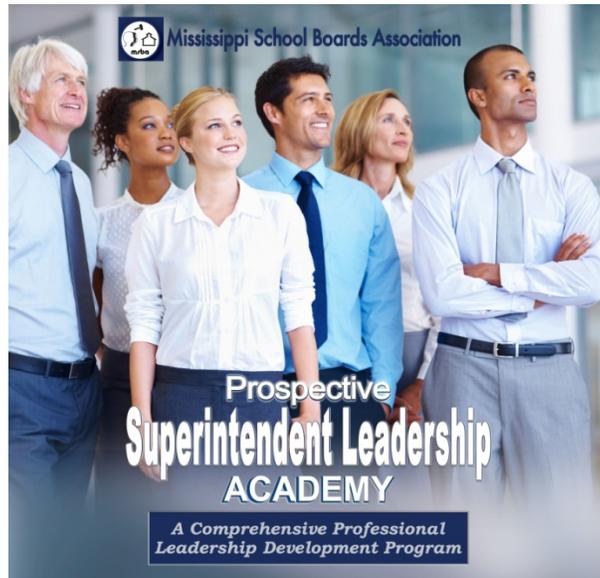


Mississippi School Boards Association

PROSPECTIVE SUPERINTENDENT
LEADERSHIP ACADEMY



Application for Admission



Mississippi School Boards Association

Michael W. Waldrop, Ph.D.

Executive Director

Mississippi School Boards Association
PROSPECTIVE SUPERINTENDENT
LEADERSHIP ACADEMY

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Inquiries about the MSBA Prospective Superintendent Leadership Academy may be directed to Denotris Jackson at 601-924-2001 or djackson@msbaonline.org.

Mississippi School Boards Association

PROSPECTIVE SUPERINTENDENT

LEADERSHIP ACADEMY

The **Mississippi School Boards Association** (MSBA) is a professional, nonprofit organization whose mission is to ensure quality school board performance through Advocacy, Leadership Training, Technical Assistance, and Information Dissemination. MSBA supports all public school boards of education in the State of Mississippi.

MSBA is Mississippi's primary leadership training entity for public school boards of education. Legislatively, MSBA is charged with providing all: (1) basic training for new school board members; (2) continuing education for veteran board members; (3) financial training for school boards in districts that are financially distressed; (4) state-mandated training for school boards and superintendents with failing schools within their districts.

MSBA writes, publishes, and distributes information on all issues associated with school boards and school governance from the role of boards in improving student achievement to how school boards hire an attorney. MSBA also produces two, 3-hour school board training modules each year on subjects ranging from running effective school board meetings to team building.

MSBA is the lobbying wing of Mississippi school boards at the state and federal levels and assists school districts with their grassroots lobbying efforts at the local level. MSBA is the primary technical resource for school boards and superintendents on school board governance and other related issues. MSBA also serves as a principal resource for statewide educational and parental organizations in helping them understand the governance role of the board and the administrative role of the superintendent.

As a service to its members, MSBA launched a **Superintendent Search Service** in 2006. MSBA has now become the premier superintendent search agency in the State of Mississippi. To date, MSBA has performed more than eighty (80) superintendent searches. Of these completed searches, many were successful as measured by the superintendent still being with the district, retired successfully, or moved to a larger district after a successful stint at the previous school district.

Mississippi School Boards Association

PROSPECTIVE SUPERINTENDENT

LEADERSHIP ACADEMY

OVERVIEW

The MSBA Prospective Superintendent's Academy was created in 2012, as a professional development program designed to prepare potential candidates for the position of superintendent in Mississippi public schools. The program will provide intensive in-depth preparation for the challenging job of being a public school superintendent. The Academy will be limited to 30 persons each year. Candidates who are currently Mississippi educators and are recommended by their employing school board will be given preference; however, anyone may apply for admission. Local boards recommending employees will authorize release time for employees who are selected.

CURRICULUM

The curriculum for the MSBA Prospective Superintendent Leadership Academy is updated regularly to reflect current research, Mississippi law, and the superintendent's executive and administrative responsibilities for the school district. Academy members will receive a minimum of 40 hours SEMI Credit upon completion of the program.

TUITION

Primary support for the Academy will come from non-refundable tuition of \$2,000 charged to each candidate or the school system sponsoring the candidate. Currently, there are no tuition assistance or scholarship programs for the academy. Tuition payments must be received by MSBA by [July 31, 2019](#). Candidates will be responsible for their own travel, lodging, meals, and incidental expenses. (Drink Refreshments and Lunch will be provided at each session.)

CLASS SCHEDULE

Classes will be held in the months of September, October, November, January, February, March, and April,

FACULTY

The faculty includes veteran superintendents and other educational leaders. An Academy facilitator will be in attendance at each session to assist the faculty and to provide one-on-one support to the participants. MSBA will provide continuous oversight and support.

ADMISSIONS POLICY STATEMENT

Applicants must meet the eligibility requirements described below and send the completed application materials to the Selection Committee.

Admission Criteria:

To be considered for admission, applicants must

1. Be a resident Mississippi public school educator, who is eligible to become an appointed superintendent in the state of Mississippi per Mississippi Code of 1972 Code Section 37-9-13.
2. Hold a current practicing Mississippi Administrator Educator License;
3. Be currently employed in a school district and under contract for the upcoming school term;
4. Make a commitment to complete the activities and requirements of the Academy;
5. Make satisfactory arrangements with your employer to be away from your workplace for participation in the Academy; and,
6. Be committed to making a meaningful and positive contribution to elementary and secondary education in the state of Mississippi.

