expense | monthly tracking report

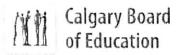
claimant | Bowen-Eyre, Joy position | Trustee, Wards 1 & 2 level | Board of Trustees

reporting period | May 1 to June 30, 2016

date of report | August-15-16



Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Mtg. w/ Education Minister May	05/12/16	Mileage from Calgary to Edmonton Return May	\$300.00	travel	BUS mileage
12 & MGA May 13 2016		12/13 2016			
Mtg. w/ Education Minister May	05/12/16	Parking May 13 2016	\$28.00	travel	BUS general
12 & MGA May 13 2016					
Mtg. w/ Education Minister May	05/12/16	Accommodation - May 12/13 2016	\$136.25	travel	BUS accommodation
Bell Mobility Invoice	05/19/16	Monthly Service Plan	\$56.37	other disclosed	telecom/cell phone
ASBA Spring General Mtg. Red	06/05/16	Registration Fee - ASBA SGM, June 5/7 2016	\$656.25	travel	conferences & workshops
Deer, AB					
ASBA Spring General Mtg. Red	06/05/16	Accommodation - June 5/7 2016	\$350.08	travel	BUS accommodation
Deer, AB					
ASBA Spring General Mtg. Red	06/05/16	Meals - June 5 2016	\$19.94	travel	BUS food/non alcoholic beverage
Deer, AB					
Bell Mobility Invoice	06/17/16	Monthly Service Plan	\$55.94	other disclosed	telecom/cell phone



Calgary Board Trustee Professional Development and of Education Travel & Bubbletones Co. Travel & Subsistence Expense Report

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 Pant Date: May 24, 2016					
Trustee's Name Joy Bowen-Eyre, (Chair				
Purpose of Trip / Name of Conference		w/ Education	n Minister May 12 &	MGA Mtg. May 13,	2016
Departure and Return Date May 12-	-13, 2016		_Destination: <u>Edmo</u> i	nton, 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 fo Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle 600 Km @ 50¢/Km (submit via PeopleSoft)	300		300		
Parking – at Destination	28.00			28.00	
Accommodation					
1 Nights @ \$ 136.25 (Single Rate)	136.25			136.25	
Telecommunication Charges					
(Internet, Phone calls)					
Meals - Receipts required					
(Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
Lunch(es) (Maximum \$17.00 each)					
Dinner(s) (Maximum \$26.00 each)					
Other - Provide Details					
TOTAL COST OF TRIP	464.25		300.00		
AMOUNT DUE TO CLAIMANT / <cbe></cbe>				164.25	
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	



Joy Eyre Folio No. : Room No. :

A/R Number : Arrival : 05-12-16

Calgary AB T3G 4L8 Group Code : Departure : 05-14-16
Canada : Company : Conf. No. :

Company : Conf. No. : Rate Code :

Invoice No. : Page No. : 1 of 1

Date		Description		Charges	Credits
05-12-16	*Accommodation			125.00	
05-12-16	GST Tax - 5%			6.25	
05-12-16	Alberta Tourism L	.evy - 4%		5.00	
05-14-16	Visa	xxxxxxxxxx			136.25
Thank you your accou	for staying with usi	Qualifying points for this stay will automatically be credited to cout your stay by writing a review here - www.ihg.com/reviews.	Total	136.25	136.25
	e look forward to welcoming you back soon.		Balance	0.00	

Guest Signature:

I have received the goods and / or services in the amount shown heren. I agree that my liablity for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate falls to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

License Plate Number

Expiration Date/Time

06:00 PM MAY 13, 2016

Purchase Date/Time: 08:11am May 13, 2016 Total Parking: \$26.67 Total gst: \$1.33 Total Due: \$28.00 Total Paid: \$28.00 Ticket #: S/N #: 50001 Setting: Lot 237 Mach Name: Meter 1

Rate: \$28 - Early Bird Payment Type: Card

Auth #: GST #887315638RT0006 INPARK LOT 237

PARKING RECEIPT: PARKING RECEIPT ... PARKING RECEIPT





Kilometre Travel Log

Direction

ns: Complete this form to track kilometres travelled. To receive payment, please enter the total weekly kilometres into your timesheet in PeopleSoft, then submit a hardcopy of the Kilometre Travel Log form to your Manager or Principal. You may wish to retain a copy for your own records.

