

ASSIGNMENT AND SCHEDULES

DK
(LOCAL)

Note: The District's innovation plan may be found http://www.kellerisd.net/district/DOI/Documents/DOI_LocalInnovationPlan_Final.pdf. This local policy has been revised in accordance with the District's innovation plan.

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SUPERINTENDENT'S
AUTHORITY

All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC.

Any employee may request reassignment within the District to another position for which he or she is qualified.

CAMPUS
ASSIGNMENTS

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

The Superintendent shall have authority to approve a request by the principal for an individual who does not hold a teaching certificate or permit. [See DBA.]

ASSIGNMENT OF
RELATED EMPLOYEES

Effective July 1, 1996, no employee shall be assigned to a position in which he or she would supervise or would otherwise be directly responsible for the evaluation of an immediate family member as defined in DEC(LOCAL).

Employees assigned to positions prior to July 1, 1996, in which immediate family members are in a supervisory relationship, shall not be subject to this prohibition on assignment of relatives while in their current position. If a promotion establishes a supervisory relationship, the remaining family member(s) shall either resign or transfer to a position outside of the supervisory line.

[See DC(LOCAL) regarding the hiring of relatives.]

SUPPLEMENTAL
DUTIES

Noncontractual supplemental duties for which supplemental pay is received may be discontinued by either party at any time. An employee who wishes to relinquish a paid supplemental duty may do so by notifying the Superintendent or designee in writing. Paid supplemental duties are not part of the District's contractual obliga-

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WORK CALENDARS
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tion to the employee and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

Subject to the Board-adopted budget and compensation plan and in harmony with employment contracts, the Superintendent shall determine required work calendars for all employees. [See DC, EB]

Daily time schedules for all employees shall be determined by the Superintendent or designee and principals.