

Administrative Procedure 410

LEAVE OF ABSENCE FOR POLITICAL ACTIVITY

Background

The District recognizes the right of employees to campaign for and to hold political office at the municipal, provincial and federal levels of government and the Superintendent is authorized to grant leaves to employees for these purposes.

Definition

A leave of absence is an authorization for staff to be absent from work for a definite period of time.

Procedures

1. The Superintendent may, upon formal application, grant leaves of absence without pay as follows:
 - 1.1 Campaigning – Maximum leave will be without pay for up to
 - 1.1.1 Twenty consecutive working days for candidates for federal or provincial office;
 - 1.1.2 Ten consecutive working days for office of mayor,
 - 1.1.3 Five consecutive working days for municipal council or school trustee.
 - 1.2 Elected Political Office
 - 1.2.1 A member of federal parliament will be granted and take leave of absence without pay for the total life of parliament.
 - 1.2.2 A member of provincial legislative assembly will be granted and take leave of absence without pay for periods that the assembly is in session. In addition, they may be required to take a leave of absence for the life of that legislature. With respect to other leaves for MLAs, e.g. committee work, approval of the Superintendent will be required.
 - 1.2.3 On election to the office of mayor, leave of absence without pay may be granted for the term of office.
 - 1.2.4 Members of city, town or county councils or school boards may be granted leaves for meetings. However, in situations where it is deemed necessary, the Superintendent may grant and direct that leave be taken for the term of office or assignment.

2. Association Office

A paid leave of absence may be granted to any employee elected to office in a local, provincial or national association providing the respective association reimburses the District

for full salary and benefits for that employee for time away. Other leaves may also be granted at the Superintendent's discretion.

3. Tenure of Position

3.1 In all cases of leave of absence involving Members of Parliament, Members of the Legislative Assembly and City Council, specific administrative designations will lapse on assuming office and no contractual agreement will be entered into guaranteeing reassignment to the position held prior to the leave. However, notwithstanding the above, such employees upon returning to the District shall be eligible for assignment to a position of the same designation as the one vacated.

3.2 Classroom teachers granted a leave of absence for political purposes may, at the discretion of the Superintendent, continue to teach on a part time basis, or may be assigned various duties based on District needs.

Adopted: April 3, 2000
Reviewed/Revised: June 12, 2002, June 28, 2013, June 30, 2017

Reference: Section 18, 20, 60, 61, 96,113, 116,117 School Act
Employment Standards Code
Labour Relations Code
Section 248L, Canada Tax Act
Canada Income Tax Regulation 6801
Collective Agreements