

**Administration**

**TEACHER-IN-CHARGE or /PRINCIPAL'S DESIGNEE**

In the absence of the pPrincipal, the teacher-in-charge or /Pprincipal's designee shall administer the school in accordance with Board policy, administrative regulations and procedures, and the law. The delegation of school site duties shall not relieve the pPrincipal of the responsibility for actions by the teacher-in-charge or /Pprincipal's designee.

The name of the teacher-in-charge or /Pprincipal's designee shall be kept on file in the school office. A second person may be designated to serve in this capacity when both the Pprincipal and primary designee are absent.

**KENAI PENINSULA BOROUGH SCHOOL DISTRICT**

**Adoption Date: 2/7/05**

Revised:

**E 4319.26 Absence from Buildings**