

# School District No. 22 (Vernon) **POLICY**

Please file in By-Laws, Policy & Procedure Manual

**No. 1.0.9**

Adopted: 23 Nov. 1993

Amended: 19 Feb. 2020

## **TRUSTEE TRAVEL/EXPENSES**

The Board encourages the participation of its trustees at appropriate conferences, workshops and conventions, recognizing the need for and the value in taking advantage of professional development opportunities available to Trustees.

Trustees shall, each year, have the option of attending the following:

BCSTA Annual General Meeting	All Trustees
Okanagan Branch meetings	All Trustees
Trustee Academy	All Trustees
Provincial Chairperson's meeting	Chairperson
Trustee retreat	All Trustees

Trustees appointed as the Board's designated representatives for BCPSEA, BCSTA, and other associations and committees, shall be eligible for expense reimbursement for meeting attendance.

In addition to the above, the Board shall establish an annual travel budget for each Trustee to cover other conferences, workshops and convention expenses.

Trustee travel budgets not used in a budget year can be carried forward and accumulated for future use. Reimbursement for expenses for out-of-province activities require the approval of the Board.

Trustees attending conferences or workshops shall make a report to the Board within one month of attending the conference/workshop, and that any relevant conference or workshop materials be made available upon request.

During an election year, budgets will be pro-rated between the period prior to and after the election. Prior to the election only one-third of the annual budget will be available to Trustees.

Trustee expenses incurred while on Board business will be reimbursed except for those expenses incurred to attend regularly scheduled Board meetings.