

CLASSIFICATION: Certificated Personnel**ADOPTED: 6/14/95****REVISED:****SUBJECT: Sabbatical Leave of Absence****PAGE: 1 of 1**

A Sabbatical Leave of Absence (leave) of one (1) year or less may be granted to employees in positions requiring certification qualifications after at least seven (7) consecutive years of employment with the County Superintendent of Schools. A paid leave at one-half salary may be granted for professional study, research, travel, or other purposes determined by the County Superintendent of Schools to be of significant value and economically feasible to the San Diego County Office of Education, and beneficial to the employee. Employees shall not accept gainful employment while on leave without prior written approval of the County Superintendent of Schools.

REQUIREMENTS OF THE LEAVE

The employee shall submit a written application which outlines the purposes, objectives, and program of professional study, research, travel, or other purposes of the requested leave. The County Superintendent of Schools shall review the leave application and make recommendations to the County Board of Education for its consideration and approval.

The employee must agree to return to full-time employment with the County Superintendent of Schools for not less than twice the length of the leave, immediately following the completion of the leave. The employee shall post a bond in the amount of the salary to be paid during the period of the leave.

The employee shall have the right to return to his/her regular assignment with the County Superintendent of Schools following completion of the leave. The employee shall file with the County Superintendent of Schools not later than six (6) weeks after return to his/her regular assignment, evidence of achievement or completion of the approved purposes, objectives, and program of his/her leave. The employee shall not be considered to have completed the requirements of the leave until this evidence has been approved by the County Superintendent of Schools. Failure to complete any of these requirements may require repayment of salary received during the leave.

Employees on leave shall retain all rights and privileges relating to tenure, sick leave, health benefits, salary schedule, and other employee benefits. Employees may elect to receive full STRS retirement service credit for the duration of the leave and shall be responsible for purchasing such service credit at his/her own expense.

Board Policy No.: 4108**Legal Reference: Education Code 1294, 44966, 87767**