



Code: **CCCAA-AR**
Revised/Reviewed: 4/24/91; 11/21/13
Orig. Code(s): CCCAA-AR

Reassignment of Building Administrators

To implement Board policy, administrative assignment/reassignment shall be subject to the following:

1. For the purposes of this administrative regulation, the term “administrative” shall include all building and district administrative positions;
2. Under normal circumstances, administrators shall be allowed a minimum of five years in a position before being considered for reassignment;
3. Administrators selected for reassignment shall, if possible, be notified a minimum of 30 days in advance;
4. Administrators selected for involuntary reassignment shall, if possible, be notified by March 15;
5. An administrator who has been reassigned to a new position shall normally assume responsibility for that position on July 1;
6. A principal who is reassigned to another principalship or another administrative position shall receive a salary, during his/her first year of reassignment, that is not less than that which he/she received during the prior year;
7. Administrators shall be eligible to apply for other administrative and supervisory positions or request reassignment to a teaching position;
8. Administrators shall not be reassigned to positions for which they are not qualified, or for which they do not hold appropriate certification;
9. Administrators may request reassignment.