

PINE CREEK SCHOOL DIVISION
Trustees' Hourly Report

DO-4

NAME:

Date:

Date	Meeting/Event Attended	Hours
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Guidelines for Trustees' Hourly:

- Maximum claim per day is 12 hours.
- Travel time from home may be included
- Hours may not be claimed for Committee of the Whole and Regular Board Meetings
- Hours may be claimed for:
 - MSBA sponsored meetings/events
 - Meetings/events attended on behalf of the Board
 - Interviews
 - Performing authorized duties as required to meet school division commitments and conduct school division business
 - Special Board Meetings

TOTAL HOURS:

TOTAL CLAIM AT \$21.40 PER HOUR

Code: TRHR

I hereby certify that the foregoing is a true and correct statement of my hours occurred on Division business.

Trustee Signature