

Administrative Staff Assignments and Transfers

A teacher who holds an administrative position may be assigned to another position for which he or she is qualified if a vacancy exists in such a position and, if so assigned, with a salary corresponding to the position. If the transfer is to another school in the district the transfer is subject to the consent of the receiving principal and is subject to approval of the superintendent and Board of Education.

The Board may consider the years of service accumulated while the teacher was occupying the administrative position when the Board determines where to place the teacher on the salary schedule.

The three consecutive school years of demonstrated effectiveness and continuous employment required for the probationary period is not deemed interrupted if a probationary teacher accepts the position of superintendent. However, the period of time during which a probationary teacher serves in such capacity will not be included in computing the probationary period.

Adoption: Date of Manual Adoption

Revised: November 13, 1990

Revised: November 16, 2004

Revised: April 10, 2018

LEGAL REFS.: C.R.S. [22-63-203](#) (2)(b)(IV) (*calculation of probationary period for probationary teacher serving as superintendent*)
C.R.S. [22-63-206](#) (*transfers*)

CROSS REFS.: [GCKA](#), Instructional Staff Assignments and Transfers
[GCKAA*](#), Teacher Displacement