# expense | monthly tracking report

claimant | Pamplin, Lori position | Director, Leadership level | Director reporting period | September 1 to October 31, 2014 date of report | December-12-14



Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
Cell Phone	09/17/2014	monthly service plan	\$54.53	other disclosed	telecom/cell phone
College of Alberta School Superintendents (CASS): New Members Academy; Edmonton AB	09/22/2014	mileage: personal vehicle	\$296.00	travel	BUS mileage
College of Alberta School Superintendents (CASS): New Members Academy; Edmonton AB	09/22/2014	accommodation: Delta Edmonton South	\$174.02	travel	BUS accommodation
HUMANeX Training; Chicago IL	09/24/2014	registration fee: Leadership Module	\$2,008.00	travel	PD course or registration fee
HUMANeX Training; Chicago IL	09/24/2014	return airfare: Calgary - Chicago	\$709.12	travel	PD airfare/bus/rail
HUMANeX Training; Chicago IL	09/24/2014	taxi, shuttle bus	\$22.81	travel	PD airfare/bus/rail
HUMANeX Training; Chicago IL	09/24/2014	accommodation: Hampton Inn	\$272.16	travel	PD accommodation
HUMANeX Training; Chicago IL	09/24/2014	baggage expenses: United Airlines	\$51.62	travel	PD airfare/bus/rail
HUMANeX Training; Chicago IL	09/24/2014	meals: per diem x 3	\$107.00	travel	PD food/non alcoholic beverage
Cell Phone	10/17/2014	monthly service plan	\$86.90	other disclosed	telecom/cell phone
College of Alberta School Superintendents (CASS): 2014- 15 Membership Fees	10/20/2014	2014-15 membership fees	\$1,100.00	other disclosed	membership, due, fees
uLead 2015 - The Summit of Education Leadership; Banff AB; March 15, 2015	10/31/2014	conference registration fees	\$425.00	travel	conferences & workshops



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Mobile | Bill Date: September 17, 2014 LORI PAMPLIN Mobile Ref. Communications

#### Account # Next Bill Date: October 17, 2014

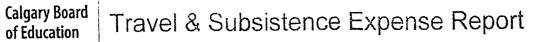
944of 1909

### CURRENT CHARGES for .

Monthly char	es billed to Oct 16, 2014	!			FOR YOUR INFORMATI	on
Corporate Share			\$30.00		Discount Summary	
•	6 Promotional Discount		-10.00	20.00	Total discounts	\$102.50
					Total this month	\$102.50
Includes:	3 Way Calling				Usage Summary	<u>_min:sec</u>
	Call Forwarding				Weekday	301:4
	Call Waiting	•			Weekend	SO:5
250 Anytime min				0.00	Weeknight	6:3
Alberta Governm			<b>•</b> •• <b>•</b> ••	0.44	Total time used	399:12
Email& Internet B	•		\$45.00			
less 33.339	6 Promotional Discount		-15.00	30.00	Event Summary Total Events	- 53
Bell to Bell Callin	a 10 - Mab		\$10.00			55 \$0.00
	% Promotional Discount		-10.00	0.00	Total this month	
					Packet Plan Usage Su	-
•	e Unimtd. Nights & Wknd	5	\$10.00		Total megabytes	4.552
less 100.00	% Promotional Discount		10.00	0.00	Total this month	\$0.0
Sharing Feature			\$5.00			
•	6 Promotional Discount		-3.50	1.50		
<b>- -</b>			610.00			
Travel text saver			\$10.00	0.00		
less 100.00	% Promotional Discount		-10.00	0.00		
Message Centre	& Call Display Bundle		\$12.00			
less 100.01	% Premotional Discount		-12.00	0.00		
6pm to 8pm Call	ing		\$7.00			
• •	% Promotional Discount		-7.00	0.00		
Can-Can/US Tex	t . Unlimited		\$15.00			
• • • • •	No Promotional Discount		-15.00	0.00		
Includes:	Picture Messaging			0.00		
magaca.	Image Messaging					
	Incl. Messages					
	Unlimited Incoming Ma					
\$1/MB US Data	Channed meeting we	:>>ayr>	\$10.00			
•	0% Promotional Discount		-10.00	0.00		
			-10.00	0.00		
US Roaming \$0.	Zəyilun			0.00		
Usage and lo	-					
•	nutes Local Calling					
@\$.00/mim	ute	201:45 min:sec		0.00		

