

Administrative Procedure 422

EDUCATION LEAVE

Background

In order to provide further professional opportunities for those teachers who have served a number of years in the system, the Division may consider education leaves other than any sabbatical leaves considered under the terms of the salary agreement.

Procedures

1. To be considered for an Education Leave, the teacher shall apply to the Board a minimum of three months prior to the start of the leave.
2. Any leave granted shall be conditional on there being a teacher replacement available and suitable so that the overall salary budget for the Division is not adversely affected.
3. The teacher replacement shall be hired as near as possible to a first year teacher's salary.
4. Leaves shall be for one semester or a full school year.
5. Leaves shall be for any purpose deemed appropriate by the Board.
6. A teacher who is granted Education Leave shall give an undertaking in writing to return to his/her duties following the expiry of his/her leave and shall not resign or retire from teaching service other than by mutual agreement between the Division and the teacher, for a period of at least one (1) year for each semester of approved leave after resuming duties.
7. Should a teacher, by mutual consent, resign or retire from the service of the Division before completing her/his service requirement following such leave, repayment of the Education Leave shall be made to the Division on a pro-rata basis.
8. Remuneration for a teacher granted Education Leave shall be the difference in salary he/she would receive during the time of the leave and the salary of a teacher replacement to the maximum allowed under the Sabbatical Leave clause.
9. Teachers are responsible for the full payment of benefits when on Education Leave.

Reference: Section 60, 61, School Act