

BIG HORN COUNTY SCHOOL DISTRICT NUMBER ONE  
Box 688  
Cowley, Wyoming 82420  
POLICIES AND REGULATIONS  
FILE: GDJ

**SUPPORT STAFF ASSIGNMENTS AND TRANSFERS**

The superintendent, in consultation with principals, shall assign support staff personnel to positions and schools.

Any employee may be transferred from one position or school to another, providing the transfer does not involve a change in classification or salary. If the transfer involves a change in classification or salary, it shall require Board approval.

Any employee may request a transfer for him/herself by putting his/her request in writing to the school principal or superintendent. Such requests will be granted in the best interests of the district.

The superintendent will report all reassignments and transfers to the Board.

Current practice codified 1977  
Adopted: date of manual adoption  
Revised: 2/12/81