

Administrative Procedure 8170

Teacher Transfer

Board Governance Policy Cross Reference: [1, 4, 12, 14](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

[Interlake Teachers' Association Collective Agreement](#)

The Interlake School Division (ISD) recognizes that teacher transfers are necessary, and decisions will be based on the best interests of the Division, its students, and staff.

Procedure

1. The Superintendent/CEO will survey professional staff to investigate possible transfers on an annual basis.
2. Transfers may be initiated by the teacher or the Superintendent/CEO according to the dates outlined in Article 18 of the [Interlake Teachers' Association Collective Agreement](#).
3. Final transfers must be communicated in writing as per Article 18 of the Interlake Teachers' Association Collective Agreement.
4. In the event that the Division requests the transfer, the Division will pay reasonable moving expenses.