



LIVINGSTONE RANGE SCHOOL DIVISION TRUSTEES MONTHLY CLAIM FORM

Livingstone Range School Division Trustee's Name

Greg Long

For the Month of

December

Year

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

Table with columns: 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. Includes rows for November 29, 30, 2023 and December 04, 08, 18, 2023.

Table for Board Policy 8 - Clause 6.4 b) & c) Reimbursement for Hotel Costs, Meals, Parking, Taxi Fares, Internet Access, Business Calls, and Registration Fees. Includes Expense, GST, Total columns.

Table for Remuneration for Approved Professional Development Meetings, Conventions, Workshops, Etc. Includes columns for 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.

Table for Professional Development Expenses Not Included Above. Includes Expense, GST, Total columns.

Trustee's Signature: Greg Long

Reviewed by the Trustee Timesheet & Expense Claims Committee

Meals Allowance table: Breakfast \$ 10.00, Lunch \$ 12.00, Supper \$ 25.00

Summary section with fields for Per Diem Amount, Kilometerage, Expenses (Based on the Expense), Total, and checkboxes for Office Use Only and Professional Development.