POLICY 190 TRUSTEE REMUNERATION AND SUPPORTS

TRUSTEE REMUNERATION

As provided for in the School Act, a Board of Education may authorize the remuneration of trustees.

The Board of Education sets annual Trustee remuneration as follows:

Trustee	$29,750	(85% of the Chair remuneration)
Vice Chair	$33,250	(95% of the Chair remuneration)
Chair	$35,000	(base rate)

Trustee remuneration will be adjusted annually effective July 1, based on the change in the Canadian Consumer Price Index over the previous 12 months.

During the final year of its term, the Board will initiate a review of trustee remuneration and supports. Any changes approved through the review will take effect at the beginning of the next Board's term.

TRUSTEE PROFESSIONAL LEARNING

Trustees are expected to keep their knowledge and skills current through learning opportunities that are relevant to Trustee duties and consistent with Board policies and legal obligations.

Professional learning expenses are subject to the Trustee Expenses section below.

Guidelines

1. Each Trustee's annual discretionary professional learning allocation of $1,000 will be available on July 1 and prorated in the year of an election. It may be used for relevant professional learning opportunities and related eligible expenses. Unspent funds may be carried over to the next year, up to a maximum balance of $4,000. Any remaining balance expires at the end of the Board's term, including for re-elected Trustees.

2. District staff will make Trustees aware of learning opportunities to support their professional learning planning. Group activities with the Board may also be recommended.

3. Before registering or making a financial commitment, Trustees will advise the Board of their intention to participate in a seminar, conference, workshop, or other learning opportunity.

4. Trustees may use their discretionary professional learning allocation for books, subscriptions, reports, and similar learning resources related to their duties.

TRUSTEE EXPENSES

Eligible professional learning expenses are charged to the Trustee's discretionary allocation, except those funded separately below. All expenses are subject to the following guidelines.

Guidelines

1. Registration and eligible travel, meal, and accommodation expenses for attendance at British Columbia School Trustees Association (BCSTA) Annual General Meetings and Trustee Academies will be funded by the school district and will not be deducted from the Trustee's discretionary professional learning allocation.

2. Travel expenses not covered by BCSTA or the British Columbia School Employers' Association (BCPSEA) for Trustees elected by the Board as representatives to either organization will be funded separately by the school district.

3. Trustees must use the school district expense claim form to claim eligible expenses. Eligible expenses may include registration, travel, meals, accommodation, and learning resources related to Trustee duties. The following reimbursement rules apply:

    3.1. For out-of-district trips, the maximum car travel reimbursement will not exceed the economy class airfare for the equivalent trip.

    3.2. Reimbursement of actual costs of ferries, buses, or taxis will be based upon receipts submitted.

    3.3. Air travel must be economy class.

    3.4. Trustees are responsible for their own travel insurance coverage.

    3.5. Meals included in a conference package or otherwise prepaid must be deducted from any per diem claim.

    3.6. Reimbursement is limited to the Trustee's own eligible expenses. Expenses incurred by accompanying persons will not be reimbursed.

    3.7. The cost of alcohol will not be reimbursed.

    3.8. Trustees will be reimbursed in accordance with district rates for exempt employees.

4. Expense claims are approved by the Secretary Treasurer through the established administrative process.

    4.1. Any claim discrepancies will be brought to the Trustee's attention.

4.2. A dispute about reimbursement amounts will be resolved by the Board.

TRUSTEE COMMUNICATION AND RESOURCES

The Board of Education provides Trustees with the resources they need to fulfill their responsibilities and maintain regular communication.

Guidelines

1. The school district will provide each Trustee with a laptop computer and necessary supplies. Any additional equipment must receive Board approval through the budget process.

1.1. All Trustee computers will have access to a suite of productivity tools and will be configured to securely connect to the school district's wireless networks and computing services. Installation, set-up, maintenance, and operating costs are the responsibility of the school district.

2. Trustees will receive $600.00 per year, paid in two equal installments through payroll, to help offset external communication fees. The amount will be prorated based on the number of months the Trustee holds office during the year.

3. Equipment provided to Trustees will remain the property of the school district. At the end of the Trustee's term of office, equipment must be returned unless the Trustee purchases it at the depreciated book value determined by the Secretary Treasurer.

3.1. Before purchased equipment is transferred to a Trustee, all Board-licensed software and access to school district services must be removed for security and licensing reasons.