

ASSIGNMENT AND SCHEDULES

DK  
(LOCAL)

SUPERINTENDENT'S  
AUTHORITY

All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC.

Any employee may request reassignment within the District to another position for which he or she is qualified.

CAMPUS  
ASSIGNMENTS

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

HIRING /  
SUPERVISING  
RELATIVES

District employees with responsibility for recommending for hire or supervising other District personnel shall not recommend for hire or supervise persons to whom they are related within the first degree by blood relationship or marriage relationship.

ASSIGNMENT OF  
RELATIVES

Insofar as possible, relatives who are employed by the District shall be assigned to different schools.

SUPPLEMENTAL  
DUTIES

Assigned supplemental duties for which supplemental pay is received may be modified or discontinued by the District at any time. An employee who wishes to relinquish a paid supplemental duty may do so only with the consent of the Superintendent or designee. Paid supplemental duties are not part of the District's contractual obligation to the employee, and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

WORK CALENDARS  
AND SCHEDULES

Subject to the Board-adopted budget and compensation plan and in harmony with employment contracts, the Superintendent shall determine required work calendars for all employees. [See DC, EB]

Daily time schedules for all employees shall be determined by the Superintendent or designee and principals.