

expense | monthly tracking report

claimant | Usih, Christopher

position | Chief Superintendent of Schools

level | Superintendent

reporting period | March 1 to April 30, 2019

date of report | June 14, 2019



**Calgary Board
of Education**

Description	Date (mm/dd/yyyy)	Details and/or Rationale	Amount (CDN\$)	Category	Expense Type
cell phone	03/17/2019	monthly bill	\$51.12	other disclosed	telecom/cell phone
cell phone	04/17/2019	monthly bill	\$75.61	other disclosed	telecom/cell phone
2019 CASS AB Ed Annual Learning Conference (Mar 20-22 2019)	03/20/2019	Accommodation 2 nights	\$370.50	travel	PD accommodation
2019 CASS AB Ed Annual Learning Conference (Mar 20-22 2019)	03/20/2019	Bus	\$152.00	travel	PD airfare/bus/rail
2019 CASS AB Ed Annual Learning Conference (Mar 20-22 2019)	03/20/2019	Taxi	\$21.40	travel	PD general
2019 CASS AB Ed Annual Learning Conference (Mar 20-22 2019)	03/20/2019	Meals	\$52.00	travel	PD food/non alcoholic beverage
2019 CASS AB Ed Annual Learning Conference (Mar 20-22 2019)	03/20/2019	Registration Fee	\$250.00	travel	PD course or registration fee

Mobile

Bill Date: March 17, 2019

Christopher Usih *Chief Supt.*

Mobile Ref.

Account #

1306of 1531

Next Bill Date: April 17, 2019

CURRENT CHARGES for

Monthly charges billed to Apr 16, 2019

Corp Smartshare Unltd 55 Plan 36M	\$55.00	
less 14.54% Promotional Discount	-8.00	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	-3.00	0.00
Message Centre		0.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
1GB Shared Data - Smartphones		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	-10.00	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary	
	<i>min:sec</i>
Weekday	145:00
Weekend	34:00
Weeknight	6:00
Total time used	185:00
Event Summary	
Total Events	31
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	2,106.8400
Total this month	\$0.00



000041-010373 41_679_796 6

Mobile
Bill Date: March 17, 2019
Christopher Usih
Mobile Ref.

Account #
Next Bill Date: April 17, 2019

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CURRENT CHARGES for (continued)

Usage and long distance

1GB Shared Data - Smartphones Data Usage		
@\$.00/MB	2,106.8400 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	185:00 min:sec	0.00
Free Bell Message	10 events	0.00
Roam flex Zone 1 - Text Unlimited Incoming Messages		
	7 events	0.00
Messaging Pack Unlimited Incl. Messages		
	14 events	0.00

Taxes

GST		2.43
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Total current charges **\$51.12**

000041-010374

Mobile
Bill Date: April 17, 2019
Christopher Usih
Mobile Ref.
Office Chief Superintendent

Account #
Next Bill Date: May 17, 2019

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CURRENT CHARGES *for*

Monthly charges billed to May 16, 2019

Corp Smartshare Unltd 55 Plan 36M	\$55.00	
less 14.54% Promotional Discount	<u>-8.00</u>	47.00
Includes: 3 Way Calling		
Call Waiting		
Alberta Government 911 fee		0.44
Call Forwarding	\$3.00	
less 100.00% Promotional Discount	<u>-3.00</u>	0.00
Message Centre		0.00
Roam Flex Cuba - Data		0.00
Corporate Data Flex Zone 3		0.00
Call Display		0.00
1GB Shared Data - Smartphones		0.00
Corporate Text Flex Zone3		0.00
Roam flex USA - Data		0.00
Corporate Voice Flex Zone3		0.00
Roam flex Zone 1- Data		0.00
Roam flex Zone 1 - Text		0.00
Roam flex Zone 1- Voice		0.00
Roam flex Zone 2- Data		0.00
Roam flex Zone 2 - Text		0.00
Roam flex Zone 2- Voice		0.00
Etelesolv		1.25
Member to Member Local Calling		0.00
Messaging Pack Unlimited		0.00
Includes: Picture Messaging		
Image Messaging		
Incl. Messages		
Unlimited Incoming Messages		
Unlimited Canadian LD	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00
Unlimited Local Talking		0.00
U.S. Travel -Calling \$0.20/min		0.00
Travel US Text Saver	\$10.00	
less 100.00% Promotional Discount	<u>-10.00</u>	0.00

