

Form Report

Number of Attachments

Attached Documents

Mileage	\$133.40
Meals	\$163.00
TOTAL	\$296.40

SUPERINTENDENT EXPENSE CLAIM NEW

NAME: Boyce,
Shauna

DATES: 01-Sep-2021 **TO:** 30-Nov-2021

EXPENSES:**1. TRANSPORTATION COSTS:** 0.505 per km

<u>DESTINATION</u>	<u>TRAVEL DESCRIPTION</u>	<u>KILOMETERS</u>	<u>DATE</u>	<u>AMOUNT</u>
Delta Marriot South Edmonton from home	ASBA	60	14-Nov-2021	30.30
Delta Marriot to PSD	ASBA	48	16-Nov-2021	24.24
Double Tree Edmonton (return)	PSBAA	64	17-Nov-2021	32.32
JW Marriot Ice District	Lead Team Summit	82	23-Nov-2021	41.41
Muir Lake/Forest Green	Principal meetings	19	29-Nov-2021	9.60
				0.00
				0.00
				0.00
				0.00
				0.00
TOTAL TRANSPORTATION COSTS:				137.87

2. PERSONALLY PAID EXPENSES (Itemized Receipts Must Be Provided For Reimbursement)

<u>DESCRIPTION</u>	<u>AMOUNT</u>
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TOTAL PERSONALLY PAID EXPENSES:	0.00
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3. MEAL ALLOWANCES (Enter number of meals you are claiming)

Breakfasts:		9.20	0.00
Lunches: 02	see attached	11.60	23.20
Dinners: 07	see attached	20.75	145.25
Personal:		7.35	0.00
TOTAL MEAL ALLOWANCES:			168.45

TOTAL CLAIM:	306.32
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SECRETARY

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		137.87	1	6.57
		168.45	1	8.02
Total Without Taxes:				291.73
Tax Total:				14.59
Total With Taxes:				306.32

AUTHORIZER SECTION

Authorizer Comment

AUTHORIZER SECTION

Authorizer Comment

ACCOUNTS PAYABLE

FISCAL PERIOD : 202205
VENDOR NUMBER: - Boyce, Shauna

Click here to show GL Coding Section Y

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		137.87	1	6.57
		168.45	1	8.02
Total Without Taxes:				291.73
Tax Total:				14.59
Total With Taxes:				306.32

EXPENSE CLAIM

Superintendent Expenses

September 1, 2021 – November 30, 2021

DATE	MEETING	EXPENSE
September 7, 2021	Special Board Meeting	Dinner
September 14, 2021	Regular Board Meeting	Dinner
October 26, 2021	Trustee Oath of Office	Dinner
October 29, 2021	Executive Summit	Dinner
October 30, 2021	Executive Summit	Dinner
October 31, 2021	Executive Summit	Lunch
November 14, 2021	ASBA	Dinner
November 23, 2021	Lead Team Summit	Dinner
November 25, 2021	Lead Team Summit	Lunch

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Number of Attachments

Attached Documents

Mileage	\$239.93
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Meals	\$ 11.23
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TOTAL	\$251.16
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▼ SUPERINTENDENT EXPENSE CLAIM NEW

NAME: Boyce,
Shauna [REDACTED]

DATES: 01-Dec-2021 **TO:** 17-Dec-2021

EXPENSES:

1. TRANSPORTATION COSTS: 0.505 per km

<u>DESTINATION</u>	<u>TRAVEL DESCRIPTION</u>	<u>KILOMETERS</u>	<u>DATE</u>	<u>AMOUNT</u>
High Park, Prescott, SGCHS, Copperhaven	Trustee tours	34	01-Dec-2021	17.17
Blueberry	Principal visit	19	03-Dec-2021	9.60
Entwistle	Principal visit	142	06-Dec-2021	71.71
Millgrove/Copperhaven	Principal visit	21	07-Dec-2021	10.61
Woodhaven	Principal Visit	18	08-Dec-2021	9.09
High Park/Graminia	Principal visits	53	09-Dec-2021	26.77
Tomahawk, Wabamun, Duffield	Principal visits	151	10-Dec-2021	76.26
Greystone	Principal visit	27	15-Dec-2021	13.64
Parkland Village	Principal visit	26	17-Dec-2021	13.13
				0.00
TOTAL				247.96
TRANSPORTATION COSTS:				



2. PERSONALLY PAID EXPENSES (Itemized Receipts Must Be Provided For Reimbursement)

<u>DESCRIPTION</u>	<u>AMOUNT</u>
TOTAL PERSONALLY PAID EXPENSES:	0.00

3. MEAL ALLOWANCES (Enter number of meals you are claiming)

Breakfasts:		9.20	0.00
Lunches:	01	Dec 10 Principal meetings	11.60
Dinners:		20.75	0.00
Personal:		7.35	0.00
TOTAL MEAL ALLOWANCES:			11.60

TOTAL CLAIM:	259.56
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GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
██████████		247.96	1	11.81
██████████		11.60	1	0.55
Total Without Taxes:				247.20
Tax Total:				<u>12.36</u>
Total With Taxes:				259.56

▼ AUTHORIZER SECTION

Authorizer Comment

▼ AUTHORIZER SECTION

Authorizer Comment



▼ ACCOUNTS PAYABLE

FISCAL PERIOD : 202205

VENDOR NUMBER: [REDACTED] - Boyce, Shauna

Click here to show GL Coding Section

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GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		247.96	1	11.81
		11.60	1	0.55
Total Without Taxes:				247.20
Tax Total:				<u>12.36</u>
Total With Taxes:				259.56

EXPENSE CLAIM: Dec 1 - 17, 2021 mileage reimbursement

Form Report

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Attached Documents

Mileage \$ 46.43

Meals \$ 11.23

TOTAL \$ 57.66

▼ SUPERINTENDENT EXPENSE CLAIM NEW

NAME: Boyce,
Shauna**DATES:** 20-Dec-
2021 **TO:** 31-Jan-2022**EXPENSES:****1. TRANSPORTATION COSTS:** 0.505 per km

<u>DESTINATION</u>	<u>TRAVEL DESCRIPTION</u>	<u>KILOMETERS</u>	<u>DATE</u>	<u>AMOUNT</u>
Broxton	Principal visit	16	20-Dec-2021	8.08
Brookwood	Principal visit	18	21-Dec-2021	9.09
SGCHS	Principal visit	18	22-Dec-2021	9.09
St Albert (one way)	Executive lunch meeting	36	07-Jan-2022	18.18
Perks Veterans Blvd	Trustee one-on-one	7	12-Jan-2022	3.54
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
TOTAL				47.98
TRANSPORTATION				
COSTS:				

2. PERSONALLY PAID EXPENSES (Itemized Receipts Must Be Provided For Reimbursement)

<u>DESCRIPTION</u>	<u>AMOUNT</u>
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TOTAL PERSONALLY PAID EXPENSES: 0.00**3. MEAL ALLOWANCES (Enter number of meals you are claiming)**

Breakfasts:	9.20	0.00
Lunches: 01 Jan 7 Exec mtg	11.60	11.60
Dinners:	20.75	0.00
Personal:	7.35	0.00
TOTAL MEAL ALLOWANCES:		11.60
TOTAL CLAIM:		59.58

▼ SECRETARY

▼ AUTHORIZER SECTION

▼ AUTHORIZER SECTION

▼ ACCOUNTS PAYABLE

Y

EXPENSE CLAIM: mileage reimbursement & meal allowance 20 Dec 2021 to 12 Jan 2022