

**Policy Adopted:** December 2025  
**Revision Date:** -  
**Responsibility:** Board of Trustees

## 1. Objective

This policy outlines Trustees' rights with respect to pregnancy and parental leave, in alignment with the *Education Act* and the Board's Governance By-law.

The *Education Act*, section 170 (1) 17.3 mandates that every board shall adopt and maintain policies with respect to pregnancy leave and parental leave of members of the Board.

## 2. Policy Statement

In accordance with section 228 (2.1) of the *Education Act*, a Trustee has the right to take a leave of absence for 20 consecutive weeks or less if their 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.

## 3. Scope

This policy applies exclusively to the Trustees of the Halton District School Board.

## 4. Guiding Principles

- 4.1. A Trustee who wishes to exercise their right to take a pregnancy or parental leave of absence, shall provide formal written notice to the Chair of the Board (or Vice-Chair in the absence of the Chair) and the Director of Education as soon as is reasonably possible.
- 4.2. The formal notice shall include:
  - 4.2.1. supporting documentation, as appropriate

# Trustee Pregnancy and Parental Leave

## Board Policy

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- 4.2.2. the expected start date of the leave and the expected return date (which in total should be 20 consecutive weeks or less); and
- 4.2.3. a description of which duties, if any, the Trustee will continue to perform while on leave.

- 4.3. The Chair of the Board (or Vice-Chair in the absence of the Chair) shall provide a copy of the notice to the Board of Trustees.
- 4.4. A Trustee on pregnancy or parental leave will continue to receive their honorarium in alignment with the Trustee Honoraria Policy. 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.
- 4.5. A Trustee on pregnancy or parental leave will continue to have relevant Trustee expenses paid in alignment with the Trustee Expenses Policy and Governance Procedure.
- 4.6. A Trustee on pregnancy or parental leave will continue to receive all Trustee communications during their leave.

## 5. Definitions

Not applicable.

## Related Board Policies and Governance Procedures

Board Governance By-law

Trustee Honoraria Policy

Trustee Expenses Policy and Governance Procedure

## Related Board Administrative Procedures

## Related Legislation and Industry Documents

Education Act

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**Policy Due for Review:** December 2029

### Revision History

- December 2025, M25-120 - New Policy