

## ARTICLE 9

### **TRANSFERS/SENIORITY**

#### 9.1 Definition

9.1.1 A "transfer" is a movement from one Center to another.

9.2 District agrees it shall seek voluntary transfers prior to requiring an involuntary transfer.

#### 9.3 Open Positions

9.3.1 Open positions will be posted in all centers for ten (10) calendar days.

9.3.2 Temporary openings which occur as a result of granting semester- or year-long leaves of absence, will be posted for ten (10) calendar days. In the case of a temporary master teacher opening, other master teachers will have first opportunity to apply. If no master teacher requests to be considered for the temporary assignment, the position will be opened to teachers. Interviews will be conducted for all applicants.

#### 9.4 Voluntary Transfer

9.4.1 Transfer opportunities, vacancies within the bargaining unit, shall be posted for a period of five (5) calendar days prior to any permanent filling of the vacancy. The notice shall state the site of the vacancy, number of hours regularly assigned and job position.

9.4.2 Requests from unit members seeking transfers shall be considered by the selecting administrator.

9.4.3 A unit member may only transfer from one site to another one time during an academic year.

9.4.4 All requests for transfer must be received at least five (5) days prior to the position closing date.

#### 9.5 Involuntary Transfers

9.5.1 Employees may be transferred to fulfill District needs or requirements because of vacancies, surplus of staff, lack of work, lack of funds, or administrative requirements.

9.5.2 Except in case of emergency, no transfer shall be made without five (5) work days notice to the employee. CSEA reserves the right to meet and confer with the District over any involuntary transfer prior to implementation

#### 9.6 Seniority

- 9.6.1 District Seniority shall mean the length of service from the last continuous date of hire with the District.
- 9.6.2 Length of Service shall mean all hours in a paid probationary or permanent status, excluding overtime, commencing or continuing after July 1, 1971.
- 9.6.3 Position Seniority shall mean the length of service within the position included within the recognized unit.
- 9.6.4 Pre-July 1, 1971 Employees - unit members employed prior to July 1, 1971, shall, for purposes of determining total length of service, be credited from the last continuous date of hire with the District, or its direct predecessor, for all paid status prior to July 1, 1971.