

Trustee Professional Development & Travel Expenses
Trustee - Allison Purcell
Period- September 1, 2024 November 30, 2024

Event or Expenditure item	Dates	Hotel	Flight	Mileage	Other	Per Diem	Total
PSBAA Meeting	16-Oct-24	\$ 379.46			\$ 23.00	\$ 400.00	\$ 802.46
PSBAA / ASBA TEBA	November 14-19, 2024	\$ 1,036.61		\$ 556.60	\$ 936.25	\$ 1,200.00	\$ 3,729.46
							\$ -
Total		\$ 1,416.07	\$ -	\$ 556.60	\$ 959.25	\$ 1,600.00	\$ 4,531.92

NAME: Purcell, Allison (20416)
DATES: From: 16-Oct-2024 To: 17-Oct-2024
FUNCTION or MEETING: PSBAA Meeting Check if Travel is in the USA:
LOCATION: Edmonton

EXPENSES:

1. MEALS:				Enter GST on Invoice	Section Total
Breakfast		@ \$ 15.00	\$ 0.00		
Lunch	01	@ \$ 20.00	\$ 20.00		
Dinner		@ \$ 30.00	\$ 0.00		
Gratuity automatically calculated		@ .15 %	\$ 3.00	\$	23.00 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers:			\$ 379.46	\$ 17.40	
Private Accommodation:		@ \$ 20.00	\$ 0.00	\$	379.46 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts			\$	\$	
Taxi Fares - State number of trips:			\$		
OR B) Car Expenses	KMS	@ \$.55	\$ 0.00	\$	0.00 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher			\$	\$	\$ 0.00 (4)
5. TECHNOLOGY COSTS:					
			\$	\$	\$ 0.00 (5)

For Office Use Only:					
GST (Auto Calculated Within):	0.95	TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$	402.46
GST on Invoices:	17.40	Less: ADVANCE		\$	
Total GST:	18.35	NET TOTAL TO BE PAID:		\$	402.46

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

APPROVAL SECTION

Task ID: 0000294458 - Created: 18-Dec-2024 12:21.39 PM - By: Allison Purcell - Processed: 18-Dec-2024 12:38.01 PM - By: Christine Lee



Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION

Task ID: 0000294458 - Created: 18-Dec-2024 12:38.01 PM - By: Christine Lee

Travel & Expense Calculator

Section	Amount Claimed Less GST	GST	Total
Meals:	22.05	0.95	23.00
Hotels:	362.06	17.40	379.46
Transportation Costs:	0.00	0.00	0.00
Registration Fees:	0.00	0.00	0.00
Technology Costs:	0.00	0.00	0.00
Expenses Claimed:	384.11	18.35	402.46
		Less: ADVANCE	0.00
U.S. Dollars:	Exchange Rate:	Exchange:	0.00
NET TOTAL TO BE PAID:			402.46

Vendor Number: **Purcell, Allison**  

Address 1: 4118 21 AVENUE SOUTH
 Address 2:
 Address 3:
 City: LETHBRIDGE
 Province: AB
 Country: CAN
 Postal Code: T1K4Y2
Paid By: EFT

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
- <input type="text" value="170104000100032"/> 		<input type="text" value="402.46"/>	GST 	<input type="text" value="19.17"/> 

-TRUSTEETRAV-BRDSYS-GEN-BOARD 

 Add GL

Total Without Taxes: 383.29
Tax Total: 19.17
Total With Taxes: 402.46

Authorizer Comment

Invoice Has Not Been Created



DOUBLETREE BY HILTON WEST EDMONTON
 16615 109TH AVE, EDMONTON, AB, T5P4K8
 ,
 Canada
 TELEPHONE 780-484-0821 • FAX 780-486-1634
 Reservations
 www.hilton.com or 1 800 HILTONS

PIKE, ALLISON
 4118 21 AVE S
 LETHBRIDGE AB T1K4Y2
 CANADA

Room No: 1816/NK
 Arrival Date: 10/16/2024 5:48:00 PM
 Departure Date: 10/18/2024 7:56:00 AM
 Adult/Child: 1/0
 Cashier ID: JPALOMEROORTEGA
 Room Rate: 169.00
 AL:
 HH # 693669263 BLUE
 VAT # GST# 74111-4326 RT0001
 Folio No/Che 470087 A

Confirmation Number: 96192934

DOUBLETREE BY HILTON WEST EDMONTON 10/18/2024 6:56:00 AM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
10/16/2024	GUEST ROOM	RAPA	3273868	\$169.00		
10/16/2024	AB TOURISM LEVY	RAPA	3273868	\$6.96		
10/16/2024	DMF	RAPA	3273868	\$5.07		
10/16/2024	GST	RAPA	3273868	\$8.70		
10/17/2024	GUEST ROOM	RAPA	3274969	\$169.00		
10/17/2024	AB TOURISM LEVY	RAPA	3274969	\$6.96		
10/17/2024	DMF	RAPA	3274969	\$5.07		
10/17/2024	GST	RAPA	3274969	\$8.70		
10/18/2024	VS *4841	JPALOME ROORTEG A	3275165		(\$379.46)	
BALANCE						\$0.00

