

**PERSONNEL****ASSIGNMENT, TRANSFER and REASSIGNMENT  
OF NON-CERTIFIED PERSONNEL**Assignment

Non-certified personnel will be assigned by the Superintendent of Schools or designee, primarily by employing a person for a specific position. Employees shall possess any required license or certificate prior to commencing work.

Transfer/Reassignment

Except as otherwise provided in employee agreements with the appropriate bargaining unit, the Superintendent shall have full authority to transfer or reassign personnel according to the needs of the school district consistent with the policies of the Board. Employees shall not be reduced in salary through any such transfer or reassignment except for cause, which may include the elimination of a position. Employees shall not be reassigned to positions for which they do not hold necessary qualifications or licensing.