

**SUBJECT: ADMINISTRATIVE AUTHORITY**

**During the Absence of the Superintendent**

The Superintendent of Schools shall delegate to another administrator the authority and responsibility for making decisions and taking such actions as may be required during the absence of the Superintendent.

**In the Absence of Board Policy**

From time to time problems and new questions arise for which no specific policy has been prepared. Members of the administrative staff shall act in a manner consistent with the existing policies of the School District and shall alert the Superintendent of Schools to the possible need for additional policy development.

**Re-Adopted: November 14, 2012**