

# AVON MAITLAND DISTRICT SCHOOL BOARD

*Create Positive, Inclusive Learning Environments, and Maximize Outcomes for Students*

## DIRECTOR'S INFORMATION / ACTION REPORT

**TO:** Regular Board Meeting – Tuesday, December 12, 2017

**AGENDA ITEM:** 7.3 c)

**SUBJECT:** Trustee Expenses and Attendance

### 1.0 Background

- 1.1 Pursuant to Board Policy #9 *Board Governance By-Laws*, an annual report on Trustee expenses and attendance is required.
- 1.2 Section 10.6.2 of the By-law states that, *'Annually, at the completion of the fiscal year, the amount expended by each trustee in each category specified by this policy shall be reported to the Board.'*
- 1.3 Section 3.6 of the By-Law states *'A trustee attendance report shall be prepared annually. This report shall summarize the attendance of each trustee at the board meetings held during the previous school year.'*

### 2.0 Trustee Expenses

- 2.1 The expense report continues to show transparency and accountable reporting on expenses for trustees' decision making throughout the year, as well as for the required year-end report. The headings include Travel Non-Conference, Other Travel Non-Conference, Conference Expenses, which is further broken out into three sub-categories: Travel; Other Expenses (such as accommodation, meals, parking, etc.); Registration; and Other (which includes Internet, phone charges and other miscellaneous expenses).
- 2.2 There are specific trustee roles that attract more expenses, particularly kilometrage, which will explain variances in the individual travel amounts. These include and are noted on the attached summary:
  - Chair
  - Vice-Chair
  - OPSBA Director and OPSBA Alternate
- 2.2.1 In particular, with regard to specific roles, it is noted that the By-Laws states in Section 10.6, *it is recognized that the board's Ontario Public School Boards' Association delegate may exceed the above allotment to attend OPSBA conferences within Ontario.*
- 2.3 Trustees track their expenditure budget on a global basis rather than at the individual trustee level, which provides more flexibility in decision making.
- 2.4 The Trustee Expense Summary from September 2016 to August 2017 is attached as Appendix A.

### **3.0 Trustee Attendance**

- 3.1 At the September 14, 2010 Board meeting, trustees requested that Board meeting attendance be included in the trustee expense report received annually prior to January.
- 3.3 The trustee attendance from September 2016 to August 2017 is attached as Appendix B.

Dr. Lisa Walsh  
Director of Education and  
Secretary of the Board

**Trustee Expense Summary**

**For the Fiscal Year 2016-2017 - September 1, 2016 to August 31, 2017**

Trustee	Position (See table below for Position Timing)	Travel (Mileage)* Non-Conference	Other Travel Non-Conference	Conferences			Sub-Total Conferences	Other***	Total	2016/2017 Revised Estimates
				Travel (Mileage)	Other** Expenses	Registration				
Cairncross, Judith		549.24	115.48	0.00	0.00	0.00	0.00	5.00	669.72	
Geddes, Lynette		1,387.51	0.00	84.46	584.81	587.42	1,256.69	0.00	2,644.20	
Hunking, Robert		585.83	561.91	348.87	1,771.32	1,782.69	3,902.88	0.00	5,050.62	
Kent, Alyson	Vice Chair of the Board	987.06	75.48	0.00	789.80	710.01	1,499.81	0.00	2,562.35	
Moore, Julie		1,127.51	102.16	0.00	0.00	0.00	0.00	0.00	1,229.67	
Pratley, Doug		927.69	10.15	414.16	1,425.94	1,174.84	3,014.94	488.20	4,440.98	
Rothwell, Nancy		1,164.04	0.00	155.57	27.12	0.00	182.69	0.00	1,346.73	
Schenk, Colleen	OPSBA Delegate	1,302.25	264.72	231.85	527.53	1,297.43	2,056.81	0.00	3,623.78	
Wagler, Randy	Chair of the Board	1,167.06	190.95	300.08	964.81	587.42	1,852.31	391.41	3,601.73	
Sub-Total		9,198.19	1,320.85	1,534.99	6,091.33	6,139.81	13,766.13	884.61	25,169.78	36,000.00
Student Senators	****	3,805.35	0.00	307.08	5,601.83	2,185.38	8,094.29	121.46	12,021.10	5,000.00
<b>Total:</b>		<b>13,003.54</b>	<b>1,320.85</b>	<b>1,842.07</b>	<b>11,693.16</b>	<b>8,325.19</b>	<b>21,860.42</b>	<b>1,006.07</b>	<b>37,190.88</b>	<b>41,000.00</b>

\* Travel (Mileage) Non-Conference includes transportation to Board Meetings, School Council Meetings, etc.

\*\* Conferences - Other Expenses include hotels, meals, parking, etc.

\*\*\* Other includes internet, ink cartridges, cell phone and other miscellaneous expenses.

\*\*\*\* Does not include expenses related to Staff Chaperone (Burt)

Expenses Incurred by Trustees in relation to Student Senators have been included on the Student Senator Expense Line.

All items are net of tax rebates

Positions for the period:	Dec/15-Dec/16	Dec/16-Dec/17
Chair	Schenk, Colleen	Randy Wagler
Vice	Alyson Kent	Alyson Kent

	May/16-May/17	May/17-Aug/17
OPSBA Delegate	Robert Hunking	Colleen Schenk
OPSBA Alternate	Alyson Kent	Judy Cairncross

Robert Hunking - OPSBA Vice President of Western Region

