

HEATHER RAYMOND
MANAGING DIRECTOR - INCLUSIVE LEARNING
FOR THE PERIOD: DECEMBER to FEBRUARY 2015

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
1) BUSINESS TRAVEL				
<i>meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report this period		\$ -	
	Sub-Total: Business Travel		\$ -	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
11-Dec-14	2015 Council for Exceptional Children (CEC) Convention and Expo - San Diego, CA	Conference	\$ 890.40	Attachment 1
28-Jan-15	CASS Building Capacity for Student Centred Leadership	Registration Fees	\$ 30.00	Attachment 2
22-Jan-15	An Academic Homeplace: An International Community in Teacher Education	Registration Fees	\$ 154.74	Attachment 3
27-Feb-15	Air Canada Return Flight for CEC Convention Edmonton - San Diego - Edmonton	Transportation	\$ 832.19	Attachment 4
	Sub-Total: Conferences		\$ 1,907.33	
3) HOSPITALITY (Hosting)				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Sub-Total: Hospitality		\$ -	
4) WORKING SESSIONS				
<i>cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district</i>				
5-Dec-14	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
16-Dec-14	District Recognition Awards (H. Raymond and 2 EPSB Employees)	Meals	\$ 15.35	Attachment 5
19-Dec-14	Bi-Weekly Car Allowance	Other Costs	\$ 291.18	
2-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
13-Jan-15	Meeting to Prepare for Inclusive Education Parent Community Advisory Committee (H. Raymond and 2 EPSB Employees)	Meals	\$ 18.09	Attachment 6
16-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
30-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
4-Feb-15	Working Lunch with new Diversity Supervisor (H. Raymond and 1 EPSB Employee)	Meals	\$ 13.49	Attachment 7
13-Feb-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
27-Feb-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.12	
	Sub-Total: Working Sessions		\$ 1,502.83	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 3,410.16	

Notes:

(1) Invoice date may not coincide with the expense reporting period

(2) A receipt is not required for expenses for which an allowance is paid (i.e. car allowance, per diems)

(3) Edmonton Public Schools receives a partial GST rebate for District expenses (1.5843% of GST rate is paid). Amounts reported above include the net GST amount

(4) The net amount is the amount expensed to an EPSB Official. Net Amount does not reflect a portion of the receipt that is attributed to another EPSB official's expense report.



Heather Raymond

Order Confirmation

1 message

cecservice@cec.sped.org <cecservice@cec.sped.org>

Thu, Dec 11, 2014 at 11:34 AM

To: [REDACTED]

Council for Exceptional Children

2900 Crystal Drive, Suite 1000, Arlington, VA 22202

Order Number 95309**Order Date** 12/11/2014**Order Total** 744.00**Purchase Order****Payment Method** [REDACTED]**Name on Card** Heather Raymond**Ship To****Shipping Method**

Qty	Item	Price	Total
1	CEC 2015 Convention & Expo - Heather Raymond, Ph.D.	744.00	744.00
	When: [REDACTED]		
	Where: San Diego, CA		
	Program Items:		
	• WORKSHOP#3--Life Centered Education (LCE) Transition ...	9:00 AM	
	• CEC 2015 Registration	9:00 AM	

Item Total 744.00**Shipping** 0.00**Handling** 0.00**Tax****Item Grand Total****Invoice Total****Transaction Grand Total** USD 744.00

Heather Raymond

School Phone: (780) 429-8625
Registrant Name: Heather Raymond
Email Address: [REDACTED]
Payment Method: Credit Card
School: Inclusive Learning
Jurisdiction: Edmonton Public

**Receipt #** [REDACTED]

124-24 Ave. NE
Calgary, AB T2E 1W6
Phone 403-291-0967
Fax 403-250-3904

Program(s)	Registrants	Per Registrant	Total
CASS Building Capacity for Student Centred Leadership (Edmonton)	1	\$30.00	\$30.00
GRAND TOTAL			\$30.00




Amount Paid	\$30.00
Balance Due	\$0.00

Payment Method:	Credit Card
Card Number:	[REDACTED]
Order ID:	[REDACTED]
Registration Date:	Jan 06, 2015
Date Paid:	Jan 06, 2015

Program Information

CASS Building Capacity for Student Centred Leadership (Edmonton)	Jan 28, 2015	9:00am - 3:30pm
Location: Double Tree by Hilton, 16615-109 Ave. NW, Edmonton, AB »View Map		

Please print and bring this ticket with you.

