


**ANNOUNCEMENT OF VACANCY**  
**ADMINISTRATOR OF SCHOOLS**  
**KINGSTON 42 SCHOOL DISTRICT**  
*"Home of the Tigers"*  
**Caldwell County**



*Search being conducted by Dr. Margret Anderson, MARE Search Consultant*

Due to retirement, Kingston 42 School District is seeking candidates for the position of Administrator of the School District located at 139 E Lincoln, Kingston, Missouri, 64650. Website: [www.kingston42.com](http://www.kingston42.com)

County-District Code: 013-062		Schools	Certified Staff	Total Students	<b>"Maximize Potential of All Who Enter!"</b>		
Elementary School (PK-08)		1	11	33			
Total		1	11	33			
Annual Operating Budget: \$750,000.00 Total Tax Levy: \$4.7500 (CP - \$.3500)		Assessed Valuation: \$6,611,270.00	Administrators - 1 Support Staff - 4		District Fully Accredited	District Operated Transportation	District Operated Food Service
Reserve Balances at 87.43%	Low Teacher to Student Ratio	Additional Math Instruction Time Scheduled Daily	<b>Kingston Tigers</b> 		1:1 Laptops PK-8	Sports Coop with Polo R-VII (Grades 6-8)	Strong District & Community Traditions

**BOARD OF EDUCATION:**

Kathy Jones - President	2025	Arch Haslar - Member	2026
Chelsi Jones - Vice President	2024	Meghan Sanchez - Member	2024
Kayla McCrary - Member	2026	Matt Jenne - Member	2024
Lacey Baker - Member	2024	Jennifer Noble - Board Secretary	

**TIMELINE:**

- APPLICATIONS MUST BE RECEIVED BY **Friday, February 2, 2024**
- SCREENING TO BEGIN ON **Ongoing throughout process**
- INTERVIEWS TENTATIVE DATE **Mid-February, 2024**
- ANTICIPATED HIRE DATE **February 20, 2024**
- CONTRACT BEGINS **July 1, 2024**

**SALARY/BENEFITS INFORMATION:**

- Salary commensurate with qualifications and experience. **Salary Range: TBD based on experience.**
- Administrative experience **preferred, but not required.**
- Missouri Administrative Certificate or eligibility thereof **required.**
- Initial **multi-year contract** will be considered.

**APPLICATION PROCESS:** Go to [www.moare.com](http://www.moare.com) and download all application materials for **Kingston 42 School District**.

Applicants are advised to email and then mail a hard copy of all application materials to the Search Consultant listed below:

**Kingston 42 Administrator Search**

Attn: Dr. Margret Anderson, Search Consultant  
 318 Johnson Drive  
 Warrensburg, Missouri, 64093



**Other Contact Information:**

Phone #: (816) 898-0005  
 Fax #: (660) 747-8160  
 Email: [mg2.anderson@gmail.com](mailto:mg2.anderson@gmail.com)

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 **Kingston 42 Board of Education**, and shall remain their property indefinitely.

**APPLICATION GUIDELINES**

- Submit a completed application form and current resume with three letters of reference.
- Include a cover letter directed to the **Kingston 42 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 Administrative 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:** Applicants for admission and employment, students and employees of the **Kingston 42 School District** are hereby notified that this institution does not discriminate on the basis of race, color, creed, religion, national origin, sex, age or handicap in admission or access to, or treatment of employment in its programs and activities. Any person implementing Title IX or Section 504 is directed to contact Mrs. Andrea Hieronymus, Kingston 42 School District, 139 E Lincoln, Kingston, Missouri, 64650. Phone Number: (816) 586-3111.