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**ASSIGNMENT & TRANSFER OF CERTIFICATED ADMINISTRATIVE STAFF**

Administrative staff are responsible to the Board through the Superintendent. The Board shall approve the initial assignment of administrative staff at the time of employment. All such assignments will be consistent with the endorsement(s) of the respective principals.

The Superintendent shall have the authority to reorganize and/or rearrange the specific responsibilities of the administrative and supervisory staff in a manner that will provide for the effective operation of the district. A transfer of an administrator to a subordinate certificated position will be implemented in accord with RCW 28A.405.230.



*LEGAL REFERENCES*                      *RCW 28A.405.230*                      *Transfer of administrator to subordinate certificated position*



*POLICY ADOPTED*                      *March 22, 2004*  
*REVISED*                                      *September 12, 2011*