

▼ SUPERINTENDENT EXPENSE CLAIM NEW

[Redacted]

NAME: Boyce, Shauna [Redacted]
DATES: 01-Sep-2022 **TO:** 30-Sep-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>
Spruce Grove one way	Mtg w Evergreen Sup	9	02-Sep-2022	4.55
Edmonton International Airport (from home - stat)	Fort Chip trip	136	05-Sep-2022	68.68
Edmonton to west end only	Minister LaGrange mtg	64	13-Sep-2022	32.32
St. Albert one way	Mtg w Sturgeon Sup	40	28-Sep-2022	20.20
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
TOTAL TRANSPORTATION COSTS:				125.75

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

<u>DESCRIPTION</u>	<u>AMOUNT</u>
airport parking - Fort Chip	30.50
dinner for team - Fort Chip	110.88
taxi - Minister mtg	24.30
Uber - Minister mtg	26.35
Westjet flights (PD in January)	1355.55
taxi Fort Chip	15.15
TOTAL PERSONALLY PAID EXPENSES:	1562.73

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

Breakfasts: 01	Fort Chip	9.20	9.20
Lunches: 03	Fort Chip x2, Min mtg 1	11.60	34.80
Dinners: 02	Fort Chip x 2	20.75	41.50
Personal:		7.35	0.00
TOTAL MEAL ALLOWANCES:			85.50
TOTAL CLAIM:			1773.98

Expense Comments:

Mileage\$ 105.16

Minister of Ed Visit to Fort Chipewyan\$ 215.31








Professional Development\$1,311.66

S.Boyce TOTAL Expenses\$1,632.13

* Of the \$1,718.02 Total claim (after GST rebate), \$85.89 of the expesnse son this claim were expensed to other departments.

▼ SECRETARY

[Redacted]

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		107.72	1	3.77
		1355.55	1	64.55
		199.83	1	8.79
		44.35	1	2.11
		22.17	1	1.05
		22.18	1	1.06
		22.18	1	1.06
Total Without Taxes:				1691.59
Tax Total:				<u>82.39</u>
Total With Taxes:				1773.98
EXPENSE CLAIM				

YOUR RECEIPT
THANK YOU
CALL AGAIN

Expense Comments:

Minister of Education Visiit to Athabasca
Delta Community School (ADCS) in Fort
Chipewyan - Meal for Board Chair

5 guests @ \$21.46 each

Including S.Boyce
Guest Board Chair @ \$21.46

REG 09-05-2022 17:12
018037

1	DEPT017	T3	\$30.30
1	DEPT017	T3	\$30.30
1	DEPT017	T3	\$23.00
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75
1	DEPT017	T3	\$2.75

TA3	\$105.60
TX3	\$5.28

TL	\$110.88
ROUND	\$0.02
CASH	\$110.90

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax Code CA5%

POF 1st F1 06/09/22 22:25
Receipt 79212

Short-term parking tkt

VP - No. 002378

05/09/22 10:41

06/09/22 22:25

Period 1d11h45'

(Tax) \$30.50

Total \$30.50

Payment Received

\$30.50

Sub Total

\$29.00

Tax 5%

\$1.45

Expense Comments:

Airport Parking for Minister of
Education Visit to Athabasca
Delta Community School
(ADCS) in Fort Chipewyan

S.Boyce @ \$29.51

0040F ASD - 1/1

SOUTHLAND PRINTING - SHREVEPORT, LA.

----- TRANSACTION RECORD -----
SUN TAXI (FT MCMURRAY) INC
140 MACKENZIE KING RD
FORT MCMURRAY AB

Expense Comments:

Taxi Service for Minister of
Education visit to Athabasca
Delta Community School i(ADCS)
n Fort Chipewyan

S.Boyce @ \$15.15

Purchase

Sep 06, 2022

19:44:22

Sequence: 026 003

Auth#: 02669X

Response: 01-027

Batch: 026

Amount

\$ 15.15

Total

\$ 15.15

A000000000

TVR 0000008001

Approved

Signature Not Required

Important: Retain this copy for your record

Cardholder copy

----- TRANSACTION RECORD -----
GREATER EDMONTON TAXI SERVICE
10135 31 AVE NW
EDMONTON AB

Purchase

Sep 13, 2022

12:17:11

Sequence: 001 143

Auth#: 01455X

Response: 01-027

Batch: 001

Amount

\$ 24.30

Total

\$ 24.30

A000000000

TVR 0000008001

Expense Comments:

Taxi Service for Minister of
Education Visit in Edmonton -
Sept. 13, 2022.

S.Boyce @ \$24.50



Expense Comments:

Transportation to Meeting with the Minister of Education in Edmonton on September 13, 2022

S.Boyce @ 25.70

[EXTERNAL] Your Tuesday afternoon trip with Uber

Uber Receipts <noreply@uber.com>
[REDACTED]

13 September 2022 at 16:16

Uber

Total CA\$26.35
September 13, 2022

Thanks for tipping,
Shauna

Here's your updated Tuesday
afternoon ride receipt.



