



# Monticello Central School District

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[www.monticelloschools.net](http://www.monticelloschools.net)

Matthew T. Evans, Ed. D., *Superintendent of Schools*

Timothy Crumley, *President - Board of Education*

Lisa Failla, *Asst. Superintendent for  
Business*

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## TRANSFER REQUEST APPLICATION

ARTICLE 15, Section B, of the Monticello Teachers' Agreement with the Monticello Central School District provides MTA members with a right to request a transfer to another building. Between March 1 and March 31<sup>st</sup>, requests can be made in writing for a transfer request for the next school year. Please type the nature of your request below.

I am requesting a transfer to the \_\_\_\_\_ school; grade \_\_\_\_\_

and/or subject \_\_\_\_\_.

Explanation:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign and date this request and provide a copy to your building principal and the Superintendent's office no later than March 31<sup>st</sup>. Notification of decisions will be made by April 30<sup>th</sup>.