



Board Policy: Board Member Remuneration and Expenses

4B

Policy Statement

1. James Cook High School Board of Trustees will ensure remuneration and reimbursement of expenses to Trustees is transparent, fair and reasonable
2. The Board exercises its right to set the amount that the Chairperson and other Board members are reimbursed for attendance at Board meetings. These honoraria cover the expense of attending Board meetings and are not payment for work undertaken
3. The Principal, as a member of the Board, is entitled to the same payment as all other Board members except the Chairperson.
4. Any other payments or reimbursements are at the discretion of the Board.

Guidelines

5. The Board will ensure that there is an annual budget within the school to meet the projected costs of Trustee Remuneration and Expenses.
6. The Chairperson, receives \$195 per Board meeting month.
7. Should another Board member chair the regular monthly meeting, they will receive a further \$75 for that month.
8. Elected and Co-opted Board members receive \$120 per Board meeting attended.
9. Attendance fees are non-taxable within the agreed non-taxable amounts as advised by NZSTA. All other fees will be subject to tax.
10. Costs associated with attendance at professional development sessions may be met by the Board, with prior approval noted at a full Board meeting.
11. Costs associated with attendance at NZSTA Annual Meetings will be met by the Board.
12. All other reimbursements, including childcare and mileage are at the discretion of the Board and must be approved at a full Board meeting prior to any spending occurring.

Notes

13. This policy should be read in accordance with guidance from NZSTA.

14. The following aspects are associated with this Policy:

- Procedure for claiming reimbursements
- Compliance with:
 - Income Tax Act 2007
 - IRD honoraria payments to school trustees

Chairperson



Date: October 2021

Policy History	
Date	Action
May 2019	Adopted by Board
Sept 2020	Amended
May 2021	Reformatted
October 2021	Reviewed and Amended