

Adopted: 1974
Revised: --

Saint Paul Public Schools Procedure

410.01

410.01 STAFF/LEAVES OF ABSENCE

Sabbatical Leave

A teacher desiring sabbatical leave shall make application upon a form furnished by the Director of Personnel and Staff Relations which shall include a statement of educational qualifications, experience, and a detailed outline of the project for which leave is required.

Application for leave during a fall quarter or semester shall be filed before April 1. Applications for leave during a winter or spring semester shall be filed before October 1.

Selection of those to be recommended to the Superintendent for sabbatical leave shall be made by a staff committee to be known as the Sabbatical Leave Committee. The committee shall be composed of the Director of Personnel and Staff Relations, chairperson; Assistant Superintendent for Instruction, the Directors of Elementary and Secondary Curriculum and Instruction, and three classroom teachers appointed by the Teachers' Advisory Board – one each from grades K-6, 7-9 and 10-12. The three teacher-appointees to this committee shall serve for three years.

CROSS REFERENCES:

LEGAL REFERENCES: