

**PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY**

CODE: GCCAF-R: PM

SABBATICAL LEAVE

The School Board, upon recommendation of the Professional Development Committee, may grant a sabbatical leave to certified classroom teachers, librarians, guidance counselors, and speech pathologists, hereinafter called "teachers," for the purpose of study toward attaining a higher degree in the area in which the teacher is employed, guidance and counseling, or school administration.

REGULATIONS

The following conditions shall apply:

- a. A teacher applying for such leave shall have completed seven years of service in the School District.
- b. The applicant, if accepted, will receive one-quarter (1/4) of the salary based on the teacher's current position on the salary schedule.
- c. A teacher on sabbatical leave may continue with the group health insurance program during the leave. District contribution will continue as per current procedure. Additional premiums, if any, shall be paid by the teacher in accordance with arrangements made with the Business Office. The teacher shall sign a note for the amount of premium to be paid by the District and collectable unless the terms of paragraph (f) are met.
- d. If applying for sabbatical leave, the teacher shall fully outline the program of study to be undertaken. Failure to complete the approved program shall constitute a forfeiture of any monetary benefits originally granted under this policy. Applications for sabbatical leave must be submitted on or before March 1.
- e. The number of leaves granted by the District shall be up to, but not exceeding, two per year.
- f. A teacher receiving sabbatical leave shall agree to return to the service of the School Board for a period of three years. Failure to complete said term of service shall result in the repayment of salary and benefits paid to or paid on behalf of the teacher during the sabbatical leave. The teacher shall sign a note for the amount of salary and benefits accrued during the sabbatical leave to be paid by the teacher and collectable unless said teacher completes the three years of service; however, in the event of death or disability, this note will be forgiven.
- g. The teacher, upon return from sabbatical leave, shall be restored his/her former position.
- h. Candidates for sabbatical leave will be evaluated and selected by a committee consisting of the following: two members of the School Board, two administrators selected by the School Board and two teachers selected by the Cody Education Association.

Adopted: 6/16/98