



## Delegation of Authority Policy

Policy Number: 1002

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### I. Purpose

The Summit Academy Board of Trustees has established general guidelines for delegation of authority from the Board of Trustees to the Executive Director.

### II. Policy

#### A. Authority of the Board of Trustees

The Board shall have all powers, authority, and duties as designated in the Summit Academy Charter and the Summit Academy Board of Trustees Bylaws.

#### B. Authority Delegated to the Executive Director

The Board of Trustees may delegate authority to the Executive Director to manage the LEA and implement the core values, mission, vision, goals, priorities, and policies of the District, in accordance with the Summit Academy Charter, Summit Academy Board of Trustees Bylaws, and Executive Director Job Description.

- a. If the Executive Director is unavailable, or the role of Executive Director is vacant, the Board of Trustees will reassume any delegated authority. The Board of Trustees may delegate authority to other members of the Summit Academy staff in the interim. This includes all responsibilities delegated to the Executive Director, as listed in LEA policies, procedures, and governing documents.

Alternate delegation of authority will be commensurate with the nature and length of the Executive Director's absence. Alternate delegation of authority plans will be communicated from the Board of Trustees to Summit Academy staff and families.

### III. References

None Applicable

### IV. Attachments

Summit Academy Charter  
Summit Academy Board of Trustees Bylaws  
Executive Director Job Description

### V. Revision History and Approval Date

Version 1: 27OCT2022: Original Date of Approval