



Greater St. Albert Catholic Schools

Trustee Radford Expense Summary

2017-2018 School Year



FTE: 1.0

Type	Description	Current Budget	Year To Date Expenses	Variance to Budget
Remuneration				
	Trustees Honorarium	\$11,610	\$11,609	1
	Per Diem (Trustee Budget)	\$3,520	\$3,520	0
Remuneration Total		\$15,130	\$15,129	1

Benefits				
	Life, AD&D, Ext Health, Dental, CPP, EI	\$5,739	\$5,408	331
Benefits Total		\$5,739	\$5,408	331

Allowances				
	General Expenses	\$1,745	\$1,742	3
	Position - N/A	\$0	\$0	0
Allowances Total		\$1,745	\$1,742	3

Expenses				
	Cell Phone Costs	\$0	\$0	0
	Dues,Fees, Memberships	\$2,029	\$2,017	12
	Meals And Hospitality	\$255	\$252	3
	Supplies/Other	\$0	\$0	0
	Travel to/from Board Meetings	\$550	\$550	0
	Travel (Trustee Budget)	\$4,630	\$4,626	4
	Budget Transfer Between Trustees	\$0	-	-
	Flexible Funds	\$0	-	-
Expenses Total		\$7,464	\$7,445	19

Trustee Budget Totals	\$30,078	\$29,724	\$354
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Per Diems Charged to General Trustee Budget	\$0
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Travel Charged to General Trustee Budget	\$0
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Trustee: Radford, Noreen

Total Reimbursement

\$429.20

Dates Covered by Claim: From: Sep 11, 17

To: Oct 08, 17

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Sep 11, 17	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Sep 12, 17	School Council	School Council	Morinville	Trustee	3					
Sep 13, 17	Rotary Meeting	Other	Morinville	Trustee						Volunteer
Sep 13, 17	St Albert chamber of Commerce	Chamber of Commerce	St Albert	Trustee	3	42.0				
Sep 25, 17	Committee of the Whole	Board Meeting	St Albert	Trustee		42.0				
Sep 27, 17	Town of Morinville Frisbee Golf Kick-off	Other	Morinville	Trustee						Volunteer
Sep 27, 17	Town of Morinville Candidate Forum	Other	Morinville	Trustee						Volunteer
Sep 28, 17	Funeral Service Thelma Chalifoux	Other	St Albert	Trustee						Volunteer
Sep 29, 17	FNMI	Committee Meeting	St Albert	General	3	42.0				
Oct 02, 17	Read in at Notre Dame	School Events	Morinville	Trustee						Volunteer
Oct 02, 17	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Oct 03, 17	Notre Dame School council	School Council	Morinville	Trustee	3					
Oct 04, 17	Long Service Awards	Long Service Awards	Morinville	Trustee						
Oct 06, 17	Celebration Notre Dame	School Events	Morinville	Trustee						Volunteer
Oct 07, 17	Read about Fdn Gala at church	Church Meeting	Morinville	Trustee						Volunteer
Oct 08, 17	Read about Fdn Gala at church	Church Meeting	Morinville	Trustee						Volunteer
TOTALS	Number of Events: 16				12	210.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$65.52

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	3	9	
Number of Per Diems	1	3	
Per Diem Claim Amount: \$80 each	\$80.00	\$240.00	\$320.00
Non-Taxable Mileage in KM	n/a	84.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$43.68	\$43.68
Taxable Mileage in KM	n/a	126.0	
Taxable Mileage at \$0.52 / KM	n/a	\$65.52	\$65.52
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$80.00	\$349.20	\$429.20

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing			
TR- 01145				Vendor ID#: EM11808			
				General Acct:	Amount w/gst	GST in amt	
				Other	\$0.00	\$0.00	
				Other			
Payroll Processing				11808	Trustee Acct:		
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage	1-462-07-01-06-000-08	\$43.68	\$2.08
				Taxable Mileage	1-462-07-01-06-003-08	\$65.52	\$3.12
Per Diem: T	1-463-07-01-06-000-08	3 x \$80	\$240.00	Parking	1-462-07-01-06-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				\$320.00	Other		
					AP Total	\$109.20	\$5.20

