

VOLUNTARY TRANSFERS AND REASSIGNMENTS

5-21.27

Following the application of clauses 5-21.22, 5-21.23, and 5-21.24, the board shall post on its website the list of needs that remain to be filled for the following school year.

a) During a first round of voluntary transfers, the board shall invite applications for reassignment to another category within the school or at another school according to their qualifications.

If there is only one application, the request is granted so long as the teacher meets the requirements of clause 5-21.11. When there is more than one candidate, the principal shall select a candidate following a round of interviews and make a recommendation to the Human Resources Department which shall approve the reassignment. Teachers within the school who apply shall be given priority over applicants from other schools.

Following application of clause 5-21.27, the board, in presence of the union, shall grant the following voluntary transfers:

- i) When only one employee applies for a post, the voluntary transfer is granted. ii) When two or more employees apply for a post, the principal invites each candidate for an interview and makes a recommendation to the board.
- iii) Based on the recommendation specified in paragraph iii), the board grants the transfer.
- iv) The board notifies each candidate, in writing, if his or her voluntary transfer request has been accepted or refused. A copy of the notice is forwarded to the union.

b) A second round of voluntary transfers shall be organized in accordance with the following parameters:

- A meeting shall be held on one evening of the week, not later than June 5 of each school year.
- Teachers shall register for the meeting one week before the day of said meeting.
- The board shall proceed by seniority. The teacher with the most seniority shall obtain the position so long as he or she meets the requirements of clause 5-21.11.
- The position left vacant by the teacher who obtained the transfer is placed at the bottom of the list and offered later on during the same meeting.
- The participation of a teacher in the process shall cease as soon as he or she has obtained a transfer.
- The teacher may waive his or her right to choose a position and wait for the second list to be presented during the same meeting.
- The meeting shall go on for as long as teachers exercise their right to claim a transfer.

5-21.28

Voluntary mobility and exchange of positions:

Should two full-time teachers in the employ of the board wish to exchange their respective positions, they shall submit a joint written request to this effect to the Human Resources Department no later than June 1 of the current school year.

The following conditions shall apply:

- The exchange must be in the same category or in another category while respecting clause 5-21.05*.
- The exchange is subject to the approval of both school principals concerned.
- The response shall be given no later than June 20 of the current school year.
- The exchange shall take effect the following school year.

Once the exchange has been approved by the Human Resources Department, the mobility agreement found in Appendix V must be completed by the parties concerned.

5-21.29

- a) The teacher's school cannot be modified after October 15 except with his or her written consent.