

# EAST PENN SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: ASSIGNMENT AND TRANSFER

ADOPTED: February 8, 1993

REVISED:

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p>	<p style="text-align: center;">509. ASSIGNMENT AND TRANSFER</p> <p>The successful functioning of the district depends in large measure on the proper placement of qualified and competent personnel.</p> <p>The Board shall approve the initial assignment of classified personnel at the time of employment.</p> <p>The Superintendent shall provide an assignment system which includes voluntary transfers. Vacancies shall be publicized.</p> <p>Before new employees are sought, requests for transfer will be considered. Promotions from one classification to another, provided the required qualifications are met, may be authorized when requested by the supervisor in charge of the classified employee and recommended by the Superintendent.</p> <p>This replaces former policy GCA</p>
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