

OFFICE OF CHIEF OF RESEARCH AND DEVELOPMENT
Summary of State Board of Education Agenda Items
Consent Agenda
June 16, 2016

OFFICE OF EDUCATOR ACCOUNTABILITY

U. 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 (3) 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.

Recommendation: Approval

Back-up material attached

School District Justification of Need for Administrators

June 2016

The Office of Educator Accountability recommends approval of the following school districts as eligible to participate in the 2016-2017 Mississippi School Administrator Sabbatical Program on the basis of their identified need for school administrators:

Greenville Public School District

- Currently 28 administrators on staff
- Eight (8) administrators with 25 or more years of experience
- Currently five (5) vacancies.

Harrison County School District

- Challenges finding qualified administrators to staff schools
- District serves approximately 14,500 students in 22 schools
- Current vacancies for assistant principals
- District need quality trained administrators to lead the schools and better serve those students with special needs.

Holmes County School District

- Currently 24 administrators in the district
- One (1) administrator with 25 or more years of service
- Three (3) administrators will reach retirement within the next five (5) years
- Six (6) anticipated administrative vacancies
- Two (2) administrators leaving the district.

Lee County Schools

- Difficulty in hiring highly qualified school administrators
- Currently two (2) vacancies
- Two (2) administrators with over 25 years of experience.

Lincoln County School District

- Good Schools do not exist without good principals
- School administrators make up a very fluid segment of the school staff with relatively high instances of transfer and turnover
- District need to develop a pool of administrators who identify with our communities and who have a vested interest in the performance of our schools.

New Albany Schools

- Ongoing struggle to staff schools with outstanding principals
- Three (3) administrators with 25 years of service
- Five (5) administrators could retire within the next five (5) years

- Possibly administrative openings for upcoming school year.

Rankin County School District

- Currently serves approximately 19,000 students in 28 schools
- School district needs highly qualified school administrators as the district continues to grow
- Several vacancies and anticipate the need for additional administrators over the next three years
- Currently twelve (12) administrators with 25 or more years of experience.

Sunflower County Consolidated School District

- Rural high poverty district need quality trained administrators
- Six (6) administrative vacancies for 2016-2017 school term
- Need to increase pool of capable administrators.

Greenville Public School District

***Administration Office
412 South Main Street, P.O. Box 1619
Phone (662) 334-7000
Greenville, Mississippi 38702-1619***

May 24, 2016

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 2016-2017 school year.

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

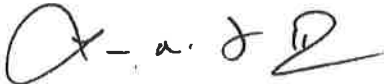
Total Number of Current Administrators: 28

Administrators with 25 or More Years of Experience: 8

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,



Dr. Leeson Taylor, II
Superintendent

Harrison County School District

ROY GILL
SUPERINTENDENT

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

E. MITCHELL KING
ASST. SUPERINTENDENT

May 31, 2016

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

Dear Ms. Hilliard:

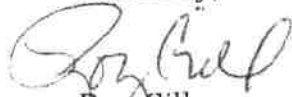
The Harrison County School District is requesting an internship sabbatical for Katherine Patridge, a teacher at River Oaks Elementary School in our district. Ms. Patridge has been accepted into the Principal Corps Program at the University of Mississippi (copy of acceptance letter enclosed).

Like most Mississippi school districts, we are faced with the continuing challenge of providing high quality leadership for our schools. Our Statement of Need is based on the following factor(s).

- Challenges finding qualified administrators to staff schools
- District serves approximately 14,500 students in 22 schools
- Current vacancies for assistant principals
- District needs quality trained administrators to lead the schools and better serve those students with special needs.

Thank for your consideration. If you need additional information or have any questions please feel free to contact my office direct number at (228) 539-6503.

Sincerely,



Roy Gill
Superintendent

RG/jlt

KATHI WILSON
Deputy Superintendent
Curriculum and Instruction

BENNY MONTGOMERY
Assistant Superintendent
Federal and State Programs

DR. MARIO MILLER
Special Education Director

SANDRA WINSTON
Assistant Director
Curriculum and Instruction



Holmes County School District
Dr. Angel Meeks
Superintendent of Education

"Educating Students. Transforming Lives."

BEATRICE PRITCHARD
Child Nutrition Director

KATHY SAMPLE
Finance Director

PEARL MABRY
Technology Specialist

BOBBY WILLIAMS
Technology Coordinator

ROBERT KING, JR.
Transportation Director

May 25, 2016

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

Dear Mrs. Hillard:

RE: Mississippi School Administrators Sabbatical Program for 2016-17

The Holmes County School District is a small rural school district in the Mississippi Delta with a high poverty area. The district currently has twenty-four certified administrator positions for the 2016-17 school term, and seven of these are at the district level.

Currently, two administrators, are leaving the district to further their personal development. One administrator is retiring, and three administrators will reach the number of years needed for retirement within the next five years.

