

**ELK ISLAND PUBLIC SCHOOLS  
DON IRWIN**

**EXPENSES SUBMITTED FOR THE REPORTING PERIOD: DECEMBER 1, 2019 TO FEBRUARY 29, 2020**

<b>WORKING SESSIONS:</b> 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 <sup>1</sup>	Notes
	Nothing to report this period				
	<b>Sub-Total Working Sessions</b>			<u><b>\$0.00</b></u>	
<b>BUSINESS TRAVEL:</b> 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 <sup>1</sup>	Notes
November 17-19, 2019	Alberta School Boards Association	Registration	2,3	\$431.80	
	Fall General Meeting	Mileage	4,5	\$35.58	
		Parking	6,7	\$38.70	
December 6, 2019	Alberta School Boards Association Zone 2/3 Meeting	Parking	8,9	\$9.76	
	<b>Sub-Total Business Travel</b>			<u><b>\$515.84</b></u>	
<b>PROFESSIONAL DEVELOPMENT:</b> 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 <sup>1</sup>	Notes
	Nothing to report this period				
	<b>Sub-Total Professional Development</b>			<u><b>\$0.00</b></u>	
<b>PROFESSIONAL MEMBERSHIP DUES:</b> 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 <sup>1</sup>	Notes
	Nothing to report this period				
	<b>Sub-Total Professional Membership Dues</b>			<u><b>\$0.00</b></u>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>				<b>\$515.84</b>	

**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.**



Suite 1200, 9925 - 109 Street Edmonton, AB T5K 2J8  
Phone: 780.482.7311 Fax: 780.482.5659  
www.asba.ab.ca email: finance@asba.ab.ca

## Invoice

Date	Invoice #
11/21/2019	2019063

### INVOICE TO

Elk Island PSRD No. 14  
683 Wye Road  
Sherwood Park, AB T8B 1N2

Terms - Net 30 days

Quantity	Item	Description	Net	Amount
	000-51000-00	Registration as attached - 2019 Fall General Meeting	3,475.00	3,475.00
<div>RECEIVED DEC 04 2019</div>				
<b>Sales Tax Summary</b>				
GST@5.0%			CAD 173.75	
Total Tax			CAD 173.75	
GST/HST No. 106694268			<b>Total</b>	CAD 3,648.75

PROCESSED

DEC 6 2019

Alberta School Boards Association  
2019 ASBA Fall General Meeting  
Nov 17-19, 2019

School Board	Vendor Code	First Name	Last Name	Job Title	RegId	RegTypeDescription	Reg fee	GST	Total Invoice
Elk Island Public Schools	elk01	Trina	Boymook	Chair	114697850	Member	\$0.00	\$0.00	\$0.00
Elk Island Public Schools	elk01	Randy	Footz	Trustee 1. 210. 542. 520. 7331	114587523	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Skip	Gordon	Trustee 1. 210. 534. 520. 7331	114592851	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Colleen	Holowaychuk	Trustee 1. 210. 537. 520. 7331	114591438	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Annette	Hubick	Trustee 1. 210. 535. 520. 7331	114587542	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Don	Irwin	Trustee 1. 210. 533. 520. 7331	2	Onsite Member	\$425.00	\$21.25	\$446.25
Elk Island Public Schools	elk01	Mark	Liguori	Superintendent	114590286	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Jim	Seutter	Trustee 1. 210. 540. 520. 7331	14	Onsite Member	\$425.00	\$21.25	\$446.25
Elk Island Public Schools	elk01	Harvey	Stadnick	Trustee 1. 210. 536. 520. 7331	114660952	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools	elk01	Heather	Wall	Vice-Chair 1. 210. 541. 520. 7331	114604243	Member	\$375.00	\$18.75	\$393.75
Elk Island Public Schools Total							\$3,475.00	\$173.75	\$3,648.75

Authoriz  
Mark Liguori  
Printed Name  
1. 220. 501. 520. 7331  
GL Code  
Nov 29/19  
Date

Authorization Signature  
Nov 3/19  
Date

\$393.75

## Employee Expense Reimbursement Request

Employee Name: Don Irwin

Vendor No: 51315 Employee No: \_\_\_\_\_

School/Dept: 210/Board of Trustees

Prepared by: Amy Desaulniers  
Print Name

(Signature Required)

Employee: D. Irwin  
Print Name

&gt;

Authorized by: T. Boyma  
Print Name

(Signature Required)

Note: Employee signature must be obtained prior to reimbursement.

Date:	November 29, 2019		
Invoice No:	210	EE	NOV 28 19

(XXX = School/Dept Code)

BRD

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		69		1.210.533.520.7332	36.78

EXPENSES						
Date	Business Name	Description of Expense (e.g. Classroom Supplies)	Fund	GL Code	GST	Total incl. GST
Nov 18/19	City of Edmonton	Travel- Parking for ASBA FGM	1	1.210.533.520.7332	0.96	20.00
Nov 19/19	City of Edmonton	Travel- Parking for ASBA FGM	1	1.210.533.520.7332	0.96	20.00
TOTAL MILEAGE & EXPENSES					\$ 3.67	\$ 76.78

PROCESSED  
DEC 06 2019

RECEIVED  
DEC 06 2019



[illegible]

DATE	OTHER MILEAGE		TOTAL	
mm/dd/yy	Description of Trip	Kms.	Incl. GST	GST
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL		0	\$ -	\$ -

DATE	STAFF DEVELOPMENT MILEAGE		TOTAL	
mm/dd/yy	Description of Trip	Kms.	Incl. GST	GST
2019-11-17	To ASBA FGM <i>to FROM</i>	35	18.39	0.88
19-Nov	From ASBA FGM <i>to to FROM</i>	35	18.39	0.88
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
TOTAL		69	\$ 36.78	\$ 1.75

YOUR RECEIPT

THIS IS YOUR RECEIPT

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7

# CITY OF EDMONTON

**Terminal: 7010+b**

**Plate:**

**LP - P1 North Wall 1 (Office)**

**Valid through:**

**MONDAY 18 NOV 19**

**6:00 PM**

**Amount Paid: \$20.00 (GST incl.)**

**Start Time: 11/18/2019 7:12 AM**

**Trn: 4d7a8ceb9a7d7ad3**

**Auth No: 067893**

**Receipt No: 17764**

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7

IPT

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# CITY OF EDMONTON

Term: 10tf  
Plate: 75

LP - P1 Elevator

Valid through:

**TUESDAY 19 NOV 19**  
**6:00 PM**

Amount Paid: \$20.00 (GST incl.)

Start Time: 11/19/2019 8:32 AM

Trn: 80f0c4028c069f51

Auth No: 060691

Receipt No: 15151

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IPT

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Authorized by: T. Boyme  
Print Name \_\_\_\_\_ (Signature Required)

Invoice No:	210	EE	FEB 04 20	(XXX = School/Dept Code)
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MILEAGE[illegible]



**OLD SCONA PARKING**

10425 - 84th Ave, Edmonton

Charges are for use of parking space only.  
This company assumes no responsibility  
whatever for loss or damage due to fire, theft,  
collision or otherwise, to the vehicle or its  
contents, however caused.

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**CHECK IN AND OUT WITH CASHIER**  
INCLUDES G.S.T.

**0037346 OSP**