Total CA\$26.35

Trip fare	CA\$16.51
Subtotal	CA\$16.51
Booking Fee 	CA\$4.10
Per-Trip Fee	CA\$0.30
Tips	CA\$4.39
GST	CA\$1.05

Payments



CA\$21.96

9/13/22 4:16 PM



CA\$4.39

9/13/22 4:16 PM

A temporary hold of CA\$21.96 was placed on your payment method [REDACTED]. This is not a charge and will be removed. It should disappear from your bank statement shortly. [Learn More](#)

[Visit the trip page](#) for more information, including invoices (where available)

[Switch Payment Method](#)

[Download PDF](#)

You rode with Princepreet

4.91 ★ Rating



Has passed a multi-step safety screen



Every rideshare trip in Edmonton is insured for a covered auto accident by Economical Insurance.

[Learn more >](#)

UberX 9.36 kilometers | 21 min

■ 3:55 PM
10800 97 Ave, Edmonton, AB
T5K 2B6, CA

■ 4:16 PM
16615 109 Ave NW,
Edmonton, AB T5P 4K8, CA



eTicket Receipt

Prepared For
BOYCE/SHAUNA [REDACTED]

Expense Comments:

American Society of Association
Executives (ASAE) Governance
Symposium - Flight for
Professional Development

S.Boyce @ \$426.02

RESERVATION CODE	[REDACTED]
ISSUE DATE	17 Sep 22
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
11 Jan 23	WESTJET WS 238	EDMONTON INTL AB, CANADA Time 06:30	CALGARY INTL AB, CANADA Time 07:30	Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23
11 Jan 23	WESTJET WS 1590	CALGARY INTL AB, CANADA Time 10:00	ATLANTA, GA Time 16:11 Terminal MAYNARD JACKSON INTL TERM	Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23
11 Jan 23	WESTJET WS 6391 Operated by: DELTA AIR LINES INC	ATLANTA, GA Time 18:30 Terminal SOUTH TERMINAL	JACKSONVILLE FL, FL Time 19:40	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 11 JAN 23 Not Valid After 11 JAN 23

Allowances

Baggage Allowance

YEG to JAX - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
- 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters****bag fees apply at each check in location

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS /E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD/FORM OF PAYMENT/EARLY PURCHASE OVER INTERNET,ETC

Carry On Allowances

YEG to YYC , YYC to ATL - 1 Piece (WS - WESTJET) carry on hand baggage ATL to JAX - 1 Piece (DL - DELTA AIR LINES INC) up to 45 linear inches/115 linear centimeters

Carry On Charges

YEG to YYC , YYC to ATL - (WS - WESTJET) - Carry-on fees unknown - contact carrier ATL to JAX - (DL - DELTA AIR LINES INC) - Carry-on fees unknown - contact carrier

Embargoes - Apply To Each Passenger

ATL to JAX - (DL - DELTA AIR LINES INC)

sporting equipment/pole vault equipment not permitted

sporting equipment/canoe/kayak not permitted

Payment/Fare Details

Form of Payment	CREDIT CARD - [REDACTED]
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Fare Calculation Line	YEA WS X/YYC WS X/ATL WS JAX247.62NUC247.62END ROE1.28822
Fare	CAD 318.99
Taxes/Fees/Carrier-Imposed Charges	CAD 12.10 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 16.55 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 35.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.75 XG9 (GOODS AND SERVICES TAX (GST))
	CAD 25.99 US2 (TRANSPORTATION TAX (INTERNATIONAL))
	CAD 8.06 YC (CUSTOMS USER FEE)
	CAD 9.23 XY2 (IMMIGRATION USER FEE)
	CAD 5.22 XA (APHIS USER FEE)
	CAD 7.39 AY (SEPTEMBER 11TH SECURITY FEE)
Total	CAD 440.28

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

**Checked baggage dimensions can be within 158 total centimeters (62 total inches) and not weighing more than 23 kilograms (50 pounds). Baggage exceeding the size or weight allowance is subject to applicable oversized weight and size restrictions and fees.

Baggage fees are charged in Canadian (CAD) dollars; for flight departures outside Canada, baggage fees will be converted and charged in the local currency of the departure country. GST is charged on all itineraries that originate in Canada. Please see <https://www.westjet.com/en-ca/flights/fees> for more information.

Passengers embarking upon a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that the provisions of an international treaty (the Warsaw Convention, the 1999 Montreal Convention, or other treaty), as well as a carrier's own contract of carriage or tariff provisions, may be applicable to their entire journey, including any portion entirely within the countries of departure and destination. The applicable treaty governs and may limit the liability of carriers to passengers for death or personal injury, destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

[Important Legal Notices](#)



eTicket Receipt

Prepared For
BOYCE/SHAUNA [REDACTED]

RESERVATION CODE	[REDACTED]
ISSUE DATE	17 Sep 22
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

Expense Comments:

American Society of Association
Executives (ASAE) Governance
Symposium - Flight for Professional
Development

