

SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)

POLICY

POLICY #150 Trustee Financial Matters

RATIONALE

The Board understands its responsibility to assure the public of the financial integrity of trustees in their individual relations with the Board.

POLICY

Trustees will be guided by legislated requirements in matters of financial disclosure, fees and expenses in accordance with regulations forming part of this policy.

ADOPTED: November 8, 1999

Reviewed/Revised: June 10, 2013
March 9, 2015
March 13, 2017

Statutory Reference: *Financial Disclosure Act*

SCHOOL DISTRICT NO. 67 (OKANAGAN SKAHA)

REGULATIONS AND PROCEDURES

POLICY #150 Trustee Financial Matters

1.
 - a) All trustee election candidates shall submit completed Financial Disclosure Act forms as per the Local Government and Elections Acts.
 - b) All elected trustees shall complete and file Financial Disclosure Act forms with the secretary-treasurer annually between January 1st and 15th of each year.
 - c) Completed forms shall be maintained in the school board office, and shall be made available to the public upon receipt of a written request.
2. Trustee indemnities shall be increased each July based on the Consumer Price Index for British Columbia for the previous 12-month period.
3. Expense reimbursements for trustees representing the Board on official business shall be handled as follows:
 - a) Educational calendar planning shall be done at least monthly so that all trustees become aware of relevant seminars, workshops and meetings. Trustees are encouraged to attend training sessions relevant to their area(s) of interest or responsibility.
 - b) An accounting of out-of-pocket expenses must be submitted to the secretary-treasurer within 30 days of the end of the event being claimed.
 - c) Mileage rates for trustees shall be the rates established annually by BCSTA. Per diem allowances for trustees shall be the rates established in Policy #540 - Employee Travel: Insurance and Expenses.
 - d) Trustees will be reimbursed for mileage to attend special Board meetings; committee meetings; other meetings where the trustee has been appointed school board representative or specifically invited to attend; and for official matters requiring their attendance at the school board office.

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March 15, 2017

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