

Professional Staff Assignments and Transfers

The assignment and transfer of teachers is the responsibility of the Superintendent. Each teacher is assigned to a specific position based on the best interests of the students enrolled in the District and may be transferred to any other position for which he/she is qualified. Transfers may be requested by administrators, supervisors or teachers. In assigning, reassigning or transferring a teacher, the Superintendent shall not use seniority or continuing contract status as the primary factor in determining the teacher's assignment. These requirements prevail over any conflicting provisions of collective bargaining agreements entered into on or after September 30, 2025.

A request for transfer does not guarantee that such a transfer will be made. Teachers are encouraged to discuss transfers or their intention to request transfer with the principal or other appropriate supervisor.

Administrators

An administrator cannot be transferred during the term of his/her contract to a position of lesser responsibility unless he/she agrees to such a transfer.

[Adoption date: August 6, 1991]
Revised: October 15, 2025

Legal References

ORC 3319.01, 3319.02, 3319.12, 3319.173
OAC 3301-35-03(A)
CONTRACT REF.: Teachers' Negotiated Agreement