

expense | monthly tracking report

claimant | Church, Susan

position | Director, Area II

level | Director

reporting period | January 1 to February 28, 2013

date of report | April 12, 2013



**Calgary Board
of Education**

| Description | Date (mm/dd/yyyy) | Details and/or Rationale | Amount (CDN\$) | Category | Expense Type |
|---|----------------------|--|----------------|-----------------|--------------------------------|
| Cell Phone | 01/11/2013 | Monthly Service Plan | \$58.54 | other disclosed | telecom/cell phone |
| Cell Phone | 02/11/2013 | Monthly Service Plan | \$61.57 | other disclosed | telecom/cell phone |
| Parent Focus Group Mtg. with parents | 01/09/2013 | Lunch for meeting | \$280.88 | hospitality | BUS catering |
| Registration fee for Canada's Outstanding Principals Gala | 02/07/2013 | Canada's Outstanding Principals Gala Dinner, February 26, 2013 | \$125.00 | other disclosed | PD course or registration fee |
| Airline receipt to Canada's Outstanding Principals Gala | 02/07/2013 | Return Airfare - Calgary-Toronto for Feb 27, 2013 | \$1,015.51 | travel | PD airfare/bus/rail |
| Canada's Outstanding Principals Gala, Toronto, ON | 02/27/2013 | Accommodations | \$385.12 | travel | PD accommodation |
| Canada's Outstanding Principals Gala, Toronto, ON | 02/24/2013 | Meal | \$48.94 | travel | PD food/non alcoholic beverage |
| Canada's Outstanding Principals Gala, Toronto, ON | 02/26/2013 | Meal | \$24.96 | travel | PD food/non alcoholic beverage |
| Canada's Outstanding Principals Gala, Toronto, ON | 02/27/2013 | Meal | \$18.96 | travel | PD food/non alcoholic beverage |
| Canada's Outstanding Principals Gala, Toronto, ON | 02/27/2013 | Taxi fare from venue to Toronto airport | \$71.50 | travel | PD general |
| Association For Supervision and Curriculum Development (ASCD) | 02/22/2013 | Annual Membership Renewal - Feb 2013 to Feb 2014 | \$93.56 | other disclosed | membership, due, fees |



AC

| INDIVIDUAL DETAIL | |
|-------------------|--|
| SUSAN CHURCH | |
| Savings Details | |

| | |
|---------------------------------------|-------|
| Corporate Discount | 12.07 |
| Total Month's Savings \$ 12.07 | |

Current Charges - Detail

| Monthly Service Plans Jan 12 to Feb 11 | | Total |
|--|--|-----------------|
| Service Plan Name | | |
| Corporate Exception 20/200 | | 20.00 |
| 20.0% Voice disc | | -4.0 |
| Total | | \$ 16.00 |

| Additional Local Airtime Service | *Free Airtime includes: bonus minutes, birthday calling, evenings & weekends, free incoming, *611 and In Network Calling | | | | Total |
|----------------------------------|--|---------------|------------------|--------------------|----------------|
| | Total Airtime | *Free Airtime | Included Airtime | Chargeable Airtime | |
| Phone (minutes) | 95:29 | 22:00 | 73:29 | 0:00 | 0.00 |
| Total | | | | | \$ 0.00 |

| Long Distance Charges Service | Total LD Minutes | Free LD Minutes | Included LD Minutes | Chargeable LD Minutes | Total |
|---------------------------------|------------------|-----------------|---------------------|-----------------------|----------------|
| | Domestic Phone | 3:36 | 0:00 | 0:00 | 3:36 |
| Total Long Distance Used | | | | | \$ 0.36 |
| 20% discount w/ 8¢ LD | | | | | -\$ 0.07 |
| Total | | | | | \$ 0.29 |

| Data and Other Services Service | Total Events | Event Type | Total |
|-------------------------------------|--------------|------------|----------------|
| Data Usage - BlackBerry Smartphones | 2,372 | MB | 0.00 |
| Text Msg - Received | 6 | Msg | 0.00 |
| Total | | | \$ 0.00 |

