

ASSIGNMENT AND TRANSFER OF BUILDING ADMINISTRATORS

Code **CFC** *Issued* **8/04**

Purpose: To establish the basic structure for the assignment and transfer of building administrators.

The superintendent is responsible for the assignment of all administrators.

Appropriate placement and transfer practices for school administrators should enhance effective utilization of skills and abilities and the professional growth of individuals. These objectives can best be achieved through the provision of some variety of school assignment over a period of years, and the best possible matching of known administrator strengths to identified current needs of a particular school.

In making decisions on placement, the superintendent will give consideration to the following.

- needs of the school and district as perceived by the board and central administration
- length of current assignment in a school
- compatibility of administrative style among administrators in the school
- opportunities provided for professional growth in the proposed assignment
- appropriate training to enable effective planning and educational continuity
- administrator's expressed preferences

Compulsory transfers and/or the reassignment of administrative personnel are subject to the district's grievance procedure set forth in policy GBK.

The board will review administrative transfers involving a loss of rank and/or income in a grievance hearing upon the specific request of the affected administrator.

The district will carry out dismissal or nonrenewal proceedings relative to district administrators working pursuant to one year or annual contracts in accordance with the South Carolina Employment and Dismissal of Teachers Act, S. C. Code Section 59-25-410 et seq. (1976), and any other applicable state law or statute.

Adopted 7/1/75; Revised 8/13/91, 8/10/04

Legal references:

- A. S.C. Code, 1976, as amended:
 1. Section 59-25-410 - Notification of employment for ensuing year; notification of assignment.