

## THE COMMUNITY

We are a very special place — growing and flourishing in east central Mississippi. Whether you want a new place to call home, a storefront for your business, or a site location for industry, we welcome you and offer great support to assist you! Natural springs flow abundantly throughout the area. We have a warm climate, suitable for spending time outdoors most of the year. It is great for golf or gardening, or trips to the beach, even in winter. Jasper County has many lovely spots to enjoy and is conveniently located next to resorts, city amenities, fine dining, shopping, gaming, and great entertainment. We are one of Mississippi's top producer of gas and oil, and also lead the state in timber, cattle, and poultry production. Wild game and fish are abundant and provide major outdoor recreation. Much of our county is rural and offers peaceful, gracious country living, while being in near proximity to city amenities. There are beautiful lands available for building homes with acreage. *Source: co.jasper.ms.us*



## THE SCHOOL DISTRICT

The West Jasper School District is a public school district based in Bay Springs, Mississippi, which is located in western Jasper County.

The West Jasper School District promotes the importance of attaining a quality education and places a great emphasis on its sports and recreational activities, which teach students sportsmanship, leadership, and character building.



## APPLICATION PROCESS

The official superintendent application and other information are available on the Mississippi School Board Association (MSBA) website, [msbaonline.org](http://msbaonline.org), under the “Superintendent Searches” link. For more information, potential candidates may contact MSBA at 601.924.2001 or toll free at 888.367.6722. Applicants should not contact the West Jasper School District School Board of Trustees directly.

Qualified and interested candidates should submit the following information no later than **4:30 p.m., May 17, 2021**:

- Formal letter of interest
- Completed superintendent application
- Current resume
- Official copy of all college/university transcripts (in sealed envelope as sent from college/university or emailed directly from college/university to [thenderson@msbaonline.org](mailto:thenderson@msbaonline.org))
- Copy of valid Mississippi Educator's License with Administrator Endorsement
- District contact verifying current position

Postage mailed application packages should be addressed to:

**MSBA Superintendent Search  
West Jasper  
Superintendent Search Application  
P.O. Box 178  
Clinton, MS 39060**

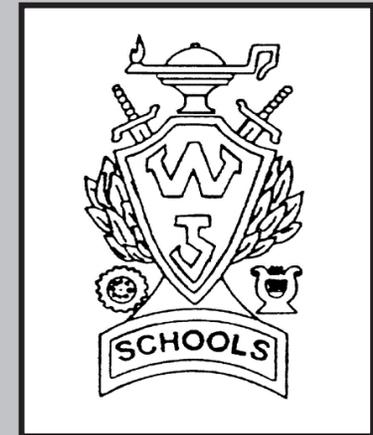
Emailed application packages should be sent to:  
Dr. (Mrs.) Tommye Henderson at

**[thenderson@msbaonline.org](mailto:thenderson@msbaonline.org), with subject line  
“West Jasper  
Superintendent Search Application”**

***EMAILED APPLICATION PACKAGE  
DOCUMENTS MUST BE IN PDF FORMAT.  
[CANNOT INCLUDE TRANSCRIPT(S)]***

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*West Jasper School District is an Equal Opportunity Employer and complies with all state and federal laws. Applicants are subject to financial and criminal background checks as required by Mississippi law.*



## Announcing the position of **SUPERINTENDENT OF EDUCATION**



**WEST JASPER  
SCHOOL DISTRICT  
510 Hwy 18  
Bay Springs, MS 39422**

**Application Deadline:  
May 17, 2021**

## DISTRICT DATA

Total Number of Students.....	1,323
Bay Springs Elementary School.....	394
Bay Springs Middle School.....	207
Bay Springs High School.....	186
Stringer Attendance Center K-12.....	536

## SCHOOLS IN DISTRICT

- **Bay Springs Elementary School**  
*Kindergarten, and 1st, 2nd, 3rd, 4th, and 5th grades*
- **Bay Springs Middle School**  
*6th, 7th, and 8th grades*
- **Bay Springs High School**  
*9th, 10th, 11th, and 12th grades*
- **Stringer Attendance Center**  
*Kindergarten, and 1st, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, and 12th grades*

## WJSD PHILOSOPHY

We believe the soul of education should be to provide every student an equal opportunity and fair chance to succeed in life.

We believe in the importance of the individual and that every child can learn and has something to contribute to school and society.

Hence, we believe children should be taught and challenged at their own levels and to that end.

We desire to develop a program of education through both academic and vocational skills that will effectively meet the needs, interest, and abilities of all children.

### Mission Statement

*The West Jasper School District has as its mission to provide a quality formal education for the youth in our community. The administration and faculty believe that the function of the public school is to offer an environment and a curriculum that is conducive to the maximum development of each child's mental, physical, and social faculties.*

## INVITATION TO APPLY

The Mississippi School Boards Association has been engaged by the Board of Trustees of the West Jasper School District in its search for a new superintendent.