Mobile Bill Date: September 17, 2014 LORI PAMPLIN Mobile Ref. Communications

CURRENT CHARGES	for ·	(continued)
Email& Internet BlackBerry 1GB [	Data Usage	
@\$.00/MB	4.5020 MB	0.00
Business Anytime UnImtd. Night	ts & Wknds Unlimited Usage	
@S.00/minute	89:31 min:sec	0.00
6pm to 8pm Calling Unlimited Us	sage	
@S.00/minute	87:56 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell	Mobility to Bell Mobility	
@\$.00/minute	20:00 min:sec	0.00
Service zone		
@\$.00/MB	0.0508 MB	0.00
Travel text saver Unlimited Incom	ming Messages	
	14 events	0.00
Can-Can/US Text - Unlimited Ind	cl. Messages	
	15 events	0.00
Can-Can/US Text - Unlimited Un	limited Incoming Messages	
	24 events	0.00
Taxes		
GST	·	2.59
Total current charges		\$54.53



<u>Must</u> be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Return completed form to Service Delivery, Education Centre

				<b>D</b>	nat alan	12014
Details of Trip   Please Print	• -				UCTODE	<u>-1,2014</u>
Employee's Name Lori Pamp	<u>'n</u>			Vendor #:		
School / Department to mail cheque to	la	dere	ship o			
Purpose of Trip / Name of Conference	<u>AS</u>	<u>s</u> r	vew M	lember		idemy.
Departure and Return Dates Sept 22	<u>-23</u>	2012	Destinat	iion: <u>Ed m</u>	onton	AB
<b>S</b>	•					
Description of Expenses	Tota	I Cost	Exchange	Amount Paid	Amount Paid	Alias to be charged for
	(Canadia	n Dollars)	Rate	by CBE	by Claimant	Claimant's Expenses
(Please attach receipts)			(for information purposes)	Invoice/P-Card/ Amex/ Payroll for Mileage	For Out of Pocket Expenditures	
				(including GST)	(including GST)	
Registration/Conference Fees	N	A				
Travel Costs		•				
<ul> <li>Airfare (including trip cancellation insurance)</li> </ul>						
• Rail/Bus						
<ul> <li>Taxi/Shuttle Bus/Car Rental in Calgary</li> </ul>						
Taxi/Shuttle Bus/Car Rental at Destination						
<ul> <li>Personal Vehicle 592 km @ 50¢/km (submit on Km Payment Form to Payroll)</li> </ul>	29	6.00		296.00		Send original to Payroll for payment
Accommodations at Single Rate						
\$_174.02_@_I_Nights	174	02		174.02		
Meals (including tips) (excluding meals covered by Conference or Others)						
Breakfast@ \$12.00						-ST
• Lunch@ \$17.00						DI
Dinner@ \$26.00					6	J. H.
Or Actual Expense						
Telecommunication Charges (Internet, phone calls)						
Parking – in Calgary						
Parking - at Destination						
Other – Provide Details						
TOTAL COST OF TRIP	470	).02		470,02		
CASH ADVANCE IF ANY-Ref #					1	
AMOUNT DUE TO (OWING BY) CLAIMANT						
GST Breakout Area						
I certify that the above plaim is correct:				OT AT 1	to IR (	Herek Diski
Original by L. Pamplin				fora	ppiloco	Keyk Orski
Claimant's Signature				Approved by S		
NOTE   Copies of amounts paid through the I claim, in addition to items claimed for all Out	P-Card, . of Pock	Amex Ca et Expen	rd, Invoices a ses.	and Mileage Clai	m Forms must a	also be attached to this