Section 1. Ve	sur Employee Information To be som	inloted by Employee		
Employee ID	our Employee Information To be com * First Name:* Joy	Last Name:* Bowen-Eyre, C	bair Turataa Marala 1	9.7
Employee ID	. First Name. 30y	Last Name. Bowen-Eyre, C	itali, irustee watus i	O. /
	ip Details: To be completed by Emplo h trip on a separate row.	yee Record the date, purpose, begi	inning and ending location	ns, and
Date DD-MM-YY	Purpose for Trip	Trip Starts From Tri	ip Ends At	Distance in km
12-05-16	Meeting w/ Education Minister	Calgary	dmonton	300
12-05-16	May 12 & MGA Mtg May 13	Edmonton Ca	algary	300
		1		
	Alias:			
		1		
The total week	kly km must be entered into the timeshe	et in PeopleSoft.	otal Kilometres	600
Section 3: To	be completed by Employee and Appropriate to be completed by Employee and			Travel Log
Employee Signature:*		Time Approver Name:*	Janice Barkway	
Employee Phone:*	403-817-7928	Time Approver Signature:*		/
Date DD-MM-Y	Time Approver Phone:* 403-817-7924	Date DD-MM-YY:*	116	U
Personal information	n is collected under the authority of Alberta's Freedom	of Information and Protection of Privacy Act (I	FOIP) This information will be us	ed for the

Personal information is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP). This information will be used for the management of personnel and for the delivery of various Human Resources programs at the Calgary Board of Education. It will be treated in accordance with the privacy protection provisions of FOIP. If you have any questions about the FOIP Act, please access http://www.cbe.ab.ca/legal/foip. If you have any questions about this form and/or the use of the information, please contact the Employee Contact Centre at 1-877-353-2555.

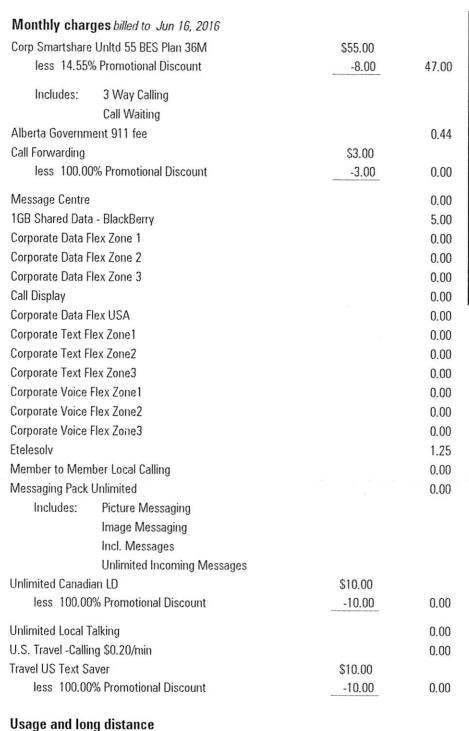


Mobile

Bill Date: May 17, 2016

Joy Bowen-Eyre Mobile Ref. Trustees Office Next Bill Date: June 17, 2016

CURRENT CHARGES



83.4372 MB

0.00

FOR YOUR INFORMAT	10N
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary	min:sec
Weekday	52:00
Weekend	1:00
Total time used	53:00
Event Summary	
Total Events	12
Total this month	\$0.00
Packet Plan Usage Su	ımmary
Total megabytes	83.4372
Total this month	\$0.00

1GB Shared Data - BlackBerry Data Usage

Mobile

Bill Date: May 17, 2016 Joy Bowen-Eyre

Mobile Ref. Trustees Office Next Bill Date: June 17, 2016

CURRENT CHARGES

Unlimited Local Talking Unlimited Usage

 @\$.00/minute
 53:00 min:sec
 0.00

 Text message
 12 events
 0.00

Taxes

GST 2.68

Total current charges \$56.37

Calgary Board Final de l'Eures stoneur Development and final de l'Eures stoneur Development and final de l'Eures stoneur Espense Report

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.

Constitution of the Consti					
Trustee's Name Joy Bowen-Eyre, \	/ice-Chair,	Trustee, War	ds 1 & 2		
Purpose of Trip / Name of Conference	ce: ASBA S	pring Genera	I Meeting		
Departure and Return Date June 5-	7 2016		_Destination: Red D	eer, Alberta	······································
Pasoriprion of Engarage mase ritach raceoss	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount	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
Registration/Conference Fees	656.25		656.25		Invoiced
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					N/A
Parking - at Destination					
Accommodation					
2 Nights @ \$ <u>175.04</u> (Single Rate)	350.08		350.08		
Telecommunication Charges					
(Internet, Phone calls)					
Meals - Receipts required					
(Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
Lunch(es) (Maximum \$17.00 each)					
1 Dinner(s) (Maximum \$26.00 each)	19.94			19.94	
Other - Provide Details					
TOTAL COST OF TRIP	1026.27		1006.33		
AMOUNT DUE TO CLAIMANT / <cbe></cbe>	•			19.94	
GST Breakout Area					
NOTE: Copies of amounts paid through the	he P-Card, Inv	oices and Mile	age Claim Forms must	also be attached to thi	s 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.

