

expense | monthly tracking report

claimant | Tink, Garry
position | Education Director
level | Director
reporting period | March 1 to April 30, 2024
date of report | Friday, June 7, 2024



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
CASS conference, Edmonton, AB	03/04/2024	Registration for April, 2024 conference	\$655.00	travel	PD course or registration fee
CASS meeting	03/15/2024	Use of person vehicle to Golden Hills School Division, March 15, 2024	\$62.22	travel	BUS mileage
Cell Phone	03/16/2024	Monthly Service Plan	\$49.88	other disclosed	telecom/cell phone
Cell Phone	04/16/2024	Monthly Service Plan	\$49.88	other disclosed	telecom/cell phone
CASS conference, Edmonton, AB	04/24/2024	Meal per diem for lunch and dinner	\$43.00	travel	PD food/non alcoholic beverage
CASS conference, Edmonton, AB	04/26/2024	Accommodations	\$346.62	travel	PD accommodation
Parking receipt	04/30/2024	Parking for Campus Calgary meeting downtown on January 31, 2024. Charged to the office on April 30, 2024	\$10.25	other disclosed	BUS general

From:
To:
Subject: Fwd: [EXTERNAL] CASSAlberta Registration (Order #:10158)
Date: Monday, March 4, 2024 10:32:01 AM

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From: admin=cass.ab.ca@mailout.cassalberta.ca <admin=cass.ab.ca@mailout.cassalberta.ca> on behalf of CASSAlberta.ca <admin@cass.ab.ca>
Sent: Monday, March 4, 2024 10:18:15 AM
To: Tink, Garry C <>
Subject: [EXTERNAL] CASSAlberta Registration (Order #:10158)

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Dear Garry Tink,

Thank you for registering for **2024 First Nations, Métis and Inuit Education Gathering**.

Order Summary

Order #:	10158
Transaction ID:	80312775641
Credit Card:	MasterCard
Card #:	XXXX
Authorization Code:	041099
Amount Paid:	\$655.00
Order Timestamp:	Mar 04, 2024 (10:18:15)

Event Details

Title:	2024 First Nations, Métis and Inuit Education Gathering (Gathering Registration)
Date(s):	<ul style="list-style-type: none">• April 24, 2024• April 25, 2024

	• April 26, 2024
Location:	Fantasyand Hotel, Edmonton

Registrant Information

First Name:	Garry
Last Name:	Tink
Email Address:	
Primary Phone:	
School Authority:	Calgary Board of Education
Jurisdiction Type:	Alberta Education
Zone:	5
Position:	Education Director
Registrant Cost:	\$655.00

Breakout Sessions

- **1.1 Elder/Knowledge Keeper Circle Teachings re: Kinship Relations (Blackfoot) --**
Apr 25, 2024 (10:00 a.m. - 12:00 p.m.)
- **2.9 Bridging Cultures, Building Futures: The Golden Hills School Division Journey**
-- Apr 25, 2024 (1:30 p.m. - 2:30 p.m.)
- **3.7 The Legacy of Hope Overview --** Apr 25, 2024 (3:00 p.m. - 4:00 p.m.)
- **4.1 Aawaaka'tsima Miistakistsi - Watching over the Mountains --** Apr 25, 2024
(10:00 a.m. - 11:00 a.m.)

Order Items

Item	Cost
• Round Dance Pre-conference Apr 24, 2024 (1:00 pm-3:00 pm)	No Charge
<i>3-Day Gathering</i>	
• Day 1 - Indigenous Education Gathering <i>Apr 24, 2024 (7:00 pm-10:00 pm)</i>	\$655.00
• Day 2 - Indigenous Education Gathering <i>Apr 25, 2024 (7:00 am-4:00 pm)</i>	
• Day 3 - Indigenous Education Gathering <i>Apr 26, 2024 (7:00 am-1:00 pm)</i>	
• Banquet Dinner Apr 25, 2024 (6:00 pm-9:00 pm)	No Charge

To support your learning prior to and after this learning opportunity, please visit the [CASS Resource Library](#). The resource library, designed for system leader's needs, provides searchable access to CASS resources and tools, conference presentations and supports for implementation for professional practice.

