

# Board Policy

Code No. 306

## SUCCESSION OF AUTHORITY TO THE SUPERINTENDENT

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 shall be in this order:

- Most senior administrator working at central office who has, or is working on, Superintendent endorsement
- Most senior administrator at the building level who has, or is working on, Superintendent endorsement

If the absence of the Superintendent is temporary (30 days or less), the successor shall assume only those duties and responsibilities of the Superintendent that require immediate action. If the absence of the Superintendent will be a lengthy one, as determined by the Board, the Board shall appoint an acting Superintendent to immediately assume the responsibilities of the Superintendent.

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

*Legal References:* Iowa Code § 279.8 (2013)  
281 I.A.C. 12..4 (4)

*Cross Reference:* 302 Superintendent

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