

**APPLICATION FOR SABBATICAL LEAVE 2014-2015 SCHOOL YEAR**

Submit one copy to Human Resources, Attn: Assistant Superintendent **and** one copy to BFT by March 1, 2014. See reverse side for additional information.

\_\_\_\_\_  
APPLICANT NAME

TIME PERIOD REQUESTED  
 Entire 2014-15 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

\_\_\_\_\_  
DATE

## **SABBATICAL LEAVE 2014-2015**

Berkeley Unified School District

**NOTE: For detailed information please see the FAQ on this subject on the BFT web site: [berkeleyfederationofteachers.org](http://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, 2014.

**DECISION NOTIFICATION DEADLINE:** April 15, 2014

**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 -----◇