### **Applications will be accepted through May 17, 2021.**

*(must be received in the MSBA Office by 4:30 p.m. on May 17, 2021)*

The successful candidate will assume leadership of the West Jasper School District on or before **July 1, 2021.**



## APPLICANT CRITERIA

- Holds a valid Mississippi administrator license or eligibility to obtain one.
- Holds a Master's degree in school administration/leadership or advanced degree.
- Meets Mississippi Legal Requirements: Has served as a superintendent or an assistant superintendent within the last five years, or has classroom or administrative experience of not less than six years which shall include at least three years of administrative experience as a school building principal in a school (1) with an "A" or "B" accountability rating, (2) that increased its accountability rating by a letter grade during the period in which the applicant was employed as a principal at the school, or (3) in another state with a comparable accountability rating or improvement as verified by the Mississippi Department of Education, or (4) meets Alternative Superintendent Licensure Qualifications for Non-Education Candidates as posted on Mississippi Department of Education Licensure website.

## APPLICANT QUALIFICATIONS

The Superintendent of Education serves as the chief executive officer of the school district and is responsible to the Board of Trustees for ensuring compliance with all board policies and Mississippi State Board of Education rules and regulations, as well as state and federal laws.

The district will choose a candidate with the following minimum qualifications:

- Recent documented track record of raising the achievement level of ALL students in the district
- Successful experience with and understanding of financial planning, budget preparation, and budget management: district level preferred
- Successful experience with diverse populations and student needs; understanding of the challenges of a rural school district with limited resources
- Ability to implement a safe and orderly school climate through proper plans and procedures
- Knowledge of strategic planning, including development, implementation, and monitoring
- Uses a team management approach
- Ability to develop positive rapport, while providing strong leadership to administrators, teachers, and other school personnel
- Recruits and invests in the development of and the retention of highly qualified personnel
- Ability to develop and to monitor a facilities improvement plan
- Ability to develop a climate of trust and openness with all stakeholders
- Willingness to and ability to work cooperatively with school board members
- Possesses high moral and ethical standards of conduct
- Ability to make difficult decisions
- Effective communication skills including speaking, listening, writing, and technology
- Is committed to becoming an active and visible member of the community



**1. In-State Applicants Only**

**4. MISSISSIPPI SUPERINTENDENT QUALIFICATION CRITERIA**

*(MS Code of 1972 37-9-13 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 criteria below or has served as a superintendent or assistant superintendent within the last five years. Please check the box (es) that applies to how you meet the qualifications and complete the appropriate information.)*

- I have served as a superintendent or assistant superintendent within the last five (5) years.**

District	Position <i>Superintendent or Assistant Superintendent</i>	MDE Accountability Rating (A-F) <i>(Not required by law, for school board information)</i>					
<i>Example: Magnolia School District</i>	<i>Superintendent</i>	<i>2018-19 2019-20 A</i>	<i>2017-18 A</i>	<i>2016-17 B</i>	<i>2015-16 B</i>	<i>2014-15 C</i>	<i>2013-14 C</i>

- I have served as a school building principal for at least three (3) years in a school with an "A" or "B" accountability rating.**

District Name School Name	MDE Accountability Rating (A-F) while Principal											
<i>Example: Magnolia District Magnolia Elementary</i>	<i>2018-19 2019-20 B</i>	<i>2017-18 B</i>	<i>2016-17 B</i>	<i>2015-16 B</i>	<i>2014-15 C</i>	<i>2013-14 D</i>				<i>2010-11 B</i>	<i>2009-10 C</i>	<i>2008-09 D</i>

- I have 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 I was employed as principal at the school. (The accountability rating increase must be maintained for three years – MS Attorney General Opinion to Dorrill 6/2/2017)**

District Name School Name	MDE Accountability Rating (A-F) while Principal											
<i>Example: Magnolia District Magnolia Elementary</i>	<i>2018-19 2019-20 B</i>	<i>2017-18 B</i>	<i>2016-17 C</i>	<i>2015-16 B</i>	<i>2014-15 C</i>	<i>2013-14 D</i>				<i>2010-11 B</i>	<i>2009-10 C</i>	<i>2008-09 D</i>

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**2. Out-of-State Applicants Only**

**I have served as a superintendent or assistant superintendent within the last five (5) years.**

State District	Position <i>Superintendent or Assistant Superintendent</i>	Comparable Accountability Rating <i>(Not required by law, for school board information)</i>					
		2018-19 2019-20	2017-18	2016-17	2015-16	2014-15	2013-14
<i>Example: Alabama Magnolia School District</i>	<i>Superintendent</i>	<i>A</i>	<i>A</i>	<i>B</i>	<i>B</i>	<i>C</i>	<i>C</i>

**I have served in a school in another state with comparable accountability ratings (“A” or “B”) which shall be verified by the Mississippi Department of Education.**

District Name School Name	MDE Accountability Rating (A-F) while Principal										
	2018-19 2019-20	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09
<i>Example: Magnolia District Magnolia Elementary</i>	<i>B</i>	<i>B</i>	<i>C</i>	<i>B</i>	<i>C</i>	<i>D</i>			<i>B</i>	<i>C</i>	<i>D</i>

