

expense | monthly tracking report

claimant | Francis, Greg
 position | General Counsel and Superintendent, HR
 level | Superintendent
 reporting period | January 1 to February 28, 2016
 date of report | April-08-16



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
cellphone	01/17/2016	monthly service	\$63.21	other disclosed	telecom/cell phone
cellphone	02/17/2016	monthly service	\$62.89	other disclosed	telecom/cell phone
lunch meeting	01/09/2016	meeting with external counsel	\$73.04	working session	BUS food/non alcoholic beverage
business meeting	01/12/2016	meeting with union leader	\$65.39	working session	BUS food/non alcoholic beverage
accommodation	02/04/2016	Mtgs with Edmonton School Districts & Deputy Chief of Staff	\$280.68	travel	BUS accommodation
meal per diems	02/04/2016	meals for trip to Edmonton as above	\$84.00	travel	BUS food/non alcoholic beverage
parking	02/04/2016	parking at hotel in Edmonton	\$39.80	travel	BUS general
mileage	02/04/2016	Calgary/Edmonton - return	\$299.00	travel	BUS mileage

Mobile [REDACTED]
 Bill Date: January 17, 2016
GREG FRANCIS
 Mobile Ref. [REDACTED]
 1221-8ST SW
 CALGARY, AB T2R 0L4
 Legal Services

Account # [REDACTED]
 Next Bill Date: February 17, 2016

1284of 1886

CURRENT CHARGES for [REDACTED]

Monthly charges billed to Feb 16, 2016

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	<u>-10.00</u>	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	<u>-15.00</u>	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Corporate Data Flex USA		0.00
Etelesolv	\$1.25	
less 100.00% Promotional Discount	<u>-1.25</u>	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	<u>-3.50</u>	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	<u>-12.00</u>	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	<u>-15.00</u>	0.00
Includes:		
Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
US Roaming \$0.25/min		0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$100.75
Total this month	\$100.75
Usage Summary	
	<i>min:sec</i>
Weekday	191:32
Weekend	13:00
Weeknight	6:11
Total time used	210:43
Event Summary	
Total Events	563
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	175.9523
Total this month	\$0.00

Mobile [REDACTED]
Bill Date: January 17, 2016
GREG FRANCIS
Mobile Ref. [REDACTED]
Legal Services

Account # [REDACTED]
Next Bill Date: February 17, 2016

1285of 1886

CURRENT CHARGES for [REDACTED] (continued)

Other charges and credits

US Roaming \$0.25/min	Dec 26 to Jan 16	0.00
Travel text saver	Dec 26 to Jan 16 \$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	108:11 min:sec	0.00
Email& Internet BlackBerry 1GB Data Usage		
@\$.00/MB	175.9523 MB	0.00
Business Anytime Unlmted. Nights & Wknds Unlimited Usage		
@\$.00/minute	19:11 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	39:21 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	44:00 min:sec	0.00
Free Bell Message	8 events	0.00
Text message	12 events	0.00
Picture/Video messaging	4 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	255 events	0.00
Can-Can/US Text - Unlimited Unlimited Incoming Messages		
	183 events	0.00
US Voice & Text \$30 - 30 days Unlimited Incoming Messages		
	101 events	0.00
Long distance		8.20

Taxes

GST	3.05
BC PST	0.02

Total current charges **\$63.21**



Mobile [REDACTED]
Bill Date: January 17, 2016

Account # [REDACTED]
Next Bill Date: February 17, 2016

1286of 1886

ITEMIZED LONG DISTANCE CALLS

<i>no.</i>	<i>date</i>	<i>time</i>	<i>type</i>	<i>from</i>	<i>to</i>	<i>number called</i>	<i>min:sec</i>	<i>rate</i>	<i>long dist.</i>	<i>total</i>
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Total usage	0.00
Total long distance	8.20
Subtotal	\$8.20
Total	\$8.20

CALL TYPES:
BM2BM: Bell Mobility to Bell Mobi

Mobile [REDACTED]
 Bill Date: February 17, 2016
 GREG FRANCIS
 Mobile Ref. [REDACTED]
 1221-8ST SW
 CALGARY, AB T2R 0L4
 Legal Services

Account # [REDACTED]
 Next Bill Date: March 17, 2016

CURRENT CHARGES for 4 [REDACTED]

