



Code No. 409.5

### LICENSED EMPLOYEE POLITICAL LEAVE

The board will provide a leave of absence to licensed employees to run for elective public office. The administration shall grant a licensed employee a leave of absence to campaign as a candidate for an elective public office as unpaid leave.

The licensed employee will be entitled to one period of leave to run for the elective public office, and the leave may commence within thirty days of a contested primary, special, or general election and continue until the day following the election.

The request for leave must be in writing to the administration at least thirty (30) days prior to the starting date of the requested leave.

Legal Reference: Iowa Code ch. 55 (2005).

Cross Reference: 401.9 Employee Political Activity  
409 Licensed Employee Vacations and Leaves of Absence

| **Approved:** May 1, 1997

**Reviewed:** December 13, 2018

**Revised:** January 16, 2019