

Superintendent Procedure 5650SP **Superintendent Delegation of Authority and Line of Succession**



Approved by: s/Denise Juneau Date: 7/24/19

Denise Juneau, Superintendent

I. Background

The Superintendent may be unavailable to sign official documents or take other official action. It will be necessary during those occasions for various official documents to be signed and for various orders and directions to be given on behalf of the Superintendent. In addition, there may be circumstances in which the position of Superintendent becomes vacant. It is therefore necessary and prudent to name the individuals authorized to act in event of the Superintendent's absence or during a vacancy in the position of Superintendent.

II. Delegation of Authority and Line of Succession

It is hereby ordered and directed that the following individuals, in descending line of succession and availability, are designated to act on behalf of the Superintendent in the event of an absence or vacancy. The powers and duties of Superintendent are hereby delegated to such individuals to be assumed and carried out during such absence or vacancy.

(1) Chief of Human Resources (The Chief of Human Resources may also execute documents for the Superintendent at any time, whether the Superintendent is available or not.)

(2) Chief Academic Officer

(3) Chief Operations Officer

Approved: June 2012

Revised: July 2019; July 2018; February 2016

Cross Reference: