



Sabbatical Leave Frequently Asked Questions

What is sabbatical leave?

Sabbatical leave is an extended leave of absence with partial pay granted for professional study, travel, research, or health restoration, designed to benefit both the educator and WCSD.

Who is eligible to apply?

To qualify, a licensed employee must have:

- Completed at least 7 consecutive full years of service in WCSD
- Received satisfactory evaluations
- A proposed sabbatical plan that contributes to educational practice or WCSD goals

How long is the leave and what is the pay?

- Leave is granted for 1 semester or 1 full school year
- Pay during sabbatical is 50% of your regular salary
- Sick and personal leave do not accrue during this time

What are the service obligations?

Employees must agree to return to WCSD for at least 2 years following the sabbatical. Otherwise, you must repay the district for compensation received during the leave.

How do I apply?

1. Submit a detailed proposal to your principal and the Human Resources Department
2. [Submit a leave request form](#)
3. Include a statement of purpose, timeline, and anticipated outcomes
4. Applications are typically due in the spring for the following school year

Who approves the sabbatical?

Final approval is granted by the Superintendent and Board of Trustees, based on recommendations from Human Resources and your principal.

Does sabbatical leave accrue toward retirement?

Only if it is paid sabbatical. Unpaid time does not count toward PERS service credit.

Can I use sick leave during sabbatical?

No. Sick leave cannot be used or accrued during sabbatical leave.

Can I resign or retire after a sabbatical?

If you do not return and complete the required post-leave service period, you may be required to repay the district for sabbatical compensation.

Does WCSD fund sabbaticals every year?

No. Approval depends on budget availability, staffing coverage, and the educational value of the proposed leave.