

	<b>Chinook's Edge School Division - Policy</b>
	<b>PL 2 – 03.4.0 Trustee Remuneration</b>
<b>Related Policies:</b>	<b>Date of Approval:</b> 2017 August 1
<b>Related Procedures:</b>	<b>Last Amended:</b> 2024 October 08
<b>Exhibits:</b>	<b>Last Reviewed:</b> 2024 October 08

## FOUNDATIONAL PILLAR – Board Governance and Processes

### EXPECTATION

The Board expects to fairly compensate trustees for the governance work they do.

### DEFINITIONS

**Approved meetings of the Board:** Board of Trustee Meetings, Special Meetings of the Board, Education Committee Meetings, In-Camera Board Meetings, Committee meetings

**External Board related meetings:** Alberta School Boards Association, Rural Caucus and TEBA

**Division organized events:** School tours, Celebrations, school or division public events

**Local meetings:** Christmas Concerts, Remembrance Day Ceremonies, graduations or leaving ceremonies, new school Construction meetings, National Truth and Reconciliation Observances

**In addition:** Any meetings, professional development or conferences approved by the Board

### REQUIREMENTS AND LIMITS

1. Trustees will receive remuneration as per the list of approved meetings in the definition section of this policy. Remuneration will not be received for activity, events or other functions not listed in the definition section or for meetings as outlined in section 2b of this policy unless prior approval of the Board is received.
2. Trustees will receive the following remuneration
  - a. a monthly honorarium of \$520
  - b. a monthly stipend of 0.25 days per school in their ward (not including Colony Schools) as remuneration for the following: school council meetings, principal / school visits, meetings with local council members, reading to students, pep rallies, band concerts, community events (parades, fall suppers, etc.)
  - c. a monthly electronic communications allowance of \$175
  - d. a per diem rate for approved meetings of \$270 per day (including travel time). The per diem is prorated based on the worked per calendar day, according to the following schedule
    - i. up to and including 2.5 hours – 0.25 per diem rate
    - ii. up to and including 4.5 hours – 0.50 per diem rate
    - iii. up to and including 6.5 hours – 0.75 per diem rate
    - iv. up to and including 8.5 hours – 1.00 per diem rate
    - v. up to and including 10.5 hours – 1.25 per diem rate
    - vi. over 10.5 hours – 1.50 per diem rate.
  - e. an annual contribution to a Health Spending Account of \$725
  - f. a contribution toward ASEBP equivalent to the package offered to teachers.
  - g. compensation for mileage to *approved meetings* at 55 cents/km

- h. with required receipts, compensation for accommodation expenses to *approved meetings*
  - i. with required receipts, compensation for air travel expenses to *approved meetings*
  - j. with required receipts, compensation for meal expenses (including GST and a reasonable tip) to a maximum of
    - i. \$30 for breakfast
    - ii. \$35 for lunch
    - iii. \$45 for dinner
    - iv. or as approved by the Board Chair
  - k. once per term, trustees will receive either an electronic device from the Division or with required receipts, an allowance up to \$750 to purchase an electronic device.
3. In addition to the trustee remuneration, the Board Chair shall receive an additional monthly honorarium of \$434.
  4. In addition to the trustee remuneration, the Board Vice Chair shall receive an additional monthly honorarium of \$245.
  5. Designated trustees may claim time for cheque review.
  6. Trustees may not claim expenditures on alcohol as a reimbursable expense.
  7. Trustees, by motion of the Board, may attend two (2) conferences per term (in addition to the list provided in the definitions section of this policy).
  8. Trustees will present monthly claims for remuneration to the Board Chair for approval, within the timelines developed by the Board Chair.

#### **ASSURANCES**

1. This trustee remuneration policy will be annually reviewed and approved at the Organizational Meeting.

#### **HISTORY**

2017 Aug 1	Approved
2017 Nov 1	Amended
2018 Jan 10	Amended
2018 June 27	Amended
2019 April 10	Amended
2019 Sept 11	Amended
2019 Nov 29	Reviewed
2020 Sept 9	Reviewed
2022 Sept 7	Amended
2024 Mar 08	Amended
2024 June 25	Amended
2024 Oct 08	Amended