



## SABBATICAL PROPOSAL

(This sheet must be the cover to your sabbatical proposal)

NAME: \_\_\_\_\_

SABBATICAL TITLE: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

YEARS TAUGHT IN DISTRICT: \_\_\_\_\_ GRADE LEVEL/SUBJECT \_\_\_\_\_  
(Minimum 6 years)

HAVE YOU RECEIVED SABBATICAL BEFORE? \_\_\_\_\_ IF SO, WHEN? \_\_\_\_\_

Discuss your proposal with your principal and obtain their signature:

\_\_\_\_\_  
 Principal's Signature

Length of sabbatical: \_\_\_\_ FULL YEAR      \_\_\_\_ HALF YEAR

*According to Board policy, "Sabbatical leaves will be granted at the sole discretion of the Board for the purpose of enabling staff members to develop professionally in a manner consistent with Individual, Building and District goals. Proposals for sabbatical leave should be either graduate study at an accredited college or university or other approved educational activities which would benefit the students of our District."*

To that end, applicants for sabbatical leave must answer the following questions and submit their responses to the questions along with this cover document to the Superintendent's Office by the contractual date. The sabbatical questions are:

1. What essential question is guiding this sabbatical proposal?
2. Provide a detailed summary of the project to be undertaken.
3. Why do you believe this proposal will be of value to the Oyster River School District?
4. What evidence do you have that supports the need for this work?
5. How is this proposal aligned with Individual, Building and/or District goals?
6. What is the expected impact on students and/or school community?
7. How will you evaluate the success of your work?
8. How is this proposal unique and beyond the normal scope of your school role?
9. Describe how you intend to share the results of your work during the sabbatical leave with the professional staff.

**Note:** Board policy states that at the end of the sabbatical a written report and evaluation of the work for which the sabbatical was granted should be submitted to the committee for approval. Once approved the committee will recommend to the Superintendent that the School Board advance the professional to the salary step on which the professional would have been placed had the leave not been taken. Post-sabbatical presentations to the committee will occur within 45 days of returning to school. The School Board reserves the right to have the sabbatical recipient report out to them.