



Maplewood Richmond Heights SUPERINTENDENT SEARCH



Leaders. Scholars. Stewards. Citizens.

HELPING SCHOOL BOARDS ENSURE ALL STUDENTS SUCCEED

www.mosba.org | 573-445-9920 | info@mosba.org | 2100 I-70 Drive Southwest, Columbia, MO 65203



Your MSBA Search Team— MSBA Knows and Lives in Your Region

Linda Quinley

- MSBA Sr. Director Finance/Membership Services
- Former CFOO for Kansas City Public Schools and Columbia Public Schools
- 2017 MoASBO School Business Official of the Yr.
- Leads MSBA Member Services Division

Dr. Joylynn Pruitt-Adams, EdD

Lead Consultant

- MSBA Superintendent Liaison for Region 7
- Retired superintendent from St Louis area - 47 years in public ed
- 2025 Missouri Department of Elementary and Secondary Education (DESE) Pioneer in Education
- Lives locally in St. Louis County

Pam Frazier

- MSBA Director of School Finance
- Former CFOO in St. Louis Region
- 2023 MoASBO School Business Official of the Year
- Lives locally in St. Louis

Sarah Foster Walters, PhD

- MSBA Education Leader Coordinator
- Former teacher & educational leadership and policy scholar
- 2026 Missouri Association for Colleges of Teacher Education Advocacy Award Winner
- 2024 Richard V. Hatley Educational Leadership Research Award



MSBA's Strengths as a Search Firm & Advisor to Boards of Education

1936

MSBA has been
**advocating for
Missouri children for
90 years.**

1984

MSBA has been actively
conducting searches for
40 years.

600+

MSBA has
**conducted over
600 searches.**

MSBA is a not-for-profit and the
only school board organization
leading this work in Missouri – the
board is always our client.

No contracts have been terminated, and no litigation has been entered in this 40-year 600+ search history.

www.mosba.org



Maplewood Richmond Heights

MSBA will focus on your mission and vision, searching specifically for candidates with the skill set to continue this great work.

Mission

MRH is an inclusive school district where students, staff, families, and community members are seen, heard, and valued for their unique backgrounds, culture, talents, and beliefs. We support, educate, encourage, and nurture one another to reach our full potential in order to create a better community.

Vision

Inspiring and preparing students to be leaders, scholars, stewards, and citizens who will thrive in a diverse and changing world.



PLANNING

- Set interview process & timeline
- Create survey for stakeholder feedback
- Establish board criteria for candidate selection
- Establish salary range & benefits package



RECRUITING

- Post & advertise the position
- Recruit candidates
- Develop screening interview questions



SCREENING

- Review candidate application materials
- Present all candidates to the board
- Determine interview teams
- Create formal interview questions
- Conduct initial interviews
- Narrow candidate pool



HIRING

- Conduct formal interviews
- Debrief with the board
- Make job offer to successful candidate
- Solidify contract with new hire
- Announce hire to staff & community

POST-SEARCH SUPPORT

Beginning July 1st

- Attend onboarding workshop in July
- Hold new governance team workshop
- Complete finance deep dive with superintendent
- Begin superintendent evaluation support

MSBA Search Process – What we will do with You!

www.mosba.org



PLANNING

Stage 1: Finalizing Search Timeline

Board Suggested	MSBA Suggested	Timeline
September 17	September 17	Board of Education Meeting: Finalize Job Posting with Board
September 18 – October 9 (22 days)	September 18 – October 19 (32 days)	Application Window and Recruitment Period
September 21 – 30	September 21 – 30	Post Online Community Survey (if desired by Board)
Week of October 5	Week of October 5	Host Community Forums (if desired by Board)
October 15 – 18	Week of November 2	Initial Screening Interviews *
Week of October 26 or November 2	Week of November 9	Finalist Interviews *
November 19	November 19	Board of Education Meeting: Formal approval of final superintendent contract

*Closed Meeting of the Board



PLANNING

Community Engagement: Survey and Forum



12:29

MISSOURI SCHOOL BOARDS' ASSOCIATION
HELPING SCHOOL BOARDS SUCCEED

Please identify which group best fits your affiliation with the school district. Select all that apply.

