

Leaves of Absence

Teachers may be entitled to temporary leaves of absence with pay each school year non-accumulative. These leaves are in accordance with the negotiated master contract.

Professional Staff Unpaid Leaves of Absence

The Board of Directors may grant requests for unpaid leaves of absence up to one year in length for those professional staff members with at least four consecutive years of service to the district who request a leave:

- 1) for full-time study leading to a degree in an approved graduate program
- 2) for exchange teaching;
- 3) for service in the armed forces;
- 4) for health reasons

Members of the professional staff who desire an unpaid leave of absence must:

- 1) First bring their request, in writing, at least two months prior to requested leave, to their immediate supervisor who will forward his/her recommendation to the superintendent;
- 2) Meet with the superintendent ten days prior to the regular meeting of the board when the request will be taken under consideration, to discuss the requested leave;

The superintendent will make his/her recommendation in writing to the board, which must approve all leaves in writing.

Professional staff members on approved leaves will be afforded all rights and privileges extended to them in Article XIX of the Comprehensive Contract between the MSAD #59 Education Association and the Board of Directors.

Rules Approved: 2/87

Reviewed: 01/08/01