



PARENTAL LEAVE - TRUSTEES

Legal References:	<i>Employment Standards Act</i>
Related References:	<i>Education Act 228 (2.1)</i> <i>Board Policy 3000 - Trustee Honoraria</i>
Effective Date:	<i>November 19, 2018</i>
Revisions:	<i>May 13, 2026</i>
Reviewed:	<i>November 15, 2021</i>

1. Purpose

- 1.1 Trustees of the Waterloo Region District School Board (WRDSB) are entitled to take a leave of absence for twenty (20) consecutive weeks or less, if the absence is the result of a Trustee's pregnancy, the birth of the Trustee's child or the adoption of a child by the Trustee. A pregnancy or parental leave is considered a right under the Education Act, and does not require approval by the Board of Trustees to excuse the absence.

2. Application

- 2.1 The Trustee shall provide the Chair and Director of Education with written notice of an absence of 20 consecutive weeks or less as a result of the Trustee's pregnancy, the birth of the Trustee's child or the adoption of a child by the Trustee.
- 2.2 The Trustee may continue to receive all board and committee meeting reports, notices and minutes if they so choose.
- 2.3 When notice is provided, the following plans shall be discussed with the Board Chairperson and the result brought forward to the Board for information:
 - 2.3.1 Whether the Trustee intends to participate in Board or Committee meetings;
 - 2.3.2 Which duties, if any, will continue to be performed by the Trustee during their leave;
 - 2.3.3 How the work of any Committee commitments will be covered;
 - 2.3.4 How parent and constituent communication will be handled during the Trustee leave.
- 2.4 The Chair or Vice-Chair of the Board requesting a pregnancy or parental leave may request that the Board of Trustees conduct an election to appoint an interim Chair or Vice-Chair for the duration of their pregnancy or parental leave.
- 2.5 The leave cannot extend beyond the Trustee's term in office, unless they are re-elected.
- 2.6 A Trustee on pregnancy or parental leave will continue to receive their honorarium. The honoraria for the position of Board Chair or Vice-Chair will only be paid to the Trustee assuming the current role of Board Chair or Vice Chair.