Livingstone Range
SCHOOL DIVISION

# LIVINGSTONE RANGE SCHOOL DIVISION
## TRUSTEES MONTHLY CLAIM FORM

**Trustee's Name** Lacey Poytress

For the Month of June 2023 Year 2023

**Board Policy 8 - Clause 6.1 b) Remuneration for Board Meetings, Committee Meetings, Staff Meetings, Tours, ASBA Zone 6 Meetings, and School Council Meetings**

| Date | Nature of Meeting or Duties | Did I Drive Y or N | Name of Driver | Monthly or Per Diem | Travel KM | Up to 2Hrs | Up to 4 Hrs | Up to 8 Hrs | > 8 Hrs | Amount | Km Driven |
|---|---|---|---|---|---|---|---|---|---|---|---|
| May 31, 2023 | Timesheet Committee Meeting | Y | | P | | 1.00 | | | | $82.00 | $0.00 |
| June 1, 2023 | Timesheet Committee Meeting | | | P | | 1.00 | | | | $82.00 | $0.00 |
| June 4, 2023 | ASBA Spring General Meeting & Awards committee | Y | L POYTRESS | P | 155.00 | | | 4.50 | | $351.50 | $88.35 |
| June 5, 2023 | ASBA Spring General Meeting | | | P | | | | 1.00 | | $290.00 | $0.00 |
| June 6, 2023 | ASBA Spring General Meeting | Y | L POYTRESS | P | 155.00 | | 1.00 | | | $225.50 | $88.35 |
| June 8, 2023 | Honoring Student Excellence Awards night | Y | L POYTRESS | P | | 1.00 | | | | $82.00 | $0.00 |
| June 9, 2023 | FP Walsh Graduation | | | P | | | 1.00 | | | $164.00 | $0.00 |
| June 12, 2023 | Meeting of the Whole | | | P | | | | 1.00 | | $290.00 | $0.00 |
| June 16, 2023 | ATA Retirement dinner | Y | L POYTRESS | P | 135.00 | | 2.50 | | | $215.25 | $76.95 |
| June 23, 2023 | Board Professional Development Franklin Covey | | | | | | 2.50 | | | $164.00 | $0.00 |
| June 26, 2023 | Board Meeting | | | | | | | | 8.50 | $372.00 | $0.00 |
| June 7, 2023 | Alberta Southwest AGM | Y | L POYTRESS | | 110.00 | | 2.50 | | | $205.00 | $62.70 |
| July 19, 2023 | Policy committee & Agenda Planning | Y | L POYTRESS | | | | | 4.75 | | $290.00 | $0.00 |
| June 22, 2023 | Administrative procedure meeting concussion | | | | | | 3.50 | | | $164.00 | $0.00 |
| June 23, 2023 | Press release meeting with Karly | | | | | 1.00 | | | | $82.00 | $0.00 |
| June 30, 2023 | Timesheet committee meeting | | | | | 1.50 | | | | $82.00 | $0.00 |
| June 15th 2023 | Planning/Legal | | | | | 1.00 | | | | $82.00 | $0.00 |
| June 14 2023 | ASBA Zone 5 & Audit Committee | | | | | | | | | $0.00 | $0.00 |
| | **Totals** | | | | **555.00** | | | | | **$3,223.25** | **316.35** |

| 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 Professional Development Meetings, Conventions, Workshops, Etc.**

| Date | Nature of Meeting or Duties | Did I Drive Y or N | Name of Driver | Monthly or Per Diem | Travel KM | Up to 2Hrs | Up to 4 Hrs | Up to 8 Hrs | > 8 Hrs | Amount | Km Driven |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Y | L POYTRESS | | | | | | | $0.00 | $0.00 |
| | | | | | | | | | | $0.00 | $0.00 |
| | | | | | | | | | | $0.00 | $0.00 |
| | | Y | L POYTRESS | | | | | | | $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** |

Trustee's Signature

Reviewed by Assoc. Supt. Business Services

JUL - 5 2023

| Meals Allowance | |
|---|---|
| Breakfast | $ 10.00 |
| Lunch | $ 12.00 |
| Supper | $ 25.00 |

**For Office Use Only**

| | | | | |
|---|---|---|---|---|
| Per Diem Amount | | | $3,223.25 | [code 70] |
| Kilometerage | $0.570 | $316.35 | | |
| Expenses | | $0.00 | $316.35 | [code 77] |
| | Total | | $3,539.60 | |

**For Office Use Only - PROFESSIONAL DEVELOPMENT**

| | | | | |
|---|---|---|---|---|
| Per Diem Amount - (1-281-400-____-10) | | | $0.00 | [code 73] |
| Kilometerage | $0.570 | $0.00 | | |
| Expenses - (1-089-000-028-02) | | $0.00 | $0.00 | [code 78] |
| | Total | | $0.00 | |