

<i>Rainy River District School Board</i>	SECTION 3 <i>Personnel</i>
INTERNAL EXCHANGE OF TEACHERS	3.11

POLICY

The Rainy River District School Board will encourage and support exchanges between teachers among schools.

RATIONALE

The Rainy River District School Board believes that a variety of teaching experiences in different schools within its school district is beneficial to its teachers and students.

IMPLEMENTATION

GUIDELINES

- 1.1 The teacher will complete an exchange form and forward it to the Director or designate by March 15 of the school year preceding the exchange of teachers.
- 1.2 The Director or designate will send copies of the exchange form to the principals of the schools involved by April 1st of the school year preceding the exchange of teachers.
- 1.3 The principals involved will post the exchange form and ensure all staff members are made aware of the request for exchange of teachers.
- 1.4 Interested teachers will arrange the exchange through their principal.
- 1.5 The principal must agree to any exchange of teachers.
- 1.6 The principal will notify the Director or designate of an agreeable exchange of teachers.
- 1.7 All exchanges of teachers must receive the approval of the Director or designate.
- 1.8 An exchange can be arranged at any time before the end of the school year.

<p><u>CROSS REFERENCE</u></p> <p>Policy 3.12 - Panel Transfer</p>	<p><u>Date Approved</u> February 28, 2005</p> <p><u>Board Motion</u> #133</p> <p><u>Review Prior to</u> 2010</p>	<p><u>LEGAL/MINISTRY OF EDUCATION REFERENCE</u></p> <p>Education Act - Chapter 129 149(12) 253(2)</p>
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TEACHER EXCHANGE FORM

NAME:

SCHOOL:

PRESENT GRADE and/or SUBJECT
of POSITION OF RESPONSIBILITY

Subject or Grades taught over last three years:

Assignment Request:

1. Preferred assignment (give school, grades, subject, etc.)

2. Second choice of Assignment:

3. Additional Information:

i.e. other areas of expertise, activities which you have interest in or have been involved in at your present school. (coaching, music, drama, outdoor activities, etc.)

Principal

Date

Director/Designate

Date