



# Northeastern Catholic District School Board

## LEAVE FOR POLITICAL OR COMMUNITY APPOINTMENTS

**Policy Number: P-2**

**Authority: 99-085/11-181/15-113/19-10/21-106**

### POLICY STATEMENT

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The Northeastern Catholic District School Board (NCDSB) recognizes that members of its staff have obligations towards the community, the province and Canada, and supports members of its staff who assume civic responsibilities.

The NCDSB also recognizes that the members of its staff who assume or who wish to assume community, municipal, provincial or national duties, must, on occasion, be absent from work in order to fulfill such duties, as long as such absences do not affect the efficient operation of the Board or its schools.

### REFERENCES

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Nil

### DEFINITIONS

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Nil

### POLICY REGULATIONS

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#### 1.0 GENERAL PROVISIONS

- 1.1 Staff members who are nominated, appointed, and/or elected to government or volunteer organizations will discuss the matter with the Director of Education in advance of any commitments or requests for leave.
- 1.2 Staff member will follow the regular procedures for requests for leaves.

#### 2.0 LEAVE PROVISIONS

- 2.1 Staff members campaigning to become a councillor, mayor or reeve, may, with approval by the Director of Education, be granted a leave without pay for up to five (5) working days, in order that they may work on their election campaign.
- 2.2 Staff members campaigning to become Member of Parliament (Federal) or Member of Provincial Parliament (Provincial) may, with approval by the Director of Education, be granted a leave without cost to the Board for up to twenty-eight (28) school days in order that they may work on their election campaign.

- 2.3 Once elected, staff members may, with the approval of the Director of Education, be granted a leave without pay, for up to five (5) working days per year if they are a councillor, a mayor or a reeve provided it does not disrupt the operation of the Board.
- 2.4 Once elected as a Member of Parliament or a Member of Provincial Parliament, staff members may, with the approval of the Director of Education, be granted a leave without cost to the Board for up to one (1) term in office or four (4) years, whichever is greater.
- 2.5 Members of staff appointed to local, provincial, national, or business boards, commissions or other remunerative organizations may, with the approval of the Director of Education, be granted leave without pay, for up to a maximum of five (5) days, in order to attend those meetings.