

Office of School Improvement School Improvement Coaches Request for Application

Frequently Asked Questions (FAQs)
Posted: June 13, 2018

1. Will I be able to work part-time with this position as I hold a full-time position with a school district? ***No. Contract workers with the Office of School Improvement may not work as an employee within a school district while serving as a School Improvement Coach.***

2. Will the School Improvement Coach work at Mississippi Department of Education (MDE), or will they work from home? ***As a school improvement coach, work will be facilitated from the contract worker's home. Most of the time will be spent between the Coach's assigned district(s) and the Coach's home office. On occasions, coaches are required to attend meetings and professional development sessions at the MDE with the Office of School Improvement and other offices within the agency as needed.***

3. Will the state be divided into regions or will the school improvement coach service all of Mississippi? ***While several things are considered when assigning coaches to schools/districts, the Office of School Improvement is responsible for providing coaching support to identified schools throughout the state; therefore, regional divides may or may not be possible.***

4. How will work hours be divided (days/weeks/months)? ***The total number of hours worked by each contract worker will not exceed 640 hours per contract year. The coach will be expected to schedule regular on-site coaching support visits to his/her assigned schools.***

5. How will travel expenses be handled? Will all expenses incurred be reimbursed such as hotel rooms and mileage? ***Travel expenses (mileage, lodging, meals) will be reimbursed and addressed in accordance with policies established through the Department of Finance and Administration; however, each coach will be required to submit documentation associated with travel pertaining to the coaching services rendered.***

6. Will the school district that an applicant is currently employed with have to receive prior approval before submitting the application for School Improvement Coach? ***No. Since a School Improvement Coach may not be employed by a school district, there is no requirement for the applicant to receive prior approval from the school district in which she or he is currently employed.***

7. Can a School Improvement Coach work in the district he or she is employed with if there are schools identified as such in their home school/district? ***No. A School Improvement Coach may not be employed with a school district while under contract with the MDE as a School Improvement Coach.***

8. Will there be assigned days to report to the school identified as a school improvement? ***The school improvement coach works in collaboration with the district/school leadership to identify days on which to schedule site visits.***
9. How many schools will a coach be assigned for support? ***The number of assigned schools will be based on the number of schools identified for Comprehensive and Targeted Support and Improvement and the number of coaches that are available that funding will support.***
10. Is this position a contract position or will I have to be retired 90 days before I can begin this work? ***Yes, the school improvement coach is a contract position. Yes, a retiree must be retired in accordance with the Public Employees' Retirement System of Mississippi (PERS) rules, "no PERS retiree (whether service or disability) may return to covered employment for at least 90 consecutive calendar days from his or her effective date of retirement without terminating retirement".***