- ☐ Student
- ☐ Teacher
- ☐ Support Staff
- ☐ Administrator
- ☐ Parent or Guardian of Current Student
- ☐ Other Community Member/District Resident

What are the strengths, or points of pride, for the district?



External analysis of the community survey and community forum feedback helps to synthesize the input from stakeholders to develop a superintendent profile and potential interview questions with you.

www.mosba.org



RECRUITING

Stage 2: Recruiting Candidates

State Posting Boards

- MSBA website, eBlast and Annual Conference promotion
- MOREAP (Missouri Regional Education Applicant Placement)
- MASA (Missouri Assoc. of School Administrators)
- MoASBO (Missouri Assoc. of School Business Officials)

National Recruitment

- NASS (National Affiliation of Superintendent Searches)
- IHire
- K12JobSpot
- AASA (American Association of School Administrators)
- NABSE (National Alliance of Black School Educators)
- Others as desired

Additional Methods

- Social Media
- MSBA Superintendent Liaison recruitment statewide
- Previous job pools
- Personal outreach

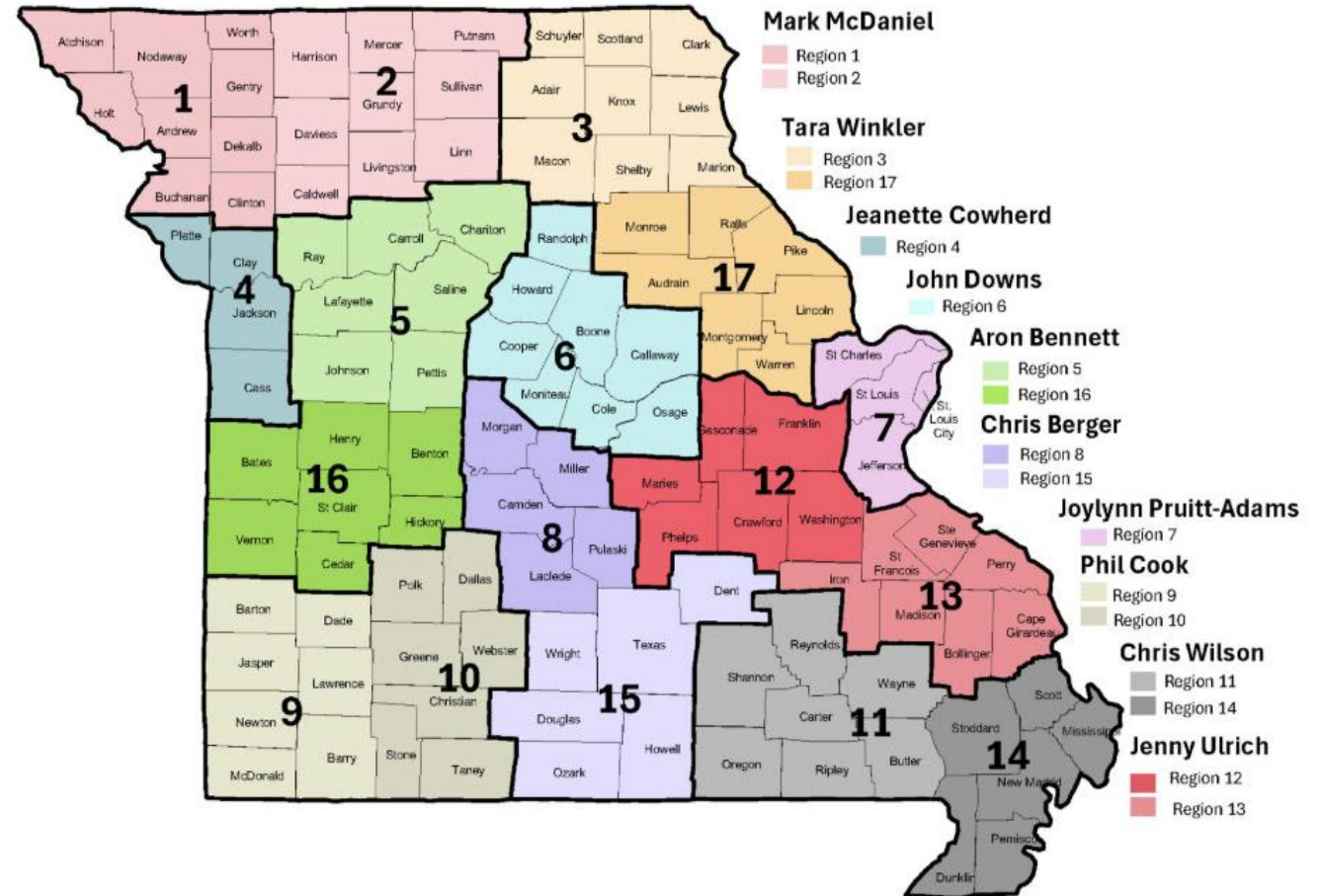


RECRUITING

Recruiting Across the State

No search consultant is more connected with current superintendent candidates than our **Superintendent Liaison Team of ten!**

We will bring you the best, most diverse candidate pool.



Superintendent Search Announcement

MSBA created this video for Lone Jack to announce to the community about the [Superintendent Departure and the Upcoming Superintendent Search](#)

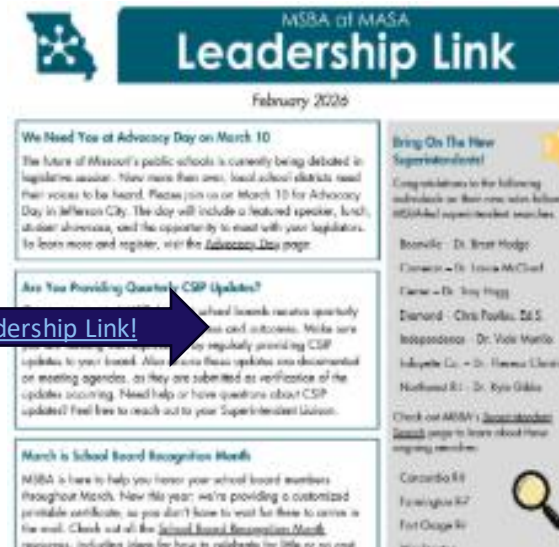


Watch the video!

Promotion to Educational Leaders

Leadership Link is a monthly promotion MSBA sends to education leaders across the state of Missouri.

This example highlights searches in the section called “Bring on the New Superintendents” from [February 2026](#)



View the Leadership Link!



RECRUITING

MSBA commits to
having your Job Posting
online by 8:00 am
tomorrow with the
board's approval of
the final posting details.

SUPERINTENDENT SEARCH

