

expense | monthly tracking report

claimant | Westcott, Shane

position | Director, Service Transformation

level | Director

reporting period | September 1 to October 31, 2018

date of report | December 14, 2018



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Lean Certification Program	09/07/2018	Registration Fee - 5 courses	\$2,145.00	other disclosed	PD course or registration fee
Lean Certification Program	09/11/2018	Registration Fee - 1 course	\$495.00	other disclosed	PD course or registration fee
Lean Certification Program	09/18/2018	Electronic text book	\$19.14	other disclosed	PD course or registration fee
Cell Phone	09/17/2018	Monthly service charge	\$63.96	other disclosed	telecom/cell phone
Cell Phone	10/17/2018	Monthly service charge	\$56.37	other disclosed	telecom/cell phone



Registration Confirmation

Date 12-Sep-2018
Term Fall 2018
ID 000807501

SHANE T. WESTCOTT

CRN	Subj	Crse	Sec	Description	Registration Status	Fees
20699	LBIM	100	A	Lean Fundamentals	*Registered	Tuition \$495.00
Days: RF 08:30 to 16:30 13-Sep-2018 to 14-Sep-2018 Room: AA123 Located In: Heritage Hall						
20700	LBIM	110	A	Innov / Continuous Improvement	*Registered	Tuition \$495.00
Days: WR 08:30 to 16:30 24-Oct-2018 to 25-Oct-2018 Room: AA122 Located In: Heritage Hall						
20701	LBIM	120	A	Value Stream Mapping	*Registered	Tuition \$495.00
Days: WR 08:30 to 16:30 28-Nov-2018 to 29-Nov-2018 Room: AA122 Located In: Heritage Hall						
20835	LDSH	242	B	Influence Matters	*Registered	Tuition \$245.00
Days: W 08:30 to 16:30 28-Nov-2018 to 28-Nov-2018 Room: AA124 Located In: Heritage Hall						
20653	ORGB	218	OLA	Understanding Change	*Registered	Tuition \$415.00

Course Dates 06-Nov-2018 to 17-Dec-2018

Cancellation Deadline 15-Nov-2018
Withdrawal Deadline 04-Dec-2018
Number of Extensions Allowed 0

Getting Started - To access your course and to review important information, login to Brightspace <http://learn.sait.ca>. Enter your User Name - Student ID number (9 digits). Enter your Password - Birthdate (ddmmyy). You have 6 weeks to complete this course - it is the student's responsibility to make themselves aware of course requirements and policies.

Total **\$2,145.00**

Registration Information

Complete a program declaration

If you're working toward a non-credit certificate, you need to submit a completed Program Declaration form (found on sait.ca) after you register in your first class.

Extensions for online and distance courses

Contact us at least two business days before your course end date to purchase an extension. If a final grade has been issued, you're not eligible for an extension.

Cancelling your registration

If you need to cancel your registration, contact us by email or phone - you can also visit us in person.

Refund eligibility

Days: M-Monday T-Tuesday W-Wednesday R-Thursday F-Friday S-Saturday U-Sunday



Registration Confirmation

Date 10-Sep-2018
Term Winter 2019
ID 000807501

SHANE T. WESTCOTT

CRN	Subj	Crse	Sec	Description	Registration Status	Fees
30741	LBIM	130	A	Sustaining the Lean Journey	*Registered	Tuition \$495.00
Days: WR 08:30 to 16:20 23-Jan-2019 to 24-Jan-2019 Room: AA127 Located In: Heritage Hall						Total \$495.00

Registration Information

Complete a program declaration

If you're working toward a non-credit certificate, you need to submit a completed Program Declaration form (found on sait.ca) after you register in your first class.

Extensions for online and distance courses

Contact us at least two business days before your course end date to purchase an extension. If a final grade has been issued, you're not eligible for an extension.

Cancelling your registration

If you need to cancel your registration, contact us by email or phone - you can also visit us in person.

Refund eligibility

All cancellations are subject to \$50 administrative fee. If you notify us of your cancellation within the timelines below you'll be eligible for a refund.

Classroom courses (on-campus):

- * Notify us that you want to cancel your registration before 4 pm prior to the second class
- * If your course is less than 18 hours or five consecutive days in length, notify us no later than three full business days prior to the class start date.

Online and distance courses:

- * Notify us before 25 per cent of the course time (without extensions) has elapsed to receive a tuition refund.

Withdrawing from a course:

- * If you miss the cancellation deadline, you won't be eligible for a refund, but you could still withdraw from the course. You must withdraw before completing 70% of your course to be assigned a "W" grade.

mySAIT

You can review your schedule, check your account and get your T2202A tax receipt in mySAIT, your online student portal.

Login to mySAIT.ca

- * Your username is your 9-digit SAIT ID number - it's on the top corner of this page
- * Your password is your birthdate in the format ddmmyy

Change your password/PIN and set up a security question after you login the first time.

