

ARTICLE XVII

TRANSFERS, REDUCTIONS IN FORCE AND VACANCIES

Section 1. Authority. The Superintendent will have the authority to transfer teachers within the system according to the language as found in Section 2 when the interests of the educational program and the operation and efficiency of the school system require such action. The District School Board will act on recommendations of the District School Superintendent regarding transfer of any employee.

The instructional transfer period will open following notification of the reappointment deadline and remain open for five (5) workdays.

Section 2. Transfers.

A. Voluntary Transfers.

Consideration will be given to teachers on the basis of certification, qualifications, performance evaluation and ability to meet the program needs of the school. Length of service to the school district, while not the controlling factor, will be considered.

B. Involuntary Transfers.

A teacher may be transferred from one (1) school to another within the District. The Superintendent will consider, among other things, the suitability of the teacher's qualifications, and performance evaluation as they relate to the needs of the position to be filled, and will give special consideration to the teacher's personal preferences, place of residence, and other relevant factors.

C. A teacher who is required to change classrooms will have assistance moving boxes and furniture and will be provided appropriate equipment to do the job safely. If such involuntary transfer places a teacher out-of-field or outside their scope of certification, passing test scores may be submitted for reimbursement using the designated HR form, pending the availability of grant funding.

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Kathy Smith, President Lake County Education Association		H. Chad Farnsworth, Chief Negotiator Lake County Schools

LCEA Initial Proposal June 6, 2022
LCS Counter 6.28.22
LCEA Counter Proposal 6.29.22
Tentative Agreement 6.29.22

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Section 3. Vacancies.

- A. When a vacancy occurs in the bargaining unit, said vacancy will be advertised with the necessary requirements and qualifications on the School District's official website and applicant tracking system.
- B. Advertising of vacant positions will be as follows:
 - 1. Weekly for a minimum of five (5) days prior to being filled except in an emergency.
 - 2. Beginning at the end of the post planning period and continuing until the last week of the first month of school, positions may be advertised a minimum of three (3) days and hiring may occur during the advertisement period.
 - 3. Advertisements will include qualifications, salary, and any special job requirements.
- C. The District School Board declares its support of a philosophy of attempting to fill vacancies from within school system personnel based on certification, qualification and performance evaluation. The District **School** Board retains the sole right to determine whether or not an applicant is qualified.
- D. All applicants will be given due consideration. If requested, unsuccessful applicants will be given reasons for not attaining that position.

Section 4. Reduction in Force. If workforce reduction is needed, the District School Board must retain employees at a school or in the school district based upon educational program needs and the performance evaluations of employees within the affected program areas. Within the program areas requiring reduction, the employees with the lowest performance evaluations must be the first to be released; the employees with the next lowest performance evaluations must be the second to be released; and reductions will continue in this manner until the needed number of reductions has occurred. The District School board may not prioritize retention of employees based upon seniority, according to F.S. 1012.33(5).

Section 5. Reassignments. The Superintendent will have authority to reassign teachers

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including reassignment of duties and responsibilities within a school when the interest of the educational program and the operation and efficiency of the school system require such action.

A teacher who is required to change classrooms will have assistance moving boxes and furniture and will be provided appropriate equipment to do the job safely. If such reassignment places a teacher out-of-field or outside their scope of certification, passing test scores may be submitted for reimbursement using the designated HR form, pending the availability of grant funding.

Section 6. Redistribution of Teachers Due to the Opening, Closing and/or Redistricting of Schools.

For the purpose of this section, the term “affected school(s)” refers to a school that is sending and/or receiving students from or to another school or schools.

- A. Due to the closing, opening or redistricting of schools, students are reassigned and the projected FTE is adjusted at the affected school(s). Instructional allocations are determined or adjusted as necessary.
- B. A special posting of the vacancies created by the reassignment of students will be posted at the affected school(s). Instructional personnel at affected school(s) are eligible to apply for posted vacancies. Principals are not obligated to interview all who apply.
- C. Principals may only hire instructional personnel from each of the affected school(s) in a number that corresponds directly to the number of students received from that school. At a designated time set by Human Resources, instructional personnel interviewed from affected schools(s) will be notified of their reassignment status by the appropriate principal. If sufficient vacancies exist, qualified teachers from affected school(s) who have not been reassigned will be placed at the receiving school(s). All remaining qualified teachers will be placed district-wide. After all remaining qualified teachers from affected schools have been placed; the district reappointment schedule will resume.

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