

PROFESSIONAL STAFF LEAVES AND ABSENCES

Sabbatical leave for approved study or research may be granted teachers or other professional staff members by the Board of Directors upon recommendation of the Superintendent following each seven (7) years service in the District. Only two (2) persons may be granted such leaves to run concurrently. All requests must be submitted prior to December 15 preceding the requested sabbatical. The Board of Directors will act on the requests on or before February 15.

The leave may be for a period not to exceed one (1) full academic year. The period of the leave shall not count as regular service for the purpose of accumulating sick leave but any sick leave accumulated prior to the leave shall remain in effect upon the return of the employee. The sabbatical leave will not count as a year of service. Longevity and seniority will not accumulate; however, on return, the employee will be reinstated with the number of years of service accumulated prior to the leave.

In making the recommendation, the Superintendent shall be guided by the value of the sabbatical plans to the District.

The salary will be one-half (1/2) base salary. This means a person will receive one-half (1/2) what he/she would have received for a salary that year as a teacher. No extra duty or special area pay is included when computing base salary.

As a condition of the sabbatical, the staff member enters into a written agreement with the Board of Directors that upon termination of the leave, he/she will return to the District for a period equal to the length of the leave; and that in default, he/she will refund a sum equal to the salary received from the District during the leave period.

Upon his/her return from leave, the staff member will be assigned, if possible, to the position previously held. Otherwise, a comparable assignment will be made. If a person does not complete the year at school, he/she will refund all of the money paid, upon arrangement.

The salary will be paid bi-weekly. Retirement will be deducted (giving a year of credit toward retirement); state group life insurance may be continued if desired; and hospitalization insurance may be continued on the same basis as the regular staff.

The terms of the sabbatical shall be spelled out in writing and signed by the teacher and Superintendent at the time the sabbatical is granted. (See Contractual Agreement between MSAD No. 9 and the MSAD No. 9 EA.)

Legal Reference: TITLE 20A MRSA SEC. 13604 ET SEQ.

Adopted: September 1978
Revised: November 29, 1994
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