

APPLICATION FOR SABBATICAL LEAVE

By March 1st, you must email your completed application to Brent Daniels, Director of Human Resources, brentdaniels@berkeley.net and Sheila Rose, Human Resources Specialist, Certificated (Confidential), sheilarose@berkeley.net **and** submit one copy of your completed application to BFT See reverse side for additional information.

APPLICANT NAME

TIME PERIOD REQUESTED
____ Entire School Year: _____
____ First Semester Only
____ Second Semester Only

ASSIGNED SCHOOL SITE

PROPOSAL (Attach additional pages if needed)

EVIDENCE that will demonstrate benefits to BUSD (Attach additional pages if needed)

AGREEMENT

I agree to the sabbatical leave provisions of Section 12.12 of the BFT/BUSD Agreement and to submit a written report within five months of my return that demonstrates the benefits to BUSD.

SIGNATURE
Rev. 020818

DATE

SABBATICAL LEAVE
Berkeley Unified School District

NOTE: For detailed information please see the FAQ on this subject on the BFT web site: berkeleyfederationofteachers.org.

ELIGIBILITY: Members of the Berkeley Federation of Teachers bargaining unit with 10 or more years of service in Berkeley

LEAVES AVAILABLE: Up to 10

APPLICATION PROCESS: Complete application (on reverse side) and submit to Human Resources Department (with a copy to the BFT office) by March 1, 2015.

DECISION NOTIFICATION DEADLINE: April 15, 2015

SELECTION STANDARD: Academic growth of the applicant and demonstration of potential enrichment to the District's curriculum or instructional programs

SELECTION PROCESS: Review of application and possible interview of Sabbatical Leave Committee. Committee makes recommendations to the Superintendent.

SABBATICAL LEAVE COMMITTEE: Five (5) BFT members appointed by BFT and the Superintendent.

COMPENSATION: See below for salary compensation. Leave counts as an additional year of service for salary schedule advancement

MEDICAL/DENTAL INSURANCE: Can be purchased under BUSD programs **AT YOUR OWN EXPENSE.**

OBLIGATIONS: Must return to BUSD for a minimum of two years and prepare a report within five months of return demonstrating the benefits of the Sabbatical.

EXTRACTS FROM BFT/BUSD AGREEMENT

12.12.1 The Board shall make available on an annual basis ten (10) sabbatical leaves. The Sabbatical Leave Committee shall be responsible for making recommendations to the Superintendent as to the acceptance or rejection of proposals based on standards developed by the committee. Paid sabbatical leave proposals are to be restricted to the academic growth of the applicant and must demonstrate a potential enrichment to the district's curriculum or instructional programs.

12.12.2 The standards and recommendations developed by the Sabbatical Leave Committee shall be submitted to the Superintendent by April 1. Teachers who submit sabbatical proposals shall be notified of the acceptance or rejection of said proposals by April 15. Teachers awarded a paid sabbatical leave are obliged to return to employment in the BUSD for a minimum of two (2) years, or less with the approval of the BUSD.

12.12.3 Compensation during the period of sabbatical leave shall be calculated as follows: The total salaries of all employees receiving sabbaticals, minus total salaries of all replacement employees, divided by the number of sabbaticals being awarded, equals salary for each sabbatical leave grantee.

12.12.4 The sabbatical leave grantee shall enjoy the right to purchase District coverage under the BUSD medical/dental programs. Such leave shall count as an additional year of service for salary schedule advancement.

SEE APPLICATION ON REVERSE →