| Value Added Services Service | Total |
|--|-----------------|
| Basic Voice Mail Free (Jan 12 to Feb 11) | Free |
| Call Forward Busy (Jan 12 to Feb 11) | Free |
| Call Forward Immediate (Jan 12 to Feb 11) | Free |
| Call Forward No Ans (Jan 12 to Feb 11) | Free |
| Caller ID Free (Jan 12 to Feb 11) | Free |
| Corp BB40 Unlimited email (Jan 12 to Feb 11) | 40.00 |
| Detailed Billing \$0 (Jan 12 to Feb 11) | Free |
| Incoming Mobile Promo (Jan 12 to Feb 11) | Free |
| 20.0% BlackBerry data disc | -8.00 |
| Total | \$ 32.00 |

| Other Fees Charge | Total |
|---|----------------|
| Enhanced 911 Access Charge (Jan 12 to Feb 11) | 0.50 |
| System Access Fee (Jan 12 to Feb 11) | 6.95 |
| Total | \$ 7.45 |

| Taxes | Total |
|--------------|----------------|
| GST | 2.80 |
| Total | \$ 2.80 |

Total Current Charges \$ 58.54

PTLDP50A 00039 HRI - - 1290 - 769 - 9 - 1 - 006641

DUPLICATE
JAN 30 2013
CORPORATE FINANCE



SC

INDIVIDUAL DETAIL

SUSAN CHURCH

Savings Details

| | |
|---------------------------------------|-------|
| Corporate Discount | 12.03 |
| Total Month's Savings \$ 12.03 | |

Current Charges - Detail

Monthly Service Plans Feb 12 to Mar 11

| Service Plan Name | Total |
|----------------------------|-----------------|
| Corporate Exception 20/200 | 20.00 |
| 20.0% Voice disc | -4.0 |
| Total | \$ 16.00 |

Additional Local Airtime *Free Airtime may include: bonus minutes, birthday calling, evenings & weekends, free incoming, *611 and In Network Calling

| Service | Total Airtime | *Free Airtime | Included Airtime | Chargeable Airtime | Total |
|-----------------|---------------|---------------|------------------|--------------------|----------------|
| Phone (minutes) | 70:34 | 34:00 | 36:34 | 0:00 | 0.00 |
| Total | | | | | \$ 0.00 |

Long Distance Charges

| Service | Total LD Minutes | Free LD Minutes | Included LD Minutes | Chargeable LD Minutes | Total |
|---------------------------------|------------------|-----------------|---------------------|-----------------------|-----------------|
| Domestic Phone | 1:41 | 0:00 | 0:00 | 1:41 | 0.17 |
| US / Int'l Phone | 9:10 | 0:00 | 0:00 | 9:10 | 2.29 |
| Total Long Distance Used | | | | | \$ 2.46 |
| 20% discount w/ 8¢ LD | | | | | \$ -0.03 |
| Total | | | | | \$ 2.43 |

Data and Other Services

| Service | Total Events | Event Type | Total |
|-------------------------------------|--------------|------------|----------------|
| Text Msg - Sent | 3 | Msg | 0.75 |
| Data Usage - BlackBerry Smartphones | 3.11 | MB | 0.00 |
| Text Msg - Received | 13 | Msg | 0.00 |
| Total | | | \$ 0.75 |

Value Added Services

| Service | Total |
|--|-----------------|
| Basic Voice Mail Free (Feb 12 to Mar 11) | Free |
| Call Forward Busy (Feb 12 to Mar 11) | Free |
| Call Forward Immediate (Feb 12 to Mar 11) | Free |
| Call Forward No Ans (Feb 12 to Mar 11) | Free |
| Caller ID Free (Feb 12 to Mar 11) | Free |
| Corp BB40 Unlimited email (Feb 12 to Mar 11) | 40.00 |
| Detailed Billing \$0 (Feb 12 to Mar 11) | Free |
| Incoming Mobile Promo (Feb 12 to Mar 11) | Free |
| 20.0% BlackBerry data disc | -8.00 |
| Total | \$ 32.00 |

Other Fees

| Charge | Total |
|---|----------------|
| Enhanced 911 Access Charge (Feb 12 to Mar 11) | 0.50 |
| System Access Fee (Feb 12 to Mar 11) | 6.95 |
| Total | \$ 7.45 |

Taxes

| Taxes | Total |
|--------------|----------------|
| GST | 2.94 |
| Total | \$ 2.94 |

Total Current Charges \$ 61.57

PTL/PD50A 00037 HRI - - 1267 - 770 - 7 - 1 - 006365

SANDWICHES' N MORE LUNCH & CATERING CO. LTD.



