

## expense | monthly tracking report

claimant | Bowen-Eyre, Joy  
position | Trustee, Wards 1 & 2  
level | Board of Trustees  
reporting period | November 1 to December 31, 2015  
date of report | February-12-16



**Calgary Board  
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
ASBA Fall General Meeting	Nov 15, 2015	Registration - ASBA FGM, Edmonton, AB Nov 15-17, 2015	\$708.75	travel	PD course or registration fee
ASBA Fall General Meeting	Nov 15, 2015	Accommodation - ASBA FGM, Edmonton, AB Nov 15-17, 2015	\$359.26	travel	PD accommodation
ASBA Fall General Meeting	Nov 15, 2015	Meals - ASBA FGM, Nov 15-17, 2015	\$33.00	travel	PD food/non alcoholic beverage
Bell Mobility Invoice	Nov 17, 2015	Monthly Service Plan	\$54.90	other disclosed	telecom/cell phone
Police Chief Luncheon	Dec 16, 2015	Police Chief Roger Chaffin Luncheon	\$55.00	other disclosed	PD food/non alcoholic beverage
Bell Mobility Invoice	Dec 17, 2015	Monthly Service Plan	\$54.53	other disclosed	telecom/cell phone



Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Details of Trip (Please Print)

Date: Nov 25, 2015

Trustee's Name Joy Bowen-Eyre, Chair, Trustee, Wards 1 & 2

Purpose of Trip / Name of Conference: ASBA Fall General Meeting

Departure and Return Date Nov 15-17, 2015

Destination: Edmonton, Alberta

Description of Expenses   Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ Payroll for Mileage (including GST)	Amount Paid By Claimant For Out of Pocket Expenditures (including GST)	Alias to be Charged for Claimant's Expenses
<b>Registration/Conference Fees</b>	708.75		708.75		
<b>Travel Costs</b>					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination					
<b>Accommodation</b>					
2 Nights @ \$ 179.63 (Single Rate)	359.26		359.26		
<b>Telecommunication Charges</b> (Internet, Phone calls)					
<b>Meals – Receipts required</b> (Including tips, excluding meals covered by Conference or Others)					
0 Breakfast(s) (Maximum \$12.00 each)					
0 Lunch(es) (Maximum \$17.00 each)					
2 Dinner(s) (Maximum \$26.00 each)	33.00			33.00	
<b>Other – Provide Details</b>					
<b>TOTAL COST OF TRIP</b>	1101.01		1068.01		
<b>AMOUNT DUE TO CLAIMANT / &lt;CBE&gt;</b>				33.00	

**GST Breakout Area**

**NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.**

Personal Information is collected under the authority of Alberta's *Freedom of Information and Protection of Privacy Act (FOIP)*. The information included in this report is collected for the purpose of expense reporting and reimbursement and may be disclosed to the public as required by the CBE's policies and practices, Alberta Government policies and legislation, or a FOIP request. I have reviewed the attachments to ensure that confidential information has been removed or redacted. I certify that the above claim is correct.

Claimant's Signature

Payment Authorization



Alberta School Boards  
Association

1200, 9925 - 109 Street Edmonton, Alberta T5K 2J8  
Phone: 1.780.482.7311 Fax: 1.780.482.5659  
www.asba.ab.ca Email: hrogers@asba.ab.ca Business #: 10669 4268

**BILL TO:**

Calgary Board of Education  
1221 - 8 St SW  
Calgary AB T2R 0L4



(403) 817-7933 Ext.