Monthly charges billed to Mar 16, 2016

Corporate Share plan 30-10 36M	\$30.00	
less 33.33% Promotional Discount	<u>-10.00</u>	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	<u>-15.00</u>	30.00
Bell to Bell Calling 10 - Mob	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Corporate Data Flex USA		0.00
Etelesolv	\$1.25	
less 100.00% Promotional Discount	<u>-1.25</u>	0.00
Business Anytime Unlmted. Nights & Wknds	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Sharing Feature	\$5.00	
less 70.00% Promotional Discount	<u>-3.50</u>	1.50
Travel text saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Message Centre & Call Display Bundle	\$12.00	
less 100.00% Promotional Discount	<u>-12.00</u>	0.00
6pm to 8pm Calling	\$7.00	
less 100.00% Promotional Discount	<u>-7.00</u>	0.00
Can-Can/US Text - Unlimited	\$15.00	
less 100.00% Promotional Discount	<u>-15.00</u>	0.00
Includes:		
Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
US Roaming \$0.25/min		0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$93.75
Total this month	\$93.75
Usage Summary	
	<i>min:sec</i>
Weekday	242:08
Weekend	23:23
Weeknight	4:23
Total time used	269:54
Event Summary	
Total Events	591
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	268.0814
Total this month	\$0.00

Mobile [REDACTED]
Bill Date: February 17, 2016
GREG FRANCIS
Mobile Ref. [REDACTED]
Legal Services

Account # [REDACTED]
Next Bill Date: March 17, 2016

1293of 1908

CURRENT CHARGES for [REDACTED] (continued)

Usage and long distance

250 Anytime minutes Local Calling		
@\$.00/minute	189:47 min:sec	0.00
Internet BlackBerry 1GB Data Usage		
@\$.00/MB	268.0814 MB	0.00
Business Anytime Unlmt. Nights & Wknds Unlimited Usage		
@\$.00/minute	26:46 min:sec	0.00
6pm to 8pm Calling Unlimited Usage		
@\$.00/minute	8:21 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility		
@\$.00/minute	45:00 min:sec	0.00
Free Bell Message	2 events	0.00
Text message	13 events	0.00
Can-Can/US Text - Unlimited Incl. Messages		
	271 events	0.00
Can-Can/US Text - Unlimited Unlimited Incoming Messages		
	305 events	0.00
Long distance		7.90
Taxes		
GST		3.05

Total current charges \$62.89

Mobile [REDACTED]

Account # [REDACTED]

1294of 1908

Bill Date: February 17, 2016

Next Bill Date: March 17, 2016

ITEMIZED LONG DISTANCE CALLS

<i>no.</i>	<i>date</i>	<i>time</i>	<i>type</i>	<i>from</i>	<i>to</i>	<i>number called</i>	<i>min:sec</i>	<i>rate</i>	<i>long dist.</i>	<i>total</i>
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Total usage	0.00
Total long distance	7.90
Subtotal	\$7.90
Total	\$7.90

CALL TYPES:
BM2BM: Bell Mobility to Bell Mobi



thanks

4TH SPOT RESTAURANT & BAR
2620 4 St NW
Calgary, Alberta
Tel: (403) 984-3474
Check #: 311484

Server: Samar Date: 01/09/2016
Table: 23 Time: 13:28
Client: 2

1	One Love Tacos	14.99
	\$Sweet potato	1.99
1	Small Guacamole	0.99
1	Firefighter Station	16.99
1	Who Cut the Cheese	16.99
1	Coke	3.25
1	Orange Juice	3.75

SUB-TOTAL: 58.95
: 2.95

TOTAL: 61.90

4th Spot is Your Spot!

GST#826837601RT0001

4TH SPOT KITCHEN AND BAR
2620 4 ST NW
CALGARY AB

CARD *****8818
CARD TYPE MASTERCARD
DATE 2016/01/09
TIME 9006 13:32:40
RECEIPT NUMBER
C85027030-001-236-003-0

PURCHASE
AMOUNT \$61.90
TIP \$11.14
TOTAL

\$73.04

MasterCard
A0000000041010
4B2427868A3A6D12
0000008000-E800
A2B5321B26B85715

APPROVED

AUTH# 153241 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

JUREE'S THAI PLACE
 RESTAURANT
 2055 16 AVE NW
 CALGARY AB

#13

Thai Place
 2055 16th AVE NW
 Calgary, AB T2M 0M3
 Phone (403)264-6477
 Business # 866031719RT0001

Date: Jan 12, 2016 Time: 07:12PM
 Server: Wasana # Guest: 2
 Bill: 85693 Table : 13

