



Application for Professional Sabbatical Leave
Educational Professionals/Instructional Employees (Article 23)
Deadline June 14

Name: _____ Personnel Number: _____

Current Assignment: _____ Current Location: _____

Years of Teaching for Broward County Public Schools: _____

The employee must meet the eligibly criteria and undertake an activity that will be beneficial to him/herself, and the school district.

Please indicate your reason for the Professional Sabbatical Leave below and submit an explanation and documentation to support your request. For example, a letter from a community agency. **Please note: Applications will not be accepted without the required explanation and documentation included.** At the conclusion of the leave, you will need to provide documented evidence/artifacts of your project.

- ☐ Perform community services.
- ☐ Serve as a School Board volunteer.
- ☐ Conduct educational academic research on a pre-approved topic. If this option is selected, the employee must provide the board with a research report at the conclusion of the leave.
- ☐ Teach undergraduate or graduate classes.
- ☐ To learn a second language.
- ☐ To upgrade related vocational skills

I am requesting a Professional Sabbatical leave for the _____ school year. I understand this leave is irrevocable and I may not return to work prior to the conclusion of the leave.

Applicant's Signature

Date

By signing this recommendation, I am verifying that while under my supervision, this teacher has received effective evaluations and is not or being considered for documentation.

Principal's Signature

Date

Submit the application via email to: TalentAcquisition@browardschools.com

FOR OFFICE USE ONLY

Date Received		Approved by	
Employee Evaluations		Date approved	
Valid Certificate Type/Dates		Date to HRSS	
Bargaining Unit Date		Total Years of Experience	