

ADMINISTRATION

Appointment/Reappointment and Reclassification

A. Appointment/Reappointment

All administrative and supervisory personnel, ~~except for temporary or part-time personnel,~~ shall be appointed ~~and annually reappointed~~ by the School Board upon the recommendation of the Superintendent. ~~The Superintendent is authorized to hire temporary and part-time administrators, as supported by the budget, for up to ninety (90) days without School Board approval and full-time administrators necessary to the continued operations of the School Division, subject to School Board confirmation within thirty (30) days of such employment.~~

When the Superintendent exercises authority to hire full-time administrators without first obtaining School Board approval, he/she shall require the administrator to sign an agreement setting forth the terms and conditions of employment as stated in all applicable School Board Policies or Regulations which clearly states that school employment will cease absent formal action of the School Board to approve the employment within thirty (30) ~~days if the position is full time, or ninety (90) days depending upon whether the position is full time, part time or temporary.~~

B. Classification/Reclassification

The Superintendent is authorized to develop and implement regulations and procedures to classify and reclassify administrative, professional and classified positions to meet the needs of the School Division. Jobs that have experienced significant change may undergo job analysis to review and facilitate salary grade adjustment if needed in order to ensure equitable and fair compensation of employees.

C. Reassignment

~~Administrative personnel, other than Principals, Assistant Principals and Supervisors who are governed by School Board Policy 2-51, shall be assigned to a position by the School Board upon the recommendation of the Superintendent. The Superintendent shall present to the School Board for its approval a list of assignments of administrative personnel for the fiscal year commencing July 1 and ending June 30 no later than the first regular June meeting of the School Board. After School Board approval of the list of assignments, the Superintendent may assign/reassign any administrator not subject to School Board Policy 2-51 to any position within the School Division, provided that the Superintendent makes appropriate reports and explanations concerning such transfers upon the request of the School Board.~~

Editor's Note

See School Board Policy 4-11 Appointment

See School Board Policy 4-1 Definitions

See School Board Policy 2-51 Assignment and Transfer (Principals, Assistant Principals and Supervisors)

Legal Reference

Code of Virginia § 22.1-70, as amended. Powers and duties of superintendent generally.

Code of Virginia § 22.1-296, as amended. Payment of employees; reimbursement for private transportation; certain sick leave policies.

~~[Code of Virginia § 22.1-313, as amended. Decision of school board; generally.](#)~~

[Code of Virginia § 22.1-297, as amended. Assignment of teachers, principals and assistant principals by superintendent.](#)

Related Links

School Board [Policy 2-51](#)

School Board [Policy 4-1](#)

School Board [Policy 4-11](#)

Adopted by School Board: October 20, 1992

Amended by School Board: February 17, 1998

Amended by School Board: September 7, 1999

Amended by School Board: June 8, 2004

Amended by School Board: April 19, 2005

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[Amended by School Board:](#)

APPROVED AS TO
LEGAL SUFFICIENCY


