

SEMINAR

Presenters

Stephen Davy and Yasmin Sellars
CES Client Finance Managers

Course outline

Topics covered will include:

- Staff and principals being paid board of trustee fees
- Allowances paid to staff
- Appropriate and inappropriate gifts/payments/reimbursements
- Paying staff for additional services, e.g., caretakers doing building work
- What is income in advance – and when is it allowed?
- A reminder of the 10% borrowing limit and why it is relevant to all schools
- And much much more ...!



FREE COURSE

Date: Thursday, 10 September
Venue: CES
89 Nazareth Avenue
Middleton
Time: 10.30am to 11.45am
Cost: FREE

To register: email wayne@cessl.org.nz Call-free 0800 205 267 for further information



YES! We would like to attend the 'Do's and Don'ts of School Expenditure' course

(Please use a separate registration form for each enrolment, photocopies are welcome).

Name:

School:

Phone: Email:

Please send us an invoice for the total of \$

Cancellation: If you have registered and are unable to attend please give CES notice in writing by Thursday 3rd September (letter: PO Box 414, Christchurch 8140; email: wayne@cessl.org.nz). Substitute participants are welcome.