LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Livingstone Range SCHOOL DIVISION

Trustee's Name Lacey Poytress

For the Month of November Year 2023

Board Policy 8 - Clause 6.1 b) Remuneration for Board Meetings, Committee Meetings, Approved Tours, ASBA Zone 6 Meetings, and School Council Meetings

Date	Nature of Meetings or Duties	Did I Drive Y or N	Name of Driver	Monthly, Per Diem, External, Group PD	Travel KM	Up to 2Hrs	Up to 4 Hrs	Up to 8 Hrs	> 8 Hrs	Amount	Km Driven
November 1, 2023	Board Organizational Meeting & Alberta Southwest Presentation	N		PER DIEM				6.00		$290.00	$0.00
November 6, 2023	RSC organizational meeting & Chair/Vice Chair meeting	N		PER DIEM			2.50			$164.00	$0.00
November 7, 2023	canyon Remembrance Day Celebration	Y	L POYTRESS	PER DIEM	110.00	1.00				$123.00	$62.70
November 8, 2023	Regional School Council	N		PER DIEM		1.75				$82.00	$0.00
November 10, 2023	WA Day & FP Walsh Remembrance Day Celebration	N		PER DIEM			2.15			$164.00	$0.00
November 13, 2023	Meeting of the Whole & Pre ministerial Advocacy Meeting	N		PER DIEM					8.50	$372.00	$0.00
November 15, 2023	Divisional Day	N		PER DIEM				5.56		$290.00	$0.00
November 17, 2023	PSBAA Fall General Meeting	N		PER DIEM				5.50		$290.00	$0.00
November 16, 2023	Travel to Edmonton	Y	L HODGES		465.00					$0.00	$265.05
November 18, 2023	Governance Workshop With Terry Gunderson & Agenda Planning	Y		PER DIEM				7.25		$290.00	$0.00
November 19, 2023	alberta Rural Caucus, Meeting with Candidates, ASBA Banquet	N		PER DIEM				6.00		$290.00	$0.00
November 20, 2023	ASBA Fall General Meeting	N		PER DIEM					10.00	$372.00	$0.00
November 21, 2023	MLA Breakfast & ASBA FGM & was Day	N	L HODGES	PER DIEM	465.00			5.50		$484.75	$0.00
November 22, 2023	Canyon school Council	Y	L POYTRESS	PER DIEM	110.00	1.00				$123.00	$62.70
November 27, 2023	Regular Board Meeting			PER DIEM				8.00		$290.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
	Totals				**1,150.00**					**$3,624.75**	**390.45**

Board Policy 8 - Clause 6.4 b) & c) Reimbursement for Hotel Costs, Meals, Parking, Taxi Fares, Internet Access, Business Calls, and Registration Fees		Expense	GST	Total
November 17, 2023	Dinner	$25.00		$25.00
November 19, 2023	Lunch	$12.00		$12.00
				$0.00
	Total of Personal Expenses	**$37.00**	**$0.00**	**$37.00**

Remuneration for Approved Professional Development Meetings, Conventions, Workshops, Etc.

Date	Nature of Meeting or Duties	Did I Drive Y or N	Name of Driver	Per Diem	Travel KM	Up to 2Hrs	Up to 4 Hrs	Up to 8 Hrs	> 8 Hrs	Amount	Km Driven
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
										$0.00	$0.00
	Totals				**0.00**					**$0.00**	**0.00**

Professional Development Expenses Not Included Above		Expense	GST	Total
				$0.00
				$0.00
				$0.00
	Total of Professional Development Expenses	**$0.00**	**$0.00**	**$0.00**

Trustee's Signature

Reviewed by the Trustee Timesheet & Expense Claims Committee

Meals Allowance	
Breakfast	$ 10.00
Lunch	$ 12.00
Supper	$ 25.00

For Office Use Only

Per Diem Amount (1-4280-4400-0___-010)		$3,624.75	[code 70]
Kilometerage (1-4700-4400-0___-010)	$390.45		
Expenses (Based on the Expense)	$37.00	$427.45	
Total		$4,052.20	

For Office Use Only - PROFESSIONAL DEVELOPMENT

Per Diem Amount - (1-4281-4400-0___-010)		$0.00	[code 73]
Kilometerage (1-4405-4400-0___-010)	$0.00		
Expenses - (1-4405-4400-0___-010)	$0.00	$0.00	
Total		$0.00	

REVISED AS OF AUGUST 31, 2023

DEC - 7 2023