

PROFESSIONAL STAFF LEAVES AND ABSENCES **(Leave to Serve in Public Office)**

The board of education, recognizing the right of its employees to seek, serve, or hold public office (local, state, or national) may request leave of absence through the board of education or its designee for a decision. The responsibility of the board of education to the pupils and the educational program of the district, the interruption of the continuity of the educational program, and the availability of substitute replacements shall constitute the basis for board consideration and decision.

To be eligible for consideration, certified staff members must have been employed for three years in the Huron public school system. Written applications for such leave shall be submitted to the board of education or its designee thirty (30) days prior to his/her publicly announcing as a candidate for a public office.

Approval or disapproval of the request shall rest solely with the board of education. Approval shall be governed by the following stipulations:

- A. The leave shall be for continuous service without pay or monetary benefit for the duration of the leave, not to exceed one school term. (Continuous service is construed to mean every school day for the duration of the leave period, not every Tuesday or two or three days per week.)
 - 1. Normally the only exception to a leave for continuous absence for one contracted year would be election to the state legislature, which presently involves part-time leave for two successive years.
- B. If the office sought necessitates campaigning to the extent that the employee must be absent from his/her position, the employee must take a leave of absence.
- C. At the conclusion of the leave as required by the elective office, the employee may be returned to a like position or one mutually agreed upon.
- D. In no case will the employee earn any fringe benefit, accrue credit for fringe benefits, or credit on the salary schedule during his/her absence, nor will the employee lose any benefits accrued at the time he/she begins his/her leave of absence. If the employee on leave serves the school system one hundred days, he/she shall gain credit on the salary schedule for a year of service.

- E. In conjunction with a leave to serve in public office, the following activities with regard to property under the jurisdiction of the board are specifically prohibited:
1. Posting of political circulars or petitions on bulletin boards.
 2. The distribution to employees, whether by placing in school mailboxes, or otherwise, of political circulars or petitions, United States mail being excepted.
 3. The solicitation for and/or collection of campaign funds.
 4. Solicitation for campaign workers.
 5. The use of pupils for writing or addressing political materials and for the distributing of such materials; in no way are pupils to be exploited for political purposes for oneself or for any party or candidate.
 6. Members engaged in political activities, such as seeking or holding public office, shall not use the school's stenographic help, duplication equipment, mailing service, telephones, or technology equipment for this purpose.