



## LEAVE-OF-ABSENCE: EMPLOYEES SEEKING OR HOLDING ELECTED OFFICE

Legal References:	<i>Canada Elections Act</i> <i>Election Act, R.S.O, 1990</i> <i>Municipal Elections Act</i>
Related References:	2014 Candidates' Guide for Ontario Municipal and School Board Elections <i>Request for Leave of Absence HR-01-500</i>
Effective Date:	<i>February 23, 1998</i>
Revisions:	<i>March 7, 2016, June 12, 2017</i>
Reviewed:	<i>November 19, 2018, January 24, 2022</i>

1. The Waterloo Region District School Board recognizes that it is the right of employees to fulfill their roles as citizens of the community, including running for public office and encourages employees to participate in public service.
2. It is the policy of the Waterloo Region District School Board that an employee who is a candidate in a Federal or Provincial Election will take leave-of-absence without pay from the time the candidate's nomination is filed and ending on voting day. If elected to office, they shall be considered as being on leave of absence without pay from the date of their election to the date of the next Federal or Provincial election so long as they remain in office.
3. A leave of absence will be considered, at the discretion of the Director of Education, for any staff member who seeks election as or is elected to the office of municipal councilor, municipal mayor or school board trustee in compliance with all relevant legislation.