

TRANSFER /REASSIGNMENT OF PERSONNEL

All transfers/reassignments will be made in accordance with applicable state laws and/or guidelines. A transfer/reassignment may not be for political or personal reasons.

Requests for Voluntary Transfers by Employees

An employee may request a voluntary using the following guidelines.

1. Employees requesting a voluntary transfer to become effective at the beginning of the next school year (normally, August) must complete and submit a Transfer Request Form to the Central Office. The Transfer Request Form may be submitted at any time, January through August. Transfer requests are valid only from January through August each year.
2. When completing the Transfer Request Form, employees must identify a specific school/work site and position to which they are requesting to be transferred. Transfer requests will not be given consideration when more than one school/work site is listed or when statements such as "any position for which I am qualified" are given.
3. No certified employee will be discriminated against based on a request for a transfer.

SOURCE: Marion County Board of Education, Hamilton, AL

ADOPTED: April 21, 1995 Revised 5/22/98

REVISED: June 7, 2001 6/27/02, 6/22/11

LEGAL REF: The Code of Alabama, 16-9-23, 16-24-5 to -7; Attorney General's Op., Mar. 21, 1967. Teacher Accountability Act, HB285, Students First Act of 2011