



TRUSTEE HONORARIA AND EXPENSES

1.0.0 Trustee Honoraria

1.1.0 The honoraria for members of the Board will be set in accordance with the Education Act, Regulation 320/26 and Ministry funding provisions and shall be as follows:

- i. For a member of the board, including the chair and vice-chair, an amount that is the lesser of,
 - o \$9,000 and,
 - o The total of the base amount and the enrolment amount determined by the board for its members for the 2025-2026 year of the term of office under Ontario Regulation 357/60 (Honoraria for Board Members) made under the Act and the board's policy, as they read on September 21, 2026.
- ii. For the Chair of the Board, an additional amount of \$1,000.
- iii. For the Vice-Chair of the board, an additional amount of \$500.

2.0.0 Floral Tributes: Funerals and Illness

2.1.0 Limestone District School Board has made provision for:

- iv. flowers or an appropriate donation to a charity or church of the family's choice upon the death of a Board member or immediate family member;
- v. flowers or small memento for the illness of a Board member.

2.2.0 The Chief Executive Officer's office will be responsible for deciding upon and providing whatever recognition is appropriate and will also be responsible for notifying other members of the Board.

3.0.0 Board Member's Expenses

In alignment with the principles of financial integrity and the effective oversight of public funds, trustee expenses are bound by provincial regulations set out by the Ministry of Education. Legislation does not permit the reimbursement or payment of trustee membership fees in professional or trustee associations. Additionally, reimbursement of expenses is prohibited for discretionary events or activities including professional development, conferences, and conventions, as

well as all associated registration, travel, lodging, meal and hospitality costs unless participation is deemed an operational necessity directly essential to the Board's core business operations.

The Limestone District School Board will include in its annual budget, and allocation for:

- i. travel expenses for Board members to attend meetings.

The Board shall reimburse a member of the Board for expenses incurred for:

- i. travel to and from their residence to attend a meeting of the Board, or a committee of the Board, which is held within the jurisdiction of the Board; and attendance is required.
- ii. travel and related costs of "designated" business of the Board. "Designated" business shall include:
 - meetings of the Ministry of Education where the member's attendance is requested by the Minister;
 - school graduations and other school functions where the member is invited by the principal to attend as a representative of the Board;
 - meetings called by the Chair and CEO or designate, where the member is required to attend;
 - other meetings or functions where a Trustee participates as a representative of the Board as requested by the Chair and CEO.
- iii. all other expenses must be pre-approved in accordance with Administrative Procedure No. 510 Business and Travel Expenses.

3.1.0 Rates for Travel

3.1.1 All Trustees who travel on Board business shall be reimbursed for their vehicle and travel expenses.

3.1.2 The vehicle reimbursement rate shall be at the current per kilometer travel rate as determined by the Board through the process articulated in procedures for such adjustments.

3.2.0 Travel Arrangements

3.2.1 Arrangements for Board approved business may be made through the CEO's Office. This includes registration, accommodation, and transportation.

3.3.0 Reimbursement Rates for Meals

3.3.1 The reimbursement rates for meals while on approved Board business shall be paid at the Board's current meal allowance rates. Itemized receipts are required for all meal claims (original receipts).

Claims for meals cannot be made, where a meal is provided for attendees as part of the event.

3.3.2 Alcohol expenses will not be reimbursed.

3.4.0 Expense Claims

3.4.1 Claims for reimbursement of expenses shall be submitted on a standard Board expense claim form and shall include itemized receipts for registration fees, hotel accommodation and meals. Expense claims should be submitted on a timely basis and normally should be submitted within two months of the last claim made.

3.4.2 The Chair of the Board shall certify that an individual Trustee's expense claim meets the requirements of Board policy and approve the claims.

3.4.3 The Superintendent of Business Services shall certify that the Chair of the Board's expense claim meets the requirements of Board policy and approve the claim.

3.5.0 Purchasing Supplies, Services, and Books

3.5.1 To conduct Board business, each Trustee will be provided with a standard equipment package (laptop or desktop computer, printer, monitor and internet connection) at the beginning of their term. All equipment will be purchased through the Board's regular procurement process and all equipment must be returned to the Board at the end of the Trustee's term or the Trustee may purchase the equipment package at the end of the four-year term for the residual fair market value, as determined by an independent corporate appraisal.

3.5.2 In addition to the above, each Trustee will be provided with a Board purchased cellular phone and standard corporate data package.

3.6.0 Recognition of Trustees on Retirement

3.6.1 When a Trustee has completed a period of service to the Board, and through retirement for any reason ceases to be a member of the Board, such service will be recognized by the members of the Board with an appropriate gift to be presented at a special occasion.

Revised: September 2026

References: Bill 101, Putting Student Achievement First Act, 2026. Trustee Expenses were updated due to Paragraph 3.7 of Subsection 8(1) of the Education Act.