

**ADMINISTRATIVE REORGANIZATION**

**1. Policy and Purpose**

The Barbour County Board of Education understands and supports the premise that it is obligated to provide for a thorough and efficient educational system for the children of Barbour County. The Board further recognizes that in order to facilitate this process, the Superintendent of Schools must be granted the flexibility to reorganize and/or reassign existing administrative, professional support, and service personnel within the central office to ensure that this provision is carried out expeditiously.

**2. General**

- 2.1 The superintendent, at his/her discretion, may, without board approval, reasonably increase or decrease the various duties of a central office employee;
- 2.2 The reorganization and/or reassignment of employee duties cannot result in a salary reduction, and must involve persons who are certified or qualified for their changed duties;
- 2.3 The rearrangement of such duties cannot result in the creation of new administrative positions unless the board approves, the position is posted, and all other requirements for filling the vacancy are met;
- 2.4 The superintendent should first present the new organizational chart to the board of education for review prior to its adoption and implementation.

**Source: Board of Education Minutes**

**Date: 4/30/07**

**Legal Reference: W.Va. Codes §18-5-32; §18A-2-1  
State Department of Education Letters of Clarification**