

The board has the right to reassign administrative employees on a contract to non-administrative positions with appropriate reduction of salary from preexisting salary levels. In the event the board reassigns an administrative employee to a non-administrative position, the board will give the employee written notice with a statement of the reasons for the reassignment. The employee, upon written request to the board, will be entitled to an informal review of that decision.

For the purposes of this policy, “administrative employees” are defined as all certificated staff in administrative or supervisory positions within this district (i.e., principal, assistant principals, director of special services, etc.). This definition does not include the superintendent.

The district will follow the procedure for informal review set forth in Policy 460 - Certificated Employees: Informal Review Process.



**LEGAL REFERENCE:**

Idaho Code §33-515(4) – Issuance of Renewable Contracts (reassignment of administrative employees)

**ADOPTED:** November 16, 2021

**AMENDED:**