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature

Greater St. Albert
Catholic Schools

Trustee: Radford, Noreen

Total Reimbursement

\$691.04

Dates Covered by Claim: From: Oct 08, 17

To: Nov 07, 17

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Oct 10, 17	ATA Forum	Other	St Albert	Trustee						Volunteer
Oct 13, 17	St Albert Parish Forum	Other	St Albert	Trustee						Volunteer
Oct 17, 17	MCHS School council	School Council	Morinville	Trustee						Volunteer
Oct 18, 17	Sean McGuinness' retirement	Other	St Albert	Trustee						Volunteer
Oct 18, 17	Audit Committee	Committee Meeting	St Albert	General	3	42.0				
Oct 21, 17	FDN supper	Other	St Albert	Trustee						Volunteer
Oct 25, 17	Benefits session	Board Meeting	St Albert	Trustee	3	42.0				
Oct 30, 17	Board Org Meeting	Board Meeting	St Albert	Trustee		42.0				
Oct 31, 17	Expulsion Hearing	Board Meeting	St Albert	Trustee	3	42.0				
Nov 01, 17	MCHS Awards	School Events	Morinville	Trustee	3					
Nov 02, 17	Negotiations	Negotiations	St Albert	General	6	42.0				
Nov 02, 17	CWL meeting	Other	Morinville	Trustee						Volunteer
Nov 05, 17	Catholic Education Sunday	Other	Morinville	Trustee						Volunteer
Nov 06, 17	Committee of the Whole	Board Meeting	St Albert	Trustee		42.0				
Nov 07, 17	Notre Dame School council	School Council	Morinville	Trustee	3					
TOTALS	Number of Events: 15				21	252.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$87.36

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	9	12	
Number of Per Diems	3	4	
Per Diem Claim Amount: \$80 each	\$240.00	\$320.00	\$560.00
Non-Taxable Mileage in KM	n/a	84.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$43.68	\$43.68
Taxable Mileage in KM	n/a	168.0	
Taxable Mileage at \$0.52 / KM	n/a	\$87.36	\$87.36
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$240.00	\$451.04	\$691.04

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing			
TR- 01143				Vendor ID#: EM11808			
				General Acct:	Amount w/gst	GST in amt	
				Other	\$0.00	\$0.00	
				Other			
Payroll Processing				11808	Trustee Acct:		
Per Diem: G	1-463-07-01-00-000-08	3 x \$80	\$240.00	Non-Taxable Mileage	1-462-07-01-06-000-08	\$43.68	\$2.08
				Taxable Mileage	1-462-07-01-06-003-08	\$87.36	\$4.16
Per Diem: T	1-463-07-01-06-000-08	4 x \$80	\$320.00	Parking	1-462-07-01-06-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total				\$560.00	Other		
					AP Total	\$131.04	\$6.24

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for
General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature



Trustee: Radford, Noreen

Total Reimbursement

\$1,361.20

Dates Covered by Claim: From: Nov 07, 17

To: Nov 30, 17

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Nov 09, 17	Promising Practices	Government Meeting	Edmonton	General	6	62.0				
Nov 17, 17	ACSTA	Conventions	Edmonton	Trustee	3	80.0				
Nov 18, 17	ACSTA	Conventions	Edmonton	Trustee	6					
Nov 19, 17	ASBA	ASBA Provincial	Edmonton	Trustee	3					
Nov 20, 17	ASBA	ASBA Provincial	Edmonton	Trustee	6					
Nov 21, 17	ASBA	ASBA Provincial	Edmonton	Trustee	6					
Nov 21, 17	TEBA	Negotiations	Edmonton	General	3					
Nov 22, 17	Audit Meeting	Board Meeting	St Albert	Trustee		42.0				
Nov 23, 17	Parish council	Church Meeting	Morinville	Trustee						Volunteer
Nov 25, 17	Ministry Workshop	Other	Morinville	Trustee						Volunteer
Nov 27, 17	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Nov 30, 17	Negotiations	Negotiations	St Albert	General	9	42.0				
Nov 30, 17	Negotiations	Negotiations	St Albert	General	3	42.0				
TOTALS	Number of Events: 13				45	310.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$43.68

