Regional School Unit 73 Board of Directors		CODE: CFAA Page 1	
SUBJECT: Acting Principal – RS	SU 73 Schools		
DATE OF ORIGINAL POLICY:	Nov. 2, 1989; Dec. 4, 1997		
DATE OF NEXT REVIEW:	2019		
CANCELS POLICY CODE:	None		

**POLICY: Acting Principal – RSU 73 Schools** 

The Board of Directors recognizes the need for a staff person to serve as "Acting Principal" in the absence of the full-time principal. A short-term Acting Principal will be appointed by the full-time Principal after consulting with the Superintendent of Schools. Short-term Acting Principal appointments will not exceed 30 days. Long-term "Acting Principal" appointments, needed for more than 30 days, will be formally nominated by the Superintendent of Schools and brought to the School Board for their consideration.

The person appointed to serve as Acting Principal by the building principal will ensure that the normal school day routine is carried out. Duties may include providing for substitutes, assignment of supervision duties, and announcement of school cancellation to staff. The Acting Principal is also responsible for the management of any crisis that occurs, and communicating with students, parents and staff during the time he/she is in the administrative position.

Acting Principal's will receive a \$50 stipend for each day they serve as Acting Principal.

**Adopted: 1/8/15**