

FARIBAULT PUBLIC SCHOOLS
Faribault, Minnesota

Administration
Series 300

SABBATICAL LEAVE

Policy No. 304.9

Sabbatical Leave may be granted to not more than one (1) of the administrators at one time. To be eligible, the administrator must have been employed in the Faribault School System for seven (7) years.

The administrator must make application and submit a tentative plan of study, which must be presented to the Superintendent before April 1 for a one-year Sabbatical Leave, and at least six weeks before the start of a proposed shorter leave. Administrators who are granted Sabbatical Leave must pursue a graduate school level program, and must earn a minimum of thirty-six (36) quarter credits (or the equivalent on research projects) during the year, and a minimum of eighteen (18) quarter credit or twelve (12) semester credits during a semester leave. Certain undergraduate courses may be approved in specific cases. Study must be limited to an individual's area of assignment and shall not be used for retraining in a new area unless at the request of the administration.

The salary of the administrator while on Sabbatical Leave will be one-half (1/2) of the basic salary for the length of time the administrator will be absent from the District, but not to exceed one year (52 weeks).

The administrator will be required to return to the school system for a minimum of two (2) years. If he/she fails to do so for reasons other than incapacity to work, he/she will be required to repay the financial grant in full. The administrator will be returned to his/her former position, or one comparable to it, unless mutually agreed upon by the administrator and the superintendent.

Administrators on Sabbatical Leave may accept scholarships or fellowships provided that the scholarship or fellowship contributes to the purpose intended to be served by the Sabbatical Leave. The acceptance of a scholarship or fellowship shall be approved by the superintendent of the School Board.

The maximum length of Sabbatical Leave shall be one (1) year, and credits earned shall be in accordance with the length of the leave. A Sabbatical Leave of less than one year may also be granted.

During the Sabbatical Leave, other fringe benefits such as hospital and long-term

SABBATICAL LEAVE
Code No. 304.9
Page 2

disability insurance shall be kept in force as if the administrator were at work in the Faribault Schools.

July 12, 1976
Date of Adoption

Legal Reference

May 25, 1979
Date of Revision