2012 Teacher Transfer Timeline
Monday, April 23 Start

Timeline:

- Begin Transfer Process on the Monday of last full week in April (April 23)
- Day 1 - Round 1 Opens With Posting of Openings
- Day 3 - Last Day for Bargaining Unit Members to Request Transfer
- Days 4-7 - Principal Contact Unit Members Regarding Transfer Request
- Day 7 - Last Day for Personnel to Notify Unit Members of Decision
- Day 8 - District Prepares New List of Openings
- Day 9 - Round 2 Opens with Positing of All Vacancies
- Each Round will follow the same time line procedures

ROUND 1

Date	Action
April 23	Round 1 Opens with posting of all vacancies
April 25	Last day for unit members to request transfer (by 4:00 PM)
April 26-May 1	Principal contact unit members regarding transfer request
May 1	Last day for Personnel to notify unit members of decision

Date	Action
May 2	District prepares new list of openings for Round 2

ROUND 2

Date	Action
May 3	Round 2 Opens with posting of all vacancies
May 7	Last day for unit members to request transfer (by 4:00 PM)
May 8-11	Principal contact unit members regarding transfer request
May 11	Last day for Personnel to notify unit members of decision

Date	Action
May 14	District prepares new list of openings for Round 3

ROUND 3

Date	Action
May 15	Round 3 Opens with posting of all vacancies
May 17	Last day for unit members to request transfer (by 4:00 PM)
May 18-23	Principal contact unit members regarding transfer request
May 23	Last day for Personnel to notify unit members of decision

Date	Action
May 24	District prepares new list of openings for Round 4

ROUND 4

Date	Action
May 25	Round 4 Opens with posting of all vacancies
May 30	Last day for unit members to request transfer (by 4:00 PM)
May 31-June 5	Principal contact unit members regarding transfer request
June 5	Last day for Personnel to notify unit members of decision