509. ASSIGNMENT AND TRANSFER

1. Purpose

The successful functioning of the district depends in large measure on the proper placement of qualified and competent personnel. Assignment and transfer of classified employees shall be in accordance with this policy.

2. Authority

Assignment

The assignment of staff members and their transfer to similar positions for which they are certified or qualified shall be made by the Superintendent on the basis of the following criteria:

1. Contribution which staff member could make to the effectiveness of programming in the new position.

2. Qualifications of the staff member compared to those of outside candidates both for the position to be vacated and for the position to be filled.

3. Opportunity for professional growth of the staff member.

4. Desire of the staff member regarding assignment or transfer.

5. Short-term and long-term staffing requirements associated with enrollment, program, attendance area, or other changes.

6. Legal and/or contractual requirements which afford job security to more senior members of the staff.

Posting of Vacancies

The administration shall notify personnel of new and/or existing vacancies. Employees so requesting shall receive consideration along with other applicants for the position.

Negotiated collective bargaining agreements may supersede the provisions of this policy when they prescribe conditions enumerated in or affected by this policy.