

**TITLE: LATERAL TRANSFER POLICY**

Having considered the rank of each professional position within the District, in terms of title, nature of responsibilities, salary level, certification and/or licensure and days in the period of employment, the Board has established that the following positions (in rank order) shall be considered lateral for purposes of the requirements of W. Va. Code § 18A-4-7a:

The position Central Office Director shall be lateral to other Central Office Directors.

The position of Coordinator of Maintenance shall be lateral to other Coordinators of Maintenance.

The position of Supervisor of Transportation shall be lateral to other Supervisors of Transportation.

The position of Physical Therapist shall be lateral to other Physical Therapists.

The position of Occupational Therapists shall be lateral to other Occupational Therapists.

The position of School Nurses shall be lateral to other School Nurses.

The position of Professional Accountant shall be lateral to other Professional Accountants.

The position of Athletic Director shall be lateral to other Athletic Directors.

The position of Elementary School Counselor shall be lateral to other Elementary School Counselors.

The position of Middle/High School Counselor shall be lateral to other Middle/High School Counselors.

The position of School Psychologist shall be lateral to other School Psychologists.

The position of Speech/Language Pathologist shall be lateral to other Speech/Language Pathologists.

The position of Technology Integration Specialist shall be lateral to other Technology Integrations Specialists.

The position of Technology System Specialist shall be lateral to other Technology System Specialists.

The position Elementary Principal shall be lateral to other Elementary Principals.

The position of Elementary Assistant Principal shall be lateral to other Elementary Assistant Principals.

The position Middle/Secondary Principal shall be lateral to other Middle/Secondary Principal.

The position Middle/Secondary Assistant Principal shall be lateral to other Middle/Secondary Assistant Principals.

The position Classroom Teacher shall be lateral to other Classroom Teachers.

Eligibility for a lateral placement is dependent upon possession of appropriate certification and/or licensure.

Placement in positions lower rank for which a person was previously employed is dependent upon possession of appropriate certification and/or licensure. Such placements shall be identified based upon the highest-ranking position, previously held by an affected employee, occupied by a less senior professional employee.

Review Schedule. This policy shall be reviewed in accordance with the Policy Review Schedule.

**Legal Authority:** West Virginia Code § 18A-4-7a

**Board Adoption:** November 4, 2019

**Revised:** December 5, 2022

**Board Adoption:** December 5, 2022