



Greater St. Albert Catholic Schools

Trustee Shaw 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	\$14,150	\$3,944	\$3,294	\$7,238	6,912
	Per Diem (Trustee Budget)	\$3,150	\$0	\$750	\$750	2,400
Remuneration Total		\$17,300	\$3,944	\$4,044	\$7,988	9,312
Benefits						
	Life, AD&D, Ext Health, Dental, CPP, EI	\$7,075	\$1,386	\$1,371	\$2,757	4,318
Benefits Total		\$7,075	\$1,386	\$1,371	\$2,757	4,318
Allowances						
	General Expenses	\$0	\$0	\$0	\$0	0
	Position Expenses - Chair	\$0	\$0	\$0	\$0	0
Allowances Total		\$0	\$0	\$0	\$0	0
Expenses						
	Cell Phone Costs	\$0	\$0	\$0	\$0	0
	Dues, Fees, Memberships	\$2,375	\$207	\$0	\$207	2,168
	Meals And Hospitality	\$1,010	\$462	\$328	\$790	220
	Supplies/Other	\$0	\$0	\$0	\$0	0
	Travel to/from Board Meetings	\$250	\$0	\$0	\$0	250
	Travel (Trustee Budget)	\$1,750	\$190	\$77	\$267	1,483
	Budget Transfer Between Trustees	\$0	-	-	-	-
	Flexible Funds	\$985	-	-	-	-
Expenses Total		\$6,370	\$859	\$405	\$1,264	5,106
Trustee Budget Totals		\$30,745	\$6,189	\$5,820	\$12,009	\$18,736
Per Diems Charged to General Trustee Budget			\$0	\$510	\$510	



Trustee: **Shaw, Serena**

Total Reimbursement

\$1,260.00

Dates Covered by Claim: From: **Sep 06, 18**

To: **Dec 13, 18**

Spg: 01

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 06, 18	School Visits with Minister Eggen	Government Meeting	SACHS, VJM, Sr. Alphonse	General	3					
Sep 19, 18	State of the City Address	Chamber of Commerce	Enjoy Centre, St. Albert	Trustee	2					
Sep 25, 18	VJM School Council	School Council	VJM	Trustee	2					
Sep 26, 18	Father Jan School Council	School Council	EFJ	Trustee	2					
Oct 02, 18	Capital Committee Meeting	Committee Meeting	DO	General	1					
Oct 12, 18	Indigenous Leadership Meeting	Committee Meeting	DO	General	2					
Oct 16, 18	VJM Awards	School Events	VJM	Trustee	2					
Sep 24, 18	Father Jan School Council	School Council	EFJ	Trustee	2					
Nov 14, 18	Sister Alphonse School Council	School Council	SAA	Trustee	2					
Nov 18, 18	ASBA AGM	ASBA Provincial	Westin	Trustee	1					
Nov 19, 18	ASBA AGM	ASBA Provincial	Westin	Trustee	7					
Nov 20, 18	ASBA AGM	ASBA Provincial	Westin	Trustee	3					
Nov 28, 18	Father Jan School Council	School Council	EFJ	Trustee	2					
Dec 05, 18	SRRs and Legal Chapel Blessing	School Events	SACHS, Fowler, Legal	General	7					
Dec 10, 18	SRRs	School Events	VG and EFJ	General	4					
TOTALS	Number of Events: 15				42	0.0	\$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 \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	17	25	
Per Diem Claim Amount: \$30 each hr.	\$510.00	\$750.00	\$1,260.00
Non-Taxable Mileage in KM	n/a	0.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
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	\$0.00	\$0.00
Total Expenses	\$510.00	\$750.00	\$1,260.00

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

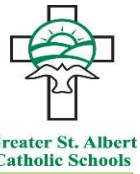
"reviewed by Chair & authorized by email"