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	21	24	
Number of Per Diems	7	8	
Per Diem Claim Amount: \$80 each	\$560.00	\$640.00	\$1,200.00
Non-Taxable Mileage in KM	n/a	226.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$117.52	\$117.52
Taxable Mileage in KM	n/a	84.0	
Taxable Mileage at \$0.52 / KM	n/a	\$43.68	\$43.68
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$560.00	\$801.20	\$1,361.20

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing			Vendor ID#: EM11808	
TR- 01144				General Acct:		Amount w/gst	GST in amt	
				Other		\$0.00	\$0.00	
				Other				
Payroll Processing				11808	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	7 x \$80	\$560.00		Non-Taxable Mileage	1-462-07-01-06-000-08	\$117.52	\$5.60
					Taxable Mileage	1-462-07-01-06-003-08	\$43.68	\$2.08
Per Diem: T	1-463-07-01-06-000-08	8 x \$80	\$640.00		Parking	1-462-07-01-06-000-08	\$0.00	\$0.00
					Other		\$0.00	\$0.00
PAYROLL Total					Other			
					AP Total		\$161.20	\$7.68

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for
General Account Expenses

DS - authorized for payment & posting

Secretary Treasurer's Signature


 Trustee: **Radford, Noreen** **\$936.32**

 Dates Covered by Claim: From: **Jan 01, 18**

 To: **Feb 28th, 2018**

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jan 09, 18	TEBA	Negotiations	Santa Maria Goretti Centre	General	6	80.0				
Jan 09, 18	Notre Dame School Council	School Council	Morinville	Trustee	2					
Jan 15, 18	Committee of the Whole - Board Mtg	Board Meeting	St Albert	Trustee		42.0				
Jan 16, 18	MCCH school council	School Council	Morinville	Trustee	3					
Jan 19, 18	FNMI	Committee Meeting	St Albert	General	3	42.0				
Jan 22, 18	Mental Health Challenge	Other	St Albert	Trustee						volunteer
Jan 29, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Jan 30, 18	Budget Meeting	Board Meeting	St Albert	Trustee		42.0				
Feb 06, 18	Notre Dame School Council	School Council	Morinville	Trustee	2					
Feb 12, 18	Notre Dame Celebration	School Events	Morinville	Trustee						volunteer
Feb 12, 18	Committee of the whole	Board Meeting	St Albert	Trustee		42.0				
Feb 20, 18	MCCH school council	School Council	Morinville	Trustee	2					
Feb 21, 18	ATA negotiations	Negotiations	St Albert	General	6	42.0				
Feb 23, 18	Notre Dame Celebration	School Events	Morinville	Trustee						volunteer
Feb 26, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Feb 28, 18	Sister Alphonse Open House	School Events	St Albert	Trustee	3	42.0				
TOTALS	Number of Events: 16				27	416.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$109.20

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	15	12	
Number of Per Diems	5	4	
Per Diem Claim Amount: \$80 each	\$400.00	\$320.00	\$720.00
Non-Taxable Mileage in KM	n/a	206.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$107.12	\$107.12
Taxable Mileage in KM	n/a	210.0	
Taxable Mileage at \$0.52 / KM	n/a	\$109.20	\$109.20
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$400.00	\$536.32	\$936.32

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

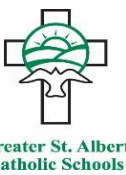
"reviewed by Chair & authorized by email"

 Board Chair/Vice-Chair Authorization for
General Account Expenses

DLJ - authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only					AP Processing		
TR- 01167					Vendor ID#: EM11808		
					General Acct:	Amount w/gst	GST in amt
					Other	\$0.00	\$0.00
					Other		
Payroll Processing					11808	Trustee Acct:	
Per Diem: G	1-463-07-01-00-000-08	5 x \$80	\$400.00		Non-Taxable Mileage	1-462-07-01-06-000-08	\$107.12 \$5.10
					Taxable Mileage	1-462-07-01-06-003-08	\$109.20 \$5.20
Per Diem: T	1-463-07-01-06-000-08	4 x \$80	\$320.00		Parking	1-462-07-01-06-000-08	\$0.00 \$0.00
					Other		\$0.00 \$0.00
PAYROLL Total					Other		
					AP Total	\$216.32	\$10.30



