

REASSIGNMENTS DFBC (REGULATION)

Human Resources Services in conjunction with the Teaching and Learning department shall be responsible for determining the individuals who will be reassigned. In this instance, teachers, librarians, counselors, instructional coaches and paraprofessionals will be placed according to district need as determined by the executive team.

CRITERIA

The criteria that are to be utilized at the campus level are listed in order in which decisions are to be made for identifying individuals to be transferred as a result of decreased enrollment or changing staffing allocations:

1. Volunteers at the campus
2. Seniority at campus for the department, grade level/subject area impacted
3. Seniority in employment with MISD

Programmatic needs may supersede the above-listed criteria with approval from the Superintendent or designee.

The criteria that are to be utilized at the district level are listed in order in which decisions are to be made for identifying individuals to be transferred as a result of changing staffing allocations:

1. Volunteers from instructional departments
2. Seniority in instructional department and position
3. Seniority in employment with MISD

Programmatic needs may supersede the above-listed criteria with approval from the Superintendent or designee.

Any employee on a formal support plan or a Teacher In Need of Assistance (TINA) cannot be declared surplus without approval from the Superintendent or designee.

Employees who were declared “surplus” for the previous school year, will not be declared “surplus” for the current school year.

APPROVED – APRIL 2016