



Greater St. Albert Catholic Schools

Trustee Tremblay Expense Summary

2017-2018 School Year



FTE: 1.0

Type	Description	Current Budget	Year To Date Expenses	Variance to Budget
Remuneration				
	Trustees Honorarium	\$12,546	\$12,545	1
	Per Diem (Trustee Budget)	\$3,360	\$3,360	0
Remuneration Total		\$15,906	\$15,905	1

Benefits				
	Life, AD&D, Ext Health, Dental, CPP, EI	\$6,272	\$5,394	878
Benefits Total		\$6,272	\$5,394	878

Allowances				
	General Expenses	\$1,800	\$1,740	60
	Position Expenses - Vice Chair	\$875	\$847	28
Allowances Total		\$2,675	\$2,587	88

Expenses				
	Cell Phone Costs	\$0	\$0	0
	Dues,Fees, Memberships	\$3,488	\$3,487	1
	Meals And Hospitality	\$170	\$169	1
	Supplies/Other	\$0	\$0	0
	Travel to/from Board Meetings	\$115	\$0	115
	Travel (Trustee Budget)	\$3,809	\$3,805	4
	Budget Transfer Between Trustees	\$0	-	-
	Flexible Funds	\$0	-	-
Expenses Total		\$7,582	\$7,461	121

Trustee Budget Totals	\$32,435	\$31,348	\$1,087
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Per Diems Charged to General Trustee Budget	\$320
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Travel Charged to General Trustee Budget	\$0
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Trustee Expense Claim Form for 2017-2018

v 4.3

TR- 01125



Trustee: **Tremblay, René** **\$283.68**

Dates Covered by Claim: From: **Sep 01, 17**

To: **Oct 15, 17**

Spg: 08

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, 17	Morinville chamber of commerce	Chamber of Commerce	Morinville	General	3	42.0				
Sep 29, 17	First Nations, Metis, Inuit leadership committee	Committee Meeting	St. Albert	General	3					
Oct 11, 17	GHP parent council	School Council	Morinville	Trustee	3	42.0				
TOTALS	Number of Events: 3				9	84.0	\$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	6	3	
Number of Per Diems	2	1	
Per Diem Claim Amount: \$80 each	\$160.00	\$80.00	\$240.00
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	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	\$160.00	\$123.68	\$283.68

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

DLA - authorized for payment & posting

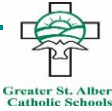
Secretary Treasurer's Signature

Finance Dept Only				AP Processing	Vendor ID#: EM14019	
TR- 01125				General Acct:	Amount w/gst GST in amt	
				Other	\$0.00	\$0.00
				Other		
Payroll Processing				14019	Trustee Acct:	
Per Diem: G	1-463-07-01-00-000-08	2 x \$80	\$160.00	Non-Taxable Mileage	1-462-07-01-08-000-08	\$43.68 \$2.08
Per Diem: T	1-463-07-01-08-000-08	1 x \$80	\$80.00	Taxable Mileage	1-462-07-01-08-003-08	\$0.00 \$0.00
				Parking	1-462-07-01-08-000-08	\$0.00 \$0.00
				Other		\$0.00 \$0.00
PAYROLL Total				Other		
				AP Total	\$43.68	\$2.08

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01129



Trustee: **Tremblay, René** **Total Reimbursement** **\$385.52**

Dates Covered by Claim: From: **Oct 15, 17**

To: **Nov 10, 17**

Spg: 08

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 17, 17	MCHS parent council meeting	school council	Morinville	Trustee	3	42.0				
Nov 01, 17	MCHS awards	school events	Morinville	Trustee	3	42.0				
Nov 08, 17	GHP parent council	school council	Morinville	Trustee	3	42.0				
Nov 09, 17	Ad Hoc Communication Committee	committee meeting	St. Albert	General	3					
TOTALS	Number of Events: 4				12	126.0	\$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	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	126.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$65.52	\$65.52
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	\$80.00	\$305.52	\$385.52

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

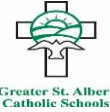
Secretary Treasurer's Signature

Finance Dept Only				AP Processing		Vendor ID#: EM14019		
TR- 01129				General Acct:		Amount w/gst	GST in am	
				Other		\$0.00	\$0.00	
				Other				
Payroll Processing				14019	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage		1-462-07-01-08-000-08	\$65.52	\$3.12
				Taxable Mileage		1-462-07-01-08-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-08-000-08	3 x \$80	\$240.00	Parking		1-462-07-01-08-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total			\$320.00	Other				
				AP Total			\$65.52	\$3.12

