

2. In the event of giving birth, such leave shall commence upon expiration of the teacher's disability. In the event of adopting or otherwise fostering the child, said leave shall commence upon receipt of the written request to the Superintendent.
3. Such teacher shall be entitled to leave for the remainder of the school year in which the child is born, adopted, or fostered, and for up to one (1) additional school year, provided that a teacher shall only be entitled to return from a childrearing leave on the first day of the school year, provided further, that the Superintendent may, in his/her discretion, waive this return date limitation. The teacher's written request for childrearing leave must include the duration thereof. The teacher shall have no right to return prior to or extend the duration of the leave as requested by the teacher in writing, without approval of the Board of Education.
4. Upon expiration of such leave, the teacher shall return to a position for which he/she is certified, provided, however, that there has not been any program change or reduction in the number of teaching positions within his/her certification during the period of such leave. If any such change or reduction has occurred, the teacher will be reinstated in accordance with the provisions of Section 1.02, Separation and Recall.

#### D. Other Types of Leaves

1. Teachers desiring leaves of absence for reasons other than temporary disability, personal/professional revitalization or childrearing as defined herein, may submit to the Superintendent a request for such leave of absence, including a statement of the reasons and the time for which the leave is requested. Reasons for such requests may include desired absence for (a) graduate study, (b) health problems, (c) teaching elsewhere for a time of limited duration and (d) similar reasons. The Board of Education may review such requests and act upon them in light of the needs of the Woodbridge School System.
2. Such requests shall be submitted in writing on or before April 1<sup>st</sup> of the school year immediately preceding the requested leave.
3. Where tenured teachers are involved, the Board may grant such request for a period of up to one (1) year for reasons (a), (b) or (c), so long as the request will not be detrimental to the needs of the school system. Leaves of absence for purposes of further study by teachers who are fulfilling any part of a sabbatical leave agreement to be deemed not to fall within this provision. Leaves of absence for other than those for reasons (a), (b) or (c), above, and leaves of absence requested by non-tenured teachers for any purpose, may be granted only if the Board finds that the needs of the school system will be best served by such leave.

4. Notice of intent to return or request for extension of leave must be made in writing to the Board by April 1<sup>st</sup> of the year the leave of absence ends. Upon return, the teacher will be offered the first position available for which he/she is qualified.
- E. Any unpaid leave of absence granted under Section 3.06 shall be without pay or benefits.
- F. Any teacher granted an unpaid leave of absence by the Board of Education shall have the opportunity to continue to participate in the medical and life insurance plans at their own expense for the duration of said leave. Said premiums shall be paid in advance on the same schedules as the Board pays the insurance carrier.

### **3.7 Sabbatical Leave**

#### **I. Purposes and Objections**

The primary purpose of the sabbatical leave plan is the improvement of the school system's educational program through providing opportunities for extended graduate study and research by individual staff members. This graduate study and research may be of the following types:

- A. An institutionally approved program leading toward an advanced degree or certificate above the master's level.
- B. An individually planned program approved by the Sabbatical Advisory Committee designed to enable the individual to attain further depth and competency in specialized fields.
- C. Research, study, and writing directly related to the development and improvements of the education program of the Woodbridge Public Schools.

#### **II. Eligibility**

Any member of the professional staff may apply for sabbatical leave subject to the following requirements:

- A. The individual must hold a professional certificate for his/her current position assignment.
- B. The individual must have completed seven (7) consecutive years of teaching, the last five of which were years of teaching in Woodbridge.
- C. The individual must agree to return to the Woodbridge Public Schools for a minimum period of two (2) complete school years after completing sabbatical leave.