



*Tanya Shippy, Ed.D., Assistant Superintendent
Human Resources*

ENCOURAGING • CHALLENGING • ACHIEVING

**REQUEST FOR TRANSFER/
CONSIDERATION FOR DIFFERENT POSITION**

So that I might update my records, please complete the information below if you are interested in requesting an in-district transfer and/or a request for consideration for a position that becomes available. These need to be returned to Human Resources by February 1, as specified by Board Policy GCI.

I am interested in:

_____ A transfer to _____
(School) (Grade level/Subject area)

_____ A transfer to _____
(School) (Secretary, Paraprofessional, etc.)

Name _____ Date _____

Present Assignment/Building: _____

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