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01139



Trustee: **Tremblay, René** **Total Reimbursement**
\$1,164.72

Dates Covered by Claim: From: **Nov 11, 17**

To: **Dec 15, 17**

Spg: 08

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 17, 17	ACSTA FGM	conventions	Westin - Edmonton	Trustee	3	22.0				
Nov 18, 17	ACSTA FGM	Conventions	Westin - Edmonton	Trustee	9					
Nov 19, 17	ACSTA FGM	Conventions	Westin - Edmonton	Trustee	3					
Nov 19, 17	ASBA FGM	Conventions	Westin - Edmonton	Trustee	3					
Nov 20, 17	ASBA FGM	Conventions	Westin - Edmonton	Trustee	9					
Nov 21, 17	ASBA FGM	Conventions	Westin - Edmonton	Trustee	9	22.0				
Nov 30, 17	St Kateri Open House	Community Conversations	Morinville Cultural Ctr	Trustee	0	42.0				
Dec 11, 17	school visits	School Events	St. Albert	Trustee	3					
Dec 11, 17	ATA meeting/supper	Other	St. Albert	General	3					
TOTALS	Number of Events: 9				42	86.0	\$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	3	39	
Number of Per Diems	1	13	
Per Diem Claim Amount: \$80 each	\$80.00	\$1,040.00	\$1,120.00
Non-Taxable Mileage in KM	n/a	86.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$44.72	\$44.72
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	\$80.00	\$1,084.72	\$1,164.72

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

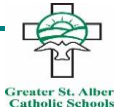
Secretary Treasurer's Signature

Finance Dept Only				AP Processing	Vendor ID#:	EM14019
TR- 01139				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	1 x \$80	\$80.00	Non-Taxable Mileage	1-462-07-01-08-000-08	\$44.72 \$2.13
				Taxable Mileage	1-462-07-01-08-003-08	\$0.00 \$0.00
Per Diem: T	1-463-07-01-08-000-08	13 x \$80	\$1,040.00	Parking	1-462-07-01-08-000-08	\$0.00 \$0.00
				Other		\$0.00 \$0.00
PAYROLL Total				Other		
				AP Total	\$44.72	\$2.13

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01142



Trustee: **Tremblay, René** **Total Reimbursement** **\$263.40**

Dates Covered by Claim: From: **Dec 15, 17**

To: **Jan 15, 18**

Spg: 08

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 15, 17	Communications Committee /District Rebrand	Committee Meeting	St. Albert	General	3	0.0				
Dec 19, 17	Deliver & Present BELRA's and Baskets	Other	Morinville	Trustee	3	45.0				
Dec 21, 17	FNMI committee meeting	Committee Meeting	St. Albert	General	3	0.0				
TOTALS	Number of Events: 3				9	45.0	\$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	6	3	
Number of Per Diems	2	1	
Per Diem Claim Amount: \$80 each	\$160.00	\$80.00	\$240.00
Non-Taxable Mileage in KM	n/a	45.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$23.40	\$23.40
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	\$160.00	\$103.40	\$263.40

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

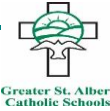
Secretary Treasurer's Signature

Finance Dept Only				AP Processing		Vendor ID#: EM14019		
TR- 01142				General Acct:		Amount w/gst	GST in amt	
				Other		\$0.00	\$0.00	
				Other				
Payroll Processing				14019 <th colspan="3">Trustee Acct:</th>	Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	2 x \$80	\$160.00	Non-Taxable Mileage		1-462-07-01-08-000-08	\$23.40	\$1.11
				Taxable Mileage		1-462-07-01-08-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-08-000-08	1 x \$80	\$80.00	Parking		1-462-07-01-08-000-08	\$0.00	\$0.00
				Other			\$0.00	\$0.00
PAYROLL Total			\$240.00	Other				
				AP Total			\$23.40	\$1.11

Trustee Expense Claim Form for 2017-2018

v 5.0

TR- 01149


 Trustee: **Tremblay, René** **\$704.48**
Dates Covered by Claim: From: **Jan 16, 18**To: **Feb 16, 18**