Trustee: Radford, Noreen

Total Reimbursement\$669.20

Dates Covered by Claim: From: Dec 01, 17To: Dec 30th, 2017

Spg: 06

				Account to Charge:						
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Dec 04, 17	Committee of the Whole	Board Meeting	St Albert	Trustee		42.0				
Dec 05, 17	Notre Dame School Council	School Council	Morinville	Trustee	3					
Dec 07, 17	SRR	Other	St Albert	Trustee	6	42.0				
Dec 08, 17	Christmas Lunch at Notre Dame	School Events	Morinville	Trustee						Volunteer
Dec 08, 17	Drama Production at MCHS	School Events	Morinville	Trustee						Volunteer
Dec 11, 17	SRR	Other	St Albert	Trustee	6	42.0				
Dec 11, 17	ATA dinner	Other	St Albert	Trustee						Volunteer
Dec 13, 17	St Albert chamber	Chamber of Commerce	St Albert	Trustee						Volunteer
Dec 18, 17	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Dec 18, 17	Farewell for Trustee McEvoy	Board Meeting	St Albert	Trustee						Volunteer
Dec 19, 17	Belra and Christmas Hamper Delivery	School Events	Morinville	Trustee	3					
Dec 19, 17	Band Concert6	School Events	Morinville	Trustee						Volunteer
Dec 21, 17	FNMI Committee Meeting	Committee Meeting	St Albert	General	3	42.0				
Dec 21, 17	Community Christmas Concert	Other	Morinville	Trustee						Volunteer
TOTALS	Number of Events: 14				21	210.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$43.68

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	3	18	
Number of Per Diems	1	6	
Per Diem Claim Amount: \$80 each	\$80.00	\$480.00	\$560.00
Non-Taxable Mileage in KM	n/a	126.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$65.52	\$65.52
Taxable Mileage in KM	n/a	84.0	
Taxable Mileage at \$0.52 / KM	n/a	\$43.68	\$43.68
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$80.00	\$589.20	\$669.20

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only				AP Processing				Vendor ID#: EM11808	
TR- 01166				General Acct:		Amount w/gst		GST in amt	
				Other		\$0.00		\$0.00	
				Other					
Payroll Processing				11808		Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage		1-462-07-01-06-000-08	\$65.52	\$3.12	
				Taxable Mileage		1-462-07-01-06-003-08	\$43.68	\$2.08	
Per Diem: T	1-463-07-01-06-000-08	6 x \$80	\$480.00	Parking		1-462-07-01-06-000-08	\$0.00	\$0.00	
				Other			\$0.00	\$0.00	
PAYROLL Total						Other			
						AP Total		\$109.20	
								\$5.20	

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01167


 Trustee: **Radford, Noreen** **\$936.32**
Dates Covered by Claim: From: **Jan 01, 18**To: **Feb 28th, 2018**

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jan 09, 18	TEBA	Negotiations	Santa Maria Goretti Centre	General	6	80.0				
Jan 09, 18	Notre Dame School Council	School Council	Morinville	Trustee	2					
Jan 15, 18	Committee of the Whole - Board Mtg	Board Meeting	St Albert	Trustee		42.0				
Jan 16, 18	MCCH school council	School Council	Morinville	Trustee	3					
Jan 19, 18	FNMI	Committee Meeting	St Albert	General	3	42.0				
Jan 22, 18	Mental Health Challenge	Other	St Albert	Trustee						volunteer
Jan 29, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Jan 30, 18	Budget Meeting	Board Meeting	St Albert	Trustee		42.0				
Feb 06, 18	Notre Dame School Council	School Council	Morinville	Trustee	2					
Feb 12, 18	Notre Dame Celebration	School Events	Morinville	Trustee						volunteer
Feb 12, 18	Committee of the whole	Board Meeting	St Albert	Trustee		42.0				
Feb 20, 18	MCCH school council	School Council	Morinville	Trustee	2					
Feb 21, 18	ATA negotiations	Negotiations	St Albert	General	6	42.0				
Feb 23, 18	Notre Dame Celebration	School Events	Morinville	Trustee						volunteer
Feb 26, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Feb 28, 18	Sister Alphonse Open House	School Events	St Albert	Trustee	3	42.0				
TOTALS	Number of Events: 16				27	416.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$109.20

