

**PERSONNEL: MANAGEMENT TEAM****Reassignment**

Reassignment is defined as the assignment of a Management Team member to another position with a different job title; the salary and work year may be greater, same, or less than in the current position.

The Board of Trustees, upon the recommendation of the Superintendent, may determine that it is in the best interest of the District to reassign person(s) to different positions for reasons including, but not limited to:

1. Reassignment Due to a Reduction in Work Force or Due to Reorganization:

**Certificated:**

If the Board of Trustees determines that a lesser number of positions requiring an administrative credential or a reorganization of positions is needed, consideration will be given, but not limited to, the following:

- a. The needs of the District
- b. Current evaluation
- c. Length of service in the position
- d. Length of service in the Berryessa Union School District
- e. Affirmative Action

The reassigned person shall be considered for any vacancy in the prior held position during the succeeding 39 months.

Any employee reassigned shall be:

- a. Notified in writing prior to March 15 (March 1 for principals) of the previous year;
- b. Granted a hearing by the Superintendent when requested in writing within fifteen (15) calendar days after the date of notification;
- c. Upon reassignment, given the rights attached to that position.

**Classified:**

Notification/reassignment/re-employment will be consistent with the California Education Code; however, efforts will be made to notify employees of any reassignment or termination due to reduction in force or reorganization sixty (60) days (instead of the legally required 30 days) prior to the effective date. Beginning the 1984-85 school year, efforts will be made to notify personnel of any proposed position changes in May of the previous

fiscal year.

2. Reassignment Due to Unsatisfactory Performance Evaluation

When the evaluation determines that an employee is not performing in a satisfactory manner, the employee will be assisted through remediation procedures. Should the employee continue to perform in an unsatisfactory manner, he/she may be reassigned.

Reassignment for unsatisfactory performance evaluation shall be defined as an assignment to a position of lesser responsibility and remuneration.

3. Reassignment for the Best Interest of the District

The responsibility for making assignments lies with the Board of Trustees acting upon recommendations of the Superintendent.

Policy 4215 (Assignment and Transfer) Adopted: April 8, 1976  
Renumbered, Revised Policy Adopted: July 28, 1983