Spg: 08

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 17, 18	Interview Panel for Senior Admin position	Other	St. Albert	General	9	0.0				
Jan 19, 18	FNMI committee meeting	Committee Meeting	St. Albert	General	3	0.0				
Feb 02, 18	GHP Carnival	School Events	Morinville	Trustee	3	42.0				
Feb 07, 18	Trustee remuneration committee	Committee Meeting	St. Albert	General	3	0.0				
Feb 09, 18	ATA luncheon	Other	Edmonton	General	3	40.0				
Feb 13, 18	GHP parent council	School Council	Morinville	Trustee	3	42.0				
TOTALS	Number of Events: 6				24	124.0	\$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	18	6	
Number of Per Diems	6	2	
Per Diem Claim Amount: \$80 each	\$480.00	\$160.00	\$640.00
Non-Taxable Mileage in KM	n/a	124.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$64.48	\$64.48
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	\$480.00	\$224.48	\$704.48

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#: EM14019		
TR- 01149				General Acct:	Amount w/gst	GST in amt
				Other	\$0.00	\$0.00
				Other		
Payroll Processing 14019				Trustee Acct:		
Per Diem: G	1-463-07-01-00-000-08	6 x \$80	\$480.00	Non-Taxable Mileage	1-462-07-01-08-000-08	\$64.48 \$3.07
				Taxable Mileage	1-462-07-01-08-003-08	\$0.00 \$0.00
Per Diem: T	1-463-07-01-08-000-08	2 x \$80	\$160.00	Parking	1-462-07-01-08-000-08	\$0.00 \$0.00
				Other		\$0.00 \$0.00
PAYROLL Total				Other		
				AP Total	\$64.48	\$3.07



Trustee: **Tremblay, René** **Total Reimbursement** **\$453.04**

Dates Covered by Claim: From: **Feb 22, 18**

To: **Mar 15, 18**

Spg: 08

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
Feb 22, 18	St. Gabriel	School Council	St. Albert	Trustee	2					
Feb 28, 18	District Visual Identity Meeting	Committee Meeting	St. Albert	General	1	10.0				
Mar 01, 18	Special Meeting - Expulsion	Board Meeting	St. Albert	Trustee	3					
Mar 07, 18	Morinville Chamber Luncheon	Chamber of Commerce	Morinville	General	2	42.0				
Mar 14, 18	sam celebration	Other	St. Albert	Trustee	2	8.0				
Mar 15, 18	GHP open house	School Events	Morinville	Trustee	2	42.0				
Mar 15, 18	Special Meeting - Expulsion	Board Meeting	St. Albert	Trustee	3					
TOTALS	Number of Events: 7				15	102.0	\$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	3	12	
Number of Per Diems	1	4	
Per Diem Claim Amount: \$80 each	\$80.00	\$320.00	\$400.00
Non-Taxable Mileage in KM	n/a	102.0	
Non-Taxable Mileage at \$0.52 / KM	n/a	\$53.04	\$53.04
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	\$80.00	\$373.04	\$453.04

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#: EM14019		
TR- 01156				General Acct:	Amount w/gst	GST in amt
				Other	\$0.00	\$0.00
				Other		
Payroll Processing 14019				Trustee Acct:		
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage	1-462-07-01-08-000-08	\$53.04 \$2.53
				Taxable Mileage	1-462-07-01-08-003-08	\$0.00 \$0.00
Per Diem: T	1-463-07-01-08-000-08	4 x \$80	\$320.00	Parking	1-462-07-01-08-000-08	\$0.00 \$0.00
				Other		\$0.00 \$0.00
PAYROLL Total				Other		
				AP Total	\$53.04	\$2.53



Spg: 08

Finance Dept Only				AP Processing		Vendor ID#: EM14019	
TR- 01165				General Acct:		Amount w/gst	GST in amt
				Other		\$0.00	\$0.00
				Other			
Payroll Processing 14019				Trustee Acct:			
Per Diem: G	1-463-07-01-00-000-08	1 x \$80	\$80.00	Non-Taxable Mileage	1-462-07-01-08-000-08	\$75.92	\$3.62
				Taxable Mileage	1-462-07-01-08-003-08	\$0.00	\$0.00
Per Diem: T	1-463-07-01-08-000-08	3 x \$80	\$240.00	Parking	1-462-07-01-08-000-08	\$0.00	\$0.00
				Other		\$0.00	\$0.00
PAYROLL Total			\$320.00	Other			
				AP Total		\$75.92	\$3.62

