

Toronto District School Board

Policy P093

Title: **TRUSTEE PREGNANCY AND PARENTAL LEAVE**

Adopted: March 20, 2019

Effected: March 20, 2019

Revised: **January 22, 2025**

Reviewed: **January 22, 2025**

Authorization: Board of Trustees

1.0 RATIONALE

The Trustee Pregnancy and Parental Leave Policy (the “Policy”) supports provisions in the *Education Act* which require school boards to adopt and maintain policies respecting pregnancy leaves and parental leaves for Trustees of the Board.

2.0 OBJECTIVE

To outline Trustees’ rights to pregnancy and parental leave in accordance with the *Education Act* and the Board’s Bylaws.

3.0 DEFINITION

Board refers to the Toronto District School Board, which is also referred to as “TDSB.”

Committee refers to the Board’s committees established pursuant to Board Bylaws.

Pregnancy or Parental Leave refers to a leave of absence for 20 consecutive weeks or less, if the 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.

TDSB refers to the Toronto District School Board, which is also referred to as the “Board”

4.0 RESPONSIBILITY

The Director of Education holds primary responsibility for overseeing this Policy.

5.0 APPLICATION AND SCOPE

This Policy applies to all Trustees of the Board, including Student Trustees.

6.0 POLICY

- 6.1. Trustees of the Toronto District School Board are entitled to take a leave of absence for 20 consecutive weeks or less, if the 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. A pregnancy or parental leave is considered a right under the *Education Act*, and therefore does not require approval by the Board of Trustees or Committee to excuse the absence.
- 6.2. The pregnancy or parental leave may start up to 20 weeks before a Trustee's expected date of delivery, or before the date when a child has come into the care, custody or control of a parent for the first time.
- 6.3. Trustees will notify the Chair of the Board (or Vice-Chair in the Chair's absence) and the Director of Education as soon as reasonably possible of their intent to take a pregnancy or parental leave. A Trustee's notice should include:
 - Relevant documentation as applicable;
 - Start date of the leave and expected return date;
 - Whether the Trustee intends to participate in Board or Committee meetings either in person or electronically; and
 - Information about which duties, if any, will continue to be performed by the Trustee during their leave.
- 6.4. The pregnancy or parental leave request will be formally submitted to the Board of Trustees for receipt by the Chair to the Board or, in the case of the Chair's request for leave, by the Vice-Chair.
- 6.5. The Chair or Vice-Chair of the Board requesting a pregnancy or parental leave may request that the Board of Trustees conduct an election to appoint an interim Chair or Vice-Chair for the duration of their pregnancy or parental leave.
- 6.6. Trustees on pregnancy or parental leave are not required to vacate their seat:
 - (a) If they are absent, without authorization by resolution of the Board of Trustees, as recorded in the minutes, from three (3) consecutive regular Board meetings, and/or
 - (b) if the Trustee fails to be physically present at a regular meeting of the Board or Committee of the Whole as outlined in Ontario Regulation 463/97

– Electronic Meetings and Meeting Attendance. (s. 6.6(b) comes into effect on September 1, 2025)

6.7. Notwithstanding section 6.6 above, Trustees on pregnancy or parental leave may continue to participate in Board and Committee meetings and will not forfeit their Board and Committee membership privileges during their pregnancy or parental leave.

6.8. Trustees on pregnancy or parental leave will continue to receive the honoraria and attendance payments in accordance with the Honoraria for Trustees Policy (P074). The honoraria for position of Board Chair or Vice-Chair will only be paid to the Trustee assuming the current role of Board Chair or Vice Chair.

6.9. Trustees on pregnancy or parental leave will continue to have relevant Trustee expenses paid (e.g., computer, cell phone) in accordance with the Employee and Trustee Expenses Policy (P016).

7.0 SPECIFIC DIRECTIVES

The Director of Education is authorized to issue operational procedures to implement this Policy.

8.0 EVALUATION

This Policy is to be reviewed and updated as required, but at minimum, every five (5) years.

9.0 APPENDICES

Not applicable

10.0 REFERENCE DOCUMENTS

Legislative Acts and Regulations:

- *Education Act*, section 170(1)
- Ontario Regulation 463/97 – Electronic Meetings and Meeting Attendance

Policies:

- Employee and Trustee Expenses Policy (P016)
- Honoraria for Trustees Policy (P074)

Other Documents:

- Board Bylaws