

Tyrone Area School District

TITLE: SABBATICAL LEAVE

ADOPTED:

REVISED:

338. SABBATICAL LEAVE	
1.Purpose	This policy specifies the manner in which sabbatical leaves for administrative employes will be provided.
2.Authority SC 11661171	The Board reserves the right to specify the con ditions under which sabbatical leave may be taken con sistent with law, where applicable.
3.Guidelines	<p>A. <u>Purpose</u></p> <p>Management Team members shall be entitled to sabbatical leave for professional study, recovery of health, or travel, in accordance with the State statutes, upon written request from the applicant and approval by the Board of School Directors.</p> <p>B. <u>Eligibility</u></p> <p>The total number of administrative employes on sabbatical leave at any one time shall not exceed 10% of those eligible.</p> <p>To be eligible for consideration for sabbatical leave, an individual employe shall have rendered at least ten (10) years service to the Commonwealth, of which five (5) years shall have been consecutive in the district.</p> <p>C. <u>Application</u></p> <p>An application for sabbatical leave shall be made on the approved district form to the Superintendent by the end of March the school year prior to the school year of desired leave.</p> <p>Each application for sabbatical leave shall be approved by the Board.</p> <p>D. <u>Selection</u></p> <p>Priority in selection shall be given on the basis of length of service in the district since a previous sabbatical leave, and the value of the leave to the district, the</p>
SC 1167	
SC 1167	

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<p>SC 1166 SC 1168</p>	<p>soundness of the leave proposal, and to other extenuating circumstances, as appropriate.</p> <p><u>E. Commitment Of Employe</u></p> <p>A sabbatical leave may be taken for the period approved. Compensable employment may not be engaged in while the employe is on sabbatical leave. Acceptance of sabbatical leave incurs a commitment by the employe to return to active duty in this district immediately following said leave of absence for one full school year</p> <p>Within thirty (30) days of the employe's return to active duty, s/he shall file a written report of the leave activities with the Superintendent. This report shall provide evidence that the intent of the sabbatical leave plan was fulfilled.</p> <p>Should it be determined by the Board that the intent of the sabbatical leave plan was not fulfilled or was only partially fulfilled, appropriate financial penalties may be imposed.</p> <p><u>F. Commitment Of Employer</u></p> <p>SC 1168 At the expiration of the sabbatical leave, the employe shall, unless agreed otherwise, be reinstated in the same position held at the time of leave commencement.</p> <p>SC 522.1 Time on sabbatical leave shall be counted as time on the job for purposes of seniority, where applicable in the district, for retirement fund payments, and for accumulation of sick leave and for no other purpose.</p> <p><u>G. Compensation</u></p> <p>SC 1169 During the period of sabbatical leave, an employe shall be compensated at one-half salary to which the employe would have been entitled had s/he not taken leave and no other amount.</p> <p>While on leave, the employe shall be entitled to insurance benefits provided other administrative employes of a similar class.</p>
<p>School Code 522.1, 1166-1171</p>	

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