**I have served in a school in another state with comparable accountability ratings improvement which shall be verified by the Mississippi Department of Education. (The accountability rating increase must be maintained for three years – MS Attorney General Opinion to Dorrill 6/2/2017)**

District Name School Name	MDE Accountability Rating (A-F) while Principal										
	2018-19 2019-20	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09
<i>Example: Magnolia District Magnolia Elementary</i>	<i>B</i>	<i>B</i>	<i>C</i>	<i>B</i>	<i>C</i>	<i>D</i>			<i>B</i>	<i>C</i>	<i>D</i>

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



## 6. EMPLOYMENT HISTORY

List employment history (within and outside the field of education) beginning with your present position. Put the calendar year(s) you were employed in each position (*ex.: 2014-2017*) and your specific job title as reported to your state department of education (*ex.: Superintendent, Asst. Superintendent, Federal Programs Director, Special Education Director, Principal, Asst. Principal, Teacher, etc.*).

Dates Employed	Employer Address and Phone	Job Title
	Employer: Address: Phone:	

## 7. EDUCATION PREPARATION

List entries beginning with the most recent information.

Degree	Year degree received	College/University from which degree was received	Years Attended	Major

Name on the transcript if different from your current name: \_\_\_\_\_

## 8. REFERENCES

List four persons (name, address, and telephone number) qualified to provide information and opinions concerning your professional abilities, achievements, competence, character, and work habits. **Have your references send letters directly to Dr. (Mrs.) Tommye Henderson, P.O. Box 178, Clinton, MS 39060 or [thenderson@msbaonline.org](mailto:thenderson@msbaonline.org).**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_

## 9. OTHER

1. Have you ever been terminated, non-renewed, or asked to resign from any position?

\_\_\_\_\_ Yes \_\_\_\_\_ No

- If yes, please explain.

2. Has your teacher's or administrator's license or certificate ever been suspended or revoked? \_\_\_\_\_ Yes \_\_\_\_\_ No

- If yes, list what license or certificate, the date, and the reasons (attach a separate sheet if necessary).

- Has that license/certificate been reinstated and if so, when?

3. Have you ever been convicted of, or pleaded *no contest* to, a felony or misdemeanor (other than traffic violations)? \_\_\_\_\_ Yes \_\_\_\_\_ No

- If yes, please explain.

4. Have you ever had a felony conviction expunged? \_\_\_\_\_ Yes \_\_\_\_\_ No

- If yes, please explain.

5. Have you ever been charged with child abuse or sexual misconduct?

\_\_\_\_\_ Yes \_\_\_\_\_ No

- If yes, please explain.

6. Have you ever been charged with domestic abuse or domestic violence?

Yes  No

- If yes, please explain.

7. Has a charge ever been filed against you with the Mississippi Department of Education (or such equivalent department of any other state)?  Yes  No

- If yes, please explain.

8. Have you ever served in the military?  Yes  No

- If yes, did you receive an honorable discharge?  Yes  No
- If no, please explain.

9. Do you agree to submit to a medical examination, drug screening, and psychological screening or evaluation and to have the results furnished to the West Jasper School District at the cost of the West Jasper School District as part of the application process and to execute such documents and releases as may be required for this purpose?

Yes  No

10. If you are among the finalists, would you object to a Board visit to your community?

Yes  No

- If yes, please explain.



## ACKNOWLEDGEMENT AND AUTHORIZATION OF APPLICANT

*I hereby certify that the information provided by me in the application is true and correct to the best of my knowledge. I understand that at some point in the selection process the information contained in the application may be made available to the general public. I understand that the facts set forth herein shall be subject to verification by the West Jasper School District.*

*I hereby authorize the West Jasper School District to conduct such background checks as it deems desirable to include, but not be limited to, inquiries to all law enforcement agencies, the Child Abuse Center Registry, Mississippi Sex Offenders Registry (or such registry of any employers, references, credit bureaus, such other or agencies deemed appropriate by the other state), previous persons, businesses, bureaus, West Jasper School District to determine my qualifications and ability for the position of Superintendent of the West Jasper School District. I further authorize the West Jasper School District to conduct the background checks described herein.*

*Should any information given by me on this application be false or incorrect, I understand, acknowledge, and agree that I may be eliminated from consideration for this position and should the same be discovered after I have been employed then I may be terminated from employment with the West Jasper School District.*

*This application will not be considered complete without a signature. Your signature certifies that, to your best knowledge and belief, the information provided herein is complete and true and that you meet the board's published criteria.*

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*(Signature of Applicant)*

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*(Date)*

***Please forward this application, along with a letter of interest, a current résumé, an official transcript from each college or university you attended, and a copy of your administrative license to:***

**MSBA Superintendent Search  
West Jasper School District  
ATTN: Dr. Tommye C. Henderson  
P.O. Box 178  
Clinton, MS 39060**

**Emailed application packages should be sent to: [thenderson@msbaonline.org](mailto:thenderson@msbaonline.org)  
Subject line "West Jasper Superintendent Search Application"**  
*Emailed application package documents must be in PDF format. E-Transcripts will be accepted.*