	Revenue	Tax
Total Invoice Amount	\$338.00	\$41.46

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GST# 74111-4326 RT0001

NAME: Purcell, Allison (20416)
DATES: From: 14-Nov-2024 To: 19-Nov-2024
FUNCTION or MEETING: PSBAA ASBA TEBA Check if Travel is in the USA:
LOCATION: Edmonton

EXPENSES:

				Enter GST on Invoice	Section Total
1. MEALS:					
Breakfast	01	@ \$ 15.00	\$ 15.00		
Lunch	02	@ \$ 20.00	\$ 40.00		
Dinner	04	@ \$ 30.00	\$ 120.00		
Gratuity automatically calculated		@ .15 %	\$ 26.25	\$	201.25 (1)
2. HOTELS:					
Hotel: Enter total invoice amount - attach vouchers:			\$ 1036.61	\$ 44.82	
Private Accommodation:		@ \$ 20.00	\$ 0.00	\$	1036.61 (2)
3. TRANSPORTATION COSTS:					
A) Economy Air Fair: Enter total invoice amount - attach receipts			\$	\$	
Taxi Fares - State number of trips:			\$		
OR B) Car Expenses	Edmonton				
	1012 KMS	@ \$.55	\$ 556.60	\$	556.60 (3)
4. REGISTRATION FEES:					
Attach approved receipt or voucher			\$	\$	\$ 0.00 (4)
5. TECHNOLOGY COSTS:					
			\$	\$	\$ 0.00 (5)

For Office Use Only:					
GST (Auto Calculated Within):	34.84		TOTAL EXPENSES CLAIMED:	(1+2+3+4+5)	\$ 1794.46
GST on Invoices:	44.82		Less: ADVANCE		\$
Total GST:	79.66		NET TOTAL TO BE PAID:		\$ 1794.46

HONORARIA: Half Day(s) Full Day(s)
PER DIEM ALLOWANCE: Half Day(s) 06 Full Day(s)

APPROVAL SECTION

Task ID: 0000294459 - Created: 18-Dec-2024 12:26.16 PM - By: Allison Purcell - Processed: 18-Dec-2024 12:39.13 PM - By: Christine Lee



Action Taken: No Objection

ACCOUNTS PAYABLE CLERK SECTION


Task ID: 0000294459 - Created: 18-Dec-2024 12:39.13 PM - By: Christine Lee

Travel & Expense Calculator

Section	Amount Claimed Less GST	GST	Total
Meals:	<input type="text" value="192.92"/>	<input type="text" value="8.33"/>	<input type="text" value="201.25"/>
Hotels:	<input type="text" value="991.79"/>	<input type="text" value="44.82"/>	<input type="text" value="1036.61"/>
Transportation Costs:	<input type="text" value="530.10"/>	<input type="text" value="26.50"/>	<input type="text" value="556.60"/>
Registration Fees:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Technology Costs:	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Expenses Claimed:	<input type="text" value="1714.81"/>	<input type="text" value="79.65"/>	<input type="text" value="1794.46"/>
Less: ADVANCE			<input type="text" value="0.00"/>
U.S. Dollars: <input type="text"/>	Exchange Rate: <input type="text"/>	Exchange:	<input type="text" value="0.00"/>
NET TOTAL TO BE PAID:			<input type="text" value="1794.46"/>

Vendor Number: **Purcell, Allison**  

Address 1: 4118 21 AVENUE SOUTH
 Address 2:
 Address 3:
 City: LETHBRIDGE
 Province: AB
 Country: CAN
 Postal Code: T1K4Y2
Paid By: EFT

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
- <input type="text"/>		<input type="text"/>	<input type="text" value="v"/>	<input type="text"/>
Total Without Taxes:				0.00
Tax Total:				0.00
Total With Taxes:				0.00

Authorizer Comment

Invoice Has Not Been Created



PUBLIC SCHOOL BOARDS'
ASSOCIATION OF ALBERTA™

Invoice

Date	Invoice #
2024-11-15	2024-192

Invoice To
Lethbridge School District 433 - 15 Street, South Lethbridge, AB T1J 2Z5

**Public School Boards Council Meeting
November 15 -16, 2024
Double Tree West Edmonton**

Registrant	Qty	Rate	Amount
Allison Purcell, Craig Whitehead GST	2	700.00 5.00%	1,400.00 70.00

