



# ST IGNATIUS OF LOYOLA CATHOLIC COLLEGE

## BOARD REMUNERATION AND EXPENSES POLICY

### Outcome statement

Remuneration and reimbursement of expenses to board members is transparent, fair and reasonable.

### Scoping

The board exercises its right to set the amount that the presiding member 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.

The Principal | tumuaki, as a member of the board, is entitled to the same payment as all other members except the presiding member.

Any other payments or reimbursements are at the discretion of the board.

### Expectations and limitations

Currently at St Ignatius of Loyola Catholic College:

- The presiding member receives \$75 per board meeting
- Other board members receive \$55 per board meeting
- These honoraria are non-taxable within the agreed “allowed exemptions.” Payments of up to \$55.00 for a board member and \$75.00 for the presiding member to attend a board meeting are defined as “expenditure incurred in the production of the payment” and are exempt from withholding tax
- There is a limit on the number of payments for attending meetings in any one year that are exempt from withholding tax. Annual “allowed exemptions” are \$605 per board member (equivalent to 11 meetings per school year at \$55.00 a meeting) and \$825 for the chair (equivalent to 11 meetings at \$75.00 a meeting).
- There is no payment for working group/committee meetings
- Costs associated with attendance at professional development sessions may be met by the board, but prior approval must be sought
- All other reimbursements are at the discretion of the board and must be approved prior to any spending occurring.

### Procedures

School | kura reimbursement claims form for use by board members are available

### Monitoring

Approval for other purchases and reimbursement will be recorded in the minutes of a full Board meeting

Reimbursement claims will be signed off by the Chair of the Finance Committee and approval note in the minutes of the Finance Committee

## Supporting Documentation

[Income Tax Act 2007](#)

[IRD Honoraria payments to school trustees](#)

Approved: 5 July 2022	Reviewed: 9 February 2026
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