



| BOARD POLICY | |
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| Adopted | January 11, 2012 (M12-0005) |
| Revised | <i>December 2019 (M19-0182); October 2015 (M15-0186); April 2015 (M15-0067); November 2014 (M14-0199); May 2021</i> |
| Review Date | <i>November 2022</i> |

TRUSTEE EXPENSES

1. OBJECTIVE

The Halton District School Board (HDSB) recognizes the need to reimburse trustees for expenses reasonably incurred in carrying out their role as trustee. In addition, the HDSB recognizes trustees must be equipped properly so they may consult with and contact their constituents.

2. DEFINITIONS

- 2.1 *Board*: The Board of Trustees including Members of the Board elected or appointed in accordance with the Ontario Municipal Elections Act, and Student Trustees elected or appointed in accordance with the Ontario Education Act and HDSB Policy. Duties and responsibilities of the Board are defined under the Ontario Education Act, Ontario Municipal Act, and Ontario Regulation.
- 2.2 *Days*: Consistent with HDSB practice, all references to “days” refer to calendar days, unless otherwise specified.

3. POLICY STATEMENT

The HDSB is committed to an organizational culture that is consistent with the guiding principles which frame our Strategic Plan. The HDSB will reimburse trustees for approved expenses incurred directly as a result of carrying out their official duties, as detailed in the Trustee Expense Governance Procedure.

4. RELATED LEGISLATION

- 4.1 [Ontario Education Act](#)
- 4.2 [Broader Public Sector Accountability Act, 2010](#)
- 4.3 [Accessibility for Ontarians with Disabilities Act, 2005](#)

5. RELATED BOARD POLICIES AND PROCEDURES

- 5.1 Trustee Code of Conduct
- 5.2 Trustee Honoraria Policy
- 5.3 Fraud Management Policy
- 5.4 Procurement Administrative Procedure
- 5.5 Hospitality Administrative Procedure
- 5.6 Trustee Expense Governance Procedure