Title: **Administration in the Absence of Policy or Procedure**
Code: **1330**
Section: WSSDA Model Policies
Section: 1000 - Board of Directors

The superintendent and other staff to whom administrative or supervisory authority has been delegated will be authorized to use their best judgment in the absence of a specific policy or procedure, provided that such action will not be in conflict with the general aims and objectives of the district or with any local, state or national ordinances, statutes, regulations or directives. In the event there is doubt as to the appropriate course of action or if it is apparent that the consequences could be serious, the staff member is expected to contact the superintendent or other administrator who could provide appropriate assistance.

Whenever action in the absence of specific policy has been taken by a staff member that creates a potential for controversy or a potential for the incurring of district financial obligation, or where the situation is likely to recur frequently, then such action will be brought to the attention of the board at its next regular meeting. In situations where a reasonable person could determine that the above actions taken by a staff member should be brought to the immediate attention of the board, the superintendent will be notified and he/she will immediately consult with the board *chair/president* as to the advisability of calling a special board meeting to review the staff member's action.

Last Revised: **December 01, 2011**
Classification: **Important**
Prior Revised Dates: **04.98**
Adopted: 2026.10
Brinnon School District

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