



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

APPENDIX G TRUSTEE SERVICES AND EXPENDITURES POLICY REVISED.DOCX

"When you walk, they will guide you; when you sleep, they will watch over you; when you awake, they will speak to you."

Proverbs 6:22

Created, Draft	First Tabling	Review
February 3, 2015	February 17, 2015	Click here to enter a date
L. Notten, Superintendent of Governance, Policy and Strategic Planning P. Matthews, Legal Counsel P. De Cock, Comptroller of Business Services & Finance		
RECOMMENDATION REPORT		

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



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A. EXECUTIVE SUMMARY

The Trustee Services & Expenditure Policy (T.17) provides trustees with equipment and support services required by the Trustees to carry out their responsibilities as a member of the board. The policy also reimburses Trustees for professional development activities and specific out of pocket expenses incurred in carry out their duties. This report recommends amendments to Board Policy T.17 in order to incorporate approved changes contained within the 2014-15 Budget Estimates.

B. PURPOSE

1. TCDSB staff upon reviewing changes to the 2014-15 Budget Expenditure Estimates approved at the Regular Board Meeting held on June 16, 2014 identified some additional reductions in the amount of \$9,630 (\$780 per trustee) to the trustees' expense budgets and trustee assistant budgets be reduced by \$24,000 (\$2,000 per trustee), and consequently, amendments to the TCDSB Policy for Trustee Services and Expenditures (T.17) are required.

C. BACKGROUND

1. The Board approved the following motions during the Regular Board meeting held on June 16, 2014:
 - I. Trustee Expense budget be reduced by \$9,360 (\$780 per trustee)
 - II. Trustee Administrative Assistants budget be reduced by \$24,000 (\$2,000 per trustee)
2. The Board approved the Staff Recommendation appearing in the Report regarding Considerations and Proposed Plan for Effective Governance at the Regular Board meeting held on January 29th 2015 as follows:
 - I. That individual Trustee Constituency Assistants be removed and that the TCDSB Policy with respect to Trustee Constituent Assistants be reviewed.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Arising from an overall review of the approved amendments, TDCSB staff has identified the need to recommend a few changes to the Policy for Trustees Services and Expenditures (T.17) in order to provide greater clarity and ensure compliance with the Education Act. The additional recommended changes to the Policy T.17 also appear in Appendix A in Bold and Shaded.
2. In summary, the changes required to incorporate the approved changes include the following:
 - In **policy,** regulation B.5, the maximum amount that can be claimed for out of pocket expenses outlined in Section E be reduced from \$4,800 to \$4,020. (**See Appendix A**)
 - In **policy,** regulation E.2, the reimbursement for out of pocket expenses be reduced from \$4,800 to \$4,020. (**See Appendix A**)
 - **In policy,** regulation G regarding Trustee Assistants be removed. (**See Appendix B – Side by Side policy comparison**)
 - Remove any reference to any expense limits and relocate into TCDSB's Policy Register as a supporting Operational Procedural Document (Appendix C).
3. A side-by-side comparison of the existing and proposed Policy T.17 appears in Appendix B.
4. A graphic illustration of the various expense category limits and the respective expense details contained within each category appears in Appendix D.

E. STAFF RECOMMENDATION

That the Board amend Board Policy for Trustee Services and Expenditures (T.17) as described in Section D of the Report and amended in Appendix A.