

ASSIGNMENT; TRANSFER

The superintendent shall make certified staff assignments in the manner best calculated, in his/her judgment, to enhance the educational program.

Teaching, supervisory, administrative and support personnel are subject to assignment and transfer after recommendation of the superintendent and approval by the board of education. Procedures for such transfers shall comply with provisions of current negotiated agreements and state and federal law. Disciplinary transfers are prohibited. Particular attention shall be paid to ensuring to the extent possible that there shall be equivalence of teachers and administrative staff among the schools. Discrimination in assignment, transfer and promotion shall not be tolerated (see 2224, 4111 and 4111.1).

The superintendent may use his/her discretion to make temporary assignments of existing employees to cover long-term absences of other staff members. These temporary assignments will be in the best interest of the school district and its pupils.

Twelve-month employees are expected to work a full school day even when the school day hours are shortened due to a scheduled non-emergency activity (workshop, in-service, staff meeting, etc.). The superintendent may dismiss twelve-month employees after less than a full school day's work in any situation where he/she deems their continued attendance to be of little or no value to the educational program being considered at that time.

Part-time teachers shall be scheduled by the superintendent. When school closes due to vacations or emergency school closings, the superintendent shall schedule part-time teachers to work on alternate days other than those on which they would have been scheduled, in order to prevent the loss of instructional time due to school closing. In no case shall such a schedule change result in more or less instructional time than would have been accomplished had not the school been closed.

The superintendent or his or her designee shall monitor district promotion, assignment and transfer practices to ensure nondiscrimination.

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Readopted:

Key Words

Personnel Assignment, Personnel Transfer, Assignment and Transfer, Assignment, Transfer

<b>Legal References:</b> <u>N.J.S.A.</u> 18A:25-1	Transfer of teaching staff members
<u>N.J.S.A.</u> 18A:27-4	Power of boards of education to make rules governing employment of teacher
<u>N.J.S.A.</u> 18A:27-4.1	Appointment, transfer, removal, or renewal of officers and employees; exceptions
<u>N.J.S.A.</u> 18A:59-1 through -3	Apportionment and distribution of federal funds; exceptions

ASSIGNMENT; TRANSFER (continued)

N.J.S.A. 34:13A-1 et seq. New Jersey Employer-Employee Relations Act

See particularly:

N.J.S.A. 34:13A-23, -25, -27, -29

N.J.A.C. 6A:7-1.1 et seq. Managing for Equality and Equity in Education

N.J.A.C. 6A:30-1.1 et seq. Evaluation of the Performance of School Districts

42 U.S.C.A. 2000d - 2000d4 - Title VI of the Civil Rights Act of 1964

20 U.S.C.A. 1681 - Title IX of the Education Amendments of 1972

29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act of 1973

20 U.S.C.A. 1401 et seq. - Individuals with Disabilities Education Act

Hawkins-Stafford Elementary and Secondary School Improvement Act of 1988, (Pub. L. No. 100-297) amending Elementary and Secondary Education Act of 1965.

34 CFR 200.1 to 200.89 - Part 200

34 CFR Part 204

Ridgefield Park Education Association v. Ridgefield Park Board of Education, 78 N.J. 144 (1978)

The Comprehensive Equity Plan, New Jersey State Department of Education Division

**Possible**

<b><u>Cross References:</u></b>	*2224	Nondiscrimination/affirmative action
	*3220/3230	State funds; federal funds
	*4111	Recruitment, selection and hiring
	*4111.1/4211.1	Nondiscrimination/affirmative action
	*4131/4131.1	Staff development; inservice education/visitations/conferences
	*5145.4	Equal educational opportunity
	*6121	Nondiscrimination/affirmative action
	*6141	Curriculum design/development
	*6145	Extracurricular activities
	*6160	Instructional services and resources
	*6171.3	At-risk and Title 1
	*6171.4	Special education

\*Indicates policy is included in the Critical Policy Reference Manual.