



LIVINGSTONE RANGE SCHOOL DIVISION TRUSTEES MONTHLY CLAIM FORM

Trustee's Name Lacey Poytress

For the Month of September 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 Sept 4 and 11, 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. 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, and various hour categories.

Table for Professional Development Expenses Not Included Above. Includes Expense, GST, and Total columns.

Trustee's Signature

Reviewed by the Trustee Time Sheet & Expense Claims Committee

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

For Office Use Only summary table with Per Diem Amount, Kilometerage, and Expenses. Total: \$1,025.42

For Office Use Only - PROFESSIONAL DEVELOPMENT summary table. Total: \$0.00

REVISED AS OF AUGUST 31, 2023

OCT - 4 2024