

Series 300 – Administration

Policy Title: **Superintendent – Succession of Authority**

Policy Code No. 306

In the absence of the superintendent, it shall be the responsibility of the other administrators to assume the superintendent's duties. The succession of authority to the superintendent is in this order: Director of Human Resources, Director of Business Services, Director of Special Programs.

If the absence of the superintendent is temporary, the successor shall assume only those duties and responsibilities of the superintendent that require immediate action. If the Board determines the absence of the superintendent will be a lengthy one, the Board shall appoint an acting superintendent to assume the responsibilities of the superintendent. The successor shall assume the duties when assigned by the Board.

References to "superintendent" in this policy manual will mean the "superintendent or the superintendent's designee" unless otherwise stated in the board policy.

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281 Iowa Admin. Code 12.4(4).

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