

expense | monthly tracking report

claimant | **Stevenson, David**
 position | **Chief Superintendent of Schools**
 level | **Superintendent**
 reporting period | **March 1 to April 30, 2016**
 date of report | **June-10-16**



**Calgary Board
of Education**

| Description | Date (mm/dd/yyyy) | Details and/or Rationale | Amount (CDN\$) | Category | Expense Type |
|---|----------------------|----------------------------|----------------|-----------------|--------------------------------|
| 2016 CASS/Alberta Education Annual Learning Conference (March 9-11, 2016) | 03/09/2016 | Registration Fee | \$420.00 | other disclosed | PD course or registration fee |
| 2016 CASS/Alberta Education Annual Learning Conference (March 9-11, 2016) | 03/11/2016 | Accommodation for 2 Nights | \$413.16 | travel | BUS accommodation |
| Cell Phone | 03/17/2016 | Monthly Service Plan | \$61.15 | other disclosed | telecom/cell phone |
| 2016 CASS/Alberta Education Annual Learning Conference (March 9-11, 2016) | 03/18/2016 | Meal | \$26.00 | travel | PD food/non alcoholic beverage |
| Cell Phone | 04/17/2016 | Monthly Service Plan | \$135.12 | other disclosed | telecom/cell phone |
| Tablet | 04/17/2016 | Monthly Service Plan | \$15.74 | other disclosed | telecom/tablet |

From: NRLC Administrator <register@nrlc.net>
Sent:
To: Stevenson, David T
Subject: 2016 CASS/Alberta Education Annual Learning Conference: Pathways for Learning and Leading Registration

David, you have successfully registered for 2016 CASS/Alberta Education Annual Learning Conference: Pathways for Learning and Leading on Mar 09, 2016, from 18:00 - 15:00.

Location:

Double Tree by Hilton

16615 - 109 Ave NW
Edmonton, Alberta
Canada
1-780-484-0821

Payment Details:

The cost of this professional learning opportunity is \$420.00 CAD.
You have paid \$420.00 CAD for this learning opportunity.
Your outstanding balance for this session is \$0.00 CAD.

Our system indicates you are currently Paid.

Cancellations and Refunds:

Subject to the following administrative and/or expenses charges:

Less than 14 Days: 15%
Less than 7 Days: 50%
No Notification: No Refund.

If you have any questions or need to adjust your registration, please contact the NRLC office at nrlc@nrlc.net or 780-882-7988.

Non-attendance or no-show will result in applicable registration fees being processed.

If you cannot give this notice, you are encouraged to send someone in your place. This alternate person will need to provide registration information at the session. Non-attendance because of an emergency reason will be taken into consideration based on individual contact with NRLC/CASS.

Cancellation notices should be sent to register@nrlc.net.

Sincerely,

Northwest Regional Learning Consortium (on behalf of CASS)

Hotel Accommodation re:
 CASS/Alberta Education Annual Learning Conf.
 March 9 - 11, 2016
 Edmonton, Alberta



DOUBLETREE WEST EDMONTON
 16615 109TH AVE NORTH WEST
 WEST EDMONTON, AB T5P4K8
 Canada
 TELEPHONE 780-484-0821 • FAX 780-486-1634
 Reservations
 www.hilton.com or 1 800 HILTONS

Stevenson, David

Room No: 2502/NKS
 Arrival Date: 3/9/2016 5:30:00 PM
 Departure Date: 3/11/2016 10:01:00 AM
 Adult/Child: 1/0
 Cashier ID: MKOULIK/MARIA
 Room Rate: 184.00
 AL:
 HH #
 VAT # 86563-0222 RT0001
 Folio No/Che 117715 A

Confirmation Number:

DOUBLETREE WEST EDMONTON 3/11/2016 10:01:00 AM

| DATE | DESCRIPTION | Cashier ID | Transaction ID | GUEST CHARGES | CREDIT | BALANCE |
|-------------|-----------------|------------|----------------|---------------|------------|---------|
| 3/9/2016 | GUEST ROOM | PPAN | 754922 | \$184.00 | | |
| 3/9/2016 | AB TOURISM LEVY | PPAN | 754922 | \$7.58 | | |
| 3/9/2016 | DMF | PPAN | 754922 | \$5.52 | | |
| 3/9/2016 | GST | PPAN | 754922 | \$9.48 | | |
| 3/10/2016 | GUEST ROOM | RAPA | 756072 | \$184.00 | | |
| 3/10/2016 | AB TOURISM LEVY | RAPA | 756072 | \$7.58 | | |
| 3/10/2016 | DMF | RAPA | 756072 | \$5.52 | | |
| 3/10/2016 | GST | RAPA | 756072 | \$9.48 | | |
| 3/11/2016 | MC *0159 | MKOULIK | 756391 | | (\$413.16) | |
| **BALANCE** | | | | | | \$0.00 |

