

# expense | monthly tracking report

claimant | Howell, Michelle

position | Education Director

level | Director

reporting period | September 1 to October 31, 2025

date of report | Friday, December 12, 2025



**Calgary Board  
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	09/30/2025	Monthly Service Charges	\$51.09	other disclosed	telecom/cell phone
Cell Phone	10/31/2025	Monthly Service Charges	\$55.29	other disclosed	telecom/cell phone
College of Alberta School Superintendents (CASS)	09/23/2025	Registration Nov 5, 6 & 7, 2025 conference	\$588.00	other disclosed	PD course or registration fee

Service ID: [REDACTED]

Subscriber: AREA 6 OFFICE

Account Detail		
Assignment	Michelle Howell	
Account No.	[REDACTED]	
Contract Detail		\$ 44.20
Contract Name	5GB Pooled Voice & D	
Options Charges		\$ 4.45
Calgary BoE Cimpl Bundle @ \$3.50		\$ 3.50
Alberta Gov't 911 Fee @ \$0.95		\$ 0.95
Voice Charges		\$ 0.00
Charges for Additional Minutes		\$ 0.00
Peak Minutes	[REDACTED] min	
Off Peak Minutes	[REDACTED] min	
Total Airtime Minutes	[REDACTED] min	
Data Charges		\$ 0.00
Data Volume (MB)	[REDACTED] MB	\$ 0.00
Browser Charge	0:00 min	\$ 0.00
Text Messages		\$ 0.00
Text Messages	[REDACTED]	\$ 0.00
Long Distance Charges		\$ 0.00
Long Distance Charges	[REDACTED] 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		\$ 2.44
<b>Total</b>		<b>\$ 51.09</b>

Service ID: [REDACTED]

Subscriber: AREA 6 OFFICE

Account Detail		
Assignment	Michelle Howell	
Account No.	[REDACTED]	
Contract Detail		\$ 44.20
Contract Name	5GB Pooled Voice & D	
Options Charges		\$ 4.45
Calgary BoE Cimpl Bundle @ \$3.50		\$ 3.50
Alberta Gov't 911 Fee @ \$0.95		\$ 0.95
Voice Charges		\$ 0.00
Charges for Additional Minutes		\$ 0.00
Peak Minutes	[REDACTED] min	
Off Peak Minutes	[REDACTED] min	
Total Airtime Minutes	[REDACTED] min	
Data Charges		\$ 0.00
Data Volume (MB)	8769.0771 MB	\$ 0.00
Browser Charge	0:00 min	\$ 0.00
Text Messages		\$ 0.00
Text Messages	[REDACTED]	\$ 0.00
Long Distance Charges		\$ 0.00
Long Distance Charges	[REDACTED]	\$ 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		\$ 4.00
Roaming Rate Correction		\$ 4.00
Taxes		\$ 2.64
Total		\$ 55.29

## Invoice/Receipt (Order # [REDACTED])

### Order Items

**Registrant:** Michelle Howell ([REDACTED]@e.ab.ca)

Item	Subtotal	GST	Total
CONFERENCE (3-day event) <ul style="list-style-type: none"> <li>• <b>Day 1 - Evening Opening</b> Nov 05, 2025 (7:00 pm-10:00 pm)</li> <li>• <b>Day 2 - Full Day</b> Nov 06, 2025 (8:00 am-3:00 pm)</li> <li>• <b>Day 3 - Morning</b> Nov 07, 2025 (8:00 am-12:30 pm)</li> </ul>	\$560.00	\$28.00	\$588.00

### Transaction Details

<b>Transaction ID:</b>	[REDACTED]
<b>Credit Card:</b>	MasterCard
<b>Card #:</b>	XXXX [REDACTED]
<b>Authorization Code:</b>	[REDACTED]
<b>Order Timestamp:</b>	Sep 23, 2025 (02:59 pm)
<b>Subtotal:</b>	\$560.00
<b>GST:</b>	\$28.00
<b>Amount Paid:</b>	\$588.00 (CAD)

### Event Details

<b>Event Title:</b>	2025 Fall Conference
<b>Location:</b>	Deerfoot Inn and Conference Centre 11500 35 St SE Calgary, AB

### Cancellation Policy

Cancellation should be received in writing to [admin@cass.ab.ca](mailto:admin@cass.ab.ca) per the following guidelines.

If cancellation notice has been received:

- More than 14 days before = Full refund
- 7-14 days = 85% refund
- Less than 7 days = 50% refund
- No notice = No refund

We appreciate your registration and look forward to seeing you!

Sincerely,

CASS Events Administrator  
 Email: [admin@cass.ab.ca](mailto:admin@cass.ab.ca)  
 Website: <https://cass.ab.ca>