SABBATICAL LEAVE

POLICY:

The Board may grant sabbatical leaves of absence for study and/or research upon application by certificated staff and recommendation of the Superintendent, provided such a leave shall serve the best interest of the District and is within the fiscal parameters of the District.

ELIGIBILITY

An applicant for a sabbatical leave must be a certificated employee of Cheney School District No. 360. An applicant for a sabbatical leave shall submit to the Superintendent a letter requesting the leave which shall include the reasons why granting such a leave, in the applicant's estimation, will be of benefit to the District. Attached to the letter shall be an outline of the applicant's proposed program. The letter and outline shall be submitted to the Superintendent not later than February 1 of the school year preceding the year for which the leave is requested.

BASIS OF SELECTION

When such sabbatical leaves are recommended by the Superintendent to the Board of Directors, reasonable and equitable distribution shall be made among the various branches of the staff. The prime consideration of the Board shall be the value to the District of the course of study or research to be undertaken by the applicant. Other considerations shall include, but not be limited to, length of continuous service in the District and fiscal impact of the proposed leave.

LENGTH OF LEAVE

Sabbatical leave shall not be granted for less than one full trimester or quarter, nor for more than three full trimesters, two full semesters, or one full academic year.
SABBATICAL LEAVE

COMPENSATION

The compensation shall be paid monthly in the same manner and at the same time as salaries are paid to other members of the staff.

SERVICES ON RETURN

A person who accepts a sabbatical leave must signify intention of returning to the District for a minimum of one full academic year directly following the leave. At the expiration of the sabbatical leave the employee shall, unless otherwise agreed, be reinstated to an equivalent position to that held when the sabbatical leave was granted.

SALARY AND RETIREMENT PROTECTION

Within thirty (30) days of a staff member's return from sabbatical leave, the staff member shall file with the Superintendent a report giving the substance of the program of study or research in which he/she was engaged, indicating the value which he/she believes grew out of the experience. The Superintendent shall report to the Board that the leave has been satisfactorily completed in accordance with the plan set forth. The employee shall receive the same increment in salary he/she would have received had he/she not been on leave and retains benefits accumulated prior to the beginning date of the sabbatical. An employee on sabbatical leave shall retain his/her status as a member of the teachers' retirement system according to the regulations of the retirement system. The employee may petition the teachers' retirement system for retirement credit for the year of study while on sabbatical leave.