



SWAN VALLEY SCHOOL DIVISION

10. Trustee Compensation/Expenses

Indemnity

Trustees are paid an indemnity as compensation for their work on behalf of the Board. The indemnity is paid monthly.

Expenses

In addition to the indemnity, Trustees are paid for mileage to and from meetings, conferences, and special events. Trustees are paid a daily rate of 2 hours or less \$63.00; more than 2 hours \$126.00 to attend conferences, special meetings, and school events. This rate is set at the Inaugural Meeting and the current rate is listed in the Indemnity By-Law. It is strongly encouraged for Trustees to carpool when it is possible and practical. In order to help in the tracking of the budget, expense claims must be handed in on a quarterly basis. Monthly expense claim filing is strongly encouraged. Below is a list of eligible items that Trustees may claim for:

Mileage

- regular meetings
- special meetings
- conferences
- events directed by the Board/CEO (graduations, school events, MSBA)

Trustees *may not* claim mileage for unofficial visits to schools or for non-Board directed school events.

Meeting Rate (less than 2 hours \$63; more than 2 hours \$126) rate adjusted annually

- special meetings
- meetings and events directed by the Board
- conferences (maximum daily rate)

Trustees *may not* claim a meeting rate for regular meetings. The regular meetings are included in the monthly indemnity.

Meals

Trustees will be reimbursed for meals when attending conferences and meetings. Receipts must accompany the expense claim which shows the purchased meals. Below is a guideline to follow when claiming meal reimbursements:

- Trustees may charge for meals when attending out-of-division meetings where no meals were provided;
- if meals are provided at a conference and a Trustee chooses not to avail themselves of that meal then the Trustee may not charge for other meals;
- if a Trustee missed a meal that was provided to attend to Board business then they may charge for the missed meal.

Regular Meetings

- mileage to and from

 **SWAN VALLEY SCHOOL DIVISION**Special Meetings

- mileage to and from
- meeting time (less than 2 hours \$63; more than 2 hours \$126) rate adjusted annually

Conferences

- mileage to and from
- conference time (\$126 per day)
- registration, food and lodging

Committee Meetings

- mileage to and from
- meeting time (less than 2 hours \$63; more than 2 hours \$126) rate adjusted annually

School and Community Events (directed by the Board/CEO)

- mileage to and from
- event time (less than 2 hours \$63; more than 2 hours \$126) rate adjusted annually

School and Community Events (non-Board sanctioned)

- no claims can be submitted for reimbursement