 391492617494717475001	Event <h2>An Academic Homeplace: An International Community in Teacher Education</h2>		
	Date+Time Thursday, [REDACTED] 2015 at 6:00 PM - Saturday, [REDACTED] 2015 at 3:00 PM (MDT)	Location University of Alberta, Faculty of Education The Centre for Research for Teacher Education and Development 647 Education South Edmonton, Alberta T6G 2G5 Canada	Payment Status Eventbrite Completed
	Order Info [REDACTED] Ordered by Heather Raymond on 22 January 2015 1:05 PM		
	Type General Registration \$154.74		

Please print and bring your tickets to the event entrance.



391492617494717475001

Eventbrite

Do you organize events?

Start selling in minutes with Eventbrite!
www.eventbrite.com

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: [REDACTED]

Name: Ms Heather Raymond
E-mail: [REDACTED]
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
1-888-247-2262

Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC4845	Edmonton International (YEG)	Denver (DEN)	E70	Economy (S)	Confirmed
Operated by:	[REDACTED]				
United	14:51	17:37			
AC5871	Denver (DEN)	San Diego (SAN)	320	Economy (S)	Confirmed
Operated by:	[REDACTED]				
United	18:50	20:18 - TERMINAL 2			
AC5405	San Diego (SAN)	San Francisco (SFO)	320	Economy (V)	Confirmed
Operated by:	[REDACTED]				
United	08:00 - TERMINAL 2	09:41			
AC5115	San Francisco (SFO)	Vancouver (YVR)	320	Economy (V)	Confirmed
Operated by:	[REDACTED]				
United	10:46	13:00 - TERMINAL M -MAIN			

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC244	Vancouver (YVR)	Edmonton International (YEG)	E90	Economy (V)	Confirmed
<div style="background-color: black; height: 20px; width: 100%;"></div>					
15:10 - TERMINAL M -MAIN		17:40			

Passenger Information

Passenger 1
 Name: **Ms Heather Raymond** Ticket number:
 Frequent Flyer Pgm: Air Canada Aeroplan Program number:

Purchase Summary

Passenger: 1 Ticket number

Date of issue

20-Dec 2014

Fare Amount in Canadian dollars:

732.00

(including navigational & other charges)

Taxes, Fees & Charges

Canada Security Charge (CA)

12.10

Canada Goods and Services Tax (GST/HST #10009-2287) (XG)

38.71

Combined Taxes *see fare calculation below (XT)

110.87

Total Fare in Canadian dollars:

893.68

Ticket particularities:

AC ONLY/NONREF/CHGFEE -BG:AC

**Fare calculation:*

03APR15YEA AC X/DEN Q7.50AC SAN R312.00AC X/SFO AC X/YVR
 Q7.50AC YEA R405.00CAD732.00 END ROE1.00 XT30.00SQ6.52YC
 41.50US5.93XA8.30XY13.28AY XF5.34SFO4.50

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287

RC Canada Harmonized Sales Tax (HST) #10009-2287

XQ Quebec Sales Tax (QST) #1000-043-172

Additional Information:

- PLEASE NOTE NEW DEPARTURE TIME FROM YEG/REGARDS

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

VISA RECEIPTS

(Use this form to mount receipts – SINGLE SIDED ONLY)

- Cardholders are reminded that **BOTH** cash register and Visa receipts are required
- Please mount receipts onto this form and submit to Accounts Receivable person
- **YOU** are responsible for your own receipts and will be required to obtain (at your cost) copies of any receipts you have misplace. The office must be notified immediately if this should occur

Name (Printed) Heather Raymond Signature [Signature]

Purpose Dinner for staff before attending the District Recognition Award where IL was being recognized

