



MEMORANDUM of UNDERSTANDING

Transfer and Open Hiring Timeline for Recruitment and Hiring 2026-2027

Hillsborough County Public Schools and Hillsborough Classroom Teachers Association agree to adjust the timelines for hiring to assist in the recruitment efforts of our instructional staff. The parties agree to the following for the 2026-2027 school year to promote the filling of all vacancies in our schools:

1. The date of the Spring Open Transfer Period and Open Hiring will run concurrently for the 2026-2027 school year. These dates will be established following the release of the unit allocation timeline by Finance and will not take place until after the confirmation of surplus staff and vacancies by Human Resources. The timeline will also be confirmed with HCTA as well as communicated to eligible employees no less than 5 workdays prior to the opening of the period.
2. The Open Transfer Period for current employees will continue until Thursday, July 9, 2026, at 4:45 pm.
3. The Open Hiring Period for new hires will continue until Friday, August 7, 2026, at 4:45 pm.
4. Eligible instructional employees who wish to seek instructional transfer to a Transformation Network School will be provided with a 1-week transfer and hiring period, prior to all other sites.
5. Per HCTA Instructional Contract Section 11.2.4 "Teachers are eligible to transfer to any vacancy for which they are certified; After spring transfer period, transfers will not be allowed to fill a vacancy in an area where a pool still exists."
6. A vacancy will not occur where a surplus pool category exists at the site where the unit loss created a surplus.
- 7. All surplus permanent instructional employees not securing a position during the Spring Open Transfer Period prior to the conclusion of the school year will be placed, pursuant to Section 11.4 of the Instructional Contract.

Flexibility to cross position pool categories during Spring Pool process:

