

**ORANGE COUNTY
BOARD OF EDUCATION
AGENDA ITEM ABSTRACT**

Meeting Date: March 7, 2011

AGENDA ITEM No. 11-03-15

ACTION ITEM: (Y/N) Y

SUBJECT: Personnel Transfers/Assignments/Reassignments Policy #7440 – Revised
1st Reading Approval

INFO. CONTACT Ms. Marcie Holland **PHONE:** 919-732-8126

ATTACHMENT: 1. Personnel Transfers/Assignments/Reassignments Policy #7440.

PURPOSE: To revise the Personnel Transfers/Assignments/Reassignments Policy #7440.

BACKGROUND: These recommended revisions to policy #7440 are provided for first reading discussion and approval. The policy revisions reflect the North Carolina School Boards Association policy on personnel transfers.

This policy revision has been reviewed by counsel.

FINANCIAL IMPACT: None.

RECOMMENDATION: The Superintendent recommends the Board of Education approve the revised Personnel Transfers/Assignments/Reassignments Policy #7440 for 1st Reading Approval.

**PERSONNEL TRANSFERS/
ASSIGNMENTS/
REASSIGNMENTS**

Date Reviewed/Approved: 03/06/2006 Policy Number: 7440

Rescinds Policy Number: 7440

Issued: 04/19/2004

All assignments and transfers to schools are the responsibility of the Superintendent. In-school transfers are the responsibility of the principal. The board will be notified of all transfers approved by the Superintendent.

The Superintendent may assign school personnel in any manner that he or she deems appropriate, consistent with legal requirements at any time.

Voluntary and involuntary transfers will be made in accordance with course requirements, program changes, fluctuating enrollments, allotments, efforts to improve student performance, and the general welfare of the school district. The interests and aspirations of employees will be considered in making assignments and transfer decisions; however, such interests must be weighed against what is in the best interest of the students, school or school district. ***Employees will be informed of transfer decisions as soon as is reasonably feasible.***

~~All employee-initiated transfer requests for the upcoming school year must be submitted in writing to the Associate Superintendent for Support Services no later than July 1 for employment in traditional schools and June 1 for employment in year-round schools. After that date, all employee transfers must be approved by the Superintendent. The written request shall set forth the reasons for the transfer request, the school, and the position sought.~~

The superintendent shall establish any necessary procedures for employee-initiated transfer requests.

An employee may appeal a transfer decision to the board. The board generally will uphold transfer decisions made in accordance with this policy that are not arbitrary, capricious, political or discriminatory.

Legal References: G.S. 115C-47, -276, -301