Board Chair/Vice-Chair Authorization for General Account Expenses

[Signature] - authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only				AP Processing				Vendor ID#: EM13640	
TR- 01204				General Acct:		Amount w/gst		GST in amt	
				Other		\$0.00		\$0.00	
				Other					
Payroll Processing				Trustee Acct:					
13640				Non-Taxable Mileage		1-462-07-01-01-000-08		\$0.00	
Per Diem: G 1-463-07-01-00-000-08 17 hrs. x \$30/hr. \$510.00				Taxable Mileage		1-462-07-01-01-003-08		\$0.00	
Per Diem: T 1-463-07-01-01-000-08 25 hrs. x \$30/hr. \$750.00				Parking		1-462-07-01-01-000-08		\$0.00	
				Other				\$0.00	
PAYROLL Total \$1,260.00				Other					
				AP Total				\$0.00	



Trustee: **Shaw, Serena** Total Reimbursement: **\$780.00**

Dates Covered by Claim: From: **Dec 14, 18**

To: **Mar 15, 19**

Spg: 01

Date	Event Description	Category	Location	Account to Charge:					GST included in Other	Details of Other
				General or Trustee	No. of Hours	Mileage (in km)	Parking	Other		
Dec 18, 18	Christmas Baskets and BELRA's	Other	SACHS, EFJ, SAA	Trustee	2					
Jan 22, 19	SACHS School Council	School Council	SACHS, EFJ, SAA	Trustee	1					
Jan 22, 19	Meeting with MLA Horne	Government Meeting	DO	General	1					
Jan 29, 19	Meeting with Town of Morinville	Government Meeting	DO	General	3					
Jan 30, 19	EFJ School Council	School Council	EFJ	Trustee	2					
Jan 30, 19	SAA Legacy Committee	Committee Meeting	SAA	General	2					
Feb 12, 19	Meeting with Town of Legal	Government Meeting	DO	General	3					
Feb 13, 19	SAA School Council	School Council	SAA	Trustee	2					
Feb 19, 19	SACHS School Council	School Council	SACHS, EFJ, SAA	Trustee	2					
Feb 28, 19	Meeting with MLA Renaud	Government Meeting	DO	General	2					
Mar 14, 19	Interview Panel for Secretary Treasurer	Other	LTS	General	6					
TOTALS	Number of Events: 11				26	0.0	\$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 \$0.00

Comments / Explanation:

Trustee Expense Calculation	General Account	Trustee Account	Total Reimbursement to Trustee
Number of Hours charged	17	9	
Per Diem Claim Amount: \$30 each hr.	\$510.00	\$270.00	\$780.00
Non-Taxable Mileage in KM	n/a	0.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
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	\$0.00	\$0.00
Total Expenses	\$510.00	\$270.00	\$780.00

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

DLG - authorized for payment & posting

Secretary Treasurer's Signature

Finance Dept Only		AP Processing		Vendor ID#: EM13640	
TR- 01219		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 17 hrs. x \$30/hr. \$510.00	Non-Taxable Mileage	1-462-07-01-01-000-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-01-000-08 9 hrs. x \$30/hr. \$270.00	Taxable Mileage	1-462-07-01-01-003-08	\$0.00	\$0.00
		Parking	1-462-07-01-01-000-08	\$0.00	\$0.00
		Other		\$0.00	\$0.00
PAYROLL Total	\$780.00	Other			
		AP Total		\$0.00	\$0.00

Quarter	Trustee	Category	Month	Description	Amount
Q2	Trustee Shaw	Meals And Hospitality	Dec 18	SS REAL CDN. LIQUOR STORE	\$545.30
Q2	Trustee Shaw	Meals And Hospitality	Dec 18	SS SMASH BURGER 1368	\$13.69
Q2	Trustee Shaw	Meals And Hospitality	Jan 19	SS REAL CDN. LIQUOR STORE	(\$230.87)
Total Meals and Hospitality					\$328.12
Q2	Trustee Shaw	Travel (Trustee Budget)	Dec 18	SS WESTIN (WESTIN HOTELS)	\$33.53
Q2	Trustee Shaw	Travel (Trustee Budget)	Dec 18	SS WESTIN (WESTIN HOTELS)	\$43.69
Total Travel (Trustee Budget)					\$77.22