FOR YOUR INFORMATION...	
Discount Summary	
Total discounts	\$31.00
Total this month	\$31.00
Usage Summary min:sec	
Weekday	81:00
Weeknight	79:00
Total time used	160:00
Event Summary	
Total Events	7
Total this month	\$0.00
Packet Plan Usage Summary	
Total megabytes	4,242.6797
Total this month	\$23.31



000040-010295-40_895_815 6

Mobile
Bill Date: April 17, 2019
Christopher Usih
Mobile Ref.
Office Chief Superintendant

Account #
Next Bill Date: May 17, 2019

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CURRENT CHARGES for

(continued)

Usage and long distance

1GB Shared Data - Smartphones Data Usage		
@\$.00/MB	3,077.3800 MB	0.00
Unlimited Local Talking Unlimited Usage		
@\$.00/minute	160:00 min:sec	0.00
1GB Shared Data - Smartphones Data Usage		
@\$.02/MB	1,165.2997 MB	23.31
Text message	2 events	0.00
Text message	1 event	0.00
Corporate Text Flex Zone3 Unlimited Incoming Messages		
	2 events	0.00
Messaging Pack Unlimited Incl. Messages		
	2 events	0.00
Taxes		
GST		3.61

Total current charges **\$75.61**

000040-010296



Must 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

Details of Trip | Please Print Date: March 29 2019

Employee's Name Christopher Usih Vendor #: _____

School / Department to mail cheque to Office of the Chief Superintendent

Purpose of Trip / Name of Conference CASS Conference

Departure and Return Dates Mar 20-22 2019 Destination: Edmonton

Description of Expenses (Please attach receipts)	Total Cost (Canadian Dollars)	Exchange Rate (for information purposes)	Amount Paid by CBE Invoice/P-Card/ Amex/ 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	250.00				
Travel Costs					
▪ Airfare (including trip cancellation insurance)					
▪ Rail/Bus	152.00		152.00		
▪ Taxi/Shuttle Bus/Car Rental in Calgary	10.40			10.40	
▪ Taxi/Shuttle Bus/Car Rental at Destination	11.00			11.00	
▪ Personal Vehicle _____ km @ 50¢/km (submit on Km Payment Form to Payroll)					Send original to Payroll for payment
Accommodations at Single Rate					
\$ <u>185.25</u> @ <u>2</u> Nights	370.50		370.50		
Meals (including tips) (excluding meals covered by Conference or Others)					
▪ Breakfast _____ @ \$12.00					
▪ Lunch _____ @ \$17.00					
▪ Dinner <u>2</u> @ \$26.00	52.00			52.00	
▪ Or Actual Expense					
Telecommunication Charges (Internet, phone calls)					
Parking – in Calgary					
Parking – at Destination					
Other – Provide Details					
TOTAL COST OF TRIP	845.90				
CASH ADVANCE IF ANY-Ref # _____					
AMOUNT DUE TO (OWING BY) CLAIMANT				73.40	
GST Breakout Area	24.64			.40	

DO NOT PAY
Duplicate Copy
MAY 17 2019
Accounts Payable

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.



Receipt

10127 - 120 Avenue
Grand Prairie AB, T8V 8H8
Phone (780) 882-7988
Fax

Payer:	Christopher Usih
Registrant Name:	Christopher Usih
Payment Method:	
School:	Calgary Board of Education
Jurisdiction:	3030

Conference	Registrants	Per Registrant	Total
Certification In-Service	1	\$250.00	\$250.00
GRAND TOTAL			\$250.00

Paid At: Feb 21, 2019	\$250.00
Balance Due	\$0.00

Payment Method:	
Card Number:	
Order ID:	
Registration Date:	Feb 21, 2019

Conference Information	
Certification In-Service	March 20, 2019 9:00am - 4:00pm March 21, 2019 9:00am - 4:00pm
Location: Chateau Lacombe Hotel	

