

Support Staff Assignments and Transfers

The Board believes that it is an acceptable practice for classified employees to apply for advertised openings within the district.

When an employee transfers from another position within the district, the employee will be placed on the same step on the appropriate salary step schedule for the new position. Employees are permitted to move vertically on the salary schedule as provided in policy GDBA-Support Staff Salary Schedules.

If an employee works in more than one position within the district, the employee will be paid on the salary schedule appropriate for each job. Therefore, the employee may be paid at different rates for each job performed.

If an employee terminates employment with the district and returns at a later date, the employee will be placed on the same step that he or she was on when the employee left the district. The employee will be allowed to move vertically on the salary schedule if he or she meets the requirements outlined in policy GDBA-Support Staff Salary Schedules.

This policy shall be effective for any employee that is hired or changes positions within the district on or after July 1, 2002.

Adopted: April 2, 2002
Reviewed: February 26, 2019

CROSS REF.: GDBA, Support Staff Salary Schedules