

ASSIGNMENT AND TRANSFER, CLASSIFIED PERSONNEL

Changes in assignment may be initiated by an employee submitting a request, in writing, to his immediate superior or by the immediate superior initiating the request.

All reassignments shall be made only after discussion by those principally concerned with the full knowledge of all related parties. Final action on reassignments shall not be taken until approval has been given by the Superintendent of Schools. All assignment changes are to be reported to the Board of Directors.

LEGAL REFERENCE: Code of Iowa, Chapter 20.9; 279.8 (2003).

DATE OF ADOPTION: January 14, 1981

DATE OF REVIEW: January 21, 2008

DATE OF REVISION:

MAQUOKETA VALLEY COMMUNITY SCHOOL DISTRICT
DELHI, IOWA 52223