Getting started

Days: M-Monday T-Tuesday W-Wednesday R-Thursday F-Friday S-Saturday U-Sunday

amazon.ca**Details for Order #**

Print this page for your records.

Amazon.ca order number:**Order Total: CDN\$ 19.14**

Digital Order: Sept. 18 2018 Status: Pending	
Items Ordered	Price
Collective Efficacy: How Educators' Beliefs Impact Student Learning [Kindle Edition]	CDN\$ 19.14
By: Jenni Anne Marie Donohoo	
Sold By: Amazon Digital Services LLC	
	Item(s) Subtotal: CDN\$ 19.14

	Total Before Tax: CDN\$ 19.14
	Tax (GST/HST): CDN\$ 0.00
	Tax (PST/RST/QST): CDN\$ 0.00

	Total for this Order: <u>CDN\$ 19.14</u>

Payment Information		
Payment Methods	Item(s) Subtotal:	CDN\$19.14
Billing Address	Total Before Tax:	CDN\$19.14
Shane Westcott	Tax (GST/HST):	CDN\$0.00
1221 - 8th Street S.W.	Tax (PST/RST/QST):	CDN\$0.00
Calgary, Alberta T2R 0L4, CA	Grand Total:	CDN\$19.14
4038177580		

Return to the [Order Summary](#).**Please note:** This is not a VAT invoice.

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Mobile
Bill Date: September 17, 2018
SHANE WESTCOTT
Mobile Ref.
IT - Tech Support

Account #
Next Bill Date: October 17, 2018

1048of 1646

CURRENT CHARGES

Monthly charges billed to Oct 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...	
<u>Discount Summary</u>	
Total discounts	\$31.00
Total this month	\$31.00
<u>Usage Summary</u>	
	min:sec
Weekday	1246:00
Weekend	270:00
Weeknight	36:00
Total time used	1552:00
<u>Event Summary</u>	
Total Events	2534
Total this month	\$0.00
<u>Packet Plan Usage Summary</u>	
Total megabytes	2,409.4347
Total this month	\$7.23



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Mobile
Bill Date: September 17, 2018
SHANE WESTCOTT
Mobile Ref.
IT - Tech Support

Account #
Next Bill Date: October 17, 2018

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CURRENT CHARGES

Usage and long distance

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	2,046.8791 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	1552:00 min:sec	0.00
1GB Shared Data - BlackBerry Data Usage		
@\$.02/MB	362.5556 MB	7.23
Free Bell Message	84 events	0.00
Picture/Video/File messaging	8 events	0.00
Roam flex Zone 2 - Text Unlimited Incoming Messages		
	1243 events	0.00
Messaging Pack Unlimited Incl. Messages		
	1199 events	0.00

Taxes

GST 3.04

Total current charges **\$63.96**

000140-010272

Mobile
Bill Date: October 17, 2018
SHANE WESTCOTT
Mobile Ref.
IT - Tech Support

Account #
Next Bill Date: November 17, 2018

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CURRENT CHARGES

Monthly charges billed to Nov 16, 2018

Corp Smartshare Unltd 55 BES Plan 36M	\$55.00	
less 14.55% Promotional Discount	<u>-8.00</u>	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	<u>-3.00</u>	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	<u>-10.00</u>	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	<u>-10.00</u>	0.00

FOR YOUR INFORMATION...

Discount Summary

Total discounts \$31.00

Total this month \$31.00

Usage Summary **min:sec**

Weekday 961:00

Weekend 25:00

Weeknight 7:00

Total time used 993:00

Event Summary

Total Events 1069

Total this month \$0.00

Packet Plan Usage Summary

Total megabytes 1,459.7496

Total this month \$0.00

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Mobile
Bill Date: October 17, 2018
SHANE WESTCOTT
Mobile Ref.
IT - Tech Support

Account #
Next Bill Date: November 17, 2018

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CURRENT CHARGES

Usage and long distance

1GB Shared Data - BlackBerry Data Usage		
@\$.00/MB	1,459.7496MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	993:00 min:sec	0.00
Free Bell Message	32 events	0.00
Picture/Video/File messaging	4 events	0.00
Messaging Pack Unlimited Incl. Messages		
	555 events	0.00
Travel US Text Saver Unlimited Incoming Messages		
	478 events	0.00

Taxes

GST 2.68

Total current charges

\$56.37

Important info: As of Dec 1 pay per use text msging rates are changing and apply to sent & received msgs if you don't have an applicable text msging bundle. Canada/Canada goes from \$0.20 to \$0.30/msg, Canada/US goes from \$0.20 to \$0.40/msg & Canada/international goes from \$0.35 to \$0.40/msg sent & from \$0.20 to \$0.40/msg received.
bell.ca/changes

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