

SCHOOL BUILDING ADMINISTRATION

During the regular school day, each school shall have administrative coverage either through the presence of an administrator or a teacher designee assigned by the administrator.

Acting Principal

The building principal, when absent or unavailable for a period not exceeding five consecutive work days, will designate an acting principal.

The Superintendent will designate an acting principal when the building principal will be absent or unavailable for more than five consecutive work days and not more than thirty consecutive work days.

The Board of Education will appoint an acting principal when the building principal will be absent for a period exceeding thirty consecutive work days.

Acting Assistant Principal

The Superintendent may designate an acting assistant principal when a building assistant principal will be absent or unavailable for more than five consecutive work days and not more than thirty consecutive work days.

The Board of Education may appoint an acting assistant principal when a building assistant principal will be absent for a period exceeding thirty consecutive work days.

Authority of Acting Building Administration

Both the acting principal and the acting assistant principal will have the full authority of their respective assignments.

Adopted: March 21, 2007

Reaffirmed: October 5, 2011