

Board Policy Document

ADMINISTRATION

Series 300

Policy Title: Administrative Assignments

Code Number: 391.1

I. Administrative Positions

The Superintendent of Schools shall recommend to the Board of Directors the number of administrators needed based upon the District's goals and objectives and financial resources available for District funding.

A. Administrative Openings

The Superintendent shall develop administrative rules (ARs) for the procedure in filling administrative openings. The Superintendent shall assign administrators.

B. Administrative Transfer

Change in administrative assignments can be beneficial for the District. Rotation of assignment often fosters the exchange of ideas and methods, as well as stimulates creativity, innovation, and periodic revitalization of the entire District's educational efforts.

For these reasons, the Superintendent shall try to rotate administrators to other appropriate assignments within the District on a seven (7) to ten (10) year rotation basis. Ordinarily, administrators should not remain over ten (10) years in one position. The Superintendent shall develop

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administrative regulations (ARs) that will assist in the long-range planning of administrative staff transfers.

1. Administrative Transfer (Voluntary)

The Superintendent shall develop administrative regulations (ARs) for voluntary transfers. These ARs shall be provided to District administrators at the beginning of each school year.

2. Administrative Transfer (Involuntary)

The Superintendent shall have full authority to assign administrators in order to accomplish District goals and objectives.

II. Elimination of Administrative Position

When an administrator's position is eliminated, the District shall make every reasonable effort to give such administrator the opportunity to be placed in a staff position for which he or she is qualified. Placement in a teaching position shall not violate any provision of the Master Contract between the Sioux City Education Association and the District.