Policy CB: SCHOOL SUPERINTENDENT

Status: ADOPTED

Original Adopted Date: 02/01/2015 **| Last Revised Date:** 07/01/2026 **| Last Reviewed Date:** October 15, 2026

The superintendent of schools shall be the chief executive officer of the district and the administrative head of all district divisions and departments.

Collaboration with the School Board

The superintendent must work closely with the board and implement board policies and directives. The superintendent must keep the school board informed of school-related issues, educate the board on key issues facing the district, and be responsive to school board concerns.

Accountability and Delegation

The board shall hold the superintendent accountable for all aspects of school district administration. The superintendent may delegate authority for the operation of the various functions of the district but is ultimately responsible for overseeing district operations.

Budgeting and Finance

The superintendent is responsible for preparing and managing the district's budget in a transparent manner that protects district resources. The superintendent is also responsible for keeping the board informed about the district's financial needs and status.

Curriculum Oversight

The superintendent will serve as the district's educational leader and is responsible for implementing the district's curriculum and ensuring alignment with state learning standards. The superintendent is also responsible for ensuring that the district's curriculum is regularly reviewed and adjusted as necessary.

Hiring and Evaluation Staff

The superintendent is responsible for creating a process that ensures that district employees are screened, hired, and evaluated, as required by law.

Communications

It is the superintendent's responsibility to receive, consider, and attempt to resolve all concerns from employees, parents/guardians, students, and patrons about district operations prior to board

involvement. Board members will direct individuals with concerns, including employees, to first consult the superintendent. The superintendent is expected to listen to all concerns with the goal of continuous improvement and is prohibited from retaliating against any person for giving feedback or reporting concerns about district operations.

Policies and Administrative Procedures

The superintendent will follow and enforce board policies. The superintendent shall be the board's representative and the channel through which the board will communicate directives to employees and students. The superintendent may also give directives to employees and students on points not covered by the adopted board policies and regulations. Such directives shall be valid unless disapproved by the board.

The superintendent is responsible for creating, implementing, maintaining, and enforcing written administrative procedures to provide guidance on policy implementation to district employees. Administrative procedures must be consistent with board-adopted policies in every respect. While the board may wish to periodically review these procedures, the administration has the authority to make modifications to procedures without board approval, unless otherwise instructed by the board.

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Dent-Phelps R-III School District, Salem, MO 65560

Policy Reference Disclaimer:
These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
§ 168.191, RSMo.	State Statute
§ 168.201, RSMo.	State Statute
§ 168.211, RSMo.	State Statute

MSIP	Description
L-10	MSIP STANDARDS
L-2	MSIP STANDARDS
L-5	MSIP STANDARDS
L-6	MSIP STANDARDS

Cross References

Code	Description
BBA	SCHOOL BOARD POWERS AND DUTIES
DB	ANNUAL BUDGET
GBCB	STAFF CONDUCT

GBCBB	PROTECTED STAFF COMMUNICATIONS
GBCBB-AF(1)	PROTECTED STAFF COMMUNICATIONS - (Notice to Employees Section 105.055, RSMo.)
KB	PUBLIC INFORMATION PROGRAM
KB-1-AP(1)	PUBLIC INFORMATION PROGRAM - (K–12 Districts)
KB-2-AP(1)	PUBLIC INFORMATION PROGRAM - (K–8 Districts)
KL	PUBLIC CONCERNS AND COMPLAINTS
KL-AF(1)	PUBLIC CONCERNS AND COMPLAINTS - (Concern or Complaint to the Board)