

RECLASSIFICATION

Reclassification, which shall mean assigning of a different salary range to a class of positions or assigning a classified employee to a different position classification, may be ordered by the Board upon the recommendation of the chief district administrator or his/her designee.

Reclassification shall not be used as a disciplinary measure.

If a permanent employee of the district applies for and receives reclassification to a different position of higher classification, he/she shall be considered probationary in the new position for a period of one year.

In the event said employee is unsuccessful in his/her new position, he/she shall be entitled to reinstatement to his/her original position.

New Classifications

The Board of Trustees, upon recommendation of the chief district administrator or his/her designee, may create new classifications, and may abolish or combine existing classifications as needed.

Reclassification Salary Changes

A classified employee who is reclassified to a position with a higher salary range shall be placed on the step in the new classification representing the next higher amount of money. The effective date of a reclassification and related salary change shall be the same.

In cases where an employee is reclassified to a different position of an equal or lower salary range, he/she may be permitted to retain the step status held in the former position if, in the judgment of the chief district administrator or his/her designee, the employee's previous training or experience would justify such step status retention.

Reclassification from Regular to Substitute

A classified person who is reassigned from a regular position to a substitute status shall forfeit all rights and privileges in these Rules and Regulations granted to regular employees.