

NORTHERN LEHIGH SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES
 TITLE: ASSIGNMENT AND TRANSFER
 ADOPTED: March 10, 1997
 REVISED:

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>23 Pa. C.S.A. 6301</p>	<p style="text-align: center;">409. ASSIGNMENT AND TRANSFER</p> <p>The assignment and transfer of professional and temporary professional employees within the district shall be in accordance with the instructional needs of the district and these guidelines.</p> <p>The Board, upon the recommendation of the Superintendent, shall employ, assign, transfer and reclassify school personnel and adopt regulations governing their employment and duties.</p> <p>The Superintendent shall provide for a system of assignment or reassignment that includes voluntary transfers.</p> <p>Vacancies shall be publicized to all appropriate employees. For any vacancy in any professional position, the administration shall post a dated notice of such vacancy. Any teacher may apply for said vacancy within ten (10) calendar days of the date of posting. If, after the posted deadline on the notice, positions have not been filled, they should be reposted for five (5) calendar days. The selection of the person to fill any vacancy, however, shall be at the sole discretion of the Board and its decision shall be final and binding.</p> <p>Current district employees whose transfer from one position to another position within the school district results in a change in job classification must submit to the district a valid Act 151 clearance statement.</p> <p>The Superintendent shall, in considering any assignment or transfer, base a decision on:</p> <ul style="list-style-type: none"> the need to balance various teaching skills among the schools; changing pupil population within the schools of the district; the impact on the educational program of the proposed assignment;
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<p>School Code 511, 522, 1168, 1177</p>	<p>the administrative and operational efficiency advanced by the proposed assignment.</p> <p>Negotiated collective bargaining agreements may supersede the provisions of this policy when they prescribe conditions enumerated in or affected by this policy.</p>
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