

STAFF PERSONNEL

Series 400

POLICY TITLE CLASSIFIED EMPLOYEE TRANSFERS

No. 411.6

Determining the location where a classified employee's assignment will be performed is the responsibility of the Director of Human Resources and within the sole discretion of the board. In making such assignments each year the Director of Human Resources will consider the qualifications of each classified employee and the needs of the school district.

A transfer may be initiated by the employee, the principal or the Director of Human Resources.

It is the responsibility of the Director of Human Resources to transfer classified employees and report such transfers to the board.

Legal Reference:     29 U.S.C. §§ 621-634.  
                          42 U.S.C. §§ 2000e *et seq.* (  
                          42 U.S.C. §§ 12101 *et seq.*  
                          Iowa Code §§ 20.9; 35C; 216; 279.8; 294.1.

Cross Reference:    411.2 Classified Employee Qualifications, Recruitment, Selection  
                          411.5 Classified Employment Assignment

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