61 Royal Oak Cove N.W. Calgary, AB T3G 4X7
403-301-5220
sandwiches@shaw.ca

| | |
|----------|-----------|
| Date | Invoice # |
| 1/9/2013 | 37874 |

| |
|--|
| Bill To: |
| CALGARY BOARD OF EDUCATION ORDERED BY: SHIRLEY 777-8750 X 2233 |

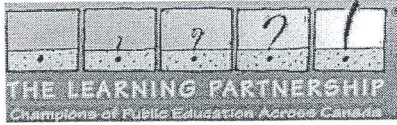
| |
|----------------------------------|
| Delivered to: |
| MOUNT VIEW 2004 - 4 STREET NE |

| Quantity | Description | Unit Cost | Cost |
|----------|---|-----------|--------|
| 30 | SANDWICHES AND WRAPS w/ vegetarian | 5.50 | 165.00 |
| 60 | ASSORTED DESSERT | 1.50 | 90.00 |
| | ✓ PLATES & NAPKINS | 0.00 | 0.00 |
| | DELIVERY CHARGE | 12.50 | 12.50 |
| | PAID BY MASTERCARD - THANKS SHIRLEY J. PENDREE | 0.00 | 0.00 |
| | GST On Sales | 5.00% | 13.38 |

Payment is due within 30 days of the invoice date.

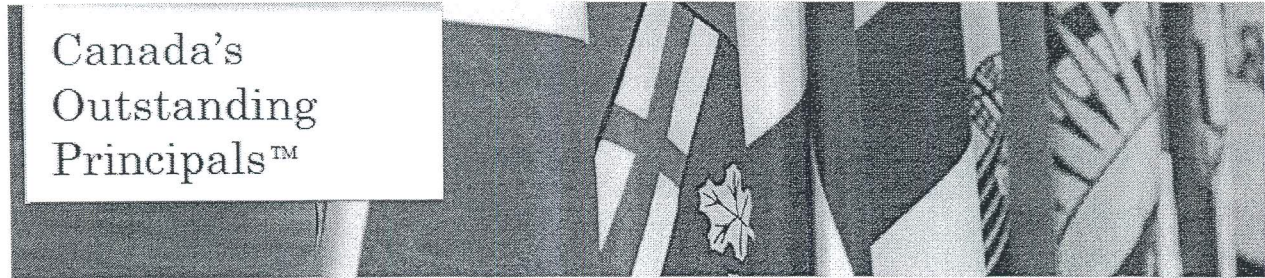
| | | | |
|----------|------------|--------|--------|
| Delivery | Label | People | P.O. # |
| 11:30 | MOUNT VIEW | 30 | |

| | |
|--------------|-----------------|
| Subtotal | \$267.50 |
| 5% GST | \$13.38 |
| Total | \$280.88 |



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The Learning Partnership's 9th Annual Canada's Outstanding Principals™ Gala

"Congratulations to this year's award recipients. I hope you will join us in celebrating their many achievements."
Akela Peoples, TLP's new President and CEO

Tuesday, February 26, 2013

PLEASE NOTE: The hotel venue for the COP Gala has changed to:
The Westin Harbour Castle Hotel
One Harbour Square, Toronto, Ontario, M5J 1A6
Metropolitan Ballroom, Weston Harbour Castle Conference Centre

Directions to the Westin Conference Centre

Located across from the Hotel on North side of Queens Quay, corner of Queens Quay and Bay Street.
Entrance Location (Motor Court) – on east side of building (laneway between Conference Centre and condo building).



