

Trustee Pregnancy and Parental Leave

Board Policy

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

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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.

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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

Policy Due for Review: **December 2029**

Revision History

- December 2025, M25-120 - New Policy