

Staff Personnel

Assignments and Transfers

- 409.1 Employees Other Than Administrators. Staff personnel shall be assigned to positions and work assignments based upon the qualifications of the employee (Policies 404 and 405) and upon the needs of the District as determined by the Board of Directors and/or by the administrative staff. Changes in assignment may be made at the initiative of the superintendent of schools, other administrators or supervisors, or at the request of the employee. Changes in assignment shall be made known to the employee as soon as reasonably practicable.
- 409.2 Administrators. Administrators shall be assigned to positions and work assignments based upon the qualifications of the administrators (Policies 404 and 405) and upon the needs of the District as determined by the Board of Directors. Changes in assignment may be made at the initiative of the Board of Directors, the superintendent of schools or the administrator and shall be approved by the Board of Directors. An administrator being involuntarily transferred shall have the right to a conference with the superintendent.

Date of Review: 6-25-90, 11-15-93, 12-16-96, 09-20-99, 02-17-03, 02-19-07

LEGAL REFS.: Chapter 20.7, 279.8, Code of Iowa