



LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Livingstone Range School Division Trustee's Name

Lacey Poytress

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

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
January 30, 2024	Labour negotiation			PER DIEM				6.50		\$290.00	\$0.00
January 31, 2024	Timesheet committee			PER DIEM		0.75				\$82.00	\$0.00
February 7, 2024	Alberta Southwest	Y	L POYTRESS	PER DIEM	100.00		2.75			\$205.00	\$57.00
February 12, 2024	meeting of the whole,ATA liaison planning ,agenda planning			PER DIEM					8.25	\$372.00	\$0.00
February 14, 2024	ASBA Budget			PER DIEM			3.00			\$164.00	\$0.00
February 21, 2024	CUPE Negotiations			PER DIEM		0.50				\$82.00	\$0.00
February 26, 2024	Board meeting/meeting of the whole			PER DIEM				6.75		\$290.00	\$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
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
										\$0.00	\$0.00
Totals					100.00					\$1,485.00	\$7.00

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
													\$0.00
													\$0.00
													\$0.00
Total of Personal Expenses											\$0.00	\$0.00	\$0.00

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

[Signature]
Trustee's Signature

[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)					\$1,485.00 [code 70]
Kilometerage (1-4700-4400-0 -010)	\$57.00				
Expenses (Based on the Expense)	\$0.00				\$57.00
Total					\$1,542.00
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