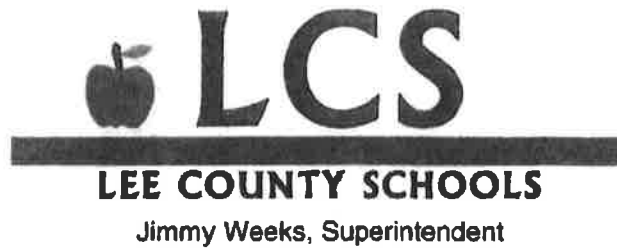
On Tuesday, April 5, 2016, The Holmes County School Board approved Mr. Harmon Brownlow and Mr. Jamie Kyles as candidates for the Mississippi School Administrator Sabbatical Program to ensure there is a pipeline of quality trained administrators to lead our schools and better serve our students.

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

Sincerely,

Angel L. Meeks, Ph.D.
Superintendent of Education

Division of Research and Development
Office of Educator Accountability
Attachment 2: District Justification Letters



May 31, 2016

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

Dear Ms. Hilliard:

The Lee County School District is requesting an internship sabbatical for Ms. Lisa Leatherman, a teacher at Shannon Primary School in our district. Ms. Leatherman has been accepted into the Principal Corps Program at the University of Mississippi.

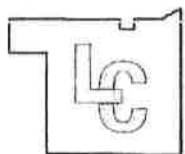
Like most Mississippi school districts, we are faced with the continuing challenge of providing high quality leadership for our schools. Our Statement of Need is based on the difficulty in hiring highly qualified school administrators. We have two (2) vacancies and currently have two (2) administrators with over twenty-five (25) years of experience.

Thank you for your continued support.

Sincerely,

A handwritten signature in black ink that reads "Jimmy Weeks". The signature is fluid and cursive, with the first name "Jimmy" being more prominent than the last name "Weeks".

Mr. Jimmy Weeks
Superintendent
Lee County School District



LINCOLN COUNTY SCHOOL DISTRICT

Mickey Myers, Superintendent of Education

Phone 601.835.0011
Fax 601.833.3030
<http://lcsd.k12.ms.us>

P. O. Box 826
233 East Monticello Street
Brookhaven, Mississippi 39602-0826

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

Dear Ms. Hilliard:

The Lincoln County School District is requesting an internship sabbatical for Jason Frazier, an English instructor at Bogue Chitto Attendance Center in the Lincoln County School District. Mr. Frazier has been accepted into the Principal Corps Program at the University of Mississippi (copy of acceptance letter enclosed).

Like most school districts in the Magnolia State, we are faced with the continuing challenge of providing effective leadership for the four schools that comprise the LCSD. We readily admit that quality schools depend heavily upon competent administration. Our Statement of Need is based on the following factors:

- Good schools do not exist without good principals.
- School administrators make up a very fluid segment of the school staff ... with relatively high instances of transfer and turnover.
- Our desire to develop a pool of administrators who identify with our communities and who have a vested interest in the performance of our schools.

Respectfully submitted,


Mickey Myers



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

May 20, 2016

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

Dear Ms. Hillard,

The New Albany School District requests your consideration for financial assistance with a sabbatical for Mrs. Hanna Basil 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, three of our administrators have 25 years of service and could retire. Five 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. Basil, who desire to be school leaders it is in the best interest of the district to assist her in attaining the proper certification. Our school board supports this effort and has granted leave for her. During these troubled economic times, it would be impossible for us to facilitate this effort without the support of the Mississippi Department Education.

I am enclosing Mrs. Basil'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 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

Division of Research and Development
Office of Educator Accountability
Attachment 2: District Justification Letters
Lecia Stubblefield
Director

Suzanne Coffey
Business Administrator



Post Office Box 1359 • Brandon, MS 39043 • p 601.825.5590 • f 601.825.2618 • www.rcsd.ms

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

May 26, 2016

Dear Ms. Hilliard:

The Rankin County School District is requesting an internship sabbatical for Arias Melvin, a teacher at Flowood Elementary in our district. Mrs. Melvin has been accepted into the Principal Corps Program at the University of Mississippi.

Like most Mississippi school districts, we are faced with the continuing challenge of providing high quality leadership for our schools. Our Statement of Need is based on the following factor(s).

- The Rankin County School District serves approximately 19,000 students in 28 schools
- RCSD needs highly qualified school administrators as the district continues to grow
- RCSD has several vacancies and anticipate the need for additional administrators over the next three years
- Currently RCSD has twelve (12) administrators with 25 or more years of experience.

Thank you for your assistance and the State Board of Education for their support.

Sincerely,

Karen Schmidt
Director of Personnel and Professional Development
Rankin County School District

Sunflower County Consolidated School District
Dr. Debra Dace, Superintendent
"United For Excellence"



May 20, 2016

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

Dear Mrs. Hillard:

RE: Mississippi School Administrators Sabbatical Program for 2016-2017

The Sunflower County Consolidated School District is a small rural high poverty district in the Mississippi Delta. Sunflower County had six certified administrative vacancies for the 2016-2017 school term, and two of those were at the district level.

The Sunflower County Consolidated 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.

Respectfully yours,

Dr. Debra Dace
Superintendent of Schools

Division of Research and Development
Office of Educator Accountability

Attachment 2: District Justification Letters

P.O. Box 70 Indianola, MS 38751 Phone 662.887.4919 Fax 662.887.7051 ddace@sunflower.k12.ms.us www.sunflower.k12.ms.us

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 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 subgrants 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).