

**ADOPT AN ON-LOAN LEAVE POLICY FOR
TENURED TEACHERS TO WORK IN NEW REPLICATED SCHOOLS**

THE CHIEF EXECUTIVE OFFICER RECOMMENDS:

That the Board adopt an On-Loan Leave Policy for Tenured Teachers to Work in New Replicated Schools.

PURPOSE: To establish a policy whereby tenured teachers may be loaned from a model school to a newly created school that replicates the model school ("replicated school") without loss of their position at the model school.

POLICY:

- I. **Eligibility.** Tenured teachers who have held an appointed teacher position(s) at a Chicago Public School for at least one year at a model school and who have received an offer from the principal at a new replicated school and the consent of the principal at the model school to fill a position as a teacher at the replicated school are eligible for an on-loan leave under this policy.
- II. **Authority to Grant On-Loan Leave.** The Chief Executive Officer or designee may grant an on-loan leave of absence to an eligible tenured teacher from his/her position at a model school for a period not to exceed ten (10) school months for purposes of assigning the teacher to a position as a teacher at a new replicated school. Such leaves may only be granted for one continuous school year, or a part thereof, and may not be renewed.
- III. **Position Not Vacated/Tenured Teachers Right to Return to Position at Conclusion of the Leave.** During the period of an on-loan leave granted under this policy, the loaned teacher's position shall not be vacated at the model school but shall be filled by a temporarily assigned teacher. Upon conclusion of an on-loan leave approved by the Chief Executive Officer or his/her designee, the tenured teacher shall return to his/her position at the model school provided that the position is open. If the tenured teacher's position has been closed, the provisions of the Board's collective bargaining agreement with respect to displaced teachers shall apply.
- IV. **Hours of Work/Pay During On-loan Leave.** Tenured teachers granted on-loan leaves under this policy shall have hours of work and pay consistent with applicable collective bargaining agreements.
- V. **Pay During On-loan Leave.** Upon granting of an on-loan leave, the tenured teacher shall be temporarily assigned to a budgeted position at the replicated school and the tenured teacher's salary and benefits shall be charged to that position.
- VI. **Processing of On-loan Leaves to New Replicated Schools.** The Human Resources Department and other applicable departments shall develop appropriate forms and procedures for processing the leaves authorized by this policy.


Approved for Consideration:


Barbara Eason-Watkins
Chief Education Officer

Noted:


Pedro Martinez
Chief Financial Officer

Respectfully Submitted:


Arne Duncan
Chief Executive Officer

Approved as to Legal Form: 


Patrick J. Rocks
General Counsel