Please mail the completed application materials so that they are received in the MSBA office no later than **March 29, 2019** to:

MSBA

Attention: PSLA Selection Committee

P.O. Box 203

Clinton, MS 39060



**MSBA PROSPECTIVE SUPERINTENDENT
LEADERSHIP ACADEMY
APPLICATION**

I. GENERAL INFORMATION (Please type or print clearly)

Name _____

Maiden/Other Name that May Appear on Transcript _____

Home Address _____

City/State/Zip Code _____

Home Phone () _____ **Cell Phone ()** _____

Email address _____

Number of Years in Education _____

Place of Employment (School, etc.) _____

Current Position _____

Employment Address _____

City/State/Zip _____

Work Phone () _____ **(ext)** _____ **Fax ()** _____

Current Supervisor _____

Current Supervisor's Contact Number _____

Current Supervisor's Email Address _____

Tuition will be paid (circle one) by applicant by district.

II. GOALS STATEMENT (Please attach your written response to these questions.)

Why do you want to be a superintendent? What characteristics do you possess that will make you an effective superintendent?

Do not exceed two typed, double-spaced, 8-1/2 X 11 pages. Be sure your name appears on each page.

III. LETTERS OF RECOMMENDATION

Include with your application two letters of recommendation from practicing educators and/or school board members who are familiar with your work, abilities, and experiences and who understand the issues, challenges, and environment of pre K-12 public education in Mississippi.

IV. RÉSUMÉ

Please attach a current résumé or vita which includes, at a minimum, the following: educational experience and professional preparation; professional work experiences, professional affiliations and memberships; awards and honors received and offices held; and any other accomplishments and contributions that you consider relevant to and reflective of your qualification for participation in the MSBA Prospective Superintendent Leadership Academy. List any professional certifications in school administration and supervision.

V. COLLEGE TRANSCRIPTS

Original transcripts from each college/university attended should be sent directly to MSBA.

VI. ADMINISTRATOR LICENSE

Include a copy of your current Mississippi Educator License indicating an endorsement in Career Level Administration (*must show practicing administrator.*)

VII. APPLICANT'S COMMITMENT

If selected to participate in the Mississippi School Boards Association Prospective Superintendent Leadership Academy (the Academy), I agree to attend all scheduled sessions and to participate in planned activities. I understand that my failure to attend scheduled session(s) may prevent me from successfully completing the Academy program.

I understand that I must pay my travel, lodging, and other expenses incurred while attending the activities of the Academy.

I understand that I will be required to participate in all assessments of my performance in those activities sponsored by the Academy, and I understand that this is a rigorous program of study.

I understand that this is not an academic program of the Mississippi School Boards Association, nor is it a licensing or certification program of the Mississippi Department of Education.

I understand that participation in and completion of the Mississippi School Boards Association Prospective Superintendent Leadership Academy program of study does not ensure that I will be employed as a superintendent.

I have made satisfactory arrangements with my employer to be away from my workplace for participation in the Mississippi School Boards Association Prospective Superintendent Leadership Academy.

I am eligible to be an appointed superintendent in the state of Mississippi according Mississippi Code of 1972 Section 37-9-13 [1.1] which "requires at least three (3) years of administrative experience as a school building principal (a) in a school with an "A" or "B" accountability rating, or (b) in a school that increased its accountability rating by a letter grade during the period in which the principal was employed as principal at the school."

Name of Applicant _____

(Please Print or Type)

Signature _____ Date _____

Mississippi Superintendent Qualification Criteria

Mississippi law requires that a superintendent hold a valid administrator's license issued by the State Department of Education and shall have had classroom or administrative experience of not less than six (6) years which shall include meeting one of the following criteria below. (MS Code of 1972 37-9-13)

- Has served as a school building principal for at least three (3) years in a school with an "A" or "B" accountability rating.
- Has served as a school building principal for at least three (3) years in a school that increased its accountability rating by a letter grade during the period in which the principal was employed at the school. (*Attorney General Opinion to Dorrill, June 2, 2017*)
- Has served for at least six (6) years as a K–12 education district level senior/executive leadership who directly reported to the local superintendent of education.
- Has served as an assistant superintendent within the last five (5) years.

Please list in order beginning with the current position the accountability ratings of the schools where you have served as principal. (Do not list experience as an assistant principal.)
If you have also served as an assistant superintendent, please list the district and the accountability rating.

District Name School Name	MSIS Position Title	MDE Accountability Rating (A-F) while Principal								
		2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	2009-10

I certify that the information provided is true and can be verified through the Mississippi Department of Education.

Signature of Applicant

Date



**Mississippi School Boards Association
Prospective Superintendent Leadership Academy
Superintendent Recommendation**

I recommend _____ as a candidate for the MSBA
Prospective Superintendent Leadership Academy.

This candidate has the following strengths: _____

Areas of needed growth for this candidate include: _____

Why do you think this candidate will be a good superintendent? _____

Additional comments (use additional paper if needed): _____

Superintendent's Signature

Date

**To be considered for acceptance,
a completed packet (application, original
transcripts sent by colleges/universities,
administrator license, letters of recommendation)
must be received in the MSBA office by**

March 29, 2019

All materials should be mailed to:

MSBA

Attention: PSLA Selection Committee

P.O. Box 203

Clinton, MS 39060

Notification of acceptance into the program will be emailed by May 10, 2019.

**Applicants must respond to Acceptance Letter by June 1, 2019 or slot will be
filled from the waiting list.**

MSBA must receive the non-refundable tuition of \$2,000 by July 31, 2019.