MSBA offers a comprehensive superintendent search program designed to help school boards find the best leadership for their districts. With personalized support, MSBA guides boards through every step of the search process—from developing the job profile to conducting interviews and selecting the ideal candidate. Our experienced consultants ensure a transparent and efficient process, helping districts identify leaders who are well-aligned with their community's vision and goals. Choose MSBA's superintendent search program for expert guidance and successful outcomes.

Current MSBA
Superintendent Searches



DRAFT SUPERINTENDENT SEARCH MAPLEWOOD RICHMOND HEIGHTS SCHOOL DISTRICT

2531 S. Big Bend Blvd., Maplewood, MO 63143 | (314) 644-4400

ABOUT THE DISTRICT

Maplewood Richmond Heights School District is dedicated to fostering a community where every student thrives. MRH strives to provide a supportive environment that empowers students to excel academically and personally.

(Statement is from the MRH website - board will finalize.)



COMPENSATION

Hiring salary range of \$xxx-\$xxx with a comprehensive benefits package, including health insurance. The final salary will be commensurate with education and experience.



CONTRACT

Initial two to three-year contract



QUALIFICATIONS

- Earned doctorate
- At least three years of successful district-level leadership experience
- Missouri superintendent licensure/certificate
- Willingness to reside within 30 minutes of district
- Strong foundation of academic success
- School finance experience
- Community engagement
- Relatable communicator
- Public school advocate



Assessed
Valuation
\$130 million



Operating Tax Levy
\$2.8991
Debt Service Tax
Levy: \$1.9828



District Budget
\$41.9 million



Certified Staff:
~160 FTE



School Buildings:
4



Enrollment (PreK-12):
~1,545



MSBA Attracts Diverse, Qualified Candidates

The MSBA team is committed to vigorously promoting your superintendent opening and delivering a diverse, highly qualified candidate pool.

