

## ADMINISTRATION

### Series 300

#### POLICY TITLE SUCCESSION OF AUTHORITY TO THE SUPERINTENDENT 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 the authority to the Superintendent shall be in this order: Associate Superintendent and Cabinet working collaboratively.

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 immediately assume the responsibilities of the Superintendent. The successor shall assume the duties when the successor learns of the Superintendent's absence or when assigned by the Superintendent or the Board.

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

Legal Reference: Iowa Code § 279.8.  
281 I.A.C. 12.4(4).

Cross Reference: 302 Superintendent

Date Approved: August 22, 2011  
Last Date Reviewed: January 3, 2020  
Last Date Revised: January 3, 2020