We appreciate your registration and look forward to seeing you!

Sincerely,

admin@cass.ab.ca

Website: <https://www.cass.ab.ca/>

Professional Learning and Resources: <https://cass.ab.ca/resources/>



Travel & Subsistence Expense Report

Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Return completed to Accounts Payable (CBEAccountsPayable@cbe.ab.ca) with a copy of your approved *Travel Within Alberta form*.

Details of Trip | Please Print Date: April 3, 2024

Employee's Name Garry Tink Vendor #: _____

School / Department to mail cheque to Area 7

Purpose of Trip / Name of Conference CASS

Departure and Return Dates March 15, 2024 Destination: Strathmore, AB

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE <small>Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)</small>	Amount Paid by Claimant <small>For Out of Pocket Expenditures (including GST)</small>	Alias to be charged for Claimant's Expenses
Registration/Conference Fees					
Travel Costs					
▪ Airfare (including trip cancellation insurance)					
▪ Rail/Bus					
▪ Taxi/Shuttle Bus/Car Rental in Calgary					
▪ Taxi/Shuttle Bus/Car Rental at Destination					
▪ Personal Vehicle <u>122</u> km @ 51¢/km (submit on Km Payment Form to Payroll)	62.22				Send original to Payroll for payment
Accommodations at Single Rate					
\$ _____ @ _____ Nights					
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch _____ @ \$17.00					
▪ Dinner _____ @ \$28.00					
▪ Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP					
CASH ADVANCE IF ANY–Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT					
GST Breakout Area					

I certify that correct: _____

Claimant's Signature _____ Approved by Superordinate _____

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

Service ID: Subscriber:GARRY TINK

Account Detail		
Assignment Account No.	Garry Tink	
Contract Detail		\$ 44.00
Contract Name	3GB Pooled Voice & D	
Options Charges		\$ 3.50
Calgary BoE Cimpl Bundle		\$ 3.50
Voice Charges		\$ 0.00
Charges for Additional Minutes		\$ 0.00
Peak Minutes	630:40 min	
Off Peak Minutes	155:00 min	
Total Airtime Minutes	787:00 min	
Data Charges		\$ 0.00
Data Volume (MB)	1621.3320 MB	\$ 0.00
Browser Charge	0:00 min	\$ 0.00
Text Messages		\$ 0.00
Text Messages	1458 msg	\$ 0.00
Long Distance Charges		\$ 0.00
Long Distance Charges	60:00 min	\$ 0.00
Roaming Charges		\$ 0.00
Voice Charges	0:00 min	\$ 0.00
Data Charges	0.0000 MB	\$ 0.00
Other Fees		\$ 0.00
411 Service		\$ 0.00
Monthly Access Fees		\$ 0.00
Discount		\$ 0.00
Other Charges and Credits		\$ 0.00
Other Charges and Credits		\$ 0.00
Taxes		\$ 2.38
GST		\$ 2.38
Total		\$ 49.88