Thank you for your support of The Canada's Outstanding Principals™ Gala! An email confirmation will arrive shortly.

| Item | Amount |
|--|----------|
| Events: Canada's Outstanding Principals Gala Dinner 2013 | \$125.00 |
| TOTAL : | \$125.00 |

Registration Information

Registrant's Title: Ms.
 Registrant's First name: Susan
 Registrant's Last name: Church
 Country: Canada
 Cardholder's Crdit Card Address: 1221 - 8 Street SW
 City: Calgary
 Province: AB
 Postal Code: T2R 0L4
 Registrant's Phone: 403-777-8720
 Registrant's Email:

Payment Information

Payment Method: Credit Card
Cardholder's Name:
Credit Card Number:
Card Type:

ONLINE Registration for Canada's Outstanding Principals Gala 2013

- ▶ Tickets - \$125
- ▶ Table - \$1,250 (Tables of 10)
- ▶ Congratulatory Message Donation - \$250
- ▶ Make a Donation to The Learning Partnership
- ▶ Guest Registration and Dietary Information
- ▶ Hotel Reservations



For more information on registration for this year's Canada's Outstanding Principals Gala contact **Ed Wickham** at 416 440 5105 or ewickham@thelearningpartnership.ca

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eTicket Receipt

Prepared For
 CHURCH/SUSAN MS

| | |
|--------------------------|-------------|
| WESTJET RESERVATION CODE | |
| ISSUE DATE | 07Feb2013 |
| TICKET NUMBER | |
| ISSUING AIRLINE | WESTJET |
| ISSUING AGENT | WestJet/SSW |

Itinerary Details

| TRAVEL DATE | AIRLINE | DEPARTURE | ARRIVAL | OTHER NOTES |
|-------------|-------------------|--|--|--|
| 24Feb | WESTJET WS 648 | CALGARY INTL AB, CANADA Time 10:00am | TORONTO ON, CANADA Time 3:44pm | Fare Family Regular Seat Number 16D PREMIUM (PAID) Conf: Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis YCR |
| 27Feb | WESTJET WS 671 | TORONTO ON, CANADA Time 11:15am Terminal TERMINAL 3 | CALGARY INTL AB, CANADA Time 1:32pm | Fare Family Regular Seat Number 14D PREMIUM (PAID) Conf: Baggage Allowance 1PC Booking Status OK TO FLY Fare Basis MCRO1 Not Valid Before 27 FEB Not Valid After 27 FEB |

Payment/Fare Details

| | |
|---|---|
| Form of Payment | CREDIT CARD - |
| Endorsement / Restrictions | NONREF - FEE FOR CHG/CXL |
| Fare Calculation Line | YYC WS YTO566.00YCR WS YYC259.00MCRO1 CAD825.00END |
| Fare | CAD 825.00 |
| Taxes/Fees/Carrier-Imposed Charges | CAD 14.25 CA1 (CANADA AIR SECURITY CHARGE - SUBJECT TO GST) CAD 45.51 XG (GST FOR CANADA EXCEPT ON/BC/NS/NF/NB/QC) |

AE

| | |
|---|--|
| | CAD 3.25 RC1 (HST FOR PROVINCE OF ONTARIO) |
| | CAD 50.00 SQ (AIF - CANADA EXCEPT ON/BC/NS/QC/NB/NF) |
| | CAD 6.00 YQF (SERVICE FEE - FUEL) |
| | CAD 40.00 YQI (SERVICE FEE - INSURANCE) |
| Total Fare | CAD 984.01 |
| Additional Fees not included in Fare | CAD 15.00 (0.75 XG) - YYC YYZ - CA XXXXXXXXXXXXX8819 (PREMIUM SEAT FEE) |
| | CAD 15.00 (0.75 XG) - YYZ YYC - CA XXXXXXXXXXXXX8819 (PREMIUM SEAT FEE) |

Positive identification required for airport check in

Notice:

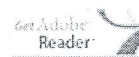
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- **Positive identification** is required at check-in; ensure the name on the reservation matches the guest's identification before departing for the airport. Make sure you have the proper identification and travel documents for each country on your itinerary as the documents you use on your departure may not be sufficient upon your return. The law is the law, and we'd hate it if you were unable to board your flight.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
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- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our [contact us](#) page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.



