

ASSIGNMENT

POSITION ASSIGNMENTS

The East Baton Rouge Parish School Board authorizes the Superintendent or designee to assign all teachers, administrators, supervisory personnel, and other employees of the Board to their respective positions and/or schools upon employment. It is the desire of the Board that personnel be assigned on the basis of their qualifications and the needs of the school district. Assignments shall be made in conformance with statutory provisions relative to immediate family members, as well as to maintain the proper racial composition of faculties.

In order to avoid conflicts of interest, or the appearance of same, no employee shall be assigned to a position that would require that employee to be directly supervised by an immediate family member. ***Immediate family members*** include spouse, children, spouses of children, brothers, sisters, parents, the parent's spouse, nieces, nephews, sisters-in-law, brothers-in-law, grandparents, grandchildren, and mother- or father-in-law.

For purposes of this policy, principals shall be considered to directly supervise all programs operated at their school; therefore no immediate family member of any principal shall be employed by the School Board to work in any program operated at his/her school. Also, any department head shall be considered to directly supervise all operations in the department.

The Board shall prohibit any staff member or building level administrator from serving in a coaching capacity.

CLASS ASSIGNMENT

The principal shall be responsible for assigning teachers to classes within his/her respective school. Except in extenuating circumstances, the principal shall notify teachers of their anticipated assignment for the school year prior to the opening of school. Teachers who wish to request reassignment for the subsequent school year may do so provided such request is submitted prior to the close of the school year. Principals shall give every reasonable consideration to teacher requests for assignment to a particular grade level and/or subject area for which a teacher is certified and qualified.

A teacher shall be notified by the principal of any change in assignment as soon as reasonably possible.

Ref: La. Rev. Stat. Ann. '17:81, 42:1119.