# INVOICE

NUMBER

DATE December 07, 2015

Customer Number	P.O. NUMBER	TERMS	
CAL02		Due on Receipt	
DESCRIPTION	REQ.	UNIT PRICE	EXTENDED PRICE
Fall General Meeting 2015  Attendee(s): J Bowen-Eyre	1	675.00	675.00
		NET AMOUNT	675.00
		FREIGHT G.S.T.	33.75
		<b>TOTAL DUE</b>	<b>\$708.75</b>

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454

Joy Bowen-Eyre  
 1221 8th St. S.w  
 Calgary, AB T2R 0L4  
 Canada  
 Email:  
 SBK15D - ASBA 2015

Page Number : 1  
 Guest Number:  
 Folio ID : A  
 No. Of Guest:  
 Room Number :  
 Room Rate : 160.00  
 Club Account:

Invoice Nbr:  
 Arrive Date: 15-NOV-15 14:34  
 Depart Date: 17-NOV-15 09:08

Tax Invoice

Tax ID: 815461330RT0001  
 The Westin Edmonton 17-NOV-15 09:08 BRADSMO

Date	Reference	Description	Charges	Credits
15-NOV-15	DEPOSIT	Deposit Applied		-179.63
15-NOV-15	RT713	Room Charge	160.00	
15-NOV-15	RT713	GST	8.24	
15-NOV-15	RT713	Destination Marketing Fee	4.80	
15-NOV-15	RT713	Tourism Levy	6.59	
16-NOV-15	RT713	Room Charge	160.00	
16-NOV-15	RT713	GST	8.24	
16-NOV-15	RT713	Destination Marketing Fee	4.80	
16-NOV-15	RT713	Tourism Levy	6.59	
17-NOV-15	MC	Mastercard		-179.63
		** Total	359.26	-359.26
		*** Balance	0.00	

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 Continued on the next page

Tell us about your stay. [www.westin.com/reviews](http://www.westin.com/reviews) earn more at  
[westin.com/eatwell](http://westin.com/eatwell)

\*\*\*\*\*

CHECK # 425276      DATE 11/15/15  
TABLE # 103      TIME 6:50PM

DINING : GABRIEL

SEAT#	ITEMS ORDERED	AMOUNT
4	BAJA FISH TACOS APP	8.00
	small yam fries	6.95
	SUBTOTAL	14.95
	GST	0.75
		-----
		15.70
	TOTAL	15.70

\*\*\*\*\*

SUBTOTAL      14.95  
GST      0.75

TOTAL DUE      15.70

# OF GUESTS      1

New Year's Eve 2016  
Brewmaster's Dinner & Dance  
Tickets Now on Sale!  
Ask your server for details  
or visit us online at  
CRAFTbeermarket.ca  
780.424.BEER(2337)

GST# 843991241 R10001

\*\*\*\*\*

CHECK # 425495      DATE 11/16/15  
TABLE # 151      TIME 7:17PM

DINING : LYDIA

SEAT#	ITEMS ORDERED	AMOUNT
2	BUTTERNUT RAVIOLI	11.99
	DESSERT IN A JAR, 0.50	4.50
	SUBTOTAL	16.49
	GST	0.82
		-----
		17.31
	TOTAL	17.31

\*\*\*\*\*

SUBTOTAL      16.49  
GST      0.82

TOTAL DUE      17.31

ROUNDED TOTAL      -0.01  
17.30

# OF GUESTS      1

New Year's Eve 2016  
Brewmaster's Dinner & Dance  
Tickets Now on Sale!  
Ask your server for details  
or visit us online at  
CRAFTbeermarket.ca  
780.424.BEER(2337)

GST# 843991241 R10001

**Mobile**  
**Bill Date: November 17, 2015**  
**Joy Bowen-Eyre**  
**Mobile Ref.**  
**Trustees Office**

**Account #**  
**Next Bill Date: December 17, 2015**

1940

DUPLICATE  
 NOV 27 2015  
 ACCOUNTS PAYABLE

**CURRENT CHARGES**

**Monthly charges billed to Dec 16, 2015**

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes:		
3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Alberta Government 911 fee		0.44
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Corporate Data Flex USA		0.00
Etelesolv	\$1.25	
less 100.00% Promotional Discount	-1.25	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	-3.50	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	-12.00	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	-15.00	0.00
Includes:		
Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

