

Tyrone Area School District

TITLE: ASSIGNMENT AND TRANSFER

ADOPTED:

REVISED:

	309. ASSIGNMENT AND TRANSFER
1.Purpose	The assignment and transfer of administrative employes within the district shall be in accordance with the adopted organization chart of the district and shall conform to these guidelines.
2.Authority	The Board shall approve the initial assignment of administrative personnel at the time of employment and when such assignments involve a transfer from one building to another.
3.Delegation of Responsibility	<p>The Superintendent shall provide for a system consistent with the above of assignment or reassignment that includes voluntary transfers and in which vacancies shall be publicized to all appropriate employes. Before new employes are sought, requests for transfer to such positions will be considered.</p> <p>The Superintendent shall, in considering any assignment or transfer, base the decision on:</p> <ul style="list-style-type: none">the need to balance various administrative skills among the schools;changing pupil population within the schools of the district;the impact on the educational program of the proposed assignment;the employe's background and preparation for the position; andthe administrative and operational efficiency advanced by the proposed assignment.
School Code 511	