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	15	12	
Number of Per Diems	5	4	
Per Diem Claim Amount: \$80 each	\$400.00	\$320.00	\$720.00
Non-Taxable Mileage in KM	n/a	206.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$107.12	\$107.12
Taxable Mileage in KM	n/a	210.0	
Taxable Mileage at \$0.52 / KM	n/a	\$109.20	\$109.20
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$400.00	\$536.32	\$936.32

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only					AP Processing		
TR- 01167					Vendor ID#: EM11808		
					General Acct:	Amount w/gst	GST in amt
					Other	\$0.00	\$0.00
					Other		
Payroll Processing					Trustee Acct:		
Per Diem: G	1-463-07-01-00-000-08	5 x \$80	\$400.00	11808	Non-Taxable Mileage	1-462-07-01-06-000-08	\$107.12 \$5.10
					Taxable Mileage	1-462-07-01-06-003-08	\$109.20 \$5.20
Per Diem: T	1-463-07-01-06-000-08	4 x \$80	\$320.00		Parking	1-462-07-01-06-000-08	\$0.00 \$0.00
					Other		\$0.00 \$0.00
PAYROLL Total					Other		
					AP Total	\$216.32	\$10.30

"reviewed by Chair & authorized by email"

 Board Chair/Vice-Chair Authorization for
General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01168


 Trustee: **Radford, Noreen** **Total Reimbursement** **\$989.28**
Dates Covered by Claim: From: **March 1st**To: **Apr 11, 18**

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Mar 01, 18	Special Meeting - Expulsion	Board Meeting	St Albert	General	2	42.0				
Mar 05, 18	Committee of the Whole	Board Meeting	St Albert	Trustee		42.0				
Mar 06, 18	Notre Dame School Council	School Council	Morinville	Trustee	3					
Mar 07, 18	St.Kateri Open House	Community Conversations	Morinville	Trustee						
Mar 14, 18	Meeting with parent	Other	Morinville	Trustee						Volunteer
Mar 15, 18	Special Meeting - Expulsion	Board Meeting	St Albert	General	3	42.0				
Mar 15, 18	MLA Advocacy	ASBA Zone	Royal Glenora	General	3	70.0				
Mar 19, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Mar 20, 18	MCCHS	School Council	Morinville	Trustee	3					
Mar 21, 18	MCCHS coffee house	School Events	Morinville	Trustee						Volunteer
Apr 04, 18	ATA Negotiations	Negotiations	St Albert	General	6	42.0				
Apr 09, 18	Committee of the Whole - Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Apr 10, 18	Notre Dame School Council	School Council	Morinville	Trustee	3					
Apr 11, 18	ATA Negotiations	Negotiations	St Albert	General	7	42.0				
TOTALS	Number of Events: 14				30	364.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$109.20

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	21	9	
Number of Per Diems	7	3	
Per Diem Claim Amount: \$80 each	\$560.00	\$240.00	\$800.00
Non-Taxable Mileage in KM	n/a	154.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$80.08	\$80.08
Taxable Mileage in KM	n/a	210.0	
Taxable Mileage at \$0.52 / KM	n/a	\$109.20	\$109.20
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$560.00	\$429.28	\$989.28

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

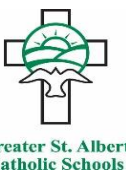
Finance Dept Only				AP Processing			Vendor ID#: EM11808	
TR- 01168				General Acct:		Amount w/gst		GST in amt
				Other		\$0.00		\$0.00
				Other				
Payroll Processing				Trustee Acct:				
Per Diem: G	1-463-07-01-00-000-08	7 x \$80	\$560.00	Non-Taxable Mileage		1-462-07-01-06-000-08	\$80.08	\$3.81
				Taxable Mileage		1-462-07-01-06-003-08	\$109.20	\$5.20
Per Diem: T	1-463-07-01-06-000-08	3 x \$80	\$240.00	Parking		1-462-07-01-06-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total				Other				
				AP Total		\$189.28		\$9.01

"reviewed by Chair & authorized by email"

 Board Chair/Vice-Chair Authorization for
General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature



