

## Emergency Superintendent Succession

In order to protect the Board in the event of a sudden and unexpected loss of Superintendent services, the Superintendent shall not fail to assure that at least one other executive staff member is familiar with Board and Superintendent issues and processes and is capable of assuming Superintendent responsibilities on an emergency basis, should the need arise.

The Superintendent designates the following Superintendent succession order to establish the transfer of authority during a temporary absence of the Superintendent:

1. Mr. Stephen Nielsen                      Assistant Superintendent  
Finance, Management and Governmental Relations
2. Ms. Julie Rolling                         Assistant Superintendent  
Learning, Teaching and Family Support
3. Ms. Denise Altheimer                    Executive Director  
Human Resources and Organizational Development

The Superintendent's executive assistant and the Cabinet will provide support for the Superintendent designee. The executive director for Communications and Public Relations will assist the Superintendent designee in executing and coordinating necessary internal, external and Board communications.

In the event it is necessary to go beyond the order of succession identified, members of the Superintendent's Cabinet will be designated by seniority.

Adopted:	February, 2001
Amended:	December, 2005
Amended:	November, 2015
Amended:	January, 2015
Monitoring Method:	Internal Report
Monitoring Frequency:	Annually in January