

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

Section BUSINESS AND TRANSPORTATION

Policy Name TRAVEL, MEALS, and HOSPITALITY EXPENDITURES 307

Board Approved	June 25, 2024	Reviewed:	June 11, 2024	Review By:	December 2029
	January 22, 2019		October 2, 2018		
	October 23, 2012		October 2, 2012		
	October 18, 2011		September 26, 2011		
	October 1, 2008		September 22, 2008		
	March 31, 2007				

POLICY

It is the policy of Superior-Greenstone District School Board to reimburse trustees, employees and others for costs incurred while on approved Board business.

DEFINITIONS

“**others**” refers to student trustees, volunteers, appointed non-trustee members of board committees and school council members.

“**appointed non-trustee members of board committees**” refers to individuals appointed by the Board to the following Superior-Greenstone District School Board Committees: Audit Committee, Indigenous Education Advisory Committee (IEAC), Parent Involvement Committee (PIC), and the Special Education Advisory Committee (SEAC).

RATIONALE:

The Superior-Greenstone District School Board recognizes that trustees, employees and others may incur costs while traveling on Board business.

Trustees, employees and others traveling on board business do so under the expectation that any expenses incurred are associated with the person's assigned duties, support the board's overall objectives and maximize the benefits to the organization.

As a designated Broader Public Sector (BPS) organization, the Board will ensure that it complies with specific guidelines or directives designed for the Broader Public Sector.

Cross Reference

- Policy 306 – Corporate Credit Cards

Legal/Ministry Reference

- BPS Accountability Act, 2010
- BPS Expenses Directive