Service ID: Subscriber:GARRY TINK

Account Detail		
Assignment Account No.	Garry Tink	
Contract Detail		\$ 44.00
Contract Name	3GB Pooled Voice & D	
Options Charges		\$ 3.50
Calgary BoE Cimpl Bundle		\$ 3.50
Voice Charges		\$ 0.00
Charges for Additional Minutes		\$ 0.00
Peak Minutes	497:04 min	
Off Peak Minutes	155:09 min	
Total Airtime Minutes	719:00 min	
Data Charges		\$ 0.00
Data Volume (MB)	3123.3213 MB	\$ 0.00
Browser Charge	0:00 min	\$ 0.00
Text Messages		\$ 0.00
Text Messages	1549 msg	\$ 0.00
Long Distance Charges		\$ 0.00
Long Distance Charges	64:00 min	\$ 0.00
Roaming Charges		\$ 0.00
Voice Charges	0:00 min	\$ 0.00
Data Charges	0.0000 MB	\$ 0.00
Other Fees		\$ 0.00
411 Service		\$ 0.00
Monthly Access Fees		\$ 0.00
Discount		\$ 0.00
Other Charges and Credits		\$ 0.00
Other Charges and Credits		\$ 0.00
Taxes		\$ 2.38
GST		\$ 2.38
Total		\$ 49.88



Must be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Return completed to Accounts Payable (CBEAccountsPayable@cbe.ab.ca) with a copy of your approved *Travel Within Alberta* form.

Details of Trip | Please Print

Date: April 26, 2024

Employee's Name Garry Tink Vendor #: _____

School / Department to mail cheque to Area 7

Purpose of Trip / Name of Conference CASS Conference 2024 First Nations, Metis and Inuit Education Gathering

Departure and Return Dates April 24 - 26, 2024 Destination: Edmonton, AB

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE <small>Invoice/P-Card/ Amex/ Payroll for Mileage (including GST)</small>	Amount Paid by Claimant <small>For Out of Pocket Expenditures (including GST)</small>	Alias to be charged for Claimant's Expenses
Registration/Conference Fees	655.00		655.00		
Travel Costs					
• Airfare (Including trip cancellation insurance)					
• Rail/Bus					
• Taxi/Shuttle Bus/Car Rental in Calgary					
• Taxi/Shuttle Bus/Car Rental at Destination					
• Personal Vehicle _____ km @ 51¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>173.31</u> @ <u>2</u> Nights	346.62		346.62		
Meals (including tips) (excluding meals covered by Conference or Others)					
• Breakfast _____ @ \$12.00					
• Lunch <u>1</u> @ \$17.00	17.00			17.00	
• Dinner <u>1</u> @ \$26.00	26.00			26.00	
• Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP			1001.62	43.00	
CASH ADVANCE IF ANY-Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT				43.00	
GST Breakout Area					

I certify that the above claim is correct:

Claimant's Signature

Approved by Superordinate

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

FANTASYLAND HOTEL

17700 87 AVE
EDMONTON AB T5T 4V4

Tink , Garry

Confirmation Number: 90603856-1

Room Number: 1233

Room Type: STWN

No. of Guests: 1

ARRIVAL	DEPARTURE	RATE PLAN
04/24/2024	04/26/2024	GROUP

DATE	CODE	DESCRIPTION	AMOUNT (CAD)
04/24/2024	RM	Room Charge	159.00
04/24/2024	RT	Alberta Tourism Levy	6.36
04/24/2024	GST	GST 845861368 RT	7.95
04/25/2024	RM	Room Charge	159.00
04/25/2024	RT	Alberta Tourism Levy	6.36
04/25/2024	GST	GST 845861368 RT	7.95
04/26/2024	MC	MasterCard *****	(346.62)

TOTAL DUE: 0

TERMS: If a credit card was provided upon check-in, a hold was placed on the card for the full amount to be owed to the hotel, plus estimated incidentals. This hold may display as pending for telephone or online banking portals and may not be released for 72 hours or longer after departure at the discretion of your card issuer.

kplus.ca

-7000

Plate: YGR579
Zone: 9061

Valid through:

WEDNESDAY
31 JAN 24
2:59 PM

Pay for your parking online: www.parkplus.ca

CALGARY PARKING (403) 537-7000

START TIME: 1/31/2024 12:56 PM
AMOUNT PAID: \$10.25 (GST Incl.)

Auth No: 446394
Trn No: 0011900100-H
Terminal: 1502
Receipt No: 19896

RECEIVED
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Retain this copy for your records. ©2024 CP&K COPY