

Policy Information

Series 3000 - Administrative, Personnel

Regulations - Succession of Management Responsibility

Policy # 3250, 2.5

POLICY

2013

R - 3250 - 1

Administration

SUBJECT: SUCCESSION OF MANAGEMENT RESPONSIBILITY

It is imperative that the Genesee Valley Educational Partnership identify clearly the succession of management responsibilities, to be in effect automatically upon the absence of key leadership/managerial personnel. It is expected that whenever a Principal is absent, the person in charge of the Center will notify the highest ranking district official present in the Administration Building of any emergency or situation of serious proportion.

In the **BOCES Services Center - LeRoy**:

District Superintendent
Assistant Superintendent
Chief Financial Officer
Director of Programs
Chief Human Resources Officer
Director, School Improvement
Superintendent of Building & Grounds

In the **Charles G. May Center**, the rank order is:

Principal (Career & Technical Education)
Principal (Mt. Morris Academy)
Assistant Principal (Career & Technical Education)
Coordinator, Student Services

On the **Batavia Campus**, the rank order is:

Principal (Career & Technical Education)
Principal (Batavia Academy)
Assistant Principal (Career & Technical Education)
Dean of Students
Supervisor, Adult Education
Coordinator, Student Services

In the **Leicester Educational Center**, the rank order is:

Director

Revised

6/18/96
7/17/01
8/21/01
8/18/04
2/21/07
12/18/13

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