

The School Board of Polk County, Florida
Policy 3.007

6Gx53-3.007 EMPLOYEE BENEFITS:

8. Teacher Charter School Leave:

a. Teachers. Teachers may apply for leave to teach in a charter school. The School Board will not require resignation of teachers desiring to teach in a charter school. Teachers granted such leave by the school board are not required to be on a continuing or professional services contract and shall not be subject to the seven (7) continuous years' service requirement.

b. Administrators. Administrators holding a teacher contract may apply for leave to work at a charter school. Such leave will be granted on the basis of their teacher contract. Administrators taking leave to work at a charter school shall be deemed to have surrendered their PCSB annual contract as administrators upon commencement of work at a charter school. Should an administrator on leave elect to return to work at the District, he or she shall be entitled to return pursuant to the terms and conditions of their teacher contract. Administrators who take charter school leave may apply for any administrative openings advertised within the Polk County Schools; however, no preference or job placement for an administrative position is guaranteed once an administrator surrenders his or her annual administrative contract in order to work in a charter school.

c. Other Employees. Employees other than teachers and administrators may apply for leave to work in charter schools. The granting of such leave shall be in the sole discretion of the School Board.

d. Insurance and Retirement Benefits. It shall be the sole responsibility of the charter school site to provide insurance and retirement benefits to charter school employees. With respect to their employment with the District, during any period of leave, employees shall maintain the following at the same time level as when leave commenced:

- 1) Credit on the salary schedule
- 2) Credit for seniority
- 3) Credit for accumulated sick leave
- 4) Maintenance of membership in the sick leave bank.

Under no circumstances will the School Board bear any cost for pay grade, retirement, or other benefits while an employee is on charter school leave.

e. Terminal Leave and Sick Leave. The value of terminal leave and sick leave of employees taking charter school leave shall be calculated and fixed as of the time the employees begins leave. Under no circumstances will the School Board make any additional contributions or otherwise increase the

value of such benefits after the employee begins leave. Employees electing to terminate their employment during charter school leave and receive terminal pay and sick leave shall be compensated at the amount calculated and fixed as of the time leave began.

f. Other Terms and Conditions. Charter school leave shall further be subject to the terms and conditions contained in the appropriate collective bargaining agreement, the applicable charter school contract entered into as between a charter school and the School Board, any other contractual agreement as between a charter school and the School Board, and Florida law.

g. Notice of Intent to Return. Employees on charter school leave shall give the School Board written notice of their intent to return at least 60 days prior to the beginning of the semester they wish to return.

h. Requirement for Annual Renewal. Charter school leave must be renewed annually. It is the sole responsibility of the employee on leave to submit an annual leave form to the District's personnel department on or before March 15th of each year if they wish to renew their charter school leave for the following school year. Employees who do not submit the required annual leave form on or before March 15th will be considered to have voluntarily terminated their employment, and will no longer be eligible for any benefits or other consideration under this leave policy.