
Administrative Memorandum

Regular Board Meeting

Date: April 10, 2019
Topic: Policy Development and Revisions
Submitted by: D. Greg Frank, Secretary-Treasurer

Background:

The Surrey Board of Education's Policy Committee conducts policy review on a regular basis as an essential part of governance to ensure the effective, efficient and economical delivery of educational and administrative programs and services to students. Trustee representatives on the Policy Committee include Trustees Gary Tymoschuk (committee chair), Bob Holmes and Shawn Wilson. Staff supporting the Committee include Superintendent Jordan Tinney, Secretary-Treasurer Greg Frank and Assistant Secretary-Treasurer Patti Dundas.

Draft revisions and proposals for policies were reviewed by trustee representatives at the Policy Committee Meeting on February 20, 2019. Policy 4410 was reviewed at the Public Board Meeting on March 13, 2019 and is now being brought to the Board of Education for approval.

Policy #	Policy Name
4410 Policy	Travel Expense Reimbursement The language in this policy has been revised to indicate that annual changes in the kilometer reimbursement rate will be reviewed and approved by the Budget Committee, then approved by the board as part of the district's overall budget approval process in the future.

It is recommended:

THAT the Surrey Board of Education approve the following revised policy:
1. Policy 4410: Travel Expense Reimbursement