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Westin Harbour Castle
 1 Harbour Square
 Toronto, ON M5J 1A6
 416-869-1600
 http://www.starwood.com/



AE

Church, Susan Page Number 1 Invoice Nbr
 Guest Number Arrive Date 02-24-2013
 CALGARY, AB Folio ID A Depart Date 02-27-2013
 No. Of Guest 1
 Room Number
 Time 02-27-2013 07:40

Invoice

Tax Identification 861336493

| Date | Reference | Description | Charges | Credits |
|------------|-----------|------------------------|----------|-----------|
| 02-24-2013 | RT3038 | Room Charge | \$99.00 | |
| 02-24-2013 | RT3038 | Room HST 13% | \$12.87 | |
| 02-25-2013 | 6280 | The Mizzen | \$37.27 | |
| 02-25-2013 | RT3038 | Room Charge | \$99.00 | |
| 02-25-2013 | RT3038 | Room HST 13% | \$12.87 | |
| 02-26-2013 | 1627 | Coffee Bar | \$12.24 | |
| 02-26-2013 | RT3038 | Room Charge | \$99.00 | |
| 02-26-2013 | RT3038 | Room HST 13% | \$12.87 | |
| 02-27-2013 | MC | Mastercard/Euro/Diners | | \$-385.12 |
| | | ** Total | \$385.12 | \$-385.12 |
| | | ** Balance | \$0.00 | |

For Authorization Purpose Only

SUSAN E CHURCH

| Date | Credit Card | Code | Authorized |
|------------|-------------|------|------------|
| 02-25-2013 | | | |
| 02-24-2013 | | | |

AC

SASSAFRAZ

100 Cumberland Street Toronto, ON
Tel: (416) 964-2222
Check #: 393424

Server: Steve S Date: 02/24/2013
Table: 237 -2 Time: 20:49
Client: 3

| | |
|---------------|-------|
| ----- | |
| 1 Brassica # | 14.00 |
| 1 Risotto# | 24.00 |
| ----- | |
| TOTAL FOOD: | 38.00 |
| TOTAL LIQUOR: | 0.00 |
| ----- | |
| SUB-TOTAL: | 38.00 |
| HST: | 4.94 |
| ----- | |
| TOTAL: | 42.94 |
| ===== | |

With Pleasure
H.S.T # 89194 4092 RT0001

SASSAFRAZ

100 Cumberland Street Toronto, ON

Type : PreAuth
Card Number :
Date : 02/24/2013 08:54:24 PM
Reference # :
Check : 393424
Server Name : Steve S
Table : 237
Approval # :

Sub Total: \$42.94

Tip: \$ 6.00

Total: \$ 48.94

01 Approved - Thank You 027

* Customer Copy *

OLIVER & BONACINI
CAFE GRILL

33 Yonge St.
Toronto, Ontario
647-260-2070

Date: 02-26-13 1:05 Slip: 5080032052
Server: BAR AM Trans: 0
Table: 243 Guests: 0

SEAT:4

| Description | Amount |
|-------------------|--------|
| Diet Coke | 3.25 |
| Macaroni & Cheese | 15.95 |
| Subtotal | 19.20 |
| Sales Tax | 2.50 |
| Total \$ | 21.70 |

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at Oliver & Bonacini

from intimate gatherings to
large scale affairs, O&B's extensive
portfolio of restaurant and event
spaces offers the perfect venue
for any occasion

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HST# 915140413

OLIVER & BONACINI
33 YONGE ST
TORONTO ON

SC

CARD *****
CARD TYPE
DATE 2013/02/26
TIME 1339 14:20:57
CLERK ID B73
INVOICE # 2434
RECEIPT NUMBER

PURCHASE
AMOUNT \$21.70
TIP \$3.26
TOTAL

\$24.96

MasterCard

APPROVED

AUTH# 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

HMS HOST
FIONN MACCOOLS
TORONTO PEARSON INT'L AIRPORT

3048 NATALIE 2

TBL 199/1 CHK 7764 GST 2
FEB27'13 8:37AM

**** SEAT 1 ****

1 COFFEE 2.59
1 EGGS BENEDICT 12.00
TAX 1.90
TOTAL DUE \$ 16.49

**** SEAT 2 ****

1 COFFEE 2.59
1 CANADIAN BRKFAST 11.00
OVER MED
PEAMEAL B
WHEAT TOAST
TAX 1.77
TOTAL DUE \$ 15.36

TAX 3.60
TOTAL DUE \$ 18.96

Thank You, Comments & Questions
toronto.comments@hmshost.com
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GST# 137312901

