

PLEASE POST

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**BRENTWOOD UNION FREE SCHOOL DISTRICT
BRENTWOOD, NEW YORK**

MEMORANDUM

TO: Certified Teacher Personnel

FROM: Alice M. Vanderveldt, Human Resources Coordinator

RE: Transfer Opportunities – 2019/2020 School Year

DATE: January 22, 2019

As per the Brentwood Teachers' Contract Agreement, Article 11, Paragraph A, Voluntary Transfers; please be advised that we are now accepting requests for transfers.

Any certificated employee interested in any transfer may send a letter of interest specifying grade/subject and/or building to **Diane Lyons** in the Human Resources office. These letters will be held in abeyance until all vacancies are ascertained.

Please send your letter of interest to the Human Resources Office no later than **Friday, April 12, 2019**.

AV/st
1/22/19

cc: R. Loeschner
Dr. M. Darrisaw-Akil
A. Palmer
W. Ortiz-Rivera
S. O'Connor
K. Coyne
Building Principals
Dept. Heads/Coordinators