<u>M</u>





Kilòmetre Travel Log

Directions: Complete this form to track kilometres travelled. To receive payment, please enter the total weekly kilometres into your timesheet in PeopleSoft, then submit a hardcopy of the Kilometre Travel Log form to your Manager or Principal. You may wish to relain a copy for your own records.

ection 1: You	ur Emp	oloyee Infor	mation								To be	e comple	ted l	oy Emp	loyee
imployee ID:				Name:*	Lori	i			Last N	lame:*	Pa	mplin			
Section 2: Tri	p Deta	ils:					-					e comple	eted	by Em	oloyee
Record the date	, purpos	se, beginning	and end	ling locati	ons, ar	nd di	stance	ofeach	trip on a s	separate	Prow.			Dieto	nce in
Date DD-MM-YY		Purpose	for Trip	)			Trip St	arts From		<b>آ</b>	rip Er	nds At		k	m
22-09-14	CAS	S New Members	Academy	(return trip)			H	ome		Dei	ta Edmo	nton South		5	92
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Section 3:	: must c	reate a PDF o	opyofth	ie comgle	led Tra	avel l	.og and	l send to							
Employee Signature:*		Original s										ryl Ois			
Employee P	hone:*		· · ·						r Signatı						
Date OD-MM-		01-10-		Time Aj Phone:'	•		•					D-MM-YY:*			
management of	personnel	lected under the a and for the delive DIP. If you have an mation, please cor	ry or variou	s about the l	FOIP Act	t olear	se acces	s http://www	on of Privac; Board of Ed w.cbe,ab.ca	y Act (FOI lucation, II //eqal/loip	P). This will be t . If you h	information v reated in acc ave any que	vil) be cordan stions	used for ce with th about thi	he le privacy s form



#### 4404 Gateway Boulevard, Edmonton, Alberta, T6H 5C2 Tel: 780-434-6415 Fax: 780-436-9247

College of Alberta School Superintendent Lori Pamplin 1221 8th St SW Calgary AB T2R 0L4 Canada

Room: Folio: Cashier: Arrival: 09-22-14 Departure: 09-23-14

Group: College of Alberta School Superintendent

0.00

7.98

Other

Total

			Charges	Credits	
Date	Description	Additional Information			
09-22-14	Room Charge		155.00		
09-22-14	Room Destination Marketing Fee		4.65		
09-22-14	Room GST		7.98		
09-22-14	AB Tourism Levy		6.39		
09-23-14	Mastercard			174.02	
GST	Summary	Total	174.02	174.02	
· Regis	tration No: 865717755	Balance Due	0.00 CE	N	
Room				<u> </u>	
: F&B	0.00				

Guest Signature: \_\_\_\_Original signed by L. Pamplin

Calgary Board

<u>Must</u> be completed upon return from every business trip for reporting purposes and any out of pocket expenditures. Return completed form to Service Delivery, Education Centre

