

Assignment of Non- Instructional Classified Time

Purpose: The purpose of this policy is to utilize classified personnel to meet the needs of the school as specified in the job description.

Policy Statement: The principal shall assign classified staff for non-instructional purposes in accordance with FCPS guidelines which address each job classification. Any variation of those assignments shall be made by the principal and in coordination with the Department of Human Resources. The principal shall notify the classified staff member of any change in assignment. Any variation shall be shared with the Council.

The faculty may recommend variations of assignments and submit them for principal review and approval