Letter of Agreement

Oak Harbor School District and the Oak Harbor Education Association agree to changes to the timeline and process for Appendix 1A- First Consideration to account for the reconfiguration of Oak Harbor Middle and North Whidbey Middle into a 5-6 intermediate and a 7-8 middle school.  For purposes of teacher assignment, all positions in each building are considered new positions so the transfer process will be implemented as follows:

1.    Human Resources will survey all current 5th-8th grade teachers for their preferred assignments in the fall.

2.    5th through 8th grade teachers will be assigned to their preferred position(s) provided there are openings for which they have appropriate certification and qualifications.

3.    When there are more than one interested candidate for an assignment or assignments, the following will occur:

a.    Principals will provide a short description of the certification, experience and qualifications necessary for the position(s).

b.    All interested teachers will write a letter of application that addresses how they meet the criteria for the position(s).

c.    Principals will screen the written responses, personnel files and other available information and select the best matched candidates for the positions available.  For similarly qualified candidates, information may be obtained through interviews.

4.    Teachers who are assigned through this process may still seek a different position through the annual winter Appendix 1A transfer process.

5.     Duration: this Letter of Agreement is intended to be used for the 2016-17 5th-8th grade reconfiguration process only and will expire once all reassignments have been made pursuant to this LOA.

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For the Association For the District

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Date Date