

VENTURA COUNTY OFFICE OF EDUCATION

SUPERINTENDENT POLICY NO. 4114

ADOPTED: 02/14/96

CLASSIFICATION: Personnel

REVISED:

SUBJECT: Transfers

Voluntary

Voluntary lateral transfers to vacant positions shall be allowed, in accordance with the collective bargaining agreement.

Involuntary

Involuntary transfers may be required, in accordance with the collective bargaining agreement, to assure staff assignments most efficiently meet the needs of the organization.

Emergency

Emergency temporary transfers may be required, in accordance with the collective bargaining agreement, when the department director determines that the transfer is necessary to relieve a temporary emergency situation. The employee shall be returned to the regular assignment as soon as the emergency has been resolved.