



DATE: September 28, 2022
TO: Board of Trustees
FROM: Shawna Warren, Superintendent
ORIGINATOR: Lisa Lacroix, Associate Superintendent, Corporate Services
GOVERNANCE POLICY: [Policy 715 - Educational Leaves of Professional Staff](#)
ADDITIONAL REFERENCE: [AP733 - Professional Staff ATA Educational Leaves](#)
SUBJECT: Policy 715 – Educational Leaves of Professional Staff

PURPOSE:

For approval. Motion required.

RECOMMENDED MOTION:

- a) That the Board of Trustees approves Policy 715 – *Educational Leave of Professional Staff* as presented at the September 28, 2022, Public Board meeting.

BACKGROUND:

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

Administration has reviewed Policy 715 – *Educational Leaves of Professional Staff* as part of its review of policies and there are no recommended changes.

The Policy Committee reviewed Policy 715 – *Educational Leave of Professional Staff* at their May 25, 2022, committee meeting and have recommended it come to the Public Board meeting for approval.

Administration is prepared to respond to questions at the September 28, 2022, Public Board meeting.

ATTACHMENT(S):

1. Policy 715 – Educational Leaves of Professional Staff

Policy 715

Educational Leaves of Professional Staff

1.0 POLICY

The Board of Trustees believe that the quality of teaching is an essential factor affecting the instructional program. The Board of Trustees believe that staff development is a shared responsibility of individual staff members and the Division. The Board of Trustees believe that in anticipating the demand for specific teaching skills, opportunities for the further training of professional staff should be provided.

2.0 GUIDELINES

2.1 The classification of educational leaves includes, but is not limited to, those specified in the Collective Agreement.

2.2 A selection committee made up of two (2) representatives of the Board of Trustees and one (1) representative of The Alberta Teacher's Association shall recommend applicants for Category A leaves. The Board of Trustees shall consider such leaves no later than February 15 of the current year.

2.3 The Board of Trustees shall notify candidates of its decision regarding granting full term leaves by March 15 of the current year.

References:

Admin Procedure: 733 – Professional Staff ATA Educational Leaves

History

2019 May 22 Initial Approval

2020 May 25 Amended

2021 Oct 27 Reviewed