

Ms. Perla Tabares Hantman, Chair

**SUBJECT: DIRECT THE SUPERINTENDENT AND THE BOARD ATTORNEY TO PROVIDE THE BOARD WITH A PLAN OF ACTION AND PROCEDURES FOR REPLACING THE SUPERINTENDENT OR BOARD ATTORNEY IN THE EVENT OF DISABILITY, DISMISSAL OR RESIGNATION**

While the Superintendent has prepared procedures and a plan of action for the smooth transition of key personnel exiting the school system through the Deferred Retirement Option Program (DROP), a similar plan of action and procedures have not been developed for the two positions, the Superintendent of Schools and the Board Attorney, hired directly by the School Board in the event of their departure from the school system.

The vacancy of either of these positions would be of critical concern to the operation of the district and would necessitate a plan of action and procedures for the appointment of an interim replacement, selection criteria, search parameters and a selection process for ensuring a smooth transition for the permanent replacement of these two key positions.

Therefore, it is requested that the Superintendent and the Board Attorney develop a plan of action and procedures for selection of an interim Superintendent and interim School Board Attorney and procedures for selection and hiring of a permanent replacement should either of these positions be vacated.

**ACTION PROPOSED BY**

**MS. PERLA TABARES HANTMAN:**

That the Superintendent and the Board Attorney be directed to provide the Board, at its meeting of August 22, 2001, with a plan of action and procedures for replacing the Superintendent or Board Attorney in the event of their departure from the school system.