

expense | monthly tracking report

claimant | Hurdman, Trina
position | Trustee
level | Board of Trustees
reporting period | January 1 to February 28, 2018
date of report | April-13-18



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Bell Mobility Invoice	01/17/18	Monthly Service Charge	\$56.37	other disclosed	telecom/cell phone
ASBA Winter Leadership Academy	01/14-16/18	Conference Fee	\$761.25	travel	PD course or registration fee
ASBA Winter Leadership	01/14-16/18	Accommodation Jan 14/15 2018	\$341.30	travel	PD accommodation
ASBA Winter Leadership Academy	01/14/18	Meal	\$19.69	travel	PD food/non alcoholic beverage
Bell Mobility Invoice	02/17/18	Monthly Service Charge	\$56.37	other disclosed	telecom/cell phone

Bill Date: January 17, 2018
TRUSTEE CHAIR
Mobile Ref.
Trustees Office

Account #
Next Bill Date: February 17, 2018

1756

CURRENT CHARGES

Monthly charges billed to Feb 16, 2018

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
1GB Shared Data - BlackBerry		5.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary min:sec	
Weekday	136:00
Weekend	3:00
Weeknight	1:00
Total time used	140:00
Event Summary	
Total Events	134
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	117.9357
Total this month	\$0.00



000045-010793 45_102_903 6

Bill Date: January 17, 2018

Next Bill Date: February 17, 2018

TRUSTEE CHAIR

Mobile Ref.

Trustees Office

CURRENT CHARGES**Usage and long distance**

1GB Shared Data - BlackBerry Data Usage

@\$.00/MB	117.9357 MB	0.00
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Unlimited Local Talking Unlimited Usage

@\$.00/minute	140:00 min:sec	0.00
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Free Bell Message	2 events	0.00
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Text message	9 events	0.00
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Roam flex Zone 2 - Text Unlimited Incoming Messages

64 events	0.00
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Messaging Pack Unlimited Incl. Messages

59 events	0.00
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Taxes

GST	2.68
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Total current charges	\$56.37
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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: January 31 2018

Trustee's Name Trina Hurdman, Chair & Trustee Wards 1 & 2

Purpose of Trip / Name of Conference: ASBA Winter Leadership Academy

Departure and Return Date January 14/16 2018

Destination: Edmonton

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
Registration/Conference Fees	761.25		761.25		Invoiced
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination					
Accommodation					
2 Nights @ \$ 170.65 (Single Rate)	341.30		341.30		
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)	19.69			19.69	
Other – Provide Details					
TOTAL COST OF TRIP	1122.24		1102.55		
AMOUNT DUE TO CLAIMANT / <CBE>				19.69	

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

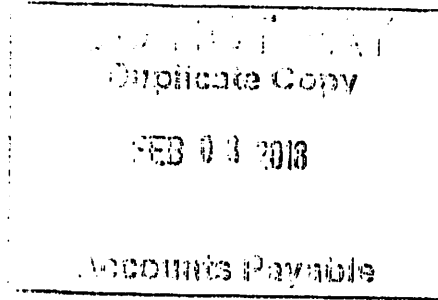
(403) 817-7933 Ext.

*Grace
Trustees*

INVOICE

NUMBER 0000038069

DATE January 29, 2018



Customer Number	P.O. NUMBER	TERMS
CAL02		Due on Receipt

DESCRIPTION	REQ.	UNIT PRICE	EXTENDED PRICE
2018 Winter Leadership Academy, January 15-16 Attendee(s): T.Hurdman, A.Adams, R.Hehr, M.Dennis, J.Hrdlicka, P.Minor	6	725.00	4,350.00

NET AMOUNT 4,350.00

FREIGHT
G.S.T. 217.50

TOTAL DUE \$4,567.50



16615 - 109 Avenue • Edmonton, AB T5P 4K8
 Phone (780) 484-0821 • Fax (780) 486-1634
 For reservations across the nation
 www.westedmonton.doubletree.com or 1-800-222-TREE

