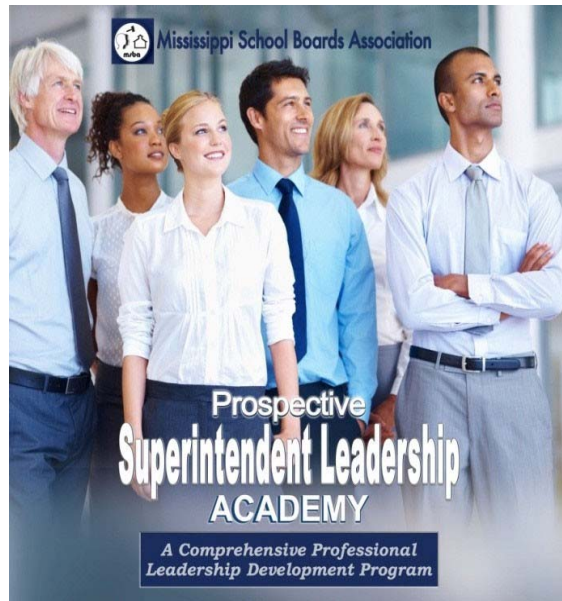


# Mississippi School Boards Association

## PROSPECTIVE SUPERINTENDENT LEADERSHIP ACADEMY (PSLA)



# Application for Admission



**Mississippi School Boards Association**

**Denotris R. Jackson, Ed.D.**

**Executive Director**

# Mississippi School Boards Association

## PROSPECTIVE SUPERINTENDENT LEADERSHIP ACADEMY

(PSLA)

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**Inquiries about the Prospective Superintendent Leadership Academy  
may be directed to:**

**Dr. Tommye Henderson**  
[thenderson@msbaonline.org](mailto:thenderson@msbaonline.org).

# Mississippi School Boards Association

## PROSPECTIVE SUPERINTENDENT LEADERSHIP ACADEMY (PSLA)

The **Mississippi School Boards Association** (MSBA) is a professional, nonprofit organization with a mission 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 Mississippi. To date, MSBA has performed more than 115 superintendent searches. Of these completed searches, many have been successful as determined by the superintendent still serving in the district, or having retired successfully, or having moved to a larger district after a successful stint at the previous school district.

# Mississippi School Boards Association

## PROSPECTIVE SUPERINTENDENT LEADERSHIP ACADEMY (PSLA)

### OVERVIEW

The MSBA Prospective Superintendent's Academy (PSLA) was created in 2012 as a professional development program designed to prepare potential applicants 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. Applicants 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 **\$3,000** charged to each applicant or to the school district sponsoring the applicant. Currently, there are no tuition assistance or scholarship programs for the Academy. Tuition payments must be received by MSBA by **July 31, 2025**. Applicants will be responsible for their own travel, lodging, meals, and incidental expenses. (Refreshments and Lunch will be provided at each session.)

### CLASS SCHEDULE

Classes are held in September, October, November, January, February, March, and April.

### FACULTY

Faculty includes seasoned superintendents and other leaders in education. An Academy facilitator will be in attendance at each session to assist the Faculty and to provide one-on-one oversight and continuous support to the participants.

# ADMISSIONS POLICY STATEMENT

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

## Admission Criteria:

To be considered for admission, an applicant must:

1. Be a resident Mississippi educator who is eligible to become an appointed superintendent in the state of Mississippi;
2. Hold a current practicing Mississippi Administrator Educator License;
3. Have served 3 years as a Head Principal;
4. Be currently employed in a school district and under contract for the upcoming school term;
5. Make a commitment to complete the activities and requirements of the Academy;
6. Make satisfactory arrangements with his/her employer to be away from the workplace for participation in the Academy; and,
7. Be committed to making a meaningful and positive contribution to elementary and secondary education in Mississippi.

Mail the completed application materials so that the packet is **received** in the MSBA office no later than **March 28, 2025** to:

MSBA  
Attention: PSLA Selection Committee  
P.O. Box 203  
Clinton, MS 39060



**MSBA  
PROSPECTIVE SUPERINTENDENT  
LEADERSHIP ACADEMY  
APPLICATION**

**PLEASE TYPE:**

**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 (select one):            by applicant            by district**

## **II. GOALS STATEMENT (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**

**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 qualifications 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 (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.
- Has served as a superintendent or 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 served as principal. (Do not list experience as an assistant principal.)**  
**If you have also served as an assistant superintendent, list the district and the accountability rating.**

District Name School Name	Position Title On Contract							
		2023-2024	2022-23	2021-22	2019-2020 2020-2021	2018-19	2017-18	2016-17

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 an applicant for the MSBA Prospective Superintendent Leadership Academy.

This applicant has the following strengths: \_\_\_\_\_

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Areas of needed growth for this applicant include: \_\_\_\_\_

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Why do you think this applicant will be a good superintendent? \_\_\_\_\_

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Additional comments (use additional paper if needed): \_\_\_\_\_

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\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

To be considered for acceptance, a complete packet containing:

- application
- original transcripts
- administrator license
- letters of recommendation

must be received in the MSBA office by

**March 28, 2025**

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 16, 2025

Applicants must respond to the Acceptance Letter by May 23, 2025,

or the slot will be filled from the waiting list.

MSBA must receive the non-refundable tuition of \$3,000 by July 31, 2025.

\*\*It is the responsibility of the PSLA participant to initiate the process for the tuition payment at the district-level if the district is responsible for the tuition.