



LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Livingstone Range Trustee's Name

Lacey Poytress

For the Month of

April

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, Over 8 hours, Amount, Km Driven. Includes entries for March 27, 2024 and April 08, 2024.

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. Columns: Expense, GST, Total.

Table for Remuneration for Approved Professional Development Meetings, Conventions, Workshops, Etc. Columns: 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. Columns: Expense, GST, Total.

Trustee's Signature (Handwritten)

Reviewed by the Trustee Timesheet & Expense Claims Committee (Handwritten)

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

Summary table for Office Use Only. Includes Per Diem Amount, Kilometrage, and Expenses. Total: \$1,432.70

Summary table for Office Use Only - PROFESSIONAL DEVELOPMENT. Includes Per Diem Amount, Kilometrage, and Expenses. Total: \$0.00

MAY - 6 2024