Name & Address

HURDMAN, TRINA
 1221 8TH ST SW
 CALGARY AB T2R0L4
 CANADA

Room 1716/NQ
 Arrival Date 1/14/2018 6:56:00 PM
 Departure Date 1/16/2018

Adult/Child 1/0
 Room Rate 152.00

Rate Plan: NTC
 HH #
 AL:
 Car:

Confirmation Number:

1/16/2018



DATE	REFERENCE	DESCRIPTION	AMOUNT
1/14/2018	1405695	GUEST ROOM	\$152.00
1/14/2018	1405695	AB TOURISM LEVY	\$6.26
1/14/2018	1405695	DMF	\$4.56
1/14/2018	1405695	GST	\$7.83
1/15/2018	1406528	GUEST ROOM	\$152.00
1/15/2018	1406528	AB TOURISM LEVY	\$6.26
1/15/2018	1406528	DMF	\$4.56
1/15/2018	1406528	GST	\$7.83
1/16/2018	1406865	MC *9531	(\$341.30)
		BALANCE	\$0.00
EXPENSE REPORT SUMMARY			
		1/14/2018 1/15/2018 STAY TOTAL	
ROOM AND TAX		\$170.65 \$170.65 \$341.30	
DAILY TOTAL		\$170.65 \$170.65 \$341.30	
Total Invoice Amount		\$304.00 \$37.30	



ACCOUNT NO.	
CARD MEMBER NAME	
ESTABLISHMENT NO. & LOCATION GST# 74111-4326 RT0001	ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT
CARD MEMBER'S SIGNATURE X	

DATE OF CHARGE	FOLIO NO./CHECK NO. 205939 A
AUTHORIZATION	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-341.30

MERCHANDISE AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE RESOLD OR RETURNED FOR A CASH REFUND.

PAYMENT DUE UPON RECEIPT



EARLS RESTAURANTS

Earls

Thank You

285 SARA M

Tbl 72/1 Chk 5704 Gst 1
14Jan'18 07:50PM

1 CHK+WONTON BOWL	15.75
Subtotal	15.75
GST Tax	0.79
08:22PM Total	16.54

-- PLEASE PAY YOUR SERVER --
General Manager: Hovig Boyadjian
hboyadjian@earls.ca
Head Chef: Jesse Synnuck
jsynnuck@earls.ca

PLEASE PAY YOUR SERVER
GST # R 133319962

EARLS #10201 W. Edmonton
9961 170th Street
Edmonton AB T6P 4S2
780-481-2222

** TRANSACTION RECORD **

Tran. #: 12162
RUC: Restaurant
Table #: 72
Check #: 5704
Group #: 1
Employee #: 285
Employee Name: SARA M

MasterCard
Pre-Auth Purchase
xxxxxxxxxxxx4205 C
AID: A0000000041010

Amount	\$16.54
Tip	\$3.15
=====	
TOTAL CAD	\$19.69

APPROVED F6233B
00-001 F6233B
EA06WS02/EA06WC02
014001001013
2018/01/14 20:24:37

TUR: 0000008000
TSI: E800

No signature required

Customer Copy

THANK YOU
Come Again

Bill Date: February 17, 2018
TRUSTEE CHAIR
Mobile Ref.
Trustees Office

Account #
Next Bill Date: March 17, 2018

1765

CURRENT CHARGES

Monthly charges billed to Mar 16, 2018

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less 14.55% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
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FOR YOUR INFORMATION...

Discount Summary

Total discounts \$31.00

Total this month \$31.00

Usage Summary min:sec

Weekday 225:00

Weeknight 81:00

Total time used 306:00

Event Summary

Total Events 82

Total this month \$0.00

Packet Plan Usage Summary

Total megabytes 87.6016

Total this month \$0.00

000041-010775 41_114_945 6

Bill Date: February 17, 2018
TRUSTEE CHAIR
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Next Bill Date: March 17, 2018

CURRENT CHARGES

Usage and long distance

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	87.6016 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	306:00 min:sec	0.00
Text message	20 events	0.00
Corporate Text Flex Zone3 Unlimited Incoming Messages		
	37 events	0.00
Messaging Pack Unlimited Incl. Messages		
	25 events	0.00
Taxes		
GST		2.68

Total current charges **\$56.37**

000041-010776