



LIVINGSTONE RANGE SCHOOL DIVISION
TRUSTEES MONTHLY CLAIM FORM

Livingstone Range Trustee's Name

Lacey Poytress

For the Month of

June

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 rows for various meetings and a Totals row.

Board Policy 8 - Clause 6.4 b) & c) Reimbursement for Hotel Costs, Meals, Parking, Taxi Fares, Internet Access, Business Calls, and Registration Fees

Table with columns: Expense, GST, Total. Includes a Totals row showing \$0.00 for all categories.

Remuneration for Approved Professional Development Meetings, Conventions, Workshops, Etc.

Table with 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. Includes a Totals row.

Professional Development Expenses Not Included Above

Table with columns: Expense, GST, Total. Includes a Totals row showing \$0.00 for all categories.

Trustee's Signature (Handwritten signature)

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

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

For Office Use Only

Per Diem Amount (1-4280-4400-0__-010)
Kilometerage (1-4700-4400-0__-010)
Expenses (Based on the Expense)

\$347.70
\$0.00

\$2,431.00 [code 70]
\$347.70
\$2,778.70

For Office Use Only - PROFESSIONAL DEVELOPMENT

Per Diem Amount - (1-4281-4400-0__-010)
Kilometerage (1-4405-4400-0__-010)
Expenses - (1-4405-4400-0__-010)

\$0.00
\$0.00

\$0.00 [code 73]
\$0.00
\$0.00