Livingstone Range
SCHOOL DIVISION

LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Trustee's Name Lacey Poytress

For the Month of March 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	Over 8 hours	Amount	Km Driven
February 27, 2024	Timesheet Commitee			PER DIEM		0.75				$82.00	$0.00
March 1, 2024	Regional school councils committee meeting			PER DIEM		1.50				$82.00	$0.00
March 8, 2024	Collaborative Trades Oppertunities	Y	L POYTRESS	PER DIEM	110.00		2.50			$205.00	$62.70
March 11, 2024	Meeting of the Whole			PER DIEM				4.75		$290.00	$0.00
3/12/2024	Canyon school council & Regional school council	Y	L POYTRESS	PER DIEM	100.00		2.25			$205.00	$57.00
March 16, 2024	ASBA Zone 6			PER DIEM			3.50			$164.00	$0.00
March 25, 2024	Board Meeting			PER DIEM						$290.00	$0.00
							2.25			$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				210.00					$1,318.00	119.70

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
March 3, 2024	Rural caucus Meeting & Rural Education Symposium	Y	L POYTRESS	PER DIEM	490.00		3			$369.00	$279.30
March 4, 2024	Rural Education Symposium			PER DIEM				8		$290.00	$0.00
March 5, 2024	Rural Education Symposium	Y	L POYTRESS	PER DIEM	490.00		4			$369.00	$279.30
										$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				980.00					$1,028.00	558.60

Professional Development Expenses Not Included Above		Expense	GST	Total
March 3, 2024	dinner	$26.86		$26.86
				$0.00
				$0.00
	Total of Professional Development Expenses	$26.86	$0.00	$26.86

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)		$1,318.00	[code 70]
Kilometerage (1-4700-4400-0___-010)	$119.70		
Expenses (Based on the Expense)	$0.00	$119.70	
Total		$1,437.70	

For Office Use Only - PROFESSIONAL DEVELOPMENT

Per Diem Amount - (1-4281-4400-0___-010)		$1,028.00	[code 73]
Kilometerage (1-4405-4400-0___-010)	$558.60		
Expenses - (1-4405-4400-0___-010)	$26.86	$585.46	
Total		$1,613.46	

REVISED AS OF AUGUST 31, 2023

APR - 3 2024