

Acceptance to a Different Position/Transfer/Displacement/Exchange

Acceptance to a Different Position

To meet staff desires, any teacher may request s/he be accepted into a different position for the ensuing year. Every effort will be made to honor such requests when it is in the best interests of the individual and the total school program.

Acceptance into different positions will be approved by the Superintendent, or designee, if it does not involve a change in position classification, and by the Board upon the recommendation of the Superintendent in those cases involving a change in position classification. In all cases, the desires of those affected by such changes will be considered.

When the change made involves movement from one school to another, the affected teacher will be notified as soon as possible. Such notification will become a part of the employee's personnel record.

Nothing contained here should be interpreted to affect the ability of a building principal to move a teacher from one grade level or subject to another from year to year so long as the teacher is qualified for such a move.

Transfer

A teacher may voluntarily apply for a transfer to another school consistent with the requirements of Administrative Procedure 4115.1, Transfer.

Displacement

- i. A non-probationary teacher may be displaced as a result of a drop in enrollment; turnaround; phase-out; reduction in program; or reduction in building, including closure, consolidation or reconstitution.
- ii. All displacements of non-probationary teachers shall be conducted in accordance with the requirements of Administrative Procedure 4115.2, Teacher Displacement.

In-District Teacher Exchange

Any teacher in the Cherry Creek School District interested in exchanging positions with another teacher of the District may do so if specific conditions are met.

- A. Teachers exchanging positions must be licensed and have an endorsement to teach in the exchanged position.
- B. Teachers exchanging positions must have written approval of the building principals.

TEACHING PERSONNEL

Policy: 4115

- C. The specifics of the exchange will be agreed to by each teacher involved in the exchange.
- D. Exchange should be for a predetermined period of time mutually agreeable to all parties.
- E. The time may be modified only if mutually agreeable to all parties.
- F. Teachers wishing to pursue the "In-District Teacher Exchange" must do so on their own.
- G. Exchanges will be reported to the Office of Human Resources.

Teachers involved in the "In-District Teacher Exchange" will be considered as occupying their original pre-exchange position for the purposes of determining continued employment in the event of any reduction or changes in program or staffing unless it is otherwise explicitly agreed.

Revised: June 25, 2013

Adopted: February 10, 2014

Effective: July 1, 2013