GST # 122508617RT0001

Total Amount Due \$1,470.00

#105, 10470 176 Street, Edmonton, Alberta T5S 1L3
businessmanager@public-schools.ab.ca
780-479-8080

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



ALLISON PIKE
 AS5722 - ASBA Board Of Directors

Page Number : 1 Invoice Nbr : 1000379749
 Guest Number : 1586626
 Folio ID : A
 Arrive Date : 16-NOV-24 14:52
 Depart Date : 19-NOV-24 14:01
 No. Of Guest : 2
 Room Number : 2018
 Marriott Bonvoy Number : 7021

Information Invoice

Tax ID : 777689332RT0001

The Westin Edm YEGWI NOV-19-2024 04:00 9999

Date	Reference	Description	Charges (CAD)	Credits (CAD)
16-NOV-24	RT2018	Room Chrg - Grp - Association	184.00	
16-NOV-24	RT2018	GST	9.48	
16-NOV-24	RT2018	DMF	5.52	
16-NOV-24	RT2018	Tour Levy	7.58	
16-NOV-24	RT2018	Parking Self	19.00	
16-NOV-24	RT2018	GST	0.95	
17-NOV-24	RT2018	Room Chrg - Grp - Association	184.00	
17-NOV-24	RT2018	GST	9.48	
17-NOV-24	RT2018	DMF	5.52	
17-NOV-24	RT2018	Tour Levy	7.58	
17-NOV-24	RT2018	Parking Self	19.00	
17-NOV-24	RT2018	GST	0.95	
18-NOV-24	RT2018	Room Chrg - Grp - Association	184.00	
18-NOV-24	RT2018	GST	9.48	
18-NOV-24	RT2018	DMF	5.52	
18-NOV-24	RT2018	Tour Levy	7.58	
18-NOV-24	RT2018	Parking Self	19.00	
18-NOV-24	RT2018	GST	0.95	
NOV-19-2024	VI	Visa		-679.59

Approve EMV Receipt for VI - 4841: PIN Verified
 TC:5AA383E906F38605 IAD:06051203642002 TVR:008000C000
 AID:A0000000031010 Application Label:Visa Credit

** Total 679.59 -679.59
 *** Balance 0.00

Continued on the next page

The Westin Edmonton
 10135 100 St
 Edmonton, AB T5J 0N7
 Canada
 Tel: 780-426-3636 Fax: 780-428-1454



ALLISON PIKE
 AS5722 - ASBA Board Of Directors

Page Number : 2 Invoice Nbr : 1000379749
 Guest Number : 1586626
 Folio ID : A
 Arrive Date : 16-NOV-24 14:52
 Depart Date : 19-NOV-24 14:01
 No. Of Guest : 2
 Room Number : 2018
 Marriott Bonvoy Number : 7021

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

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EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
11-16-2024	184.00	9.48	7.58	0.00	0.00	25.47	226.53	0.00
11-17-2024	184.00	9.48	7.58	0.00	0.00	25.47	226.53	0.00
11-18-2024	184.00	9.48	7.58	0.00	0.00	25.47	226.53	0.00
	-----	-----	-----	-----	-----	-----	-----	-----
Total	552.00	28.44	22.74	0.00	0.00	76.41	679.59	0.00

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 www.hilton.com or 1 800 HILTONS

PIKE, ALLISON
 4118 21 AVE S
 LETHBRIDGE AB T1K4Y2
 CANADA

Room No: 1518/NQ
 Arrival Date: 11/14/2024 5:37:00 PM
 Departure Date: 11/16/2024 12:52:00 PM
 Adult/Child: 1/0
 Cashier ID: dbernardo6
 Room Rate: 159.00
 AL:
 HH # 693669263 BLUE
 VAT # GST# 74111-4326 RT0001
 Folio No/Che 469342 A

Confirmation Number: 88028429

DOUBLETREE BY HILTON WEST EDMONTON 11/16/2024 11:51:00 AM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
11/14/2024	GUEST ROOM	RAPA	3303482	\$159.00		
11/14/2024	AB TOURISM LEVY	RAPA	3303482	\$6.55		
11/14/2024	DMF	RAPA	3303482	\$4.77		
11/14/2024	GST	RAPA	3303482	\$8.19		
11/15/2024	GUEST ROOM	RAPA	3304653	\$159.00		
11/15/2024	AB TOURISM LEVY	RAPA	3304653	\$6.55		
11/15/2024	DMF	RAPA	3304653	\$4.77		
11/15/2024	GST	RAPA	3304653	\$8.19		
11/16/2024	VS *4841	dbernardo6	3305009		(\$357.02)	
BALANCE						\$0.00

	Revenue	Tax
Total Invoice Amount	\$318.00	\$39.02

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit Honors.com

GST# 74111-4326 RT0001