



ALGONQUIN AND LAKESHORE CATHOLIC DISTRICT SCHOOL BOARD

POLICY STATEMENT

HOSPITALITY

Rationale

The Algonquin and Lakeshore Catholic District School Board supports the provision of approved hospitality expenses incurred on behalf of the Board to foster the development of partnerships and community relationships. The Board actively partners with individuals, communities and organizations to build engaging learning environments.

Guiding Principles

- Hospitality expenditures incurred are associated with the goals and objectives of the Algonquin and Lakeshore Catholic District School Board and can only be approved by the Chair, Vice-Chair, Director and Superintendents.
- School Board expenditures for hospitality must be reasonable, appropriate and transparent.
- This policy applies to all expenditures from all sources of funding.
- Appropriate accounting procedures, reporting mechanisms and approvals are to be in place to ensure hospitality expenditures are in compliance with established administrative procedures.

References

Education Act
Broader Public Sector Expense Directive
Income Tax Act

Administrative Procedures

Hospitality

Approved: March 26, 2013

Reviewed: April 25, 2017