



# KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

## POLICY STATEMENT

**Policy Name:** Expenses and Reimbursements for Trustees  
**Section:** Business and Administrative Services

**Policy Code:** BA-4.9

Established: January 24, 2022  
Revised or  
Reviewed:

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### 1. POLICY STATEMENT

Kawartha Pine Ridge District School Board (KPR) is committed to the accountability and transparency of public funds.

KPR will reimburse trustees for necessary, legitimate, and reasonable out-of-pocket expenses incurred in carrying out their responsibilities while representing the interests of students, the community and/or the Board. The Board is accountable to the public for these expenditures in accordance with Board policies, procedures and the Broader Public Sector Accountability Act.

### 2. OBJECTIVE

This policy establishes the parameters for reimbursement of eligible expenses incurred by trustees as they carry out their responsibilities as elected officials. The establishment of a distinct trustee expense policy promotes financial integrity, accountability, and transparency.

### 3. DEFINITIONS

#### Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

#### Broader Public Sector (BPS) Accountability Act

This Act establishes requirements in the areas of compensation, expenses, perquisites, business documents and procurement, and is designed to improve accountability and transparency across the BPS.

Under the BPS Accountability Act, designated BPS organizations include hospitals, school boards, colleges, universities, Community Care Access Corporations, and Children's Aid Societies.

#### Board of Trustees

The elected governance branch of the Board.

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Trustee

For the purpose of this policy, trustee includes the Board of Trustees and student trustees.

**4. APPLICATION**

This policy applies to all trustees.

**5. RESPONSIBILITY**

The Chairperson of the Board and the Superintendent of Business and Corporate Services have responsibility for this policy.

**6. POLICY**

It is the policy of the Kawartha Pine Ridge District School Board that trustees will be reimbursed for necessary, legitimate, and reasonable out-of-pocket expenses incurred in carrying out their responsibilities while representing the interests of students, the community and/or the Board.

Administrative Regulation BA-4.9.1, Expenses and Reimbursements for Trustees, provides direction on the approval requirements and reimbursement of expenditures by trustees of the Kawartha Pine Ridge District School Board.

**7. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS**

Board Policies:

[BA-5.1, Procurement Procedures](#)

Administrative Regulations:

[BA-4.9.1, Expenses and Reimbursements for Trustees](#)

[BA-5.1.1, Procurement Procedures](#)

**8. REFERENCE DOCUMENTS**

Legislation:

[Broader Public Sector Accountability Act](#)

[Education Act](#)