GST# 86563-0222 RT0001

Mobile
 Bill Date: March 17, 2016
 DAVID STEVENSON

Next Bill Date: April 17, 2016

Office Chief Superintendent

CURRENT CHARGES

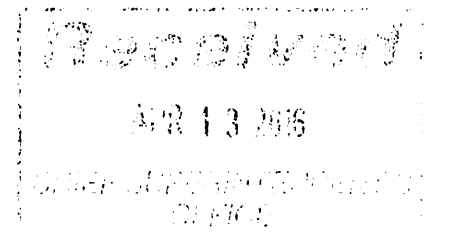
Monthly charges billed to Apr 16, 2016

| | | | |
|---------------------------------------|------------------|---------|-------|
| Etelesolv | | \$1.25 | |
| less 100.00% Promotional Discount | | -1.25 | 0.00 |
| Travel text saver | | \$10.00 | |
| less 100.00% Promotional Discount | | -10.00 | 0.00 |
| US Roaming \$0.25/min | | | 0.00 |
| Other charges and credits | | | |
| Alberta Government 911 fee | Mar 17 to Apr 16 | | 0.44 |
| Call Display | Mar 17 to Apr 16 | | 0.00 |
| 1GB Shared Data - BlackBerry | Mar 17 to Apr 16 | | 5.00 |
| Message Centre | Mar 17 to Apr 16 | | 0.00 |
| Member to Member Local Calling | Mar 17 to Apr 16 | | 0.00 |
| Messaging Pack Unlimited | Mar 17 to Apr 16 | | 0.00 |
| Unlimited Local Talking | Mar 17 to Apr 16 | | 0.00 |
| Call Forwarding | Mar 17 to Apr 16 | \$3.00 | |
| less 100.00% Promotional Discount | | -3.00 | 0.00 |
| Corp Smartshare Unltd 55 BES Plan 36M | Mar 17 to Apr 16 | \$55.00 | |
| less 14.55% Promotional Discount | | -8.00 | 47.00 |
| Unlimited Canadian LD | Mar 17 to Apr 16 | \$10.00 | |
| less 100.00% Promotional Discount | | -10.00 | 0.00 |
| Travel US Text Saver | Mar 17 to Apr 16 | \$10.00 | |
| less 100.00% Promotional Discount | | -10.00 | 0.00 |

Usage and long distance

| | | | |
|--|----------------|--|------|
| 250 Anytime minutes Local Calling | | | |
| @\$.00/minute | 223:30 min:sec | | 0.00 |
| Email& Internet BlackBerry 1GB Data Usage | | | |
| @\$.00/MB | 84.6795 MB | | 0.00 |
| Business Anytime Unlmted. Nights & Wknds Unlimited Usage | | | |
| @\$.00/minute | 101:42 min:sec | | 0.00 |
| 6pm to 8pm Calling Unlimited Usage | | | |
| @\$.00/minute | 5:19 min:sec | | 0.00 |
| Bell to Bell Calling 10 - Mob Bell Mobility to Bell Mobility | | | |
| @\$.00/minute | 103:00 min:sec | | 0.00 |
| Free Bell Message | 4 events | | 0.00 |
| Text message | 55 events | | 0.00 |
| Picture/Video messaging | 1 event | | 0.00 |

| FOR YOUR INFORMATION... | |
|----------------------------------|----------------|
| Discount Summary | |
| Total discounts | \$42.25 |
| Total this month | \$42.25 |
| Usage Summary min:sec | |
| Weekday | 331:49 |
| Weekend | 57:42 |
| Weeknight | 44:00 |
| Total time used | 433:31 |
| Event Summary | |
| Total Events | 159 |
| Total this month | \$0.00 |
| Packet Plan Usage Summary | |
| Total megabytes | 84.6795 |
| Total this month | \$0.00 |



Mobile
Bill Date: March 17, 2016
DAVID STEVENSON
Mobile Ref.
Office Chief Superintendant

Account #
Next Bill Date: April 17, 2016

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CURRENT CHARGES

(continued)

| | | |
|---|-----------|----------------|
| Can-Can/US Text - Unlimited Incl. Messages | | |
| | 43 events | 0.00 |
| Can-Can/US Text - Unlimited Unlimited Incoming Messages | | |
| | 56 events | 0.00 |
| Long distance | | 5.81 |
| Taxes | | |
| GST | | 2.90 |
| <hr/> | | |
| Total current charges | | \$61.15 |

Mobile

Bill Date: March 17, 2016

Account #

1269of 1651

Next Bill Date: April 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 | 5.81 |
| Subtotal | \$5.81 |
| Total | \$5.81 |

CALL TYPES:
MsgCR: Cellular retrvl/acss

BM2BM: Bell Mobility to Bell Mohi



Travel & Subsistence Expense Report

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: MAR. 18/16

Employee's Name DAVID STEVENSON Vendor #: _____

School / Department to mail cheque to OFFICE OF CHIEF SUPERINTENDENT

Purpose of Trip / Name of Conference CASS / ALBERTA EDUCATION ANNUAL CONF.

