

**VOLUNTARY TEACHER REASSIGNMENT/TRANSFER REQUEST FORM**

**FOR YEAR 2011-2012**

The White Bear Lake District is now finalizing its staffing plan the 2011/2012 school year. In anticipation of openings currently known and possibly existing in the future due to additional transfers, leave requests, and resignations/retirements, we are asking that you indicate below your first and second choices for WBLTA positions in the District. The "Posting of Shortages and Overages" is available in your building. Remember that this posting is just a current "snapshot" of projected needs, so it is important to not limit your thinking to those positions shown as available. We will keep your request on file as other openings may occur.

If you are interested in a teaching assignment transfer for the next school year, please indicate your choice(s) on this email and return it to Chris Picha, Director of Human Resources, District Center by 4:00PM **March 31, 2011.**

**IF YOU ARE NOT REQUESTING A TRANSFER TO ANOTHER POSITION OR BUILDING DO NOT FILL OUT THIS FORM.**

*(There is no guarantee that your assignment will be changed; however, the District will consider all requests and grant/deny transfers based on instructional programming, student/building needs and teaching certification/experience/seniority.)*

**NAME:**

**CURRENT LICENSURE & ASSIGNMENT:**

Building \_\_\_\_\_

Department \_\_\_\_\_ Grade Level \_\_\_\_\_

**REQUEST TRANSFER TO:**

1<sup>st</sup> Choice: Area: Pre-K K-5 6-8 9-12 (circle one)

Building \_\_\_\_\_

Department \_\_\_\_\_ Grade Level \_\_\_\_\_

Reason:

2<sup>nd</sup> Choice: Area: Pre-K K-5 6-8 9-12 (circle one)

Building \_\_\_\_\_

Department \_\_\_\_\_ Grade Level \_\_\_\_\_

Reason:

Date of Request:

*You may complete this form by selecting "Reply" to this email and typing in the above spaces, then selecting "Send" and your completed document will go back to Chris Picha in Human Resources. Call extension 7550 if you have any questions.*

PLEASE SEE BACK SIDE FOR EARLY CHILDHOOD, ELEMENTARY, MIDDLE SCHOOL &/OR SECONDARY BUILDING(S) TRANSFER CRITERIA. **THANK YOU ☺**

**In addition to the regular guidelines used for teacher transfers (per the WBLTA Working Agreement), the following criteria for the specific buildings will be used to review requests for placement in order to best meet the needs of the students and instructional programs.**

**EARLY CHILDHOOD TRANSFER CRITERIA:**

1. Licensure in PreK, ECSE, ECFE, Parent Education, and or related special education services.
2. Ability to team teach and work on collaborative teams across all sites, including family homes.
3. Competency in addressing all areas of development, birth-5 years, appropriately and with enthusiasm.
4. Confidence to work directly and indirectly with parents.
5. Commitment to evening parent education activities and family events.

**BIRCH LAKE ELEMENTARY TRANSFER CRITERIA:**

1. A willingness to take on multiple duties outside of teaching such as curriculum leaders, TAT team, patrol supervisor, student council, staff development, AYP team, data coach, etc.
2. Ability to be flexible with duty assignments due to annual fluctuating student population.
3. Strong desire to collaborate on a daily basis to best meet the needs of a diverse student population.
4. A competency for integrating technology into the learning process.

**LAKEAIRES ELEMENTARY TRANSFER CRITERIA:**

1. Knowledge and implementation skills with SMART Technology that increases student engagement and connections to concepts being taught.
2. Strong knowledge with the implementation of Des Cartes and Data Ladders, the utilization of differentiated instruction and Response to Intervention strategies and an expectation to implement flexible grouping within or across grade levels.
3. Strong belief in professional collaboration.
4. An ability to contribute toward building initiatives and become actively involved in the action steps toward achieving building goals.

