

## **LEAVES OF ABSENCE WITHOUT SALARY**

The Board may grant a leave of absence without salary for a complete year or for a lesser duration.

The Board shall, at the request of the teacher, grant a leave of absence without salary for a complete school year or the balance of the school year in progress for extenuating personal circumstances due to:

- the death of the teacher's spouse, child, or parent;
- the serious illness or accident of the teacher's spouse, child or parent;
- an extended illness following exhaustion of all sick leave benefits.

The Board shall grant all requests for leave without salary which are submitted for any of the following reasons:

- to allow a teacher to pursue full-time university studies; to allow a teacher in the area of Vocational Education to pursue any instruction recognized by the Board;
- to allow a teacher to serve with the National Defense Schools of the Federal Government, or in a foreign school arranged by the Provincial Government; (loan of service)
- to allow a teacher to do work on curriculum development in a field related to their teaching assignment.

The Board may, at its discretion, grant a leave of absence without salary for a specified period not exceeding one contractual year for any other reasons it deems valid, including extending maternity and paternity leave beyond the two years provided for in the Entente. The granting of such a leave shall be the exclusive responsibility of the Board; however, in the case of a refusal, the Board, if the teacher so requests, shall provide the latter with the reason for its refusal. The reasons so given in good faith shall not be contested.

All applications for leaves of absence without salary, or any extension thereof, must be submitted in writing to the Director of Human Resources. Applications for leave of absence without pay for a complete school year must be submitted prior to March 15<sup>th</sup> of the preceding year.

The teacher whose leave of absence request for the coming school year has been approved shall be advised by April 20<sup>th</sup>. Unsuccessful applicants shall also be advised by the same date.

The Board reserves the right to cancel the engagement of the teacher who uses the leave of absence without salary for purposes other than those for which the teacher obtained it, but this decision may be made only after the situation has been reviewed by the Director General and the President of the Association.

Upon the teacher's return, the teacher shall be assigned duties in accordance with the provisions of this agreement.