

The Trustee Remuneration Guidelines are reviewed annually at each organizational meeting. These guidelines are also subject to complete review by a committee struck by the Board in the second year of a Board's mandate or at other times determined by the Board.

### 1. Monthly Remuneration

The remuneration that is received by trustees in each of the 12 months of the year is expected to compensate trustees for the work of the Board that they do as trustees. It is recognized that trustees are serving the community in an elected position and remuneration should not be perceived as payment for hours worked. Although trustees volunteer their time and expertise, they should not be required to suffer financial loss as a result of work they are elected to do. Remuneration is expected to pay costs for essential/required trustee duties such as those described below.

(Note that the list is not exhaustive, but is provided for context and reference)

- a. Regular and Special meetings and related work
- b. School Board committee meetings/work
- c. School Community Council meetings and events
- d. School events (ex. graduations, awards ceremonies, Track & Field days, etc.)
- e. Linkage meetings/work (ex. Meetings with SRSC, PAATA, MLAs, City, RMs, etc.)
- f. Events hosted by external agencies (ex. Chamber of Commerce, PAATA, etc.)
- g. Division special events (ex. School Division Art Show, grand openings, school tours, etc.)

If trustees are required by the Board to travel outside City of Prince Albert in order to fulfill their duties then necessary travel, accommodation and meal costs will be reimbursed at the rates established by the Board.

Annual base rate is 20% of Class VI maximum of Teachers Provincial Salary Grid, which renders an annual base rate of \$20,409.60. Board Chair rate is an additional \$5,000.00 per year and Vice-Chair is an additional \$2,500.00 per year. Salary rates change are effective on any new Provincial Teacher's Agreement.

Annual and monthly remuneration rates are as follows:

- Trustee .....\$20,409.60 (Monthly amount = \$1,700.80)
- Vice-Chair .....\$22,909.60 (Monthly amount = \$1,909.13)
- Chair .....\$25,409.60 (Monthly amount = \$2,117.47)

### 2. Indemnities – Board-Approved Activities

Each trustee: \$75.00 per hour to a maximum of \$300.00 per day. Indemnities are intended as compensation for attendance at events/meetings such as Canadian School Boards Association, Saskatchewan School Boards Association (SSBA), SSBA Public Section and professional development in or out of the division (such as Rural Congress, Office of the Treaty Commission, Enterprise Risk Management, Board/Director Evaluation, Board Seminars, full Board meetings with School Community Councils and Saskatchewan Rivers Students for Change).

In addition to the above, and to compensate for time required for travel, trustees traveling on Board business outside of the school division, but within the province, are entitled to claim \$.20/kilometre traveled. Trustees traveling on Board business outside of the province are entitled to the equivalent of two days' indemnity (i.e., \$600.00).

**3. Deductions**

An individual trustee can miss a maximum of three Board meetings in a 12-month period (such period commencing immediately following each year's Organizational Meeting) without experiencing a reduction in remuneration. A trustee who misses more than three Board meetings in a 12-month period will experience a deduction of \$300.00 for each meeting missed beginning with the fourth meeting, unless the Board has passed a resolution supporting such absence with no deduction.

**4. Travel Cost Allowances**

Trustees are encouraged to car pool and minimize travel costs in other appropriate ways in order to reduce costs and maximize value for the travel budget allocation.

- a. Board Chair travel annual allowance..... \$2,100.00 (Monthly amount = \$175.00)
- b. Trustee travel annual allowance ..... \$1,200.00 (Monthly amount = \$100.00)
- c. Mileage rate (established at the Organizational Meeting each year or as required)
  - *Rate set at the Organizational meeting*..... \$0.50 per kilometre (effective September 1, 2022)
- d. Accommodation ..... as per receipts
- e. Gratuity in lieu of hotel..... \$75.00 per night
- f. Meals ..... IN Province      OUT of Province
  - Breakfast..... \$10.00      \$15.00
  - Lunch ..... \$15.00      \$22.50
  - Supper ..... \$25.00      \$37.50
- g. Parking..... as per receipts
- h. Other expenses ..... as per receipts

**5. Professional Development (PD) and Convention Allowances**

Professional development and convention allowances are intended to cover costs of attendance at conventions, conferences, and other Board-approved professional development activities. An allocation is pooled into one fund for all trustees. Trustees will do their utmost to stay in line with their individual \$2,010.00 allotment. Trustees are expected to inform the Chair of the Board Development Committee prior to registering for any PD events except for Trustee Academy, SSBA and CSBA PD opportunities. If the Chair of the Board Development Committee is unsure of an approval or denial of a PD request, the Chair will bring it to the next Board meeting for discussion. Trustees will provide a summary of the learning from those PD events at a subsequent meeting of the Board.

Administration will inform the Board if the collective fund is in jeopardy of exceeding the budgeted allocation.

**6. Adjudication**

The Board Chair and/or Vice-Chair and/or Director of Education will assist in resolving situations in which the above guidelines do not provide specific enough direction.

Approved: January 13, 2025