Trustee: Radford, Noreen

Total Reimbursement
\$510.32

Dates Covered by Claim: From: Apr 25, 18

To: May 29th, 2018

Spg: 06

				Account to Charge:						
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Apr 25, 18	Budget meeting	Board Meeting	St. Albert	Trustee		42.0				
Apr 27, 18	Roll out of Visual Design	Other	Morinville	Trustee	1					District wide roll out of new identity
May 01, 18	Notre Dame council	School Council	Morinville	Trustee	1					
May 07, 18	Tour of Sister Alphonse	Other	St. Albert	Trustee	1	42.0				
May 08, 18	FNMI meeting	Committee Meeting	St. Albert	General	3	42.0				
May 08, 18	MCHS play	School Events	Morinville	Trustee						Volunteer
May 11, 18	Board Planning Retreat	Board Planning	Chateau Lacombe	Trustee		72.0				
May 12, 18	Board Planning Retreat	Board Planning	Chateau Lacombe	Trustee						
May 14, 18	Committee of the whole	Board Meeting	St. Albert	Trustee		42.0				
May 15, 18	MCHS school council	School Events	Morinville	Trustee	3					
May 22, 18	Primeau drama performance	School Events	Morinville	Trustee						Volunteer
May 24, 18	Joint city/board	Government Meeting	Morinville	General	3	42.0				
May 28, 18	Board Meeting	Board Meeting	St. Albert	Trustee		42.0				
May 29, 18	Laura Bird Nomination meeting	Committee Meeting	St. Albert	General		42.0				
TOTALS	Number of Events: 14				12	366.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$65.52

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	6	6	
Number of Per Diems	2	2	
Per Diem Claim Amount: \$80 each	\$160.00	\$160.00	\$320.00
Non-Taxable Mileage in KM	n/a	240.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$124.80	\$124.80
Taxable Mileage in KM	n/a	126.0	
Taxable Mileage at \$0.52 / KM	n/a	\$65.52	\$65.52
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$160.00	\$350.32	\$510.32

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

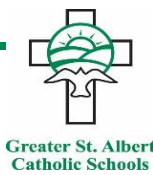
"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

DLA - authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only				AP Processing				Vendor ID#: EM11808	
TR- 01169				General Acct:		Amount w/gst		GST in amt	
				Other		\$0.00		\$0.00	
				Other					
Payroll Processing				11808		Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	2 x \$80	\$160.00	Non-Taxable Mileage		1-462-07-01-06-000-08	\$124.80	\$5.94	
				Taxable Mileage		1-462-07-01-06-003-08	\$65.52	\$3.12	
Per Diem: T	1-463-07-01-06-000-08	2 x \$80	\$160.00	Parking		1-462-07-01-06-000-08	\$0.00	\$0.00	
				Other			\$0.00	\$0.00	
PAYROLL Total						Other			
						AP Total		\$190.32	
								\$9.06	



Trustee: Radford, Noreen

Total Reimbursement
\$887.36

Dates Covered by Claim: From: Jun 01, 18 To: Jun 14, 18

Spg: 06

				Account to Charge:						
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jun 01, 18	MCHS school council	School Council	Morinville	Trustee	3					
Jun 03, 18	Spring ASBA agm	ASBA Provincial	Red Deer	Trustee	2					
Jun 04, 18	Spring ASBA agm	ASBA Provincial	Red Deer	Trustee	9					
Jun 05, 18	Spring ASBA agm	ASBA Provincial	Red Deer	Trustee	6					
Jun 06, 18	Morinville Chamber	Chamber of Commerce	Morinville	General	3					
Jun 06, 18	FNMI	Committee Meeting	St Albert	General	3	42.0				
Jun 11, 18	Committee of the Whole	Board Meeting	St Albert	Trustee		42.0				
Jun 12, 18	Flag raising	Other	Morinville	Trustee						Volunteer
Jun 12, 18	Primeau/MCHS band concert	School Events	Morinville	Trustee						Volunteer
Jun 13, 18	Chamber St. Albert	chamber of Commerce	St Albert	Trustee	1	42.0				
Jun 14, 18	Audit committee	Committee Meeting	St Albert	General	3	42.0				
TOTALS	Number of Events: 11				30	168.0	\$0.00	\$0.00	\$0.00	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$21.84