<b>FOR YOUR INFORMATION...</b>	
<b><u>Discount Summary</u></b>	
Total discounts	\$103.75
<b>Total this month \$103.75</b>	
<b><u>Usage Summary</u></b> <span style="float: right;"><b>min:sec</b></span>	
Weekday	43:12
<b>Total time used 43:12</b>	
<b><u>Event Summary</u></b>	
Total Events	10
<b>Total this month \$0.00</b>	
<b><u>Packet Plan Usage Summary</u></b>	
Total megabytes	97.1856
<b>Total this month \$0.00</b>	

**Mobile**  
**Bill Date: November 17, 2015**  
**Joy Bowen-Eyre**  
**Mobile Ref.**  
**Trustees Office**

**Account #**  
**Next Bill Date: December 17, 2015**

**1940**

## **CURRENT CHARGES**

### **Usage and long distance**

250 Anytime minutes Local Calling		
@\$.00/minute	43:12 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	97.1856 MB	0.00
Text message	6 events	0.00
Travel text saver Unlimited Incoming Messages		
	3 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	1 event	0.00
Long distance		0.35
<b>Taxes</b>		
GST		2.61

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**Total current charges** **\$54.90**

Event

# Police Chief Roger Chaffin - Canadian Club of Calgary Christmas Reception



Date+Time

Location

Wednesday, 16 December 2015  
from 5:00 PM to 8:00 PM (MST)

Ranchmen's Club  
710 13 Avenue Southwest  
Calgary, AB T2R 0K9  
Canada

Payment Status

Eventbrite  
Completed

Order Info

Order #475721202. Ordered by grace st croix on 30 November 2015 1:46 PM

Type Joy Bowen-Eyre, Chair

Guest of a Member (max 2) \$52.50  
GST/HST \$2.50



**Do you organize events?**

Start selling in minutes with Eventbrite!

[www.eventbrite.ca](http://www.eventbrite.ca)



**Mobile**  
**Bill Date: December 17, 2015**  
**Joy Bowen-Eyre**  
**Mobile Ref.**  
**Trustees Office**

**Account #**  
**Next Bill Date: January 17, 2016**

1914

**DUPLICATE**  
**JAN 04 2016**  
**ACCOUNTS PAYABLE**

**CURRENT CHARGES**

**Monthly charges billed to Jan 16, 2016**

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	-10.00	20.00
Includes: 3 Way Calling		
Call Forwarding		
Call Waiting		
250 Anytime minutes		0.00
Alberta Government 911 fee		0.44
Email& Internet BlackBerry 1GB	\$45.00	
less 33.33% Promotional Discount	-15.00	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Corporate Data Flex USA		0.00
Etelesolv	\$1.25	
less 100.00% Promotional Discount	-1.25	0.00
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Sharing Feature	\$5.00	
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6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	-7.00	0.00
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	-15.00	0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
\$1/MB US Data	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
US Roaming \$0.25/min		0.00

<b>FOR YOUR INFORMATION...</b>	
<b><u>Discount Summary</u></b>	
Total discounts	\$103.75
<b>Total this month <span style="float: right;">\$103.75</span></b>	
<b><u>Usage Summary</u> <span style="float: right;"><i>min:sec</i></span></b>	
Weekday	37:33
Weeknight	2:37
<b>Total time used <span style="float: right;">40:10</span></b>	
<b><u>Event Summary</u></b>	
Total Events	74
Total this month	\$0.00
<b><u>Packet Plan Usage Summary</u></b>	
Total megabytes	74.3653
Total this month	\$0.00

Mobile  
Bill Date: December 17, 2015  
Joy Bowen-Eyre  
Mobile Ref.  
Trustees Office

Account #  
Next Bill Date: January 17, 2016

1914

## CURRENT CHARGES

### Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	5:33 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	74.3653 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	0:37 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	34:00 min:sec	0.00
Text message	11 events	0.00
Travel text saver Unlimited Incoming Messages		
	44 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	19 events	0.00
<b>Taxes</b>		
GST		2.59

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**Total current charges** **\$54.53**