

## STAFF PERSONNEL

Code No. 411.6

Policy Title: **CLASSIFIED EMPLOYEE TRANSFERS**

Determining the location where a classified employee's assignment will be performed is the responsibility of the superintendent and within the sole discretion of the board. In making such assignments each year the superintendent shall consider the qualifications of each classified employee and the needs of the school district.

A transfer may be initiated by the employee, the principal or the superintendent.

It shall be the responsibility of the superintendent to transfer classified employees and report such transfers to the board.

Legal Reference: 29 U.S.C. §§ 621-634 (2012).  
42 U.S.C. §§ 2000e et seq. (2012)  
42 U.S.C. §§ 12101 et seq. (2012).  
Iowa Code §§ 20.9; 35C; 216; 279.8; 294.1 (2013).

Cross Reference: 411.2 Classified Employee Qualifications, Recruitment, Selection  
411.5 Classified Employee Assignment

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