

Administrative Procedure 425

LEAVES OF ABSENCE FOR POLITICAL PURPOSES

Background

The division recognizes the right of employees to campaign for and to hold political office. Accordingly, in addition to the provisions for leave in the collective agreements, requests for leaves for political reasons may be granted.

In order to ensure that the best interests of students are protected, any employee that is planning to seek an elected office shall immediately inform the immediate supervisor and the Superintendent.

Procedures

1. For an elected municipal office the following shall apply:
 - 1.1 If the staff member is to be absent from regular duties for the purpose of conducting the campaign or carrying out the duties of elected office, he/she must advise the immediate supervisor and the Superintendent of the dates and the duration of the absences.
 - 1.2 All leaves of absence for political purposes shall be without pay.
2. For an elected provincial or federal office, the following shall apply:
 - 2.1 A staff member nominated to seek election must apply for leave of absence without pay for a minimum period extending from the date when nominations are filed officially up to and including the date when the election is held.
 - 2.2 A staff member who requires to be absent on days other than those covered by the period of time outlined above must apply for a leave of absence without pay specifying dates on which the absence will occur.
 - 2.3 A staff member elected to the provincial legislature or federal parliament must apply for a leave of absence without pay for the entire term of his/her office.
 - 2.4 A staff member who occupies an administrative or supervisory position prior to election may be placed in a similar position following the termination of his/her term of office if circumstances permit.
 - 2.4 A support staff is assured of a position following termination of elected office.

3. For a teacher that has been elected as the President of the Alberta Teachers' Association (A.T.A.), the following shall apply:
 - 3.1 A teacher elected as President of the A.T.A. shall be granted leave of absence for the term of office.
 - 3.2 During this leave of absence, the teacher shall maintain any accumulated rights and benefits to which he/she is entitled under the collective agreement, but no additional rights and benefits will accrue during this period.
 - 3.3 The Board shall continue to pay the teacher at his/her applicable salary rate as set forth in the salary schedule. The A.T.A. shall reimburse the Board for the amount so paid at such intervals as the Board may request.
 - 3.4 The benefits of any group plans to which the teacher was entitled prior to his/her leave of absence shall be continued during his leave, and the A.T.A. will reimburse the Board for any costs involved.
 - 3.5 Upon termination of such leave the Board shall make every reasonable attempt to offer the employee a teaching position that is comparable to that which was held before leave commenced.
 - 3.6 The teacher shall advise the Superintendent, as soon as possible, when an extension is necessary due to re-election.