## <u>GABB</u>

the applicant. Requests will remain on file in the Human Resources' office until all transfer requests have been acted upon for that school year at which time they will become null and void.

The superintendent may administratively reassign an employee to any area in which the employee holds a valid certificate. These administrative reassignments will be made only when it is necessary for the best interest of the schools. Although consideration will be given to the wishes of the employee, such compliance cannot be guaranteed. Upon request from the reassigned employee, the reassignment may be reviewed by the school board. When possible, advance notice of the reassignment will be given to the employee.

SOURCE: