

	Chinook's Edge School Division - Policy
	PL 2 – 03.4.0 Trustee Remuneration
Related Policies:	Date of Approval: 2017 August 1
Related Procedures:	Last Amended: 2024 March 08
Exhibits:	Last Reviewed: 2024 March 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: School council meetings, local community parades, Municipal meetings

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 unless prior approval of the Board is received.
2. Trustees will receive the following remuneration
 - a. a monthly honorarium of \$510
 - b. a monthly electronic communications allowance of \$175
 - c. a per diem rate for approved meetings of \$265 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.
 - d. an annual contribution to a Health Spending Account of \$725
 - e. a contribution toward ASEBP equivalent to the package offered to teachers. Trustees over the age of 65, who are not eligible for ASEBP, are eligible to receive the equivalent in Board contributions
 - f. compensation for mileage to *approved meetings* at the Government of Canada automobile allowance rate
 - g. with required receipts, compensation for accommodation expenses to *approved meetings*
 - h. with required receipts, compensation for air travel expenses to *approved meetings*

- i. 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
 - j. 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 \$425.
 4. In addition to the trustee remuneration, the Board Vice Chair shall receive an additional monthly honorarium of \$240.
 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