

Trustee Honoraria Procedure

Procedure Number:	1007a
Procedure Owner:	Organizational Support Services – Business Services
Effective Date:	2016 May 24
Amendment Dates:	2022 October 11, 2025 May 12
Review Dates	
EIE Review Date:	
Resources:	• The Education Act, RSO 1990, c E.2 ○ Ontario Regulation 357/06 ○ Ontario Regulation 7/07 ○ Ontario Regulation 412/00 ○ Ontario Regulation 312/24 • Public Sector Compensation Restraint to Protect Public Services Act, 2010 • TVDSB Trustee Honoraria Policy (1007) • TVDSB Bylaws

1. Intent

1.1. The intent of this procedure is to pay an honorarium to trustees of the Board for carrying out their responsibilities representing the interests of students, the Board, and the public.

1.2. The procedure is in accordance with the provisions of the Education Act and any

associated regulations.

2. Definitions

2.1. **TVDSB** or **The Board** refers to the Thames Valley District School Board.

3. Objective of Procedure

3.1. The objective of this procedure is to establish a clear and consistent process for the payment of honoraria to trustees of the Board. This procedure ensures that trustees are fairly compensated for their efforts in representing the interests of students, the Board, and the public.

4. Roles and Responsibility

4.1. The **Board of Trustees** will review this procedure and recommend revisions before October 15 of the calendar year in which a new Board's term of office begins.

4.2. **Business Services** will use this procedure to calculate and pay honoraria to Trustees

5. Trustee Honoraria Procedures

5.1. The honorarium amounts detailed throughout Sections 5 through 12 will be used to determine a Trustee's honorarium and may be modified subject to future Ministry of Education Acts and Regulations.

5.2. Non-Student Trustee Components

5.2.1. For non-student trustees, the honorarium shall be calculated in accordance with O. Reg. 357/06. The honorarium shall be composed of the following components:

5.2.1.1. the base amount for the year;

5.2.1.2. the enrolment amount for the year;

5.2.1.3. the attendance amount for the year;

5.2.1.4. the distance amounts payable for the year.

6. Base Amount

6.1. The annual trustee base amount shall be \$5,900.

6.2. The chair shall receive an additional \$5,000 above the annual trustee base amount.

- 6.3. The vice-chair shall receive an additional \$2,500 above the annual trustee base amount.
- 6.4. Unless otherwise stipulated by the Ministry of Education, the annual base amount will be increased by the Ontario Consumer Price Index as published by Statistics Canada for the period of change between July 1 of the prior year and June 30 of the current year.

7. Enrolment Amount

- 7.1. The trustees shall receive 100% of the allowable enrolment amount.
- 7.2. The year's enrolment shall be the Board's day school average daily enrolment as established for the Original Budget Estimates for the most recent fiscal year ended for the current term of office.

8. Attendance Amount

- 8.1. The attendance amount, not to exceed \$50, may be paid to trustees for their attendance of any committee meeting of the Board that is established by the Act for attending any meeting of a committee of the Board that is required to be established by an Act or a regulation made under an Act.

9. Distance Amount

- 9.1. The distance amount, not to exceed \$50, may be paid to trustees if the following criteria are met:
 - 9.1.1. The area of the Board is greater than 9,000 square kilometers, as set out in Table 1 of Ontario Regulation 412/00 (the Thames Valley District School Board's area is 7,278 square kilometers and therefore this criteria does not apply)
 - 9.1.2. A dispersal factor of greater than 25, as set out in Table 5 of Ontario Regulation 412/00 (the Thames Valley District School Board's dispersal factor is 0 and therefore this criteria does not apply)
 - 9.1.3. The distance between the trustee's residence and the place where the meeting is held is greater than 200 kilometers, on the day of the meeting.

10. Student Trustees

10.1. Student Trustees shall be paid in accordance with O. Reg. 7/07 s. 9. A student trustee who holds office for the complete term of office shall receive an honorarium of \$2,500. If the student trustee does not hold office for a complete term, the student trustee shall be paid based on the prorated length of service rendered.

11. Annual Recalculation of Enrolment Amount

11.1. The enrolment amount shall be recalculated annually to reflect the enrolment from the estimates of the most recent fiscal year end.

12. Honoraria Reduction for Breach of Code of Conduct

12.1. The maximum amount of a reduction from a Trustee's honorarium for a breach of the Board's Code of Conduct, as outlined in the TVDSB Bylaws Appendix C, is 25 per cent of the Trustee's combined base and enrolment amount for the year of the term of office in which the breach occurred.

13. Monitoring and Review

13.1. TVDSB will use the information in Section 13.2, to provide recommendations for future procedure changes, as per TVDSB Development and Management of Board Policies and Administrative Procedures Policy (2032) and Procedure (2032a).

13.2. Prior to October 15 of the calendar year in which the term of office of the Board begins, how the Board's honorarium is calculated per Section 5 shall be reviewed.