3 staff including Heather Raymond

Sapporo Sushi
10923 - 101 Street
Ph# 780-758-8819
sapporosushi.net
GST# 823764121RT

Table #12

Trans#: 72934 Serv: [Redacted]
12/16/2014 5:40 PM # Cust:3

Quan	Descript	Cost
3	Japanese Tea	\$3.00
1	Gyoza / Dumplings	\$6.75
1	Chicken Teriyaki	\$9.50
1	Beef Teriyaki	\$9.50
1	Hibachi Shrimp	\$10.50
Net Total:		\$39.25
GST		\$1.96

TOTAL: \$41.21

Amount Due: \$41.21

Food: \$36.25

Beverage: \$3.00

**Thank You!!
Domo Arigato!!**

SAPPORO SUSHI LTD
10923 101 ST T5H2S7
EDMONTON AB
22710657
GH2271065701

**** PURCHASE ****

12-16-2014 17:55:43
[Redacted] C
Exp Date **/** Card Type VI
Name: RAYMOND/HEATHER
A0000000031010 VISA CREDIT

Trace # 8161
Inv. # 8293
Auth # 062538 RRN 001356009

Purchase \$41.21
Tip \$6.18
Total \$47.39

(00) APPROVED-THANK YOU

Retain this copy for your records
Customer copy

[Redacted Signature]

Heather Raymond

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Name (Printed) Heather Raymond Signature _____

Purpose Dinner meeting to prepare for Inclusive Education Parent & Community Advisory Committee

Sapporo Sushi
10923 - 101 Street
Ph# 780-758-8819
sapporosushi.net
GST# 823764121RT

Table #12

Trans#: _____ Serv: _____
1/13/2015 5:52 PM # Cust:3

Quan	Descript	Cost
3	Japanese Tea	\$3.00
1	Gyoza / Dumplings	\$6.75
1	Hibachi Shrimp	\$10.50
1	Cucumber Roll	\$4.00
1	Hibachi Shrimp	\$10.50
1	Bento A3 Calif/shrimp	\$11.50
Net Total:		\$46.25
GST		\$2.31

TOTAL: \$48.56

Amount Due: \$48.56

Food: \$43.25

Beverage: \$3.00

**Thank You!!
Domo Arigato!!**

SAPPORO SUSHI LTD
10923 101 ST T5H2S7
EDMONTON AB
22710657
GH2271065701

**** PURCHASE ****

01-13-2015 18:11:48

Exp Date **/** Card Type VI
Name: RAYMOND/HEATHER
A0000000031010 VISA CREDIT

Trace # 8745
Inv. # 8887
Auth # 044179 RRN 001365011

Purchase	\$48.56
Tip	\$7.28
Total	\$55.84


Retain this copy for your
records
Customer copy

*3 in attendance
including
Heather*

VISA RECEIPTS

(Use this form to mount receipts – SINGLE SIDED ONLY)

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Name (Printed) Heather Raymond Signature 

Purpose Working lunch with
new diversity
supervisor

Sapporo Sushi
10923 - 101 Street
Ph# 780-758-8819
sapporosushi.net
GST# 823764121RT
Table #7
Trans#: 74419 Serv: 
2/4/2015 12:57 PM # Cust:2

Quan	Descript	Cost
2	Japanese Tea	\$2.00
1	Hibachi Shrimp	\$10.50
1	Salmon Teriyaki	\$10.50
Net Total:		\$23.00
GST		\$1.15
TOTAL:		\$24.15
Amount Due:		\$24.15
Food:		\$21.00
Beverage:		\$2.00

<-REPRINTED->
Thank You!!
Domo Arigato!!

SAPPORO SUSHI LTD
10923 101 ST T5H2S7
EDMONTON AB
22710657
GH2271065701
**** PURCHASE ****
02-04-2015
Name: RAYMOND/HEATHER
A0000000031010
VISA CREDIT
Trace # 9334
Inv. # 9485
Auth # 041276
RRN 001371040
Purchase \$24.15
Tip \$3.62
Total \$27.77
(00) APPROVED-THANK YOU
Retain this copy for your records
Customer copy