

## TEMPORARY APPOINTMENT OF ACTING SUPERINTENDENT

- I. To ensure that District educational and management programs function efficiently and without interruption, a current member of the District's administrative staff may be temporarily appointed, by the Board or Superintendent, as Acting Superintendent. For short time periods, due to the temporary absence of the Superintendent, such appointment can be made by the Superintendent, without financial remuneration for service. For longer periods of service or to temporarily fill an existing vacancy, the Board of Education shall approve the hiring, establish the time period and temporary salary for such service.
- II. Performance responsibilities for the Acting Superintendent shall be those of the District's Superintendent. Final administrative authority for fiscal matters during the time of an Acting Superintendent shall rest with the District Director of Business Services.
- III. The evaluation of a temporary Superintendent's performance shall occur at the discretion of the Board.

Cross reference:  
Board Policy 1230 – Responsibilities of the Superintendent  
Principal Job Descriptions  
Emergency School Closing Procedures

Adopted: 6/18/01  
Revised: 8/30/10; 3/12/15

The Port Washington-Saukville School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Special Services, Port Washington-Saukville School District, 100 W. Monroe Street, Port Washington, WI 53074 - Duane.Woelfel@pwssd.k12.wi.us