

**ADMINISTRATOR-DESIGNEE**

Administrators will appoint one or more individuals who will be present in the building to act in his/her absence from the building should an emergency and/or situation occur which requires immediate action.

This in-building designee is in addition to the annual appointment of another administrator who would be on call to respond to building needs as appropriate.

Legal Ref.: Iowa Code §279.8, .21 (2013).  
281 Iowa Admin. Code 12.4.  
1980 Op. Att'y en. 367.

ADOPTED: 9/28/98  
8/10/09  
5/13/13  
1/28/19

Reviewed: 12/6/01, 4/8/04, 6/4/09, 4/4/13, 1/3/19

**POLICY**