

All Personnel

AR 4160
4260
4360

LEAVE OF ABSENCE

1. Leave Available - A maximum of 3% of the total staff, with any fractional number being equal to one teacher, may be granted Leaves of Absence each year.
2. Return to District - An employee granted a Leave of Absence must state his intention to return for such leave to the school system by signing the next school year's contract within 30 days of receipt. They may advance on the salary schedule only if the leave is professionally or educationally beneficial.
3. Outside Employment - Employees will not accept teaching positions in other districts while on leave except with Board approval.
4. Insurance Coverage - Insurance coverage may be continued with proper authorization and upon payment of the premium by the employee. Insurance coverage at the employee's expense shall be available through the district for a maximum of two (2) years.

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT
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