

Gooding Joint School District No. 231

PERSONNEL

5801

Transfer

All personnel of the District are employees of Joint School District No. 231 and are assigned to various schools. Employees may request transfer from one school to another. It is understood that such requests do not necessarily indicate dissatisfaction in a particular school.

Any person desiring to initiate a transfer from their current position to a new position, must complete a transfer request form available from the District Office. These forms will be filed in a transfer request file and will remain in force only for the current school year, September through August.

When a vacancy occurs, an announcement shall be posted in the office of each building in the district. The transfer request file will be reviewed and any personnel qualified for the position will be notified. Board of Trustees Policy Staff Personnel Recruitment and Selection and Qualifications will be followed:

1. The needs and efficient operations of the District.
2. The qualifications including the experience and recent training of the staff member compared to those of other candidates for both the positions to be filled, and the positions to be vacated.
3. Recommendation of the administrator to whom the employee is currently responsible and the administrator where the vacancy exists.
4. The length and quality of the service rendered to the District by the employee

Cross Reference:

5800

Classified Employment, Assignment and Grievance

Legal Reference: I.C. § 33-511

Maintenance of schools

Policy History:

Adopted on: April 9, 2013

Revised on: