

Trustee Professional Development & Travel Expenses

Trustee - Clark Bosch

Period- June 1, 2018 - August 31, 2018

Event or Expenditure item	Board Business	Professional Learning	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
ASBA Spring General Meeting	X		25-Jun-18				\$675.00		\$675.00
ASBA Spring Meeting	X		04-Jun-18	\$147.15		\$355.52	\$23.00		\$525.67
Total				\$147.15	\$0.00	\$355.52	\$698.00	\$0.00	\$1,200.67



**Alberta School Boards  
Association**

1200, 9925 - 109 Street Edmonton, Alberta T5K 2J8  
 Phone: 1.780.482.7311 Fax: 1.780.482.5659  
 www.asba.ab.ca Email: hrogers@asba.ab.ca Business #: 10669 4268

**INVOICE**

RECEIVED  
 JUL 0 \* 2018

NUMBER 0000038405  
 DATE June 25, 2018

**BILL TO:**

Lethbridge SD No. 51  
 433 - 15 Street South  
 Lethbridge AB T1J2Z5

(403) 000-3805 Ext.

Customer Number	P.O. NUMBER	TERMS		
LET01		Due on Receipt		
DESCRIPTION	REQ.	UNIT PRICE	EXTENDED PRICE	
Spring General Meeting 2018  Attendee(s): C. Gilmore C. Bosch D. Hunt L. Major  17010-4100-1000-32	4	675.00	2,700.00	
		8111N2010		
			NET AMOUNT	2,700.00
			FREIGHT G.S.T.	135.00
			<b>TOTAL DUE</b>	<b>\$2,835.00</b>

Date: 02-Nov-2018  
12:15

Lethbridge Public Sd

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Expense Form

Number of Uploaded Documents: 1

TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000108599 - Created: 19-Jun-2018 07:14.12 AM - By: Clark Bosch - Processed: 19-Jun-2018 07:14.12 AM - By: Clark Bosch

**NAME:** Bosch, Clark J (10671)  
**DATES:** From: 04-Jun-2018 To: 05-Jun-2018  
**FUNCTION or MEETING:** ASBA Spring meeting Check if Travel is in the USA:   
**LOCATION:** Red Deer

**EXPENSES:**

			Enter GST on Invoice	Section Total
<b>1. MEALS:</b>				
Breakfast	@ \$ 10.00	\$	0.00	
Lunch	@ \$ 15.00	\$	0.00	
Dinner	@ \$ 20.00	\$	0.00	
Gratuity automatically calculated	@ .15 %	\$	0.00	\$ 0.00 (1)
<b>2. HOTELS:</b>				
Hotel: Enter total invoice amount - attach vouchers:		\$	147.15	\$
Private Accommodation:	@ \$ 20.00	\$	0.00	\$ 147.15 (2)
<b>3. TRANSPORTATION COSTS:</b>				
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$	
Taxi Fares - State number of trips:		\$		
OR B) Car Expenses	KMS @ \$ .505	\$	0.00	\$ 0.00 (3)
<b>4. REGISTRATION FEES:</b>				
Attach approved receipt or voucher		\$	\$	\$ 0.00 (4)
<b>5. TECHNOLOGY COSTS:</b>				
		\$	\$	\$ 0.00 (5)

For Office Use Only:				
GST (Auto Calculated Within):	0.00	<b>TOTAL EXPENSES CLAIMED:</b>	(1+2+3+4+5)	\$ 147.15
GST on Invoices:	0.00	Less: ADVANCE		\$
Total GST:	0.00	<b>NET TOTAL TO BE PAID:</b>		\$ 147.15

**HONORARIA:** Half Day(s) Full Day(s)  
**PER DIEM ALLOWANCE:** Half Day(s) Full Day(s)

APPROVAL SECTION

Task ID: 0000108599 - Created: 19-Jun-2018 07:14.12 AM - By: Clark Bosch - Processed: 19-Jun-2018 07:23.21 AM - By: Christine Lee

Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000108599 - Created: 19-Jun-2018 07:23.21 AM - By: Christine Lee - Processed: 19-Jun-2018 08:02.44 AM - By: Pauline Jongeling

Action Taken: Approve Expense

Travel & Expense Calculator			
Section	Amount Claimed Less GST	GST	Total
Meals:	0.00	0.00	0.00
Hotels:	147.15	0.00	147.15
Transportation Costs:	0.00	0.00	0.00
Registration Fees:	0.00	0.00	0.00
Technology Costs:	0.00	0.00	0.00
<b>Expenses Claimed:</b>	<b>147.15</b>	<b>0.00</b>	<b>147.15</b>
			Less: ADVANCE
			0.00
U.S. Dollars:	Exchange Rate:	Exchange:	0.00
			<b>NET TOTAL TO BE PAID:</b>
			<b>147.15</b>

  

Vendor Number: EM10671 - Bosch, Clark J

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032		147.15	1	6.75
<b>Total Without Taxes:</b>				<b>140.40</b>
<b>Tax Total:</b>				<b>6.75</b>
<b>Total With Taxes:</b>				<b>147.15</b>

Authorizer Comment  
approved

PAID

Black Knight Inn

2929 50th Avenue

Red Deer, AB

T4R 1H1

Telephone: 403-343-6666 Fax: 403-340-8970

Clark Bosch

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Res. # 008599

Checked in Mon Jun 4/18 - 9:10pm

Checked out Tue Jun 5/18 - 6:55am

Nights 1

Room Rate 135.00

Promo Code

Room 810

Date	Description	Reference	Charges	Credits
Jun04	Room - Bar		135.00	
Jun04	GST		6.75	
Jun04	Tourism Levy		5.40	
Jun05	PAID BY VISA - Th auth #439162 *****6034			147.15
			-----	
		0.00	147.15	147.15

Thank you for choosing the Black Knight Inn.

Call 1-800-661-8793 to make your next reservation with us.

Visit us online at <http://www.blackknightinn.ca/>

Our G.S.T. # is R121889661

Charge Summary:

GST	6.75
Tourism Levy	5.40

Date: 02-Nov-2018  
12:16

Lethbridge Public Sd

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Expense Form

Number of Uploaded Documents: 0

TRUSTEES TRAVEL AND EXPENSE WARRANT

Task ID: 0000108462 - Created: 18-Jun-2018 07:58.02 AM - By: Clark Bosch - Processed: 18-Jun-2018 07:58.02 AM - By: Clark Bosch

**NAME:** Bosch, Clark J (10671)  
**DATES:** From: 04-Jun-2018 To: 05-Jun-2018  
**FUNCTION or MEETING:** ASBA Spring Meeting Check if Travel is in the USA:   
**LOCATION:** Red Deer

**EXPENSES:**

				Enter GST on Invoice	Section Total
<b>1. MEALS:</b>					
Breakfast	@ \$ 10.00	\$	0.00		
Lunch	@ \$ 15.00	\$	0.00		
Dinner	01 @ \$ 20.00	\$	20.00		
Gratuity automatically calculated	@ .15 %	\$	3.00	\$	23.00 (1)
<b>2. HOTELS:</b>					
Hotel: Enter total invoice amount - attach vouchers:		\$	\$		
Private Accommodation:	@ \$ 20.00	\$	0.00	\$	0.00 (2)
<b>3. TRANSPORTATION COSTS:</b>					
A) Economy Air Fair: Enter total invoice amount - attach receipts		\$	\$		
Taxi Fares - State number of trips:		\$			
<b>OR</b> B) Car Expenses	Red Deer 704 KMS @ \$ .505	\$	355.52	\$	355.52 (3)
<b>4. REGISTRATION FEES:</b>					
Attach approved receipt or voucher		\$	\$	\$	0.00 (4)
<b>5. TECHNOLOGY COSTS:</b>					
		\$	\$	\$	0.00 (5)

For Office Use Only:

GST (Auto Calculated Within):	17.88	<b>TOTAL EXPENSES CLAIMED:</b>	(1+2+3+4+5)	\$	378.52
GST on Invoices:	0.00	Less: ADVANCE		\$	
Total GST:	17.88	<b>NET TOTAL TO BE PAID:</b>		\$	378.52

**HONORARIA:** Half Day(s) Full Day(s)  
**PER DIEM ALLOWANCE:** Half Day(s) 02 Full Day(s)

APPROVAL SECTION

Task ID: 0000108462 - Created: 18-Jun-2018 07:58.02 AM - By: Clark Bosch - Processed: 18-Jun-2018 09:14.21 AM - By: Christine Lee

Action Taken: No Objection

▼ TRUSTEE EXPENSE WARRANT-PAYROLL SECTION

Task ID: 0000108462 - Created: 18-Jun-2018 09:14.21 AM - By: Christine Lee - Processed: 19-Jun-2018 10:31.59 AM - By: Carrie McLaren

This expense form is being routed to you as the Trustee has entered honoraria or a per diem allowance.

Please print the expense form for processing of payment and as backup documentation.

▼ ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000108462 - Created: 18-Jun-2018 09:14.21 AM - By: Christine Lee - Processed: 19-Jun-2018 08:03.29 AM - By: Pauline Jongeling

Action Taken: Approve Expense

Travel & Expense Calculator				
Section		Amount Claimed Less GST	GST	Total
Meals:		22.05	0.95	23.00
Hotels:		0.00	0.00	0.00
Transportation Costs:		338.59	16.93	355.52
Registration Fees:		0.00	0.00	0.00
Technology Costs:		0.00	0.00	0.00
<b>Expenses Claimed:</b>		<b>360.64</b>	<b>17.88</b>	<b>378.52</b>
				Less: ADVANCE
				0.00
U.S. Dollars:		Exchange Rate:	Exchange:	0.00
<b>NET TOTAL TO BE PAID:</b>				<b>378.52</b>

  

Vendor Number: EM10671 - Bosch, Clark J

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
170104100100032	<input checked="" type="checkbox"/>	378.52	1	18.03
<b>Total Without Taxes:</b>				<b>360.49</b>
<b>Tax Total:</b>				<b><u>18.03</u></b>
<b>Total With Taxes:</b>				<b>378.52</b>

Authorizer Comment  
approved

PAID