

**ELK ISLAND PUBLIC SCHOOLS
RANDY FOOTZ**

EXPENSES SUBMITTED FOR THE REPORTING PERIOD: SEPTEMBER 1 TO NOVEMBER 30, 2019

WORKING SESSIONS: Costs associated with meetings with internal departments or schools including travel, meals, parking, etc.					
Date	Description of Working Session	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Working Sessions			<u>\$0.00</u>	
BUSINESS TRAVEL: Costs associated with attending external meetings including travel, meals, parking, business insurance on a private vehicle, etc.					
Date	Business Reason for Travel	Expense Type	Page Reference	Net Amount ¹	Notes
November 19, 2019	Alberta School Board Association	Accommodations	2,3	\$549.62	
	Fall General Meeting	Mileage	4,5	\$120.08	
		Parking	2,3	\$65.84	
	Sub-Total Business Travel			<u>\$735.54</u>	
PROFESSIONAL DEVELOPMENT: Costs associated with attending formal courses, conferences, seminars and other professional learning events including registration, airfare, accommodations, meals, etc.					
Date	Professional Learning Event Name	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Professional Development			<u>\$0.00</u>	
PROFESSIONAL MEMBERSHIP DUES: Costs paid to a professional association on behalf of an individual Board member, the Superintendent, Treasurer, or Corporate Secretary.					
Date	Description of Professional Membership	Expense Type	Page Reference	Net Amount ¹	Notes
	Nothing to report this period				
	Sub-Total Professional Membership Dues			<u>\$0.00</u>	
TOTAL EXPENSES REPORTED FOR THE PERIOD				<u>\$735.54</u>	

Note:

(1) Attached receipts may include expenses for all parties who attended. Only expenses for the individual named on this report have been included above.

Elk Island Public Schools receives a GST rebate for 68% of the 5% GST. Amounts above include the net GST only.

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



Randy Footz
 - ASBA 2019 Conference

Page Number : 1 Invoice Nbr : 27916742
 Guest Number : 1298970
 Folio ID : A
 Arrive Date : 17-NOV-19 17:35
 Depart Date : 19-NOV-19 13:01
 No. Of Guest : 2
 Room Number : 543
 Marriott Bonvoy Number :

Information Invoice

Tax ID : 815461330RT0001

The Westin Edm YEGWI NOV-19-2019 03:30 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
17-NOV-19	RT543	Room Chrg - Grp - Association	221.00	
17-NOV-19	RT543	GST	11.38	
17-NOV-19	RT543	DMF	6.63	
17-NOV-19	RT543	Tour Levy	9.11	
17-NOV-19	RT543	Parking Self	34.00	
17-NOV-19	RT543	GST	1.70	
18-NOV-19	RT543	Room Chrg - Grp - Association	221.00	
18-NOV-19	RT543	GST	11.38	
18-NOV-19	RT543	DMF	6.63	
18-NOV-19	RT543	Tour Levy	9.11	
18-NOV-19	RT543	Parking Self	34.00	
18-NOV-19	RT543	GST	1.70	
NOV-19-2019 MC				-567.64

Approve EMV Receipt for

Application Labe

** Total 567.64 -567.64
 *** Balance 0.00

Continued on the next page

0.00
 11.38 +
 11.38 +
 1.70 +
 1.70 +
 26.16 +
 0.00 +
 0.00

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For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

KIDS EAT WELL AT WESTIN - Discover kids' meals that are as delicious as they are nutritious with the Westin Eat Well Menu for Kids, developed with Superchefs(TM) to make kids and parents happy. Learn more at westin.com/eatwell

Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
11-17-2019	0.00	0.00	0.00	0.00	0.00	283.82	283.82	0.00
11-18-2019	0.00	0.00	0.00	0.00	0.00	283.82	283.82	0.00
	-----	-----	-----	-----	-----	-----	-----	-----
Total	0.00	0.00	0.00	0.00	0.00	567.64	567.64	0.00

Bring the Westin experience home. Shop WestinStore.com.

Employee Expense Reimbursement Request

Employee Name: Randy Footz

Prepared by: C. Langford-Pickering
Print Name

(Signature Required)

Vendor No: 51300 Employee No:

Employee: R. Footz
Print Name

(Signature Required)

School/Dept: 210/Board of Trustees

Authorized by: T. Bo
Print Name

(Signature Required)

Date:	November 21, 2019		
Invoice No:	210	EE	NOV 20 18

(XXX = School/Dept Code)

Note: Employee signature must be obtained prior to reimbursement.

BRD

NOV 21 19

MILEAGE					
Summary as per Mileage Worksheet		Kms.	Fund	GL Code	Total incl. GST
School Mileage		0		XXX-XXX-XXX-6520	-
Other Mileage		0		XXX-XXX-XXX-6520	-
Staff Development Mileage		234	001	210.542.520.7332	124.02

EXPENSES						
Date	Business Name	Description of Expense (e.g. Classroom Supplies)	Fund	GL Code	GST	Total incl. GST
Nov. 20/19	The Westin Hotel Edmonton	Accommodations - ASBA FGM (Nov 17 & 18/19)	1	210.542.520.7332	22.76	567.64
Nov. 20/19	The Westin Hotel Edmonton	Parking - ASBA FGM (Nov 17 & 18/19)	1	210.542.520.7332	3.40	68.00
TOTAL MILEAGE & EXPENSES				\$	32.07	\$ 759.66

RECEIVED
NOV 29 2019

NOV 25 2019

305.47

DATE	STAFF DEVELOPMENT MILEAGE		TOTAL	
mm/dd/yy	Description of Trip	Kms.	Incl. GST	GST
2019-11-17	To ASBAFGM	117	62.01	2.98
19-Nov	From ASBA FGM	117	62.01	2.98
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL		234	\$ 124.02	\$ 5.96