2025-26 MSBA Applicant Data

Our applicant data demonstrates the strong pool of candidates that our searches attract. Our superintendent liaisons bring leadership, expertise, and a history of professional relationships to the recruitment process. Due to our well-connected education networks, we draw a large group of candidates from which boards can select. Below are some statistics of our searches in the 2025-2026 school year.

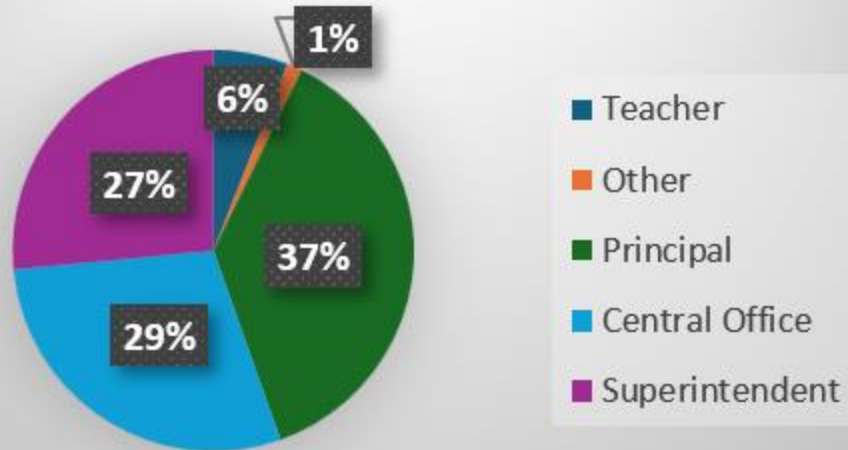
17	30%	67%	24%	8%
Average number of applications per search	Of the applicants were out of state candidates	Of applicants had a Doctorate Degree	Of candidates are female	Of the candidates in the pool identified as minority



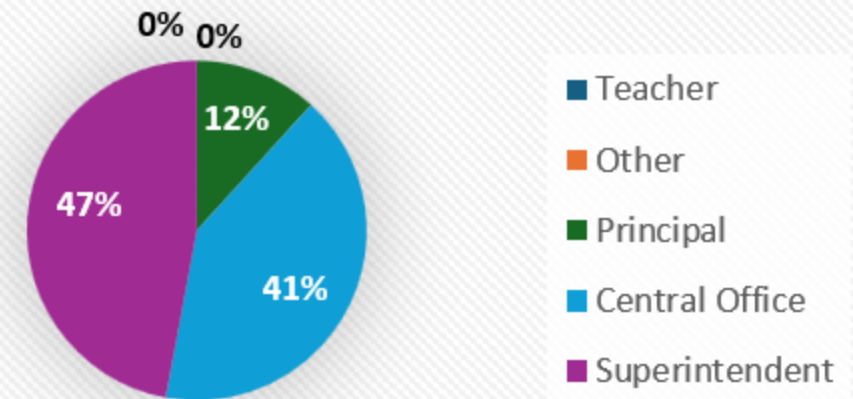
RECRUITING

MSBA Superintendent Search Statistics from 2025-26 Season for 2026-27 Hires

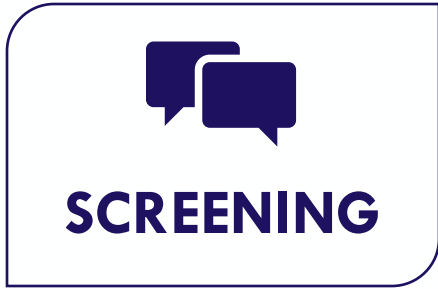
2026-27 New Superintendents
Statewide



2026-27 New Superintendents:
MSBA Led Hires



MSBA is proud to consistently place more experienced candidates than the average new superintendent hire made in the state.



Stage 3: Consistent Communication through Candidate Screening



“It was a pleasure to work with the MSBA team to hire Ladue's next Superintendent. We were impressed with the team's initiative, response to feedback and clear, consistent communication.

- Ladue Board President

You will see ALL candidates that apply!