Departure and Return Dates MAR. 9-11, 2016 Destination: EDMONTON, AB

| 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 _____ km @ 50¢/km (submit on Km Payment Form to Payroll) | | | | | Send original to Payroll for payment |
| Accommodations at Single Rate | | | | | |
| \$ _____ Nights | | | | | |
| Meals (including tips) (excluding meals covered by Conference or Others) | | | | | |
| ▪ Breakfast _____ @ \$12.00 | | | | | |
| ▪ Lunch _____ @ \$17.00 | | | | | |
| ▪ Dinner <u>1</u> @ \$26.00 | <u>26.00</u> | | | <u>26.00</u> | |
| ▪ Or Actual Expense | | | | | |
| Telecommunication Charges (Internet, phone calls) | | | | | |
| Parking – in Calgary | | | | | |
| Parking – at Destination | | | | | |
| Other – Provide Details | | | | | |
| TOTAL COST OF TRIP | | | | | |
| CASH ADVANCE IF ANY-Ref # _____ | | | | | |
| AMOUNT DUE TO (OWING BY) CLAIMANT | | | | <u>26.00</u> | |
| GST Breakout Area | | | | | |

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.

Mobile

Bill Date: April 17, 2016
 DAVID STEVENSON

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Next Bill Date: May 17, 2016

Office Chief Superintendent

CURRENT CHARGES for 403-863-6730

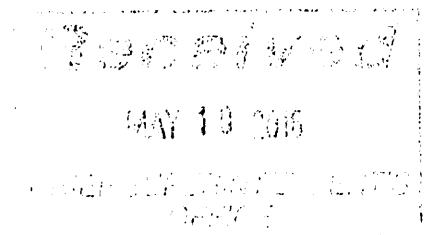
Monthly charges billed to May 16, 2016

| | | |
|---------------------------------------|---------|-------|
| 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 |
| Corporate Data Flex Zone 2 | | 0.00 |
| Corporate Data Flex Zone 3 | | 0.00 |
| Call Display | | 0.00 |
| Corporate Data Flex USA | | 0.00 |
| Corporate Text Flex Zone2 | | 0.00 |
| Corporate Text Flex Zone3 | | 0.00 |
| Corporate Voice Flex Zone2 | | 0.00 |
| Corporate Voice Flex Zone3 | | 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 |

Other charges and credits

| | | |
|---------------------------------|------------------|-------|
| Travel Zone 1, 100 mb - 30 day | | 30.00 |
| Zone 1 Voice & Text \$45 -30day | | 45.00 |
| Corporate Voice Flex Zone2 | Mar 17 to Apr 16 | 0.00 |
| Corporate Voice Flex Zone3 | Mar 17 to Apr 16 | 0.00 |
| U.S. Travel -Calling \$0.20/min | Mar 17 to Apr 16 | 0.00 |

| FOR YOUR INFORMATION... | |
|----------------------------------|----------------|
| Discount Summary | |
| Total discounts | \$31.00 |
| Total this month | \$31.00 |
| Usage Summary | |
| | <i>min:sec</i> |
| Weekday | 308:00 |
| Weekend | 40:00 |
| Weeknight | 22:00 |
| Total time used | 370:00 |
| Event Summary | |
| Total Events | 107 |
| Total this month | \$0.00 |
| Packet Plan Usage Summary | |
| Total megabytes | 80.2304 |
| Total this month | \$0.00 |



Mobile
Bill Date: April 17, 2016
DAVID STEVENSON
Mobile Ref:
Office Chief Superintendent

Account #
Next Bill Date: May 17, 2016

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CURRENT CHARGES for (continued)

| | | |
|----------------------------|------------------|--------------|
| Corporate Data Flex Zone 2 | Mar 17 to Apr 16 | 0.00 |
| Corporate Data Flex Zone 3 | Mar 17 to Apr 16 | 0.00 |
| Corporate Text Flex Zone3 | Mar 17 to Apr 16 | 0.00 |
| Corporate Data Flex USA | Mar 17 to Apr 16 | 0.00 |
| Corporate Text Flex Zone2 | Mar 17 to Apr 16 | 0.00 |
| Travel text saver | Mar 21 to Apr 16 | \$8.67 |
| less Cr Travel text saver | | <u>-8.67</u> |
| | | 0.00 |