3323 FIONN MACCOOL'S
6 - 6855 AIRPORT RD #427
MISSISSAUGA, ON L4V1Y9
4167769768

MERCHANT ID: TERM ID: 002
SERVER: 3048

SALE

XXXXXXXXXXXXXXXX

02/27/13 ENTRY METHOD: CHIP
09:56:07
INV #: 000012 APPR CODE:
BATCH #:
REF #:

AMOUNT \$16.49
TIP \$2.47
=====

TOTAL \$18.96

PIH VERIFIED BY CARD ISSUER
CARDHOLDER AGREES TO PAY ABOVE
TOTAL AMOUNT IN ACCORDANCE WITH
CARD ISSUER'S AGREEMENT
MERCHANT AGREEMENT IF CREDIT VOUCHER
RETAIN THIS COPY FOR STATEMENT
VERIFICATION
CARDHOLDER COPY

APPROVED

APPLICATION LABEL:
AID: A0000000041010
TUR: 00 00 00 00 00
TSI: 00 00

SC

SUSAN CHURCH

| | |
|----------------|-----------------------|
| CLERK / COMMIS | AUTH. NO. / N° D'AUT. |
|----------------|-----------------------|

Valid and Expiry Date Checked
 Vérification de la date de validation
 et de la date d'expiration

| | | | |
|------|-----------|-----------|-----------|
| DATE | M-M / M-M | D-J / D-J | Y-A / Y-A |
| | 02 | 27 | 09 |

| DESCRIPTION | AMOUNT / MONTANT |
|------------------|-------------------|
| G.S.T./T.P.S. | 69 : 00 |
| H.S.T./T.V.H. | 6 : 50 |
| P.S.T./T.V.P. | |
| Q.S.T./T.V.Q. | |
| TIP POURBOIRE | 6 : 50 |
| TOTAL | 71 : 50 |

part
with
ent

CUSTOMER COPY / COPIE DU CLIENT

S. CAN. CDN

AC

Subject:

FW: Important information regarding your ASCD Membership

FEB 2013 TO FEB 2014

Dear Susan

Thank you for your membership over the past year. In accordance with your previous instructions, we will renew your ASCD Select Membership through the Credit Card Auto Renewal program on 3/8/2013. If you no longer own this card or need to update any information, please contact our Service Center at 1-800-933-2723, then press 1. There is no need for you to take any action whatsoever if all of the information below is correct: .

Card Type:

Credit Card number:

Cardholder name: Susan Church

2/22/2013

Credit Card expiration date:

Your card will be charged **89.00** for an ASCD **Select** Membership. $\times 1.0512 = \$ 93.56$

If you no longer own this card or need to update any information, please contact our Service Center at 1-800-933-2723, then press 1. There is no need for you to take any action whatsoever if all of the information below is correct: We highly encourage you to make any changes at least five business days prior to your payment date, 3/8/2013. Errors in processing your credit card will cause your membership to expire.

Questions regarding your membership should be directed to the ASCD Service Center at 800-933-2723 or 703-578-9600, then press 1, Monday through Friday, 8:00 a.m. to 6:00 p.m., Eastern Time, or e-mail ASCD at member@ascd.org or send a fax to 703-575-5400.

We look forward to continuing to provide you with cutting-edge professional development .

Sincerely,

Marilyn Whipple
Service Center Director

"Join the world's most powerful educators at the ASCD Annual Conference, March 16-18, in Chicago, Ill. Choose from more than 400 professional development workshops, featuring the most respected education leaders. Enjoy insights from Maya Angelou, Freeman A. Hrabowski III, Sandra Day O'Connor, and more. Register NOW at ac13.ascd.org."