


Number of Uploaded Documents: (0)

EXPENSE CLAIM FORM

Task ID: 0000077913 - Created: 01-Oct-2018 05:18.56 PM - By: Brett Cooper - Processed: 01-Oct-2018 05:19.26 PM - By: Brett Cooper

	 <p><b>Pembina Hills</b> PUBLIC SCHOOLS</p>	<h2 style="margin: 0;">PEMBINA HILLS PUBLIC SCHOOLS</h2> <h3 style="margin: 0;">EXPENSE CLAIM FORM</h3>	
MONTH:	September		
NAME:	Cooper, Brett (11455)		
LOCATION:	Regional Office		

DATE	TRAVEL						MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
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	Place of Origin		KM's		Place of Visit		KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount
17-Sep-2018	Barrhead To Sunny Bend		47					Observe Principal at Sunniebend					
17-Sep-2018	Sunny Bend To Westlock		49					Meet with CUPE president					
17-Sep-2018	Westlock To Barrhead		43										
24-Sep-2018	Barrhead To Westlock		43					Meet with Westlock Mechanic					
26-Sep-2018	Barrhead To Westlock		43					Meet with Westlock Mechanic					

DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)
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		SUB-TOTAL	225.00	0.00	0.00	0.00
		RATES	0.50	10.00	15.00	25.00

**TOTAL**  
\$

112.50    0.00    0.00    0.00

0.00

**TOTAL**  
**KILOMETERS**

**TOTAL MEALS**

**TOTAL**  
**RECEIPTS**

Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

**TOTAL**  
**EXPENSE**  
**CLAIM:**

112.50

GL DISTRIBUTION ENTRY WITH CODING

**Task ID: 000077913 - Created: 01-Oct-2018 05:19.26 PM - By: Brett Cooper - Processed: 03-Oct-2018 08:39.16 AM - By: Tiffany Nanninga**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		112.50	E	0.00
<b>Total Without Taxes:</b>				<b>112.50</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>112.50</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

**Task ID: 000077913 - Created: 03-Oct-2018 08:39.16 AM - By: Tiffany Nanninga - Processed: 03-Oct-2018 04:10.42 PM - By: David Garbutt**

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

**Task ID: 000077913 - Created: 03-Oct-2018 04:10.42 PM - By: David Garbutt - Processed: 04-Oct-2018 08:15.15 AM - By: Mary Doris**

Action Taken: Approve Expense

Period: 201902

Vendor Number: EM11455 - Cooper, Brett

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		112.50	E	0.00
<b>Total Without Taxes:</b>				<b>112.50</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>112.50</b>

Comment:  
SEPT 2018 225KME(I)



**TOTAL**  
\$

146.00    30.00    45.00    75.00

0.00

<b>TOTAL KILOMETERS</b>	<b>TOTAL MEALS</b>
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<b>TOTAL RECEIPTS</b>
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Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

<b>TOTAL EXPENSE CLAIM:</b>	296.00
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GL DISTRIBUTION ENTRY WITH CODING

**Task ID: 0000077914 - Created: 30-Oct-2018 12:59.24 PM - By: Brett Cooper - Processed: 31-Oct-2018 09:44.57 AM - By: Tiffany Nanninga**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		296.00		0.00
<b>Total Without Taxes:</b>				<b>296.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>296.00</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

**Task ID: 0000077914 - Created: 31-Oct-2018 09:44.58 AM - By: Tiffany Nanninga - Processed: 31-Oct-2018 01:14.06 PM - By: David Garbutt**

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

**Task ID: 0000077914 - Created: 31-Oct-2018 01:14.06 PM - By: David Garbutt - Processed: 01-Nov-2018 09:40.49 AM - By: Mary Doris**

Action Taken: Approve Expense

Period: 201903

Vendor Number: EM11455 - Cooper, Brett

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		296.00		0.00
<b>Total Without Taxes:</b>				<b>296.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>296.00</b>

Comment:  
OCT 2018 86KMS(I) & 206KMS(E) AND MEALS



\$

TOTAL  
KILOMETERS

TOTAL MEALS

TOTAL  
RECEIPTS

Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

TOTAL  
EXPENSE  
CLAIM:

192.00

GL DISTRIBUTION ENTRY WITH CODING


Task ID: 0000081078 - Created: 26-Nov-2018 01:46.05 PM - By: Brett Cooper - Processed: 27-Nov-2018 04:00.47 PM - By: Tiffany Nanninga

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
			Total Without Taxes:	0.00
			Tax Total:	0.00
			Total With Taxes:	0.00

Comment

EXPENSE CLAIM FORM

Task ID: 0000081078 - Created: 27-Nov-2018 04:00.47 PM - By: Tiffany Nanninga - Processed: 27-Nov-2018 04:01.49 PM - By: Tiffany Nanninga

		<p>PEMBINA HILLS PUBLIC SCHOOLS EXPENSE CLAIM FORM</p>		
MONTH:	November			
NAME:	Cooper, Brett (11455)			
LOCATION:	Regional Office			

DATE	TRAVEL					MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
	Place of Origin	KM's	Place of Visit	KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount
07-Nov-2018					CASS			1		
08-Nov-2018					CASS			1		
14-Nov-2018	Barrhead To Dapp	63			School visit to Dapp, RFS					
21-Nov-2018	Barrhead To Edmonton	121			PD New teacher evaluation					
30-Nov-2018										



DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)
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SUB-TOTAL	184.00	0.00	0.00	2.00
RATES	0.50	10.00	15.00	25.00
<b>TOTAL \$</b>	<b>92.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>

0.00

<b>TOTAL KILOMETERS</b>
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<b>TOTAL MEALS</b>
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<b>TOTAL RECEIPTS</b>
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Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.
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<b>TOTAL EXPENSE CLAIM:</b>
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142.00
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▼ GL DISTRIBUTION ENTRY WITH CODING

**Task ID: 000081078 - Created: 27-Nov-2018 04:01.49 PM - By: Tiffany Nanninga - Processed: 27-Nov-2018 04:03.02 PM - By: Tiffany Nanninga**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		142.00		0.00
<b>Total Without Taxes:</b>				<b>142.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>142.00</b>

Comment

▼ EXPENSE CLAIM APPROVAL NO GL


**Task ID: 000081078 - Created: 27-Nov-2018 04:03.02 PM - By: Tiffany Nanninga - Processed: 28-Nov-2018 08:11.11 AM - By: David Garbutt**

Action Taken: Approve Expense

Number of Uploaded Documents: (0)

EXPENSE CLAIM FORM

Task ID: 0000087765 - Created: 27-Feb-2019 03:38.16 PM - By: Brett Cooper - Processed: 27-Feb-2019 03:38.16 PM - By: Brett Cooper

	 <b>Pembina Hills</b> PUBLIC SCHOOLS	<b>PEMBINA HILLS PUBLIC SCHOOLS</b>  <b>EXPENSE CLAIM FORM</b>	
MONTH:	February		
NAME:	Cooper, Brett (11455)		
LOCATION:	Regional Office		

DATE	TRAVEL						MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
	Place of Origin	KM's	Place of Visit	KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount	
25-Feb-2019	Barrhead To Sunny Bend	47	Sunny Bend To Barrhead	47							
26-Feb-2019	Barrhead To Neerlandia	22	Neerlandia To Barrhead	22							
27-Feb-2019	Barrhead To Sunny Bend	47	Sunny Bend To Barrhead	47							

DