



Greater St. Albert Catholic Schools

Trustee Schell Expense Summary

2018-2019 School Year



FTE: 1.0

Type	Description	Current Budget	Quarter 1 Expenses	Quarter 2 Expenses	Year To Date Expenses	Variance to Budget
Remuneration						
	Trustees Honorarium	\$13,825	\$3,456	\$3,456	\$6,912	6,913
	Per Diem (Trustee Budget)	\$3,150	\$450	\$1,350	\$1,800	1,350
Remuneration Total		\$16,975	\$3,906	\$4,806	\$8,712	8,263
Benefits						
	Life, AD&D, Ext Health, Dental, CPP, EI	\$6,913	\$1,394	\$1,420	\$2,814	4,099
Benefits Total		\$6,913	\$1,394	\$1,420	\$2,814	4,099
Allowances						
	General Expenses	\$0	\$0	\$0	\$0	0
	Position - N/A	\$0	\$0	\$0	\$0	0
Allowances Total		\$0	\$0	\$0	\$0	0
Expenses						
	Cell Phone Costs	\$0	\$0	\$0	\$0	0
	Dues, Fees, Memberships	\$2,895	\$1,382	\$1,274	\$2,656	239
	Meals And Hospitality	\$0	\$0	\$0	\$0	0
	Supplies/Other	\$0	\$0	\$0	\$0	0
	Travel to/from Board Meetings	\$250	\$0	\$0	\$0	250
	Travel (Trustee Budget)	\$1,750	\$563	\$518	\$1,081	669
	Budget Transfer Between Trustees	\$0	-	-	-	-
	Flexible Funds	\$1,900	-	-	-	-
Expenses Total		\$6,795	\$1,945	\$1,792	\$3,737	3,058
Trustee Budget Totals		\$30,683	\$7,245	\$8,018	\$15,263	\$15,420
Per Diems Charged to General Trustee Budget			\$0	\$420	\$420	

Trustee Expense Claim Form for 2018-2019

v.2.0

TR- 01205



Trustee: **Schell, Greg** Total Reimbursement **\$2,311.02**

Dates Covered by Claim: From: **Oct 01, 18** To: **Dec 10, 18**

Spg: 02

Date	Event Description	Category	Location	Account to Charge:				GST	
				General	No. of	Mileage	Parking	Other	included in
Oct 02, 18	Capital Committee - DO	Committee Meeting	St. Albert	General	1	7.0			
Oct 11, 18	PAC Meeting - DO	Committee Meeting	St. Albert	General	2	7.0			
Oct 16, 18	School Council - EMP	School Council	St. Albert	Trustee	2	9.0			
Oct 19, 18	Audit Committee - DO	Committee Meeting	St. Albert	General	2	7.0			
Oct 23, 18	Official Opening, SAA	School Events	St. Albert	Trustee		14.0			
Nov 13, 18	School Council - EMP & RSF	School Council	St. Albert	Trustee	3	9.0			
Nov 16, 18	ACSTA	Conventions	Edmonton	Trustee	4	14.0			
Nov 17, 18	ACSTA	Conventions	Edmonton	Trustee	8				
Nov 18, 18	ACSTA/ASBA	Conventions	Edmonton	Trustee	6	14.0			
Nov 19, 18	ASBA-Westin Hotel	Conventions	Edmonton	Trustee	9	28.0		\$395.94	\$27.03 Westin Hotel
Nov 19, 18	ASBA	Conventions	Edmonton	Trustee	6	28.0			
Nov 20, 18	ASBA	Conventions	Edmonton	Trustee	5	28.0			
Nov 21, 18	School Council-JJN	School Council	St. Albert	Trustee	2	15.0			
Dec 05, 18	SRR-SACHS, RSF, Legal	School Events	St. Albert & Legal	General	6	92.0			
Dec 10, 18	SRR-VG, EFJ	School Events	St. Albert	General	3	7.0			
TOTALS	Number of Events: 15				59	279.0	\$0.00	\$395.94	\$27.03

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 \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	14	45	
Per Diem Claim Amount: \$30 each hr.	\$420.00	\$1,350.00	\$1,770.00
Non-Taxable Mileage in KM	n/a	279.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$145.08	\$145.08
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$0.00	\$0.00
Other	\$0.00	\$395.94	\$395.94
Total Expenses	\$420.00	\$1,891.02	\$2,311.02

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		Vendor ID#: EM14173	
TR- 01205		General Acct:	Amount w/gst	GST in amt	
		Other	\$0.00	\$0.00	
		Other			
Payroll Processing		Trustee Acct:		14173	
Per Diem: G	1-463-07-01-00-000-08 14 hrs. x \$30/hr. \$420.00	Non-Taxable Mileage	1-462-07-01-02-000-08 \$145.08	\$6.91	
		Taxable Mileage	1-462-07-01-02-003-08 \$0.00	\$0.00	
Per Diem: T	1-463-07-01-02-000-08 45 hrs. x \$30/hr. \$1,350.00	Parking	1-462-07-01-02-000-08 \$0.00	\$0.00	
		Other	1-462-07-01-02-000-08 \$395.94	\$27.03	
PAYROLL Total	\$1,770.00	Other			
		AP Total	\$541.02	\$33.94	

Quarter	Trustee	Category	Month	Description	Amount
Q2	Trustee Schell	Dues,Fees, Memberships	Feb 19	GS ACT*CCSTA 2019 AGM	\$1,274.30
				Total Dues, Fees, Memberships	\$1,274.30
Q2	Trustee Schell	Travel (Trustee Budget)	Dec 18	SHELL, GREGORY	\$517.94
				Total Travel (Trustee Budget)	\$517.94