

Spring Transfer Process

April 1, 2026

Dear PFT Members,

The transfer process for spring 2026 is attached. This document outlines how the transfer process works. We are also frequently asked, “When does the transfer process begin?” Staffing schools and programs is complex, and the data needed to determine how many teachers are needed, in which programs, and at which sites depends on many factors. These factors include things like student enrollment, the number of teachers declaring retirement or resignation, and the number of teachers requesting or returning from a leave of absence. This data becomes more and more definitive over time.

The PFT/PUSD Joint Staffing Team will be meeting soon to review preliminary enrollment and staffing projections at sites for next year. We anticipate the transfer process beginning after spring break and continuing over time, as projections become more certain. The number of teachers needed at many sites will remain the same, but some sites could be overstaffed.

The transfer process begins with placement of teachers who are at sites that are overstaffed, typically due to a lack of enrollment. (The contracts of temporary teachers end, typically when school ends in June, so they are “out” of the matrix/do not have a position at the site at this point in the process and are not considered in determining overstaffing). In an overstaffing situation, the site principal will seek a permanent or probationary teacher volunteer willing to transfer. Typically, voluntary candidates come forward. If there are no volunteers, district seniority is the criteria used for involuntary transfer. If a teacher is transferred due to an overstaffing situation (as a volunteer or as an involuntary transfer), the teacher will receive “priority placement” for all known vacancies within their credential area. These teachers will also receive two paid workdays to move, compensated at the teacher hourly rate of \$45.28. Teachers must submit a timesheet to Ruzanna Ohannessian at rohannessian@powayusd.com to receive this compensation. The district and school site administration will coordinate with the teacher to facilitate the process of moving. (Teachers in itinerant positions or those moving to another classroom on their school site do not qualify for compensation for moving).

[Read more](#)

Attachment - [Transfer Process for Spring 2026](#)