SCREENING

Presentation of Candidates by Grouped Ranking

MSBA will summarize and rank the candidates based on your qualification requirements, candidate education and experience. This will get you started however; **you decide who moves forward.**

Sample Superintendent Candidate Ranking Framework

1 – Highly Qualified Candidates	2 – Qualified Candidates	3 - Emerging Candidates	4 – Not Qualified Candidates
• Hold required superintendent licensure or will have licensure. • Have served 3 years as a superintendent, deputy superintendent, assistant superintendent, or equivalent district-level executive leader. • Demonstrate measurable accomplishments related to this role (may include an earned doctorate if listed on job posting). • Receive positive recommendations and references related to the role. • Have no known concerns related to ethics, professional conduct, or legal matters.	• Meet or <u>will meet</u> licensure requirements by July 1 start date. • Have served in district-level leadership or comparable executive leadership roles. • Demonstrate evidence of positive impact within their organizations. • Receive positive references related to the role. • Have no known concerns related to ethics, professional conduct, or legal matters. • Show readiness to transition into a superintendent role.	• Meet or <u>are close to meeting</u> licensure requirements. • Have leadership experience but limited district-wide leadership responsibilities. • Possess potential for future superintendent positions but may require additional experience. • Have references that are mixed or provide limited evidence of readiness. • May have known concerns related to ethics, professional conduct, or legal matters.	• Do not meet licensure requirements. • Do not meet minimum leadership experience requirements. • Have significant concerns identified through references, background reviews, legal issues, or professional conduct records. • Provide application materials that indicate they are not prepared for the role.



Candidate Summaries

We will summarize each candidate's resume for you in the same format to help you review, compare and rank.

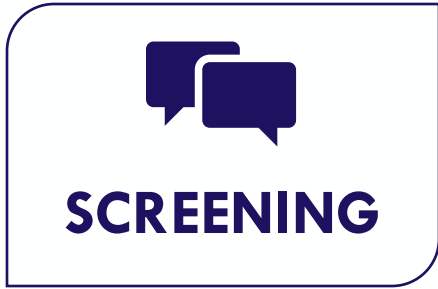
Current Role

Career Summary

Reference Quotes



Dr. First Last Name	Assistant Superintendent School District	Doctoral Degree Certified
Relevant Employment History - Assistant Superintendent- School District- July 2025- Current - Director of Equity and Access- School District- July 2023- June 2025 - Principal Middle School- School District- July 2021- June 2023 - Assistant Principal Middle School- School District- July 2000- June 2021 - Dean of Students High School- Schools- July 2019- June 2000 - Teacher - School District - August 2013- May 2019 - Paraprofessional - School District - August 2009- May 2013		
Highlights - Doctorate Education - University- December 2024 - Doctoral Degree Educational Leadership- University- May 2022 - Specialist Degree Educational Leadership- University - December 2019 - Master's Degree - University- May 2012 - Bachelor's Degree - University- 1988 - Teacher of the year		
Certification Missouri Superintendent K-12- Expiration September 19, 2027		
Quotes from Confidential Reference Forms - Name, Title, shared the following comments, "She excels at building strong relationships and fostering collaborative decision-making processes that cultivate trust, teamwork, and shared ownership. She understands the principles of situational leadership and adjusts her approach to meet the needs of each circumstance. Before making decisions, she thoroughly researches issues and areas of responsibility to ensure district policies and legal requirements are carefully considered and appropriately applied." - Name, Title, offered the following comments... "A natural relationship builder, she promotes collaboration and inclusive decision making that strengthens trust and teamwork throughout the organization. She demonstrates situational leadership, adapting her leadership style to effectively address the unique needs of individuals and situations. She takes a thoughtful, research-based approach to decision making, ensuring a comprehensive understanding of relevant issues while maintaining alignment with district policy and legal expectations." - Name, Title, shared the following comments... "Demonstrates exceptional skill in building relationships and creating a culture of collaboration, trust, and teamwork. Effectively applies situational leadership by adapting her leadership style to meet changing circumstances and stakeholder needs. Consistently conducts thorough research and analysis to gain a deep understanding of issues and areas of supervision, ensuring decisions reflect district policy, legal requirements, and best practices."		
Move Forward: YES NO More Information Needed		



Interviewing Candidates

Process Set by MSBA and the Board

- Initial Interviews (4-7 candidates)
 - ☐ Zoom or in-person (recommend same for all)
- MSBA screening of finalists
 - ☐ Social media review, education & certification verification, criminal background, CaseNet inquiry, confidential reference checks
- Final Interviews (2-3 candidates)
 - ☐ In person, as determined by the Board of Education



