

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES
TITLE: ASSIGNMENT AND TRANSFER
ADOPTED: April 28, 2004
REVISED:

409. ASSIGNMENT AND TRANSFER	
1. Purpose	The assignment and transfer within the district of professional employees shall be in accordance with the instructional and operational needs of the district.
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 a move to a position requiring a certificate other than that required for the employee's present position.
3. Delegation of Responsibility	<p>The Superintendent or designee shall provide a system of assignment or reassignment that includes voluntary transfers.</p> <p>The Superintendent shall, in considering any assignment or transfer, base a decision on:</p> <ol style="list-style-type: none">1. Need to balance various teaching skills among the schools.2. Changing student population within district schools.3. Impact of proposed assignment on the educational program.4. Employee's background, experience and preparation for the position.5. Employee's success in former positions.6. Employee's attitude toward change.7. Employee's desire for professional growth.8. Employee's length of service in the district and in the position presently held.9. Recommendations of the employee's administrative supervisors.10. Administrative and operational efficiency advanced by the proposed assignment.

