

## Reassignment of Staff

Reassignment of staff may be made by the building principal or district administration.

In the case that a voluntary transfer is desired, staff may apply for other positions for which they are qualified using the district's online application system.

Wishes of staff members will be given consideration in reassignment; however, the overriding consideration shall be establishing staffing patterns to meet the needs of students.

In determining which individuals to reassign, the administrator may consider:

- a. Seniority and experience
- b. Evaluations
- c. Education qualifications
- d. Diversity
- e. Site program requirements
- f. Licensure
- g. Extracurricular involvement and skills
- h. Appropriate special skills

Once reassignment decisions are completed, open positions will be posted to allow staff to submit a complete and updated application. Notification to impacted certified staff will be made by May 15 when possible.

Certified staff moving from one school campus to another school campus through administrative reassignment that are required to relocate for over 50% of the school day will receive the district's moving allowance.

### **All for One, One for All ESSER Project**

The District may not involuntarily reassign certified staff who receive additional endorsements by participating in the 2022-2023 All for One, One for All ESSER project to a full-time position in their new endorsement area without completing a comprehensive search process to fill the position and failing to find a successful candidate. This provision is not applicable to circumstances that warrant a reassignment for causes other than filling a vacant position. In situations after August 15<sup>th</sup>, the District must also demonstrate one of the following: (1) there is a viable candidate pool to backfill the reassigned staff member's current assignment, or (2) there is the ability to distribute, eliminate, modify, or reassign the transferred staff member's original assignment to other staff so no students are unserved by an unfilled position.

Special Education case management duties will not be involuntarily distributed to teachers participating in the All for One, One for All ESSER project who are not teaching Special Education. The limitation on assignment of case management duties will be for the duration of the Contract between the Fargo Board of Education and Fargo Education Association for school years 2021-2022 and 2022-2023.

*\*\*Policy is referenced in Board-FEA Contract\*\**

Adopted 8/23/67  
Reviewed 12/30/02  
Reviewed 9/2007  
Revised 4/2008  
Revised 6/2009  
Revised 6/2011  
Reviewed 3/2013  
Revised 3/2015  
Revised 7/2016  
Revised 8/2017  
Revised 8/2018  
Revised 2/2022  
Revised 8/2022