

MORRISVILLE BOROUGH SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES
TITLE: ASSIGNMENT AND TRANSFER
ADOPTED: October 24, 2007
REVISED:

409. ASSIGNMENT AND TRANSFER	
1. Purpose	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.
2. Authority	The Board shall approve the initial assignment of professional personnel at the time of employment and when such assignments involve a transfer from one building to another or involve a move to a position requiring a certificate other than that required for the employee's present position.
23 Pa. C.S.A. 6301 et seq	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.
3. Delegation of Responsibility	The Superintendent shall provide for a system of assignment or reassignment that includes voluntary transfers.
	Vacancies shall be publicized to all appropriate employees.
	The wishes of an employee who voluntarily requests reassignment or transfer shall be honored to the extent that the transfer does not conflict with the instructional requirements and best interests of the school district.
	Professional employees shall be informed of their assignments at the earliest possible date preceding the school year in which such assignment shall be effective.
	Negotiated collective bargaining agreements may supersede the provisions of this policy when they prescribe conditions enumerated in or affected by this policy.
PA Statute 23 Pa. C.S.A. 6301 et seq	