



LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Livingstone Range SCHOOL DIVISION

Trustee's Name

Brad Toone

For the Month of

February

Year 2024

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 various meetings and a Totals row.

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, and 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, and Total columns.

Trustee's Signature (handwritten)

Reviewed by the Trustee Timesheet & Expense Claims Committee (handwritten initials)

Meals Allowance table with rows for Breakfast, Lunch, and Supper.

Summary table for For Office Use Only. Includes Per Diem Amount, Kilometerage, Expenses, and Total for both Professional Development and other categories.