

Professional Staff Leave Without Pay

Leaves without pay may be granted to tenured staff members upon written request of the staff member to the superintendent and approval by the Board of Education. To be considered for a leave without pay the written request for a leave must be submitted to the superintendent by April 1st. For a teacher that requests a leave of absence for an overseas teaching assignment or a leave of absence for graduate study which is contingent upon receiving a financial grant from the university, the Board of Education will still require a written request by April 1st but will extend the deadline to act upon the request no later than July 1st.

Tenure staff members who are granted a leave without pay will not receive a year's credit on the salary schedule unless they teach consecutively for the district or in another Board approved teaching assignment more than one-half the teacher contract days during the school year of their leave.

Staff members on a leave of absence must notify the superintendent in writing, by March 1st of the leave year, their intent to return to the district the following year. Lack of notification will be considered a resignation.

Adopted: 12/14/1990 - Negotiated Item
Revised: January 1991 - Negotiated Item
03/23/2006