



Greater St. Albert Catholic Schools

Trustee Becigneul 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	\$17,400	\$4,106	\$4,431	\$8,537	8,863
	Per Diem (Trustee Budget)	\$3,150	\$240	\$1,410	\$1,650	1,500
Remuneration Total		\$20,550	\$4,346	\$5,841	\$10,187	10,363
Benefits						
	Life, AD&D, Ext Health, Dental, CPP, EI	\$8,699	\$1,437	\$1,551	\$2,988	5,711
Benefits Total		\$8,699	\$1,437	\$1,551	\$2,988	5,711
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	\$747	\$650	\$1,397	1,498
	Meals And Hospitality	\$170	\$88	\$80	\$168	2
	Supplies/Other	\$580	\$580	(\$571)	\$10	570
	Travel to/from Board Meetings	\$250	\$0	\$0	\$0	250
	Travel (Trustee Budget)	\$1,750	\$322	\$750	\$1,072	678
	Budget Transfer Between Trustees	\$0	-	-	-	-
	Flexible Funds	\$2,005	-	-	-	-
Expenses Total		\$7,650	\$1,737	\$909	\$2,647	5,003
Trustee Budget Totals		\$36,899	\$7,520	\$8,301	\$15,822	\$21,077
Per Diems Charged to General Trustee Budget			\$300	\$1,170	\$1,470	



Trustee: **Becigneul, Joe** Total Reimbursement: **\$387.20**

Dates Covered by Claim: From: **Dec 01, 18** To: **Dec 15, 18**

Spg: 04

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, 18	VJM School Council	School Council	Vincent J Maloney School	Trustee	1					
Dec 05, 18	SRR's	School Events	SACHS, Fowler, Legal	General	6	94.0				
Dec 10, 18	SRR's	School Events	Vital Grandin, Ecole Father Jan	General	3	16.0				
Dec 11, 18	Meeting with Francophone Board	School Boards Meeting	District Office	General	1					
TOTALS					11	110.0	\$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	10	1	
Per Diem Claim Amount: \$30 each hr.	\$300.00	\$30.00	\$330.00
Non-Taxable Mileage in KM	n/a	110.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$57.20	\$57.20
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	\$300.00	\$87.20	\$387.20

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Vice-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#: EM14092	
TR- 01203				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	10 hrs. x \$30/hr.	\$300.00	Non-Taxable Mileage		1-462-07-01-04-000-08	\$57.20	\$2.72	
Per Diem: T	1-463-07-01-04-000-08	1 hrs. x \$30/hr.	\$30.00	Taxable Mileage		1-462-07-01-04-003-08	\$0.00	\$0.00	
				Parking		1-462-07-01-04-000-08	\$0.00	\$0.00	
				Other			\$0.00	\$0.00	
PAYROLL Total				Other					
				AP Total			\$57.20	\$2.72	



Trustee: **Becigneul, Joe** **Total Reimbursement \$544.60**

Dates Covered by Claim: From: **Dec 18, 18** To: **Jan 31, 19**

Spg: 04

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 18, 18	BELRA Awards	School Events	VJM, BK, NMR	Trustee	3	24.0				
Jan 08, 19	School Council	School Council	Vincent J Maloney	Trustee	1	8.0				
Jan 17, 19	School Council	School Council	Bertha Kennedy	Trustee	1	8.0				
Jan 18, 19	ASBA Zone 2 / 3	Zone Meeting	St. Anthony Centre	General	6	44.0	\$10.00		\$0.48	
Jan 21, 19	Council of Councils	School Council	District Office	General	1	7.0				
Jan 22, 19	Meeting with Trevor Horne, MLA	Government Meeting	District Office	General	2	7.0				
Jan 29, 19	Meeting with Morinville Town Council	Municipal Councils	District Office	General	2	7.0				
TOTALS	Number of Events: 7				16	105.0	\$10.00		\$0.48	

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	11	5	
Per Diem Claim Amount: \$30 each hr.	\$330.00	\$150.00	\$480.00
Non-Taxable Mileage in KM	n/a	105.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$54.60	\$54.60
Taxable Mileage in KM	n/a	0.0	
Taxable Mileage at \$0.52 / KM	n/a	\$0.00	\$0.00
Parking	n/a	\$10.00	\$10.00
Other	\$0.00	\$0.00	\$0.00
Total Expenses	\$330.00	\$214.60	\$544.60

