

Concord School District Policy #424.4
Unpaid Professional Leaves of Absence

Leaves of absence without pay may be granted for approved purposes by the School Board. Such request should be submitted to the Superintendent, who considers each request individually. Teachers requesting an unpaid leave of absence for professional purposes in duration of one full semester or longer must have been employed by the District for at least five (5) years, must submit the leave request at least ninety (90) days prior to the start of the leave and must demonstrate the leave will provide the following:

1. A benefit to the professional – how the results of their leave will benefit or improve their classroom teaching skills and/or technique(s); and
2. A benefit to the District – how the District will benefit from their having taken a professional leave of absence; or by introducing a new program or returning a discontinued program to the District.

Time away from the District for professional leave does not necessarily lead to an increase in salary.

Adopted 1966. Revised January 3, 1984; October 7, 1996; January 3, 2012; June 4, 2018