

Policy Title: *Administration in the Absence of Policy*

Code No. **205.4**

When there is no board policy in existence to provide guidance on a matter, the superintendent, or designee, is authorized to act appropriately under the circumstances surrounding the situation keeping in mind the educational philosophy and financial condition of the school district.

It is the responsibility of the superintendent, or designee, to inform the board of the situation and the action taken and to document the action taken. If needed, the superintendent, or designee, will draft a proposed policy for the board to consider.

**Date of Adoption:** June 8, 2015

**Date of Review:** August 9, 2021