**LINCOLN ELEMENTARY TRANSFER CRITERIA:**

1. Strong understanding and willingness to be trained and successfully implement PBIS, Response to Intervention strategies and best instructional practices within the classroom.
2. A competency for integrating technology into the learning process.
3. Strong belief in professional collaboration.
4. Ability to differentiate lessons for students of varying abilities and deliver research based interventions for students.

**MATOSKA INTERNATIONAL TRANSFER CRITERIA:**

1. A strong interest and drive in being part of an IB school and a willingness to receive training outside of the school day and school year.
2. A multi-year commitment to an IB school.
3. A competency for implementing the necessary IB concepts, practices, and discipline in the classroom.
4. An understanding and embracement of the need for collaboration to best meet the needs of a diverse student population.

**ONEKA ELEMENTARY TRANSFER CRITERIA:**

1. An understanding and embracement of Professional Learning Communities to discuss student achievement.
2. A willingness to implement a Response to Intervention model for learners on both ends of the learning spectrum.
3. Demonstrated success in differentiating instruction and providing comprehensive and balanced literacy and math instruction.
4. A strong desire to build a sense of community and sharing within the building and with Hugo – common alignment between the 2 buildings.

**OTTER LAKE ELEMENTARY TRANSFER CRITERIA:**

1. A competency to team with your grade level for differentiation of curriculum – Grades 3, 4 & 5 must be willing to team together in some curriculum areas.
2. Demonstrated ability to implement a Response to Intervention model for learners on both ends of the learning spectrum.
3. Ability to team with Special Education Teachers, who work with students on the autism spectrum, to mainstream the students into their classroom.
4. A strong desire in working collaboratively with Tamarack Nature Center to enhance our partnership with them.

**VADNAIS HEIGHTS ELEMENTARY TRANSFER CRITERIA:**

1. Demonstrated ability to implement a Response to Intervention model for learners on both ends of the learning spectrum.
2. Competency to flex group and work collaboratively with their grade level peers.
3. Must have a positive attitude.
4. An ability to contribute toward building initiatives and become actively involved in student programs and PTO events.

**WILLOW LANE ELEMENTARY TRANSFER CRITERIA:**

1. A willingness to take on multiple duties outside of regular classroom instruction such as teaching summer school, after school targeted services program or enrichment classes.
2. Strong understanding and desire to collaborate on a daily basis to best meet the needs of a diverse student population including students of poverty.
3. Demonstrated success in differentiating instruction and providing comprehensive and balanced literacy and math instruction.
4. Demonstrated competency for integrating technology into the learning process.
5. Instructional licensure in Spanish, German or art preferred.

**SUNRISE & CENTRAL MIDDLE SCHOOL TRANSFER CRITERIA:**

1. Must be licensed middle school for assigned courses across grades 6-8.
2. Middle School Endorsement preferred.
3. Successful experience working on an interdisciplinary team.
4. Demonstrated success at connecting with students of all interests.
5. Ability to differentiate lessons for students of varying abilities and deliver a program of rigor or high intellectual quality.
6. A strong desire to connect with students in some activity outside of school.
7. Excellent at keeping students focused and actively engaged.

**WHITE BEAR LAKE AREA HIGH SCHOOL – NORTH AND SOUTH CAMPUS TRANSFER CRITERIA:**

1. Must be licensed and have content knowledge to teach multiple preps.
2. Demonstrated interest in and have the capacity to support students in general post secondary guidance (advisor role).
3. Expected to contribute and serve on building committee assignments.
4. Ability to differentiate lessons for students of varying abilities and deliver a program of rigor or high intellectual quality.
5. A strong desire to connect with students in some activity outside of school.

**WHITE BEAR LAKE TRANSITION PROGRAM TRANSFER CRITERIA:**

1. Must have an understanding of special education transition assessment and instruction.
2. Ability to access community resources for adults with disabilities.
3. Understanding and experience working with county agencies and creating linkages for students with disabilities.
4. Experience and understanding of work-based learning philosophies and process.
5. Willingness and desire to take on leadership opportunities related to site-based projects and committees.
6. Willingness to transport students in District vehicles including a busette.