Usage and long distance

| | | |
|---|----------------|------|
| 1GB Shared Data - BlackBerry Data Usage | | |
| @\$.00/MB | 80.2304 MB | 0.00 |
| Unlimited Local Talking Unlimited Usage | | |
| @\$.00/minute | 370:00 min:sec | 0.00 |
| Text message | 53 events | 0.00 |
| Travel text saver Unlimited Incoming Messages | | |
| | 7 events | 0.00 |
| Zone 1 Voice & Text \$45 -30day Unlimited Incoming Messages | | |
| | 27 events | 0.00 |
| Messaging Pack Unlimited Incl. Messages | | |
| | 20 events | 0.00 |

Taxes

| | |
|-----|------|
| GST | 6.43 |
|-----|------|

Total current charges **\$135.12**

Mobile

Account #

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Bill Date: April 17, 2016

Next Bill Date: May 17, 2016

ITEMIZED LONG DISTANCE CALLS

Roamer

| <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>airtime</i> | <i>long dist.</i> | <i>total</i> | |
|------------|-------------|-------------|-------------|-------------|-----------|----------------------|----------------|----------------|-------------------|--------------------|---------------|
| | | | | | | | | | | Total usage | 0.00 |
| | | | | | | | | | | Subtotal | \$0.00 |
| | | | | | | | | | | Total | \$0.00 |

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CALL TYPES:
MsgCR: Cellular retrvl/acss

Mobile -
Bill Date: April 17, 2016
 David Stevenson - iPad

Account #
Next Bill Date: May 17, 2016

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CURRENT CHARGES for

Monthly charges billed to May 16, 2016

| | | |
|-------------------------------------|---------|------|
| Corp SmartShare Tablet 15 | \$15.00 | |
| less 50.00% Promotional Discount | -7.50 | 7.50 |
| Includes: Detailed account activity | | |
| Corporate Data Flex Zone 1 | | 0.00 |
| Corporate Data Flex Zone 2 | | 0.00 |
| Corporate Data Flex Zone 3 | | 0.00 |
| Corporate Data Flex USA | | 0.00 |
| OGB Shared Data | | 0.00 |

Other charges and credits

| | | | |
|---|------------------|---------|------|
| Corporate Data Flex Zone 1 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Data Flex Zone 2 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Data Flex Zone 3 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Text Flex USA | Mar 17 to Apr 16 | | 0.00 |
| Corporate Text Flex Zone1 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Text Flex Zone2 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Text Flex Zone3 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Voice Flex Zone1 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Voice Flex Zone2 | Mar 17 to Apr 16 | | 0.00 |
| OGB Shared Data | Mar 17 to Apr 16 | | 0.00 |
| U.S. Travel -Calling \$0.20/min | Mar 17 to Apr 16 | | 0.00 |
| Corporate Voice Flex Zone3 | Mar 17 to Apr 16 | | 0.00 |
| Corporate Data Flex USA | Mar 17 to Apr 16 | | 0.00 |
| Call Forwarding | Mar 17 to Apr 16 | \$3.00 | |
| less Cr Call Forwarding | | -3.00 | 0.00 |
| Corp SmartShare Tablet 15 | Mar 17 to Apr 16 | \$15.00 | |
| less 50.00% Promotional Discount | | -7.50 | 7.50 |
| Unlimited Incoming Minutes - \$15 | Mar 17 to Apr 16 | \$15.00 | |
| less Cr Unlimited Incoming Minutes - \$15 | | -15.00 | 0.00 |
| Travel US Text Saver | Mar 17 to Apr 16 | \$10.00 | |
| less Cr Travel US Text Saver | | -10.00 | 0.00 |

Usage and long distance


| | | | |
|----------------------------|---------------|--|------|
| OGB Shared Data Data Usage | | | |
| @\$0.00/MB | 1,468.3662 MB | | 0.00 |

Taxes

| | | |
|-----|--|------|
| GST | | 0.74 |
|-----|--|------|

Total current charges **\$15.74**

| FOR YOUR INFORMATION... | |
|----------------------------------|----------------|
| <u>Discount Summary</u> | |
| Total discounts | \$15.00 |
| Total this month | \$15.00 |
| <u>Packet Plan Usage Summary</u> | |
| Total megabytes | 1,468.3662 |
| Total this month | \$0.00 |


 MAY 13 2016
 000049-0011437 49 53 924 5

Mobile

Account #

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Bill Date: April 17, 2016

Next Bill Date: May 17, 2016

ITEMIZED CALLS

Packet Data

| <i>no.</i> | <i>date</i> | <i>type</i> | <i>details</i> | <i>data volume</i> | <i>rate</i> | <i>billed by</i> | <i>total</i> |
|------------|-------------|-------------|----------------|--------------------|-------------|------------------|--------------|
|------------|-------------|-------------|----------------|--------------------|-------------|------------------|--------------|

| | |
|--------------------|---------------|
| Total usage | 0.00 |
| Subtotal | \$0.00 |
| Total | \$0.00 |