



AP 4 – 04 Staff Elected to Political Offices

Related Policies:	Initial Approval:
Related Procedures:	Last Amended:
Exhibits:	Last Reviewed: 2019 December 17

PURPOSE

To ensure that employees are neither encouraged nor deterred from accepting nomination for an elected political position.

SCOPE

This procedure applies to all staff.

DEFINITIONS

PROCEDURES

1. A maximum of five (5) days per person per year will be allowed for such leave. The elected official or municipality represented will be responsible for the cost of replacement personnel.
2. No leave will be granted for elective committee work.
3. Requests for leave of absence under guideline 1 must be made to the Superintendent of Schools.
4. A suitable substitute employee must be available.

REFERENCE AND LINKS

Education Act

HISTORY

- 2018 July 3 Reviewed
- 2019 Dec 17 Reviewed