



Puxico R-VIII School District
Puxico, Missouri

Application for Superintendent of Schools

Name:

First

MI

Last

Address:

Street Address

City

State

Zip Code

Telephone: Home:

Office:

Cell:

Current Position:

District:

Type of District: K-8:

K-12:

Student Enrollment:

Annual Budget:

Number of Professional Staff:

Present Salary

Are you currently certified as a Superintendent in MO? Yes: (expiration date)

No:

(Please enclose copy of Mo Supt. Certificate if applicable)

OR Are you eligible to be certified as a Superintendent in Missouri?

Yes

No

Are you presently certified as a Superintendent in another state?

Yes

No

If yes, in what state(s)?

Educational Preparation - Beginning with Bachelor's Degree

DEGREE	YEAR EARNED	COLLEGE/UNIVERSITY	CITY/STATE

Educational Experiences to Date (include current assignment).

May a contact be made with your present employer? Yes No

FROM/TO	POSITION	INSTITUTION/LOCATION	ENROLLMENT



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REFERENCES:

NAME	POSITION	ADDRESS	PHONE NUMBERS

BACKGROUND:

Have you ever been arrested for any violation other than minor traffic violations? Yes No

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes No

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes No

Has your contract in a prior position ever been non-renewed? Yes No

Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved? Yes No

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes No

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to anycrime (other than a minor traffic offense)? Yes No

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes No

Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to your behavior or conduct or a period of time in connection with any crime (other than a minor traffic offense)? Yes No

If you have answered YES to any of the previous questions, provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Convictions or other disposition of a crime is not necessarily an automatic bar to employment. *The Puxico R-VIII Board of Education reserves the right to conduct a criminal background check on any and all applicants.*



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APPLICATION PROCEDURE

Applicants are asked not to 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 Puxico R-VIII Board of Education, and shall remain their property indefinitely.

Please include:

- Completed application form and current resume with at least three letters of reference.
- Cover letter directed to the Puxico R-VIII Board of Education. (Include reasons for interest in the position and a description of significant accomplishments over the past five years).
- Evidence of Missouri Superintendent’s Certification or eligibility thereof (copy of certificate).
- Current transcript(s). (Unofficial transcripts or copies are acceptable for the application process, original transcripts are required upon employment)
- Provide a brief (2-3 paragraph) typed response to the attached questions.
- Any other supporting documents that would enhance the application file.
- Selected finalist will provide a copy of their most recent background check in conjunction with contract signing.

Forward all application materials to **Puxico R-VIII Schools; Superintendent Search** Attn: Tammy Wheatley; 481 N. Bedford St., Puxico, Missouri 63960. twheatley@puxico.k12.mo.us, fax 573-222-3137

TIMELINE: Applications due by 4:00 pm, Friday, March 1, 2019
Application screenings: March 01- 06, 2019
Applicant notifications and interviews: Following screenings
Anticipated hiring: By March 29, 2019

***Timeline may be adjusted as necessary.*

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure. I authorize investigation of all statements in this application and certify that all information included is complete and accurate.

Signature

Date

STATEMENT OF NON-DISCRIMINATION - *The Puxico R-VIII School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. For non-discrimination information please contact Mrs. Cindy Crabb, 573-222-3175.*

