

TRUSTEE COMPENSATION AND EXPENSES

The following rates for trustee compensation have been established by the High Prairie School Division Board of Trustees and approved in the annual budget.

1. Honoraria

1.1. The honoraria for attending meetings, conferences, events, etc. are established as follows and include travel to and from the function:

1.1.1. Quarter Day	up to 2 hours	\$58.35
1.1.2. Half Day	2 to less than 4 hours	\$116.70
1.1.3. Full Day	4 to 8 hours:	\$233.40
1.1.4. Full Day +	beyond 8 hours	1.5 times the full day rate regardless of the number of meetings attended

2. Meeting Preparation Days

2.1. Trustees may claim:

- 2.1.1. Board Chair: Four “Full Days” per month
- 2.1.2. Other Trustees: Two “Full Days” per month
- 2.1.3. Up to 9 additional “Full Days” for preparation if attending the following:
 - 2.1.3.1. Strategic Planning
 - 2.1.3.2. Alberta School Boards Association Spring General Meeting
 - 2.1.3.3. Alberta School Boards Association Fall General Meeting
 - 2.1.3.4. Public School Boards’ Association Spring General Meeting
 - 2.1.3.5. Public School Boards’ Association Fall General Meeting
 - 2.1.3.6. School Reports to the Board (x4)

3. Professional Development

3.1. Each trustee receives \$1000 per year to a maximum of \$4000 per term for Professional Development. The funds may be used to cover registration, travel, subsistence and per diem for governance-related PD of the trustee’s choice.

4. Meals, Accommodations and Travel

- 4.1. Food, overnight stays, and mileage will be compensated as per Administrative Procedure 510 – Appendix II – Transportation, Subsistence and Facility Rates
- 4.2. Fares/Fees such as conference registration, taxi, park passes, etc. will be compensated for approved conferences and events upon submission of receipts.

5. Technology

- 5.1. Trustees will be compensated \$35 per month for internet service.
- 5.2. Trustees who supply their own computer/tablet for Division business will be compensated \$45 per month.

Cross Reference

Administrative Procedure 510 – Appendix II – Transportation, Subsistence and Facility Rates

Approval Dates

August 2023, August 2024

Revision Dates

October 2023, August 2024, June 2025