

Professional Growth – Exchange Teaching

Section 1. General. Any permanent teacher may request a leave of absence for an international exchange program within the following guidelines:

1. The exchange must be through a recognized agency, i.e. U.S. Office of Education, Experiment in International Living.
2. A written request for such leave must be submitted to the Superintendent by October 1st of any calendar year for consideration in the ensuing year.
3. The exchange assignment must be outside the states of the United States.
4. The staff member shall be under contract for employment with the school district when the letter is submitted and acted upon by the Board.
5. The staff member shall be a permanent teacher with the East Allen County Schools.
6. The staff member must hold a valid teaching certificate from the State of Indiana in the area in which said exchange would be requested.
7. The exchange employee coming to East Allen County Schools from another country must be equally qualified and not present any constraints to the educational program in which the person may be assigned. The Superintendent, in cooperation with other designated personnel, will determine qualifications for employment.
8. Prior to any approval, said employee would be required to agree to at least one (1) year of employment immediately upon completion of the year's leave of absence.
9. Credit on the appropriate salary schedule for one (1) year of successful experience shall be granted upon verification of completion of one (1) year (120 days or more) of satisfactory exchange employment.
10. The Superintendent shall have the responsibility to recommend to the Board the conditions under which said absence be granted.