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	9	21	
Number of Per Diems	3	7	
Per Diem Claim Amount: \$80 each	\$240.00	\$560.00	\$800.00
Non-Taxable Mileage in KM	n/a	126.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$65.52	\$65.52
Taxable Mileage in KM	n/a	42.0	
Taxable Mileage at \$0.52 / KM	n/a	\$21.84	\$21.84
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$240.00	\$647.36	\$887.36

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

- authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only				AP Processing				Vendor ID#: EM11808	
TR- 01179				General Acct:		Amount w/gst		GST in amt	
				Other		\$0.00		\$0.00	
				Other					
Payroll Processing				11808		Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	3 x \$80	\$240.00	Non-Taxable Mileage		1-462-07-01-06-000-08	\$65.52	\$3.12	
				Taxable Mileage		1-462-07-01-06-003-08	\$21.84	\$1.04	
Per Diem: T	1-463-07-01-06-000-08	7 x \$80	\$560.00	Parking		1-462-07-01-06-000-08	\$0.00	\$0.00	
				Other			\$0.00	\$0.00	
PAYROLL Total						Other			
						AP Total		\$87.36 \$4.16	



Total Reimbursement	
Trustee: Radford, Noreen	\$2,854.34

Dates Covered by Claim: From: Jun 15, 18

To: Jul 26, 18

Spg: 06

Account to Charge:										
Date	Event Description	Category	Location	General or Trustee	No. of Hours	Mileage (in km)	Parking	Other	GST included in Other	Details of Other
Jun 20, 18	Municipal Development Plan	Government Meeting	St Albert	Trustee		42.0				
Jun 21, 18	Primeau Awards	School Events	Morinville	Trustee						Volunteer
Jun 22, 18	Marie Renaud Fundraiser	Government Meeting	St Albert	Trustee						Volunteer
Jun 23, 18	MCHS Graduation	School Events	Edmonton	Trustee		80.0	\$10.00			
Jun 25, 18	Board Meeting	Board Meeting	St Albert	Trustee		42.0				
Jul 04, 18	Canadian School Boards Assn.	School Boards Meeting	Halifax	Trustee	3			\$973.26	\$44.81	Flight
Jul 04, 18	Westin Hotel	School Boards Meeting	Halifax	Trustee				\$1,225.80	\$52.25	Hotel
Jul 05, 18	Canadian School Boards Assn.	School Boards Meeting	Halifax	Trustee	6					National conference
Jul 06, 18	Canadian School Boards Assn.	School Boards Meeting	Halifax	Trustee	6					National conference
Jul 07, 18	Canadian School Boards Assn.	School Boards Meeting	Halifax	Trustee	6					National conference
TOTALS	Number of Events: 10				21	164.0	\$10.00	\$2,199.06	\$97.06	

Note: All mileage, regardless if designated as general or trustee for per diem purposes, is charged to the trustee budget.

Note: The amount of taxable mileage to be included on your T4 from this claim is \$21.84

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	0	21	
Number of Per Diems	0.00	7	
Per Diem Claim Amount: \$80 each	\$0.00	\$560.00	\$560.00
Non-Taxable Mileage in KM	n/a	122.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$63.44	\$63.44
Taxable Mileage in KM	n/a	42.0	
Taxable Mileage at \$0.52 / KM	n/a	\$21.84	\$21.84
Parking	n/a	\$10.00	\$10.00
Other	\$0.00	\$2,199.06	\$2,199.06
Total Expenses	\$0.00	\$2,854.34	\$2,854.34

Comments / Explanation:

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

Finance Dept Only				AP Processing		Vendor ID#: EM11808	
TR- 01180				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 11808				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	0 x \$80	\$0.00	Non-Taxable Mileage	1-462-07-01-06-000-08	\$63.44	\$3.02
				Taxable Mileage	1-462-07-01-06-003-08	\$21.84	\$1.04
Per Diem: T	1-463-07-01-06-000-08	7 x \$80	\$560.00	Parking	1-462-07-01-06-000-08	\$10.00	\$0.48
				Other	1-462-07-01-06-000-08	\$2,199.06	\$97.06
PAYROLL Total			\$560.00	Other			
				AP Total		\$2,294.34	\$101.60

Trustee Account ONLY - Authorization Not Required

**Board Chair/Vice-Chair Authorization for
General Account Expenses**

DLIS - authorized for payment & posting

Secretary Treasurer's Signature