1	Tea	1.75
2	Chicken With Coconut Milk Soup	16.00
1	Matsaman Curry With Chicken	15.00
1	Panang Curry Prawn	16.00
1	Coconut Rice Small	4.00

 Subtotal 52.75
 GST 66031719 2.64

Total 55.39

Food 51.00
 Beverage 1.75

Open Time : Jan 12, 2016 06:01PM

CARD 8818
 CARD TYPE MASTERCARD
 DATE 2016/01/12
 TIME 8781 19:19:52
 RECEIPT NUMBER
 C82025767-001-126-013-0

 PURCHASE
 AMOUNT \$55.39
 TIP \$10.00
 TOTAL

\$65.39

 MasterCard
 A0000000041010
 B3CB9757BBBC3F09
 0000008000-E800
 5AE3261FE4F7CCF2

APPROVED

AUTH# 211953 01-027
 THANK YOU

CARDHOLDER COPY

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Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures.

Return completed form to Service Delivery, Education Centre

Details of Trip | Please Print Date: Feb 11/16.
 Employee's Name Greg Francis Vendor #: [REDACTED]
 School / Department to mail cheque to Legal Services
 Purpose of Trip / Name of Conference Meetings w/ Edmonton School Districts & Deputy
 Departure and Return Dates Feb 2-4 Destination: Edmonton. Chief of Staff.

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)	Amount Paid by Claimant For Out of Pocket Expenditures (including GST)	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)					
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary					
▪ Taxi/Shuttle Bus/Car Rental at Destination					
▪ Personal Vehicle <u>598</u> km @ 50¢/km (submit on Km Payment Form to Payroll)	<u>299</u>			<u>299</u>	Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>2.</u> @ <u>140.13</u> Nights	<u>280.68</u>		<u>280.68</u>		<u>9481-POTRAVEL</u>
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast <u>2</u> @ \$12.00	<u>24.00</u>			<u>24.00</u>	<u>9481-POTRAVEL</u>
▪ Lunch <u>2</u> @ \$17.00	<u>34.00</u>			<u>34.00</u>	<u>9481-POTRAVEL</u>
▪ Dinner <u>1</u> @ \$26.00	<u>26.00</u>			<u>26.00</u>	<u>9481-POTRAVEL</u>
▪ Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination	<u>39.80</u>		<u>39.80</u>		
Other – Provide Details					
TOTAL COST OF TRIP	<u>703.48</u>		<u>320.48</u>	<u>383.00</u>	
CASH ADVANCE IF ANY-Ref #					
AMOUNT DUE TO (OWING BY) CLAIMANT				<u>383.00</u>	
GST Breakout Area	<u>14.78</u>				

I certify that the above claim is correct:

Claimant's Signature

Approved by Superordinate

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



10155 105th Street,
 Edmonton, AB T5J 1E2
 Tel: (780) 423 4811 Fax: (780) 423 3204

0308

Mr Greg Francis
 [REDACTED]
 CALGARY AB T2N 2M3
 CANADA

Invoice

Invoice date 2/4/2016
 Invoice number 312863
 Our reference CEP-FC549744 /
 Client Number CRS-G2467086
 GST Number 10103 5467 RT0020

Guest	Mr Greg Francis	Arrival	2/2/2016	Departure	2/4/2016	Room	0308
Date	Description	Quantity	Unit Price			Total ()	
2/2/2016	Room Charge	1	125.00			125.00	
2/2/2016	GST Taxes	1	6.44			6.44	
2/2/2016	Tourism Levy	1	5.15			5.15	
2/2/2016	Destination Market Fee	1	3.75			3.75	
2/2/2016	Parking Daily	1	18.95			18.95	
2/2/2016	Federal Tax GST Parking	1	0.95			0.95	
2/2/2016	Federal Tax GST Parking	1	125.00			125.00	
2/3/2016	Room Charge	1	6.44			6.44	
2/3/2016	GST Taxes	1	5.15			5.15	
2/3/2016	Tourism Levy	1	3.75			3.75	
2/3/2016	Destination Market Fee	1	3.75			3.75	
2/3/2016	Parking Daily	1	18.95			18.95	
2/3/2016	Federal Tax GST Parking	1	0.95			0.95	
Total invoice						320.48	
2/4/2016	MC ****8818 Auth: 105650					-320.48	

Subtotal 320.48

For reservations: www.coasthotels.com or 1-800-663-1144