

	POLICY NO: 3.12
Adopted	2018, 2022
Projected Review Date	2026
Revisions	2022, 2025

TRUSTEE HONORARIUM

PURPOSE:

Hamilton-Wentworth District School Board will pay an honorarium to its trustees in accordance with the provisions set forth in the Education Act and all other associated regulations.

GUIDING PRINCIPLES:

The Board is committed to:

- Recognizing the responsibilities and duties of trustees by providing an honorarium.
- Being compliant with Ontario Regulation 357/06, Honoraria for Board Members.

INTENDED OUTCOMES:

Trustees are provided an honorarium for performing their duties associated with being a Board member.

RESPONSIBILITY:

Director of Education
Associate Director, Support Services
Officer, Trustee Services

TERMINOLOGY:

Average Daily Enrolment (ADE): Enrolment on a daily basis over the course of an academic year for both elementary and secondary students.

Honorarium: Payment in recognition of the duties performed as a member of the Board of Trustees with HWDSB.

Term of Office: A Board members' term of office is four years in length, beginning on December 1 of the election year and ending November 30 of the next election year, as described in the Education Act.

Trustee: Trustees are responsible for the operation of the public school system. They are elected in accordance with the Education Act at each municipal election by the electoral group the board represents.

A trustee is responsible, as a member of the board:

- to govern and set policy for the board.
- to govern for the provision of curriculum, facilities, human and financial resources for the board.
- to advocate for the needs of their communities.
- as a constituency representative, to explain the policies and decisions of the board to residents.

Trustees are available to help taxpayers, parents and others to address any issues they may have about the public school system

ACTION REQUIRED:

The Director of Education, with assistance from the Officer of Trustee Services, will automatically adjust the Trustee Honorarium on an annual basis throughout the term of office to reflect the average daily enrolment (ADE) in the calendar year.

Components of the Trustee Honorarium include:

1. Base Amount

As set forth in Ontario Regulation 357/06, the base amount for all Trustees is \$5900 per year beginning on December 1, 2018.

For each year of a term of office beginning on or after December 1, 2010, the amount calculated for a year of the previous term of office, increased by the percentage increase in the Ontario Consumer Price Index as published by Statistics Canada for the period between:

- i. July 1 of the calendar year in which the previous term of office started, and
- ii. June 30 of the calendar year in which the term of office starts

The amount paid to the Chair shall be \$5,000 in addition to the base amount (\$10,900) and the amount paid to the Vice Chair shall be \$2,500 in addition to the base amount (\$8,400).

2. Enrolment Amount

The enrolment amount is calculated on an annual basis. The limit for each year of office is connected to the estimate of the board's average daily enrolment (ADE) of day school students for the previous year.

In addition to the base amount set out above, the enrolment amount paid to every member of the board is 100% of \$1.75 multiplied by the board's ADE.

In addition to the base and enrolment amounts set out above, the amount paid to the Chair shall be the enrolment amount plus the sum of the ADE multiplied by five cents (\$0.05), with a minimum of five hundred dollars (\$500) and a maximum of five thousand dollars (\$5,000).

In addition to the base and enrolment amounts set out above the amount paid to the Vice Chair shall be the enrolment amount above plus the sum of the ADE multiplied by two and one-half cents (\$0.025), with a minimum of two hundred and fifty dollars (\$250) and a maximum of two thousand five hundred dollars (\$2,500).

3. Attendance Amount

Ontario Regulation 357/06 sets out that an attendance amount (limited to \$50 per meeting) can be paid to a member for attending any meeting of a committee of the Board that is required to be established by an Act or a regulation made under the Act.

There are currently four committees that require membership of one or more trustees under the Education Act;

- Audit Committee
- Parent Involvement Committee
- Supervised Alternative Learning Committee
- Special Education Advisory Committee

4. Distance Amount

O. Reg. 357/06 permits a distance amount that does not exceed a limit of \$50, provided that:

- the board area is greater than 9,000 square kilometers, as set out in Table 1 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards).
- the board dispersal factor is greater than 25, as set out in Table 5 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards).
- the distance to the meeting from the member's residence is greater than 200 kilometres.

This component of the calculation for trustee honorarium is not applicable to Trustees at HWDSB.

PROGRESS INDICATORS:

Intended Outcome	Assessment
Trustees are provided an honorarium for performing their duties associated with being a board member.	Annually, the calculation for Trustee Honorarium will be reviewed and approved prior to the next year of the term commencing.

REFERENCES:

Government Documents

Ontario Regulation 357/06, Honoraria for Board Members

Ontario Regulation 412/00, Elections to and Representation on District School Boards