ANNOUNCEMENT OF VACANCY
SUPERINTENDENT OF SCHOOLS
BUCHANAN CO. R-IV SCHOOL DISTRICT

"Home of the Tigers"

Buchanan County

Search being conducted by Dr. Michael Jinks & Dr. Bryan McDonald, MARE Search Consultants

Due to retirement, Buchanan Co. R-IV is seeking candidates for the position of Superintendent of the School District located at 702 Main Street, De Kalb, Missouri 64440. *Website: www.bcr4.org*

County-District Code: 011-079	Schools	Certified Staff	Total Students	***A Successful Today...A Better Tomorrow.***
Elementary Schools (PK-06)	1	15	149	
High School (07-12)	1	18	108	
Total	2	33	257	

Annual Operating Budget: $5,884,723.00 Total Tax Levy: $5.3614	Assessed Valuation: $30,790,758.00	Administrators - 3 Support Staff - 10	District Fully Accredited	District Contracted Transportation (First Student)	District Contracted Food Service (Opaa! Food Mgt.)

Reserve Balances at 94.19%	Parents as Teachers	FFA/AG Program FCCLA FBLA NHS	**Home of the Tigers**	Hillyard Technical Center	A+ Program Dual Credit Offered with MWSU	Athletics & Activities 275 Conference Northwest Region 169 Teacher Days

BOARD OF EDUCATION:

Trevor Cassity - President	2029	Robert Crockett - Member	2029
Roger Chatman – Vice President	2028	Stephen Black - Member	2027
Hunter Crockett - Treasurer	2029	Camron Hull - Member	2027
Mike Bowen - Member	2028	Ame Taylor – Board Secretary	

TIMELINE:

- **APPLICATIONS MUST BE RECEIVED BY** — **December 4, 2026**
- **SCREENING TO BEGIN ON** — **Ongoing throughout process**
- **INTERVIEWS TENTATIVE DATE** — **December 8, 2026 & December 9, 2026**
- **ANTICIPATED CONTRACT OFFER** — **No later than December 31, 2026**
- **CONTRACT BEGINS** — **July 1, 2027**

SALARY/BENEFITS INFORMATION:

- Salary commensurate with qualifications and experience: ***Salary minimum $105,000 - negotiable.***
- Administrative experience **required**/Central office administrative experience **preferred**.
- Missouri Superintendent's Certificate or eligibility thereof **required**.
- Board paid health and life insurance benefits **provided**.
- Initial two-year contract **will be offered**.
- District residency is **preferred**.

APPLICATION PROCESS: Go to www.moare.com and download all application materials for Buchanan Co. R-IV School District.

Applicants are advised to **email** a copy of all application materials to the Search Consultant listed below:

Buchanan Co. R-IV Superintendent Search

Attn: Dr. Michael Jinks, Search Consultant

Email: 19mj46@charter.net

Other Contact Information:

Phone #: (660) 441-7473

Fax #: (660) 747-8160

*Applicants are asked to not make direct contact with the Board of Education members. Initial applications will be kept confidential; however, all applications, letters of reference, resumes, transcripts, credentials, etc., for the purpose of this application process will, upon receipt, become the sole property of the **Buchanan Co. R-IV Board of Education**, and shall remain their property indefinitely.*

APPLICATION GUIDELINES:

- Submit (via email) a completed application form and current resume with three letters of reference.
- Include a cover letter directed to the **Buchanan Co. R-IV Board of Education**. (Describe reasons for interest in the position and provide a record of significant accomplishments over the past five years.)
- Provide evidence of Missouri Superintendent Certificate (copy of certificate).
- Provide transcripts and current placement papers or credentials.
- Include any other supporting documents that would enhance the application file.
- Please note that the selected finalist must provide a copy of his/her most recent background check prior to official employment.

STATEMENT OF NON-DISCRIMINATION: The School District considers applicants for all positions without regard to race, color, religion, sex, national origin or disability. If you have a disability or handicap which may require accommodation for you to participate in our application process (including filling out this form, interviewing or any other pre-employment procedure or requirement), please make us aware of any accommodation you feel is necessary. If you have any inquiries, complaints or concerns about any pre-employment procedure or requirement, including completing this application, or about the district policy of non-discrimination, you may contact Travis Dittemore, Superintendent, at (816) 685-3160.