

PERSONNEL

Assignment, Reassignment, and Transfer – Teachers

A. Teachers

1. A. Assignment

The teachers in the School Division shall be employed and placed in the schools by the School Board upon recommendation of the Superintendent. By resolution, the School Board authorizes the Superintendent to assign The Superintendent shall present to the School Board for its approval a list of assignments of teachers to individual schools for the school year-commencing July 1 and ending June 30 ~~no later than the first regular June meeting of the School Board.~~ The Superintendent delegates to the principals the authority to assign teachers to their respective positions in the schools. A principal may submit recommendations to the Superintendent for the promotion, transfer and dismissal of all personnel assigned to ~~the principal's~~ his or her supervision.

2. B. Transfer Reassignments

Instructional staff members are key to an effective learning environment; consequently, appointment to a particular teaching assignment is dependent on job performance and the needs and best interests of the School Division.

~~The School Board may at the time it receives the list of school assignments pursuant to section A above, or at any time thereafter, adopt a~~ By resolution, the School Board authorizes authorizing the Superintendent to reassign teachers to any school within the School Division ~~for the school year commencing July 1 and ending June 30,~~ provided no change or reassignment shall adversely affect the salary of such teachers for that school year and provided, further, that the Superintendent shall make appropriate reports and explanations concerning such ~~transfers~~ reassignments upon the request of the School Board.

B. Principals, Assistant Principals, and Instructional Supervisors

1. Assignment/Reassignment

The administrative personnel shall be employed by the School Board upon recommendation of the Superintendent. By resolution, the School Board authorizes the Superintendent to assign/reassign principals, assistant principals, and instructional supervisors to any school within the School Division for a school year, provided no change or reassignment shall affect the salary of such principal or assistant principal for that school year. The Superintendent shall make appropriate reports and explanations concerning such assignments/reassignments upon the request of the School Board.

2. Reassignment to Lower Paying Position

The School Board authorizes the Superintendent to reassign a principal, assistant principal or instructional supervisor to a lower paying position, provided the School Board adheres to the procedural requirements set forth in Virginia Code § 22.1-294, as amended, and gives notice to the affected individual of such reassignment.

C. Classified, Professional, and Non-instructional Administrators

1. Assignment/Reassignment

Classified employees, professional employees, and non-instructional administrators shall be employed by the School Board upon recommendation of the Superintendent. The Superintendent may assign/reassign personnel based on need, job performance, and in the best interests of the School Division. The Superintendent shall make appropriate reports and explanations concerning assignments/reassignments upon the request of the School Board.

2. Transfers

- a. An employee may not request a transfer during the first three months of the probationary period.
- b. An employee who is on a performance improvement plan may not be transferred.

Editor's Note

On ~~June 15, 1999~~---, 2019, the School Board adopted a Continuing Resolution Authorizing the Superintendent to Reassign Principals, Assistant Principals and Teachers. Such resolution will remain in effect until the School Board takes action to revoke it. A copy of the resolution can be found in the School Board Minutes for ~~June 15, 1999~~---, 2019 and attached to this Policy.

See School Board Policy 2-51 for assignment and transfer of administrative/supervisory personnel.

See School Board Policy 4-56 for financial incentives for excellence in teaching.

See School Board Policy 4-62 for policy on procedure for use by Superintendent and principals in evaluation of instructional personnel.

Legal Reference

Code of Virginia § 22.1-295, as amended. Employment of teachers.

Code of Virginia § 22.1-297, as amended. Assignment of teachers, principals and assistant principals by superintendent.

Code of Virginia § 22.1-293, as amended. School boards authorized to employ principals and assistant principals; license required; powers and duties

Code of Virginia § 22.1-294, as amended. Probationary terms of service for principals, assistant principals and supervisors; evaluation; reassigning principal, assistant principal or supervisor to teaching position.

Related Links

School Board [Continuing Resolution](#)

School Board [Policy 2-51](#)

School Board [Policy 4-56](#)

School Board [Policy 4-62](#)

Adopted by School Board: July 21, 1970

Amended by School Board: August 19, 1975

Amended by School Board: July 1, 1978

Amended by School Board: July 1, 1982

Amended by School Board: July 1, 1984

Amended by School Board: July 1, 1987

Amended by School Board: July 1, 1989

Amended by School Board: August 21, 1990

Amended by School Board: July 16, 1991

Amended by School Board: July 13, 1993 (Effective August 14, 1993)

Amended by School Board: February 17, 1998
Amended by School Board: June 15, 1999
Amended by School Board: April 4, 2000
Amended by School Board: October 4, 2016
Amended by School Board:

Continuing Resolution Authorizing the Division Superintendent to Reassign Teachers, Assistant Principals, and Principals

WHEREAS, *Virginia Code §22.1-297* provides that a School Board may adopt a resolution authorizing the Division Superintendent to reassign teachers, assistant principals, and principals each school year to any school within the School Division, provided no change or reassignment during a school year shall affect the salary of such teacher, assistant principal, supervisor or principal for that school year;

WHEREAS, on June 15, 1999, the School Board adopted a Continuing Resolution authorizing the Superintendent to reassign principals, assistant principals and teachers following the submission and approval of a list of assignments to individual schools each year; and

WHEREAS, the Superintendent has requested that the School Board adopt a new Continuing Resolution providing the Superintendent with the authority to reassign teachers, assistant principals, and principals each year.

NOW, THEREFORE, BE IT

RESOLVED: That the School Board hereby authorizes the Superintendent to reassign teachers, assistant principals, and principals each year to any school within the School Division pursuant to the requirements of School Board Policy 4-12, as amended, are met, and that no change or reassignment during a school year shall affect the salary of such teacher, assistant principal, supervisor or principal for that school year; and be it

FURTHER RESOLVED: That the June 15, 1999 Continuing Resolution is hereby revoked and replaced with this Resolution; and be it

FINALLY RESOLVED: That a copy of this Resolution be spread across the official minutes of this School Board.

Adopted by the School Board of the City of Virginia Beach this ____th day of November 2019

Beverly M. Anderson, School Board Chair

ATTEST:

Dianne P. Alexander, Clerk of the School Board