Living Sky School Division No. 202
BOARD POLICY

3070 – BOARD REMUNERATION & EXPENSES			
Policy Type:	EXPECTATIONS AND OPERATIONS	**Last Revision Date:**	September 2026
Implementation Date:	September 2026	**Last Review Date:**	September 2026
Legal Reference(s):			

POLICY

The Board of Education believes that the role of trustee is one of service to the community and that remuneration and expense reimbursement should reflect this principle of service. The Board is committed to:

1. Approving trustee remuneration annually based on a recommendation from the Director of Education.
2. Ensuring remuneration levels reflect a capacity to enable all electors, regardless of financial means, to seek a position on the Board.
3. Reasonably reimbursing trustees for travel, food, lodging, and other out-of-pocket expenses necessarily incurred while absent from their place of residence on Division business.

PROCEDURES

1. Rates

a) Indemnity and travel time remuneration rates will be reviewed and set as directed by the Board annually during the budget preparation and approval process.

b) Travel expense allowance and meal per diem rates will follow the rates established by the Government of Saskatchewan. These rates will also apply to all employees and volunteers who are eligible for reimbursement, as further detailed in a separate administrative procedure.

2. Payment and Reimbursement

a) Board indemnity shall be on the same payroll schedule as other Division staff.

b) Travel time remuneration shall be on the same payroll schedule as other Division staff. Travel time remuneration shall be paid following the submission of the travel time remuneration form.

c) Expenses incurred for attending meetings, seminars, conventions, or trustee development activities, where Board members are acting in an official capacity, will be reimbursed upon submission of an expense claim.

d) Board members are encouraged to submit expense claims monthly but must submit their claims within 60 days of incurring the expense.

e) Expense Claims are processed and paid according to the schedule established by the Accounting Department.

3. Inquiries

a) Questions arising out of the processing of Board member remuneration or expense claims are to be referred to the Board Chair.