

expense | monthly tracking report

claimant | Hrdlicka, Julie

position | Trustee

level | Board of Trustees

reporting period | September 1 to October 31, 2020

date of report | December 11, 2020



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Power of Collective Healing Summit (Sept 22-Oct 1 2020)	09/22-01/2020	Conference Fee	\$264.92	other disclosed	PD course or registration fee



**Calgary Board
of Education**

Trustee Professional Development and Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Completed form will be submitted to Accounts Payable.

Date: September 14 2020

Details of Trip | Please Print

Trustee's Name Julie Hrdlicka, Trustee Wards 11 & 13

Purpose of Trip / Name of Conference: Power of Collective Healing Summit 2020 (Sept 22 - Oct 1 2020)

Departure and Return Date _____ Destination: Virtual Conference

Description of Expenses Please attach receipts	Total Cost (Indicate currency If not Cdn)	Exchange Rate Adjusted Amount (If applicable)	Amount Paid by CBE Invoice/P-Card/ 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	264.92			264.92	
Travel Costs					
Airfare					
Insurance					
Rail/Bus					
Taxi/Shuttle Bus/Car Rental at Destination					
Personal Vehicle Km @ 50¢/Km (submit via PeopleSoft)					
Parking – at Destination					
Accommodation					
Nights @ \$ _____ (Single Rate)					
Telecommunication Charges (Internet, Phone calls)					
Meals – Receipts required (Including tips, excluding meals covered by Conference or Others)					
Breakfast(s) (Maximum \$12.00 each)					
Lunch(es) (Maximum \$17.00 each)					
Dinner(s) (Maximum \$26.00 each)					
Other – Provide Details					
TOTAL COST OF TRIP				264.92	
AMOUNT DUE TO CLAIMANT / <CBE>					

GST Breakout Area

NOTE: Copies of amounts paid through the P-Card, Invoices and Mileage Claim Forms must also be attached to this claim, in addition to items claimed for all Out of Pocket Expenses.

Personal Information is collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act (FOIP). The information included in this report is collected for the purpose of expense reporting and reimbursement and may be disclosed to the public as required by the CBE's policies and practices, Alberta Government policies and legislation, or a FOIP request. I have reviewed the attachments to ensure that confidential information has been removed or redacted. I certify that the above claim is correct.

Claimant's Signature _____

Payment Authorization _____

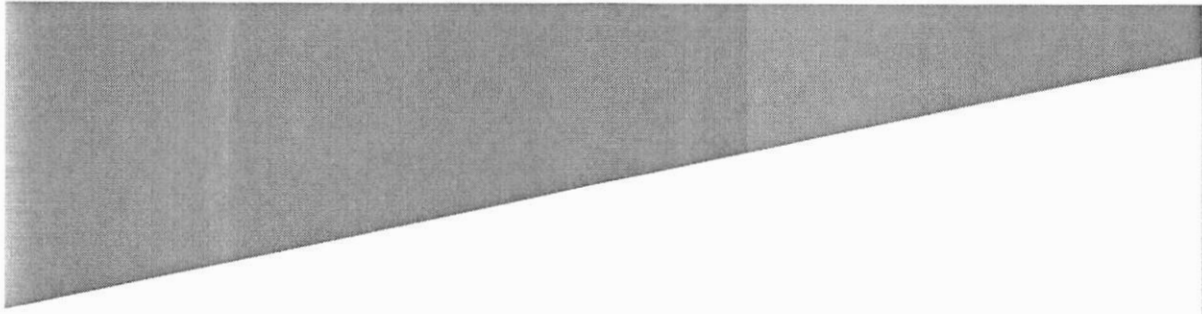
St. Croix, Grace M

Subject: FW: [EXTERNAL] Fwd: Your Inner Science LLC receipt [3970-1557#]

From: Julie Hrdlicka <juliehrdlicka@gmail.com>
Sent: August 31, 2020 11:13 PM
To: Hrdlicka, Julie R <jrhrdlicka@cbe.ab.ca>
Subject: [EXTERNAL] Fwd: Your Inner Science LLC receipt [#1557-]

***CAUTION:** This email originated from outside of the Calgary Board of Education. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

----- Forwarded message -----
From: Inner Science LLC <receipts+acct_1Ekmg2KIYuqSm7ND@stripe.com>
Date: Mon, Aug 31, 2020, 11:09 PM
Subject: Your Inner Science LLC receipt [#1557-]
To: <juliehrdlicka@gmail.com>



Receipt from Inner Science LLC

Receipt #1557-3970

AMOUNT PAID	DATE PAID	PAYMENT METHOD
\$197	August 31, 2020	VISA_

SUMMARY

The Power of Collective Healing	\$197.00
Amount paid	\$197.00 USD
	\$264.92 CDN

If you have any questions, visit our support site at <https://www.thomashuebl.net/pages/contact>, contact us at onlinecoursesupport@thomashuebl.com, or call at +1 415-785-3064.

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