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Vice-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#: EM14092	
TR- 01211				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.48
				Other			
Payroll Processing				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	11 hrs. x \$30/hr.	\$330.00	Non-Taxable Mileage	1-462-07-01-04-000-08	\$54.60	\$2.60
Per Diem: T	1-463-07-01-04-000-08	5 hrs. x \$30/hr.	\$150.00	Taxable Mileage	1-462-07-01-04-003-08	\$0.00	\$0.00
				Parking	1-462-07-01-04-000-08	\$10.00	\$0.48
				Other		\$0.00	\$0.00
PAYROLL Total		\$480.00		Other			
				AP Total		\$64.60	\$3.56



Trustee: **Becigneul, Joe** Total Reimbursement: **\$387.20**

Dates Covered by Claim: From: **Dec 01, 18** To: **Dec 15, 18**

Spg: 04

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, 18	VJM School Council	School Council	Vincent J Maloney School	Trustee	1					
Dec 05, 18	SRR's	School Events	SACHS, Fowler, Legal	General	6	94.0				
Dec 10, 18	SRR's	School Events	Vital Grandin, Ecole Father Jan	General	3	16.0				
Dec 11, 18	Meeting with Francophone Board	School Boards Meeting	District Office	General	1					
TOTALS					11	110.0	\$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	10	1	
Per Diem Claim Amount: \$30 each hr.	\$300.00	\$30.00	\$330.00
Non-Taxable Mileage in KM	n/a	110.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$57.20	\$57.20
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	\$300.00	\$87.20	\$387.20

I certify that this claim is correct

"submitted electronically via Trustee email"

Trustee Signature

"reviewed by Vice-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			
TR- 01203				Vendor ID#: EM14092			
				General Acct:	Amount w/gst		GST in amt
				Other	\$0.00		\$0.00
				Other			
Payroll Processing				Trustee Acct:			
14092							
Per Diem: G	1-463-07-01-00-000-08	10 hrs. x \$30/hr.	\$300.00	Non-Taxable Mileage	1-462-07-01-04-000-08	\$57.20	\$2.72
Per Diem: T	1-463-07-01-04-000-08	1 hrs. x \$30/hr.	\$30.00	Taxable Mileage	1-462-07-01-04-003-08	\$0.00	\$0.00
				Parking	1-462-07-01-04-000-08	\$0.00	\$0.00
				Other	\$0.00		\$0.00
PAYROLL Total				Other			
\$330.00				AP Total		\$57.20	\$2.72

Quarter	Trustee	Category	Month	Description	Amount
Q2	Trustee Becigneul	Dues,Fees, Memberships	Dec 18	JB BB *STAR OF THE NORTH	\$150.00
Q2	Trustee Becigneul	Dues,Fees, Memberships	Jan 19	JB PAYPAL *ALBERTACATH PC21985 903PCD019	\$500.00
	Trustee Becigneul			Total Dues, Fees, Memberships	\$650.00
Q2	Trustee Becigneul	Meals And Hospitality	Jan 19	JB PAYPAL *ALBERTACATH PC21985 903PCD019	\$80.00
				Total Meals and Hospitality	\$80.00
Q2	Trustee Becigneul	Travel (Trustee Budget)	Dec 18	BECIGNEUL, JOSEPH	\$55.35
Q2	Trustee Becigneul	Travel (Trustee Budget)	Dec 18	JB WESTIN (WESTIN HOTELS)	\$631.96
Q2	Trustee Becigneul	Travel (Trustee Budget)	Feb 19	BECIGNEUL, JOSEPH	\$62.50
				Total Travel (Trustee Budget)	\$749.81
Q2	Trustee Becigneul	Supplies/Other	Jan 19	JB PAYPAL *ALBERTACATH PC21985 903PCD019	(\$580.00)
Q2	Trustee Becigneul	Supplies/Other	Feb 19	JC BRAND ALLIANCE	\$9.43
				Total Supplies/Other	(\$570.57)