest Rankin Middle (6-8)
- Northwest Rankin High (9-12)

Please approve our request for participation by Rankin County School District and these candidates in the Mississippi School Administrator Sabbatical Program.

Pelahatchie

- Pelahatchie Elementary (K-6)
- Pelahatchie High (7-12)

Sincerely,

Pisgah

- Pisgah Elementary (K-6)
- Pisgah High (7-12)


Dr. Lynn Weathersby
Superintendent

Puckett

- Puckett Attendance Center (K-12)

LW/lid

Richland

- Richland Elementary (K-2)
- Richland Upper Elementary (3-6)
- Richland High (7-12)



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

Providing Opportunities for Educational Excellence

Tim Wilder, Superintendent

April 4, 2014

TO WHOM IT MAY CONCERN:

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

- The South Panola High School has had five (5) principals over the last six years.
- We have had a turnover of 14 administrators over a four year period.

It is without a doubt the school district will be in need of several administrators in the next few years. Therefore, without hesitation I recommend Mrs. Tina Moore for acceptance in the Principal Corps Program at the University of Mississippi.

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

Sincerely,

A handwritten signature in black ink that reads 'Tim Wilder'.

TIM WILDER
Superintendent

TW/mh



South Pike School District

<http://www.southpike.org>
250 West Bay Street
Magnolia, MS 39652
Telephone 601-783-0430
Fax 601-783-4226

Dr. Estes Taplin
Superintendent
etaplin@southpike.org

April 4, 2014

Mississippi Department of Education
Sandra Hilliard
Mississippi Teacher Center
P O Box 771
Jackson, MS 39205-0771

Dear Ms. Hilliard:

It is my sincere pleasure to write this letter of intent to recommend Mrs. Angela Lowery for admission to the Sabbatical Leave Program.

I haven't known Mrs. Lowery for very long, but I do know she is extremely capable and effective in her job as Reading Specialist with the South Pike School District. She consistently display qualities of conscientiousness and professionalism as she performs her daily duties.

Currently, we have four administrators who are eligible to retire. In addition to these four, we have another two who may choose to leave the district for other reasons. I believe Mrs. Lowery's acceptance to the program will be a rewarding experience for her and will prepare her to help our district in the future.

Therefore, it is without reservation that I recommend Mrs. Angela Lowery for the Sabbatical Leave Program.

Sincerely,

Dr. Estes Taplin
Superintendent

04-03-14 10:51 RCVD

Sunflower County School District

CHARLES K. BARRON, CONSERVATOR
P. O. BOX 70
INDIANOLA, MISSISSIPPI 38751

TELEPHONE (662) 887-4919

FAX (662)887-7051

April 9, 2014

Mississippi Department of Education
Mrs. Sandra Hilliard
Mississippi Teacher Center
P.O. Box 771
Jackson, MS 39205

Re: Mississippi School Administrators Sabbatical Program for 2014-2015

The Sunflower County School District is located in the Mississippi Delta with a high poverty rate. We currently have fourteen (14) certified administrator positions and have lost three (3) at the building level in the last two (2) years.

We would like to increase our pool of possible administrators and would like to participate in The Mississippi Sabbatical Program. Thank you for your consideration.

Please feel free to contact me at cbarron@sunflower.k12.ms.us or at (662) 887-4919, if you have questions or concerns.

Sincerely,



Charles K. Barron,
Conservator

West Tallahatchie School District

P.O. Box 129
Webb, Mississippi 38966
OFFICE OF THE SUPERINTENDENT

Phone: 662.375-9291
Fax: 662-375-9294

DR. DARRON L. EDWARDS
Superintendent



HULL FRANKLIN
Assistant Superintendent

April 9, 2014

Cerissa Neal, Bureau Director
Mississippi Department of Education
Office of Educator Licensure
Post Office Box 771
Jackson, MS 39205-0771

Dear Ms. Neal:

The West Tallahatchie School District is pleased to accept the invitation to participate in the Mississippi School Administrator Sabbatical Program for the 2014-2105 school year. We are located in a rural area in the Mississippi Delta with a high poverty rate. Currently, we have eight administrators on staff.

We are in need to recruit teachers with administrator leadership to fill our district pipeline in the midst of shortage.

We would like to take advantage of this excellent opportunity to increase our pool of licensed administrators.

Thank you for your consideration.

Sincerely,

Dr. Darron L. Edwards, Ph.D.
Superintendent of West Tallahatchie School District

YAZOO CITY MUNICIPAL SCHOOL DISTRICT

"Building an Academic Dynasty"

Arthur Cartlidge, Ed.D., Superintendent

Post Office Box 127

Yazoo City, Mississippi 39194

April 10, 2014

Mississippi Department of Education
Attn: Mrs. Sandra Hillard
359 North West Street P.O. Box 771
Jackson, MS 39205-0771

Dear Mrs. Hillard:

RE: Mississippi School Administrators Sabbatical Program for 2014-2015

The Yazoo City Municipal School District is a small rural school district in the Mississippi Delta with a high poverty area. YCMSC currently have eleven certified administrator positions for the 2014-15 school term and three of those are at the district level.

The Yazoo City Municipal School District is in need of quality trained administrators to lead our schools and better serve our students.

We would like to increase our pool of capable administrators and would like to participate in the Mississippi Administrator Sabbatical Program.

Thank you for your consideration.

Respectful,



Dr. Arthur Cartlidge, Superintendent