

PROFESSIONAL STAFF ASSIGNMENTS AND TRANSFERS (Involuntary Transfer Policy)

Assignment of administrators and their transfer to positions in the various schools and departments of the district shall be made by the superintendent or his/her delegated representative.

Notification by the administration for the transfer of a person to a different assignment, building, or position shall be in writing.

Reason or reasons for the transfer will be in writing and may include, but are not necessarily limited to, one or more of the following:

1. Staffing requirements,
2. Curriculum or program revision, deletion, or addition,
3. Results of supervisor evaluation reports,
4. Evidence which would seem to indicate potential for greater effectiveness in the new position than in the position now held; and,
5. Improvement of certified staff relationship.