S.Boyce @ \$517.02

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
16 Jan 23	WESTJET WS 6805 Operated by: DELTA AIR LINES INC	JACKSONVILLE FL, FL Time 06:30	ATLANTA, GA Time 07:50 Terminal SOUTH TERMINAL	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 16 JAN 23 Not Valid After 16 JAN 23
16 Jan 23	WESTJET WS 6313 Operated by: DELTA AIR LINES INC	ATLANTA, GA Time 09:47 Terminal MAYNARD JACKSON INTL TERM	TORONTO ON, CANADA Time 11:55 Terminal TERMINAL 3	Airline Reservation Code [REDACTED] Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 16 JAN 23 Not Valid After 16 JAN 23

Allowances

Baggage Allowance

JAX to YYZ - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
- 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters****bag fees apply at each check in location

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Carry On Allowances

JAX to ATL , ATL to YYZ - 1 Piece (DL - DELTA AIR LINES INC) up to 45 linear inches/115 linear centimeters

Carry On Charges

JAX to ATL , ATL to YYZ - (DL - DELTA AIR LINES INC) - Carry-on fees unknown - contact carrier

Embargoes - Apply To Each Passenger

JAX to ATL , ATL to YYZ - (DL - DELTA AIR LINES INC)

sporting equipment/pole vault equipment not permitted

sporting equipment/canoe/kayak not permitted

Payment/Fare Details

Form of Payment	CREDIT CARD - [REDACTED]
Fare Calculation Line	JAX WS X/ATL WS YTO375.00NUC375.00END ROE1.00 XFATL4.5
Fare	USD 375.00
Equivalent Amount Paid	CAD 495.00

Taxes/Fees/Carrier-Imposed Charges	CAD 25.99 US2 (TRANSPORTATION TAX (INTERNATIONAL))
	CAD 7.39 AY (SEPTEMBER 11TH SECURITY FEE)
	CAD 5.94 XF (PASSENGER FACILITY CHARGE)
Total	CAD 534.32

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

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Additional protection can usually be obtained by purchasing insurance from a private company. Such insurance is not affected by any limitation of the carrier's liability under an international treaty. For further information please consult your airline or insurance company representative.

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[Important Legal Notices](#)



eTicket Receipt

Prepared For
BOYCE/SHAUNA G MS

Expense Comments:

American Society of Association
Executives (ASAE) Governance
Symposium - Flight for
Professional Development

S.Boyce @ \$368.62

RESERVATION CODE	[REDACTED]
ISSUE DATE	17 Sep 22
TICKET NUMBER	[REDACTED]
ISSUING AIRLINE	WESTJET
ISSUING AGENT	WestJet/SDX
FREQUENT FLYER NUMBER	[REDACTED]

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
17 Jan 23	WESTJET WS 423	TORONTO ON, CANADA Time 10:00 Terminal TERMINAL 3	EDMONTON INTL AB, CANADA Time 12:25	Cabin ECONOMY Seat Number [REDACTED] Baggage Allowance 0 PIECES Booking Status OK TO FLY Fare Basis [REDACTED] Not Valid Before 17 JAN 23 Not Valid After 17 JAN 23

Allowances

Baggage Allowance

YYZ to YEG - 0 Pieces WESTJET

Prices of additional baggage pieces:

- 40.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters**
- 60.00 CAD up to 50 pounds/23 kilograms and up to 45 linear inches/115 linear centimeters****bag fees apply at each check in location

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Carry On Allowances

YYZ to YEG - 1 Piece (WS - WESTJET) carry on hand baggage

Carry On Charges

YYZ to YEG - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	CREDIT CARD - [REDACTED]
Fare Calculation Line	YTO WS YEA270.00CAD270.00END
Fare	CAD 270.00
Taxes/Fees/Carrier-Imposed Charges	CAD 30.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 7.12 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 30.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 39.93 RC (HARMONIZED SALES TAX (HST))
	CAD 3.90 RC2 (HARMONIZED SALES TAX (HST))
Total	CAD 380.95

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

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[Important Legal Notices](#)

Expense Comments:

Mileage	\$ 407.66
Subsistence	\$ 46.44
Professional Development	\$ 400.20
S. Boyce TOTAL Expenses	\$ 854.30

DATES: 01-Oct-2022 **TO:** 31-Oct-2022

1. TRANSPORTATION COSTS: 0.55 per km

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:	12.00	0.00
Lunches:	15.00	0.00
Dinners: 02 CASS	24.00	48.00
Personal:	9.00	0.00
TOTAL MEAL ALLOWANCES:		48.00
TOTAL CLAIM:		882.90

SECRETARY

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		421.30	1	20.06
		48.00	1	2.29
		413.60	1	19.70
Total Without Taxes:				840.85
Tax Total:				<u>42.05</u>
Total With Taxes:				882.90

▼ AUTHORIZER SECTION

Authorizer Comment

▼ AUTHORIZER SECTION

Authorizer Comment

▼ ACCOUNTS PAYABLE

FISCAL PERIOD : 202303

VENDOR NUMBER: - Boyce, Shauna

Click here to show GL Coding SectionY

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
		421.30	1	20.06
		48.00	1	2.29
		413.60	1	19.70
Total Without Taxes:				840.85
Tax Total:				<u>42.05</u>
Total With Taxes:				882.90

EXPENSE CLAIM: Oct 3-26/22 mileage reimbursement 1518 kms, 2 dinner allowances