

TABCO MASTER AGREEMENT

HOT TOPICS

ISSUE 19

Article XIV- Transfers and Assignments

Voluntary

14.2 Teachers who want to be considered for a transfer to another school shall file a written statement requesting such consideration with the appropriate personnel officer not later than the established deadline; or within seven (7) days after learning that he/she is to be involuntarily reassigned for the next school year if such knowledge occurs after submission of the Declaration of Teaching Intention Form. Any transfer requests submitted after the established deadline shall not require reconsideration or change of any other transfer decision made by the Board prior to receipt of such request.

14.2.1 Any teacher requesting a voluntary transfer shall have his/her request submitted to administrators at work sites to which he/she has requested a transfer.

14.2.2 Vacancies will be entered by the Director of Personnel or designee onto the BCPS website that will be updated at least weekly.

14.2.3 The Department of Human Resources will publish information describing the transfer procedures, including timelines and telephone numbers, on the BCPS website.

14.2.4 For any position that becomes vacant, the principal should consider voluntary transfer candidates for a transfer prior to offering the position to a new hire.

So what does this mean for you?

“Declaration of Intent” forms are due February 3, 2007 to your school administrators and they will forward them to the personnel office. If you are seeking a transfer, you can list the names of many schools on your intent form or you can list an area. You are not limited to only listing three (3) schools.

At this time some administrators will know what vacancies they anticipate and others won't. Look at the BCPS website for vacancies and begin talking to colleagues in other buildings you are considering. You must be proactive.

If you are transferring from a Title 1 or Priority 1 or 2 school, you are not automatically prevented from requesting a voluntary transfer. In addition, a principal at a school you choose to transfer into should not say that you can't transfer there because you don't have a "highly qualified (HQ)" replacement. All of those decisions are to be made at the Office of Human Resources (HR). If you are told by your administrator or an administrator of a school you are trying to transfer into that you are denied a transfer due to the lack of a HQ replacement, please call your UniServ Director immediately so we can look into the candidate pool for your subject area and begin to work with personnel officers on your situation. In very few cases this procedure implemented by BCPS will prevent you from moving, but we want to help you work through the process and exhaust all options.

If you are offered a transfer, you do not have to accept the transfer.

An updated Transfer Guide produced by TABCO will be distributed to ARs in February. If you run into problems either through the voluntary, excess, or involuntary/administrative transfer process, please contact your UniServ Director. (410-828-6403) or

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This document does not contain all of the language from Article XIV as outlined in the Master Agreement. Please refer to the orange covered Master Agreement for all of the language in Article XIV. Additionally, the TABCO Negotiations Team is still working on making revisions to the current language and BCPS practices regarding the transfer process.

You are a part of TEAM TABCO and together we are strong!