MSBA Consultants:

- ✓ Help create interview questions based on the feedback from the board and community groups
- ✓ Set up interviews and facilitate screening and interview processes
- ✓ **Ensure candidates are serious about accepting the job prior to final interviews**



HIRING

Stage 4: Hiring

MSBA Consultant will

- ✓ Deliberate with each finalist to determine their commitment to Maplewood Richmond Heights
- ✓ Assist Board in defining financial package
- ✓ Share district contract with new hire*
- ✓ Deliver offer to selected candidate & support negotiations
- ✓ Support Board through legal requirements of contract approval and announcement of new hire
- ✓ Announce hire to staff & community with a timely, unified, and consistent communication strategy. *If desired, MSBA will provide:*
 - Written communication templates
 - Professionally produced search and/or hire announcement video(s)

MSBA MISSOURI SCHOOL BOARDS' ASSOCIATION

Finalist Contract Preparation

Finalist Name _____

Please answer the following questions regarding a potential contract offer. Your responses will not be shared directly with the school board but will help inform the negotiation process if you are selected as a finalist.

Contract Duration: Should you get an offer, what is your preferred contract length?
☐ One Year ☐ Two Years ☐ Three Years

Salary: What is your desired salary for the position?

Benefits: What is your desired benefit package? Please consider health, dental, vision, disability insurance and other benefits such as cell phone stipend, annuity, etc.

Family Commitment: On a scale of 1-10, how excited is your family on the quest to earn this new position?
1-----2-----3-----4-----5-----6-----7-----8-----9-----10

Select the items your family would be most interested in learning more about:
School district buildings Local hospital Local parks Dine at a local restaurant
YMCA or wellness facility Local college/university (if applicable) Golf course (if applicable) Swimming pool (if applicable) Mayor or community leaders Other
parents in the community Civic groups in the community Community newspaper
District report card Student achievement data (test scores, graduation rates, etc.)
Meet with a realtor PTO president Booster club president School board members

What other information can you share with the consultant to prepare for the final interviews and potential contract offer?

573-445-9920 | mosba.org | info@mosba.org

*Reminder: HR to complete required employment background check (district responsibility)

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Stage 5: Post-Search Support

Dr. Joylynn Pruitt-Adams, EdD

- MSBA Superintendent Liaison for Region 7
- Lives locally in St. Louis
- pruitt-adams@mosba.org or (573) 744-4891

Dr. Terrance Peterson

- MSBA Sr. Director of Growth and Stakeholder Engagement in the Leadership Development
- Former St. Louis area educator and administrator
- Will support board and new superintendent
- Lives locally in O'Fallon
- peterston@mosba.org or (573) 208-7868

Pam Frazier, SFO, CPA

- MSBA Director of School Finance
- Will provide post-search support for your new hire on school finance and operations
- Lives locally in St Louis
- frazier@mosba.org or (573) 208-7838



Included in search fee proposal

Beginning July 1st at no additional cost

*Unique to MSBA Search – We know that making **year one a success** is key to a long and successful career for your next superintendent.*

MSBA Search and Cost

Proposed Search Fee = \$20,500

Includes Search and First Year Supports – No Additional Billings

Search Maximum Price Guaranteed.

Services Included Exclusive to MSBA

- ✓ Studio Produced Introduction/Announcement Video
 - ✓ New Governance Team Workshop
- ✓ Superintendent Evaluation Support (6 months)
 - ✓ Finance Data Dive with New Hire

All included as part of search fee

Our Search Guarantee At No Additional Cost

- If post-search supports are used.
- If superintendent or board wishes to terminate relationship in year one.
- If board desires to repost this year after vetting applicant pool.

The MSBA Difference

1

Dedicated consultant(s)
working with you
throughout the process

2

**Superintendent
Liaisons** – no greater
connection in the state
for candidates



3

Post Search Supports
that are unmatched and
will ensure success with
no additional billing



“

The search team was a tremendous value in organizing our search process from start to finish. The direction and advice we received throughout allowed us to exceed our hopes and expectations. - Board Member

”

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*Thank
You*

FOR YOUR PARTNERSHIP!

