

**SANDRA STODDARD**  
**EXECUTIVE DIRECTOR - GOVERNANCE & STRATEGIC SUPPORT SERVICES**  
**FOR THE PERIOD: DECEMBER 2015 to FEBRUARY 2016**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2) (3) (4)</sup>	ATTACHMENTS
<b>1) BUSINESS TRAVEL</b>				
<i>meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
19-Aug-15	Offsite Meeting - Breakfast - Per Diem	Meals	\$ 8.16	
19-Aug-15	Offsite Meeting - Mileage	Transportation	\$ 107.31	
<b>Sub-Total: Business Travel</b>			<b>\$ 115.47</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
15-Oct-15	CASS Conference Registration	Registration	\$ 400.00	<a href="#">Attachment 1</a>
6-Nov-15	CASS Conference Registration Mileage	Transportation	\$ 291.14	
6-Nov-15	CASS Conference Meals - Per Diem	Meals	\$ 49.19	
6-Nov-15	CASS Conference Hotel	Accommodations	\$ 492.71	<a href="#">Attachment 2</a>
12-Dec-15	Confucius Institute Conference Parking	Incidentals	\$ 116.86	<a href="#">Attachment 3</a>
<b>Sub-Total: Conferences</b>			<b>\$ 1,349.90</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report this period		\$ -	
<b>Sub-Total: Hospitality</b>			<b>\$ -</b>	
<b>4) WORKING SESSIONS</b>				
<i>cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district business</i>				
4-Dec-15	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
18-Dec-15	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
31-Dec-15	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
15-Jan-16	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
29-Jan-16	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
12-Feb-16	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
26-Feb-16	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
<b>Sub-Total: Working Sessions</b>			<b>\$ 905.73</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 2,371.10</b>	

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.



**Southern Alberta Professional Development Consortium**

#B313, 1701 5th Ave S  
Lethbridge, T1J 0W4  
AB, Canada  
403-381-5580

**RECEIPT**

Date of transaction : 15 October 2015, 12:40 pm

**Participant Details**

First Name : Sandra

Last Name : Stoddard

Email Address : sandra.stoddard@epsb.ca

Jurisdiction Type : Public

Jurisdiction/Organization : Edmonton School District No. 7

School/Office : Centre for Education

School/Office City : Edmonton

School/Office Address : 1 Kingsway Avenue Edmonton AB T5H4G9

School/Office Phone :

**Payment Details**

Amount : \$400.00

Payment Method : Credit Card

Credit Card Number :

Link to Refund / Cancellation Policy : <http://sapdc.ca/index.php/en/sapdc-refund-policy>

**Registration Details**

Title of Learning Opportunity : CASS Fall Conference

Course Code : SA5CF4

Location : Sheraton Cavalier Calgary Hotel

Address : 2620 32nd Avenue NE, Calgary, Alberta, T1Y 6B8 , Canada

**CASS Fall Conference**

Session (Date / Time)	Session Location	Session Room #
CASS Fall Conference 2015-11-04 19:00 - 13:00	Sheraton Cavalier Calgary Hotel 2620 32nd Avenue NE, Calgary, Alberta, T1Y 6B8 , Canada	

**GST Options**

Session (Date / Time)	Session Location	Session Room #
Only for First Nation Delegates who are exempt from GST 2015-11-04	Sheraton Cavalier Calgary Hotel 2620 32nd Avenue NE, Calgary, Alberta, T1Y 6B8 , Canada	

19:00 - 13:00

Phone and Email Contact at Consortium for this Learning Opportunity : 403-381-5580 / [register@sapdc.ca](mailto:register@sapdc.ca)

Sheraton Cavalier Hotel Calgary  
 2620 32 Avenue N.E.  
 Calgary, AB T1Y 6B8  
 Canada  
 Tel: 403-291-0107 Fax: 403-291-2834



Ms. Sandra Dyck-Stoddard

[REDACTED]  
 [REDACTED]  
 [REDACTED]

Page Number : 1  
 Guest Number : [REDACTED]  
 Folio ID : A  
 Arrive Date : 04-NOV-15 15:49  
 Depart Date : 06-NOV-15 15:09  
 No. Of Guest : 1  
 Room Number : 807  
 Club Account : [REDACTED]

Tax Invoice

Tax ID : GST- r100846435

Sheraton Cavalier 06-NOV-15 15:20 PAUL

Date	Reference	Description	Charges (CAD)	Credits (CAD)
04-NOV-15	RT807	Room Charge (CT)	214.00	
04-NOV-15	RT807	Alberta TL Tax	8.56	
04-NOV-15	RT807	DMF	7.00	
04-NOV-15	RT807	GST	10.70	
05-NOV-15	5022	Room Service	25.43	
05-NOV-15	RT807	Room Charge (CT)	214.00	
05-NOV-15	RT807	Alberta TL Tax	8.56	
05-NOV-15	RT807	DMF	7.00	
05-NOV-15	RT807	GST	10.70	
06-NOV-15	VI	Visa		-505.95
***For Authorization Purpose Only***				
[REDACTED]				
Date	Code	Authorized		
04-NOV-15	086447	556.4		
** Total			505.95	-505.95
*** Balance			0.00	

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Sheraton Cavalier Hotel Calgary  
2620 32 Avenue N.E.  
Calgary, AB T1Y 6B8  
Canada  
Tel: 403-291-0107 Fax: 403-291-2834



Ms. Sandra Dyck-Stoddard

[REDACTED]  
[REDACTED]  
[REDACTED]

Page Number : 2  
Guest Number : [REDACTED]  
Folio ID : A  
Arrive Date : 04-NOV-15 15:49  
Depart Date : 06-NOV-15 15:09  
No. Of Guest : 1  
Room Number : 807  
Club Account : [REDACTED]

Amount (CAD)

21.40  
1.08  
0.00  
0.00  
22.48

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#### EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room Chrg	Food & Bev	Telephone	GST	Other	Total	Payment
11-04-2015	214.00	0.00	0.00	10.70	15.56	240.26	0.00
11-05-2015	214.00	24.35	0.00	11.78	15.56	265.69	0.00
11-06-2015	0.00	0.00	0.00	0.00	0.00	0.00	-505.95
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Total	428.00	24.35	0.00	22.48	31.12	505.95	-505.95

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Sheraton Cavalier Hotel Calgary  
2620 32 Avenue N.E.  
Calgary, AB T1Y 6B8  
Canada  
Tel: 403-291-0107 Fax: 403-291-2834



Ms. Sandra Dyck-Stoddard

[REDACTED]  
[REDACTED]  
[REDACTED]

Page Number	:	3	
Guest Number	:	[REDACTED]	
Folio ID	:	A	
Arrive Date	:	04-NOV-15	15:49
Depart Date	:	06-NOV-15	15:09
No. Of Guest	:	1	
Room Number	:	807	
Club Account	:	[REDACTED]	

GS# R128599776

Edmonton Airports

Can-TSJ 2T2 Edmonton  
Tax CodeCA5%

Exit Lane 12/12/15 17:19  
Receipt 073002

Short-term parking tkt  
VP - No: 002170  
03/12/15 07:47  
13/12/15 07:46  
Period 10d0n0  
(Tax)

Total -----  
\$120.00

Payment Received  
VISA \$120.00

Match:82005340013  
Auth:078142  
Type: Swiped

Sub Total \$114.29  
Tax 5% \$5.71