# AUTHORITY

SUPERINTENDENT'S All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC. Any employee may request reassignment within the District to another position or which he or she is qualified.

## **CAMPUS ASSIGNMENTS**

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

## ASSIGNMENT OF RELATED **EMPLOYEES**

The following requirements become effective on July 1, 1996. Individuals employed prior to this date shall not be required to make any changes as a result of this policy.

The Superintendent shall not have any immediate family members, as defined in DEC(LOCAL), employed by the District.

Immediate family members, as defined in DEC(LOCAL), shall not be employed in a permanent position if a relative is in the line of supervision of the proposed employee.

If a promotion establishes a supervisory relationship, the remaining family member(s) shall either resign or transfer to a position outside of the supervisory line.

## SUPPLEMENTAL **DUTIES**

Noncontractual supplemental duties for which supplemental pay is received may be discontinued by the Superintendent or by the employee at any time. Paid supplemental duties are not part of the District's contractual obligation to the employee and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

# **WORK CALENDAR** AND SCHEDULES

The Board shall determine required work calendars for all contractual employees. [See DC] Subject to Board review, the Superintendent shall define days of

service for noncontractual employees.

Daily time schedules for all employees shall be determined by the Superintendent or designee and principals.

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