Session Information	
Superintendents	
Date: March 22, 2019	Time: 9:00 AM - 10:00 AM

From:
Sent:
To:
Subject:



ITINERARY/RECEIPT

2019-03-20

You can reach us at:

CHRISTOPHER USIH
1221 8 ST SW
CALGARY, AB T2R 0L4

Red Arrow - ESS
Central Reservations: 1-800-
232-1958
sales@redarrow.ca

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
	2019-03-11				2019-03-20	2019-03-22	-	SARA

Travellers:

USIH/CHRISTOPHER

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
	4 hrs 5 mins	Adult	1	\$ 72.38	\$ 76.00

3 hrs 5 mins Adult 1 \$ 72.38 \$ 76.00

Base Price:	\$ 144.76
Discounts:	\$ 0.00
Service Charges:	\$ 0.00
GST:	\$ 7.24
Invoice Total:	\$ 152.00
Payments Received:	\$ 152.00
Balance Due:	\$ 0.00

Payments Received

DATE	GUEST	REFERENCE	AMOUNT
2019-03-11	customer: CHRISTOPHER USIH		\$ 152.00

**PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN.
PLEASE CHECK IN 15 MINUTES PRIOR TO DEPARTURE**

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M. departures (prior to time of originating departure point); 3 hours notice prior to P.M. departures (prior to time of originating departure point) must be given. All Camrose Departures require 30 minutes notice. December 14 - January 4 to cancel or make any changes to a reservation we require 24 hours notice. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change. Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. **Red Arrow will not be responsible for the loss of or damage to checked luggage in excess of stated maximum liability. In addition, Red Arrow does not accept liability to loss of or damage to unchecked baggage carried on board. For the full policy, please visit www.redarrow.ca or view the policy posted on our information boards at our Ticket Offices**
Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time Corporate Billing Accounts: Payment due 30 days after completion of trip.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

Thank you for booking with Red Arrow Motorcoach. We appreciate your business!

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication

**ALLIED
BLACK**
LIMO & TAXI



Try our **ON-DEMAND** Taxi app
Connecting you Directly with your Driver

alliedblack.com

Driver Ro Date March 30 / 19
Car # 531 Amount 11.-
GST Included # _____

315 MERIDIAN ROAD SE
CALGARY, AB T2A 1X2

TERMINAL ID:
MERCHANT ID:
VEHICLE ID:
DRIVER ID:
GST ACCOUNT #:
TRIP NUMBER:
PASSENGERS:

1

22/2019
START 20:34
DISTANCE: 23.00

END: 20:40
RATE: 1

FARE AMOUNT: \$ 8.00

TAX AMOUNT: \$ 0.40
TIP AMOUNT: \$ 2.00

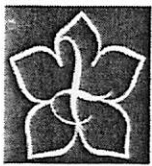
TOTAL : \$ 10.40

.40 GST

PASSENGER COPY

THANK YOU
(403)293 9999
WWW.THECHECKERGROUP.COM





**CHATEAU
LACOMBE**
HOTEL

03-29-19

Mr Christopher Usih	Folio No. :	Room No. :
	A/R Number :	Arrival : 03-20-19
	Group Code :	Departure : 03-22-19
	Company : CASS / AB Education Learning Con.	Conf. No. :
	Membership No. :	Rate Code :
		Page No. : 1 of 1

Date	Description	Charges	Credits
03-20-19	*Accommodation	165.00	
03-20-19	ERDMF-3%	4.95	
03-20-19	Tourism Levy	6.80	
03-20-19	Room GST	8.50	
03-21-19	*Accommodation	165.00	
03-21-19	ERDMF-3%	4.95	
03-21-19	Tourism Levy	6.80	
03-21-19	Room GST	8.50	
03-22-19			370.50
Total		370.50	370.50

Balance 0.00

Guest Signature: X _____

I have received the goods and / or services in the amount shown hereon. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

GST Summary:

Room	17.00
F&B	13.60
Misc.	0.00

\$17.60 GST