Claimantis Signature)	1 -	 Payment Authorization	. ,	
, , .					



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

INVOICE

NUMBER

0000036092

DATE

June 20, 2016

REQ.	UNIT PRICE 625.00	EXTENDED PRICE
	PRICE	
1	625.00	
	025.00	625.0
	,	
		l
		ı
	NET AMOUNT	625
	FREIGHT	31
		NET AMOUNT

Sheraton Red Deer 3310 50 Avenue Red Deer, AB T4N 3X9

Canada

Tel: 403-346-2091 Fax: 403-340-0255



16.06

Page Number Invoice Nbr Joy Bowen-Eyre 1

Guest Number

Folio ID Α

17:33 Arrive Date 05-JUN-16 Depart Date 07-JUN-16 10:31

No. Of Guest Room Number

Club Account

Tax Invoice

Tax ID : R849702444

GST Other

GST Total

Sheraton Red Deer 07-JUN-16 10:31 KATICUL

Date	Reference:	Description	Charges (CAD) 124	Credits (CAD)
05-JUN-16	RT705	Room Chrg Grp Association	159.00	
05-JUN-16	RT705	GST Room Charge	8.03	
05-JUN-16	RT705	Tourism Levy	6.42	
05-JUN-16	RT705	SRD Destination Marketing	1.59	
06-JUN-16	RT705	Room Chrg Grp Association	159.00	
06-JUN-16	RT705	GST Room Charge	8.03	
06-JUN-16	RT705	Tourism Levy	6.42	
06-JUN-16	RT705	SRD Destination Marketing	1.59	
07-JUN-16	MC	MasterCard / Diners Intl		-350.08
		** Total	350.08	-350.08
		*** Balance	-0.00	

GST Summary	GST# R849702444	Amount (CAD)
GST F	doom Revenue	16.06
GST F	ood & Beverage	0.00
GST T	elephone	0.00
GST C) Other	0.00

Visit the Sheraton Store and take home our signature bedding, bath and more. Shop now at www.sheraton.com/store

Fast Side Mario's 2004 50 Avenue Red Deer, AB, T4R 3A2 HST 802095604RT0001

15 Sienna T

Dining Room Seat:4

1 Sea Linguine 18.99
Subtotal 18.99
GST 0.95
Total Due 19.94

Rounded if Paying Cash \$19.95

How did we do?

Please give us your 30-Second
feedback right from your phone!

Just type

tellusnow.ca/0
into your mobile browser

thank you for your time.



Mobile

Bill Date: June 17, 2016

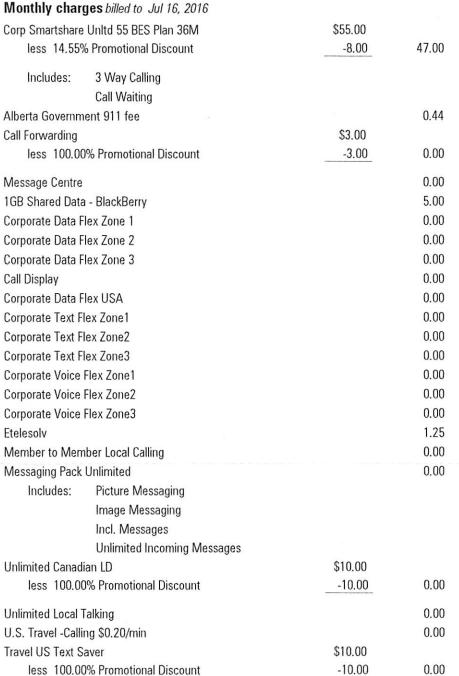
Joy Bowen-Eyre Mobile Ref.

Trustees Office

Next Bill Date: July 17, 2016

-0.41

CURRENT CHARGES



FOR YOUR INFORMAT	10N
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary	min:sec
Weekday	97:00
Total time used	97:00
Event Summary	
Total Events	18
Total this month	\$0.00
Packet Plan Usage Su	ımmary
Total megabytes	65.2342
Total this month	\$0.00

Other charges and credits One Time Billing Adjustment

00044-012118

Mobile Bill Date: June 17, 2016

Joy Bowen-Eyre Mobile Ref. Trustees Office Next Bill Date: July 17, 2016

CURRENT CHARGES

Usage and long distance		
1GB Shared Data - BlackBerry		
@\$.00/MB	65.2342 MB	0.00
Unlimited Local Talking Unlimit	ed Usage	
@\$.00/minute	97:00 min:sec	0.00
Text message	11 events	0.00
Corporate Text Flex Zone2 Unli	mited Incoming Messages	
	5 events	0.00
Messaging Pack Unlimited Incl.	. Messages	
	2 events	0.00
Taxes		
GST		2.66
Total current charges		\$55.94