

PROFESSIONAL STAFF ASSIGNMENTS AND TRANSFERS

Assignment and Reassignment

Principals and other supervisory personnel may submit recommendations to the superintendent for the appointment, assignment, promotion, transfer and dismissal of all personnel assigned to their supervision.

Upon recommendation of the superintendent, the Waynesboro School Board shall place all employees within the various schools and facilities located in the school division. The superintendent shall have the authority to assign such employees to their respective positions within the school or facility wherein they had been placed by the school board.

The superintendent may reassign any such employee for that school year to any school or facility within such division, provided no change or reassignment during a school year shall affect the salary of such employee for that school year. However, the wife or husband of a principal or assistant principal may not be employed in a situation whereby the spouse is directly responsible for that employee's supervision.

Any employee seeking a transfer of assignment to another work location must make a request in writing to the superintendent, with copies to the current supervisor, not later than April 1 of that calendar year. This type of request, if granted, will be considered a voluntary transfer. A change of assignment within an immediate work station is the responsibility of the immediate supervisor.

Adopted: February 14, 1995

Legal Refs.: Code of Virginia, 1950, as amended, Secs. 22.1-293, 22.1-297