

Leave of Absence/Sabbatical Agreement

The Board of Christian Education, Anywhere Lutheran Church, on (date) heard a request from Mr. Anybody, for a leave of absence from teaching for the school year. After discussions, the Board decided to recommend to the Congregation that Mr. Anybody, a called worker of Anywhere Lutheran Church, be granted a leave of absence from teaching the school year.

This leave of absence shall begin on (date) and run through (date). This leave does not in any way alter or negatively affect compensation that is due to Mr. Anybody for service during the _____ school year which he may have chosen to spread out over the summer months. Terms of the agreement are as follows:

- Mr. Anybody's leave of absence from teaching will be unpaid, with no benefits or other compensations associated with the position of the teacher. The year's absence shall not be credited to his level of experience for the purpose of computing future salary.
- The terms of Mr. Anybody's original call to service as well as any addendums or other requirements subsequently added will remain in effect (no lapse or change) even though there will be a lapse in his service to the Congregation as a classroom teacher.
- A deadline of (date) has been set by which time Mr. Anybody must notify the Board of Education in writing of his intent regarding a return to the classroom to teach for the _____ school year.
- Failure to provide written notice to the Board by the deadline will be interpreted to mean that Mr. Anybody does not intend to return to teaching at Anywhere Lutheran School for the _____ school year, and the Board may proceed with notifying the Congregation of the need to find a replacement for him for the _____ school year.
- The Board and Congregation are not obligated to reinstate Mr. Anybody to his previous teaching position if he fails to abide by the terms of this agreement stated above, or if changes occur that might cause that any grade teaching position to be eliminated or changed, such as, significant enrollment declines, a decision by the Congregation to combine grades, a reduction in force, or if a school is no longer being operated by the Congregation.
- Should Mr. Anybody meet the requirements as stated above, and an any grade teaching position is still available at Anywhere Lutheran Church and School, his return to service date is anticipated to be (date).
