



<i>The Classical Academy</i>	<i>Policies and Procedures</i>
Policy Name:	Chief Executive Officer/Succession Plan
Policy Number:	CBC-TCA
Original Date:	3/1/2010
Last Reviewed:	12/11/2023
Category:	Board
Author:	Board Clerk
Board Approval:	TCA Board of Directors

CHIEF EXECUTIVE OFFICER/SUCCESSION PLAN

Chief Executive Officer

The TCA President shall be the Chief Executive Officer for the TCA Board to administer the affairs and the programs of the school. He or she will appoint, promote, demote or terminate all employees of the school.

Succession Plan:

In order to protect TCA from the sudden loss of its President, the President will not fail to ensure that at least two staff members, so designated by the President to the Board in August each year, are sufficiently familiar with Board and staff policies, issues, and operational procedures, to assume Presidential responsibilities as an interim Presidential successor.

In the event the President cannot continue in his/her roll as President, a Special Meeting of the Board of Directors shall be called for the purpose of the Board selecting the interim Presidential successor. The Directors will also appoint a "Search Committee" to begin the process of selecting a President in accordance with TCA Board Policy CBB-TCA Recruitment and Appointment of TCA President.

This TCA policy replaces ASD20 policy CBA/CBC.

Policy Revision History

Date	Revision Details	Revised By
2/15/2013	Reformatted policy into new template. Completed annual review.	Board Clerk
12/3/2014	Changed Executive Director to President and completed annual review.	Board Clerk
3/9/2015	Added emergency succession plan for TCA President	Governance Committee suggested changes approved by the TCA Board
12/14/2015	Completed annual review. Revised Policy Name and headlined succession paragraph.	Governance Committee suggested changes approved by the TCA Board
12/12/2016	Changed shalls to wills. Removed TCA Board from hiring and firing of TCA staff.	Governance Committee suggested changes approved by the TCA Board
1/14/2020	Completed annual review with no changes	Governance Committee

		recommended and Approved by the TCA Board
2/15/2022	Completed annual review with no changes; only one typo in second paragraph, first line of Succession Plan	Governance Committee recommended and Approved by the TCA Board
12/11/2023	No Changes	Governance Committee recommended and Approved by the TCA Board.