Constant Trip   Please Print	1.		Date:	Octobe	r 1,2014	
Employee's Name Lori Parn			Vendor #:	(0)		
School / Department to mail cheque to	earning		dership	(52	08)	
Purpose of Trip / Name of Conference	imane	<u>i</u> ra		ladersh	ip module	
Departure and Return Dates Sept 24-	29,2014	Destina	tion: <u>JCh</u>	icago,	Illinois	
•						
terent, t <b>il</b> yyentit	Total Cost	Exchange	Amount Paid	Amount Paid	Alias to be charged for	
(Please attach receipts)	. I TE DE LONGES	Rate the estimation purposed	by CBE Invocol®-Cant/Activit Played: for Miller se (indusing (SST)	by Claimant For Central Packet For an abuses (an outling GST)	Claimant's Expenses	
Registration/Conference Fees	1850.00		1850.00	USD	BOOB CO	TAD.
Travel Costs						
A fave including top cancellation insurance	709,12		709.12			
• RatEus						-
Lavetting Bus-Car Rental in Calgary	65 Q1		20 81			
The Shuttle Bus Car Rental of Destruction	29.81		22.81		Contractor Co	
<ul> <li>Bry all half Vervice Role 3 502 km subjection Ron Payment Form to Play to</li></ul>	• • · · • • • • • •				Send original to Paved! for payment	
Accommodations at Single Rate	070 11		07011	8		
	272.16		272.16			
Meals instrumg bosh elloù i ng rile es 6, verd a tiv ô tribrende or Groersk					а а а	
	12.00		1	12.00		
	17.00	Cater		17.00		
•	13.00			75.00	4	
• · · · · · · · · · · · · · · · · · · ·					•••	
Telecommunication Charges						
			tion when all a			
Parking – in Calgary		• • • • •		• • • • • • • • •		
Parking – at Destination	••••••	· · · · ·	• · · · · · · · · · · · · ·	• • • • • • • • • • • • • •	: ####################################	-
Other - Provide Details	2961.09		2854.09	10700	n	
TOTAL COST OF TRIP	a 161.01		2807.09	101.00		
CASH ADVANCE IF ANY-Ref # AMOUNT DUE TO (OWING BY) CLAIMANT		• • •			· · · · · · · · · · · · · · · · · · ·	
GST Breakout Area			a wa goolo ina in		• • • • • • • • • • •	- •
GST Brounding Area				-	· . • • · · · ·	

#### Original signed by L. Pamplin

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# Invoice

Date	Invoice #
8/29/2014	4104E

#### P.O. BOX 82653 LINCOLN, NE 68501-2653 Phone # 402-483-2844 Fax # 402-483-2138 Bill To Calgary Board of Education Attn: Lori Pamplin 1221-8 Street S.W. Calgary, AB T2R 0L4 P.O. No. Project Terms Due on receipt Amount Rate Description Quantity 11,100.00 1.850.00 Principal Certification: 2.0 6 Training Location: Bloomingdale, II Trainer: Lisa Training Dates: Phase I. August 28, 2014 Phase II: October 30, 2014 Participant Lori Pamplin: \$1850USD=\$2008. 25CDN / Original signed by L. Pamplin Lori Pan(plin, Drector Leadership and Learning USD -11.11 × 44 Total Payments/Credits radita. Es cas de Pietr 1.1.1.1 and the Principal dependence of Balance Due states e in the second s • 1 en usser stad fy h , chun es conto ren vanne beine

From: Sent: To: Subject: Lori Paniplin Director, Leadership and Learning Cliptry Board of Education | <u>www.cbe.ab.ca</u>

: 1

The contents of this email & any attachment(s) are confidential & intended for the sender immediately, delete this email & do not copy, use or disclose it.

From: Air Canada (mailto:confirmation@aircanada.ca) Sent: August-29-14 1:24 PM To: Pamplin, Lori G Subject: Air Canada - 24-Sep: Calgary - Chicago (booking ref:

THE FLOWER CONTREPLY TO THIS E-MARL CONTR

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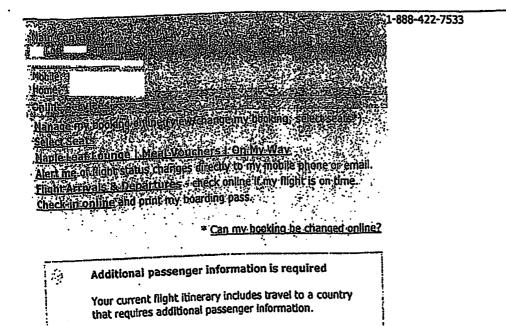
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We strongly encourage you to provide this information ahead of time from the comfort of your home or office with our secure online form.

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#### **Purchase Summary**

Fare Summary	Adult
Passenger Type	
Air Transportation Charges	251.00
Departing Flight - Flex	251.00
Return Flight - <u>Flex</u>	15.00
Sucharges	
Taxes, Fees and Charges	30.00
Canada Airport Improvement ree	39.38
U.S.A Transportation Tax	5.63
U.S Agriculture Fee	27.96
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	5.06
U.S Passenger Facility Charge	7.88
U.S.A Immigration User Fee	12.10
Air Travellers Security Charge (ATSC)	6.30
September 11 Security Fee	6.19
u.c. sederal Customs Fee	657.50
Total airfare and taxes before options (per passenger)	
Number of passengers	<u> </u>
Total airfare, taxes and options	
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$ <b>657.5</b> 0

## Payment Information

Credit/Debit Card according open in the following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canadat 6657.50 (Airfare - per ticxet)

Ticket number(s):

enRoute City Guide

# Chicago

Chicago is one of those enigmatic offies that's home to myriad distinct durtures and communities, but somehow maintains its own unmistexable identity. With its galleries, theatres and jazz ounges, Chicago is the beating heart of culture between the coasts but with touches of Vicinestern modesty.

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<u> A saa sa sa sa sa sa sa sa sa sa</u> 

Fare Rules Departing Flight Calaxy (170) To Chicago (180) Flex

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From: Sent: To: Subject: distant? Custom Amount . Square knorepty/Pintessatiint) situareutp.com September-25-14 7/32 AVT Pamplin, Lon Receipt from Francisco tusi 20.00 USD = #22, 81 CAD. 



Name and Address

PAMPLIN, LORI

#### HAMPTON INN & SUITES ADDISON

Room Arrival Date Departure Date	09/24/14 09/26/14
Adult/Child Room Rate	1/0 \$93.60
Rate Plan HHonors # Airline:	

1685 WEST LAKE ST. ADDISON, IL 60101

> Reservations www.hamptoninn.com or 1-800-HAMPTON

Confirmation #

09/26/14 PAGE 1

GUEST ROOM \$120.60		
	607537 GU	
\$7.24		09/24/14
56.03		09/24/14
CIT F 144		09/24/14
GUEST ROOM		09/25/14
STATE TAX		09/25/14
CITY TAX (\$237.77)	607691 CIT	09/25/14
(3237.77) V.S	607785	09/26/14
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×1-1476		
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					/	TOTAL 51.62



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Mobile · Bill Date: October 17, 2014 LORI PAMPLIN Mobile Ref. Communications

#### Account # \_\_\_\_\_ Next Bill Date: November 17, 2014

939of 1921

### **CURRENT CHARGES** for

Monthly charges billed to Nov 16, 2014			FOR YOUR INFORMA	TION
Corporate Share plan 30-10 36M	\$30.00		Discount Summary	
less 33.33% Promotional Discount	-10.00	20.00	Total discounts	\$102.50
			Total this month	\$102.50
Includes: 3 Way Calling			<u>Usage Summary</u>	<u>min:sec</u>
Call Forwarding			Weekday	341:09
Call Waiting			Weekend	36:49
250 Anytime minutes		0.00	Weeknight	16:12
Alberta Government 911 fee	A.C. 00	0.44	Total time used	394:10
Email& Internet BlackBerry 1GB	\$45.00	<b>60 00</b>	Event Summary	
less 33.33% Promotional Discount	15.00	30.00	Total Events	23
Bell to Bell Calling 10 - Mob	\$10.00		Total this month	\$0.00
less 100.00% Promotional Discount	-10.00	0.00	Packet Plan Usage	
		0.00		6.948
Corporate Data Flex USA		0.00	Total megabytes	50.00
Business Anytime Unlmtd. Nights & Wknds	\$10.00	0.00	Total this month	30.0k
less 100.00% Promotional Discount	-10.00	0.00	الالانتفاداتين والمتبار والمتعاد والمروبي	
Sharing Feature	\$5.00			
less 70.00% Promotional Discount	-3.50	1.50		
Travel text saver	\$10.00	0.00		
less 100.00% Promotional Discount	-10.00	0.00		
Message Centre & Call Display Bundle	\$12.00			
less 100.00% Promotional Discount	-12.00	0.00		
	c7.00			
6pm to 8pm Calling	\$7.00	0.00		
less 100.00% Promotional Discount	<u>-7.00</u>	0.00		
Can-Can/US Text - Unlimited	\$15.00			
less 100.00% Promotional Discount	-15.00	0.00		
Includes: Picture Messaging				
Image Messaging				
Incl. Messages				
Unlimited Incoming Mess	-			
S1/MB US Data	\$10.00			
less 100.00% Promotional Discount	-10.00	0.00		
Other charges and credits				
Other charges and credits US Voice & Text S30 - 30 day		30.00		

Mobile · Bill Date: October 17, 2014 LORI PAMPLIN Mobile Ref. Communications

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#### Account # Next Bill Date: November 17, 2014

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940of 1921

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### CURRENT CHARGES for

(continued)

Usage and long distance		
250 Anytime minutes Local Calling	I	
@\$.00/minute	244:32 min:sec	0.00
Email& Internet BlackBerry IGB Data Usage		
@\$.00MB	6.9046 MB	0.00
Business Anytime UnImtd. Nights	& Wknds Unlimited Usage	
@\$.00/minute	53:01 min:sec	0.00
6pm to 8pm Calling Unlimited Usa	ge	
@\$.00/minute	89:37 min:sec	0.00
Bell to Bell Calling 10 - Mob Bell N	Aobility to Bell Mobility	
@S.00/minute	7:00 min:sec	0.00
Service zone		
@\$.00MB	0.0439 MB	0.00
Can-Can/US Text - Unlimited Incl.	Messages	
	4 events	0.00
Can-Can/US Text - Unlimited Unli	mited Incoming Messages	
	4 events	0.00
US Voice & Text S30 - 30 day Unli	imited Incoming Messages	
	12 events	0.00
Power Sharing - Events	3 calls	0.00
Long distance		0.84
Taxes		
GST		4.12
Total current charges		\$86.90



1200, 9925 - 109 Street Edmonton, Alberta TSK 2J8

### INVOICE

Invoice No.: Oate: Ship Date: Page: Re: Order No.

164188 Amended 09/19/2014

1

Sold to: Calgary Board of Education 1221-8 Street SW Calgary, AB T2R 0L4

Ship to:

Calgary Board of Education 1221-8 Street SW Calgary, AB T2R 0L4

item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
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# 1200, 9925 • 109 Street Edmonton, Alberta TSK 2J8

### INVOICE

Invoice No.: Date: Ship Date: Paga:

#### 184188 Amended 09/19/2014

2

Re: Order No.

Sold to:

**Calgary Board of Education** 1221-8 Street SW Calgary, AB T2R 0L4

Ship to: Calgary Board of Education 1221-8 Street SW Calgary, AB T2R 0L4

Business No.:	10696 7052

item No.	Unit	Quantity	Description	Tax	Unit Price	Amount:
CASS Membership				G	1,100.00	1,100.00
2014/15 CASS Membership 2014/15				G	1,100.00	1,100.00
			g - gst 5.00% gst			880.00
- 						
College of Alberta	a School Superinten	dents GST: #108	98 7052 RT			
Shipped By:	Tracking					
Comment: In	voice-CASS Membe	irship 2014/15			Total Amount	18,480.00
Sold By:					· ·	

### uLead 2015- The Summit of Educational Leadership

Now that you have registered for the uLead 2015 conference, if you wish to register for the Preconference Workshop Day with on Leadership for Early Childhood Education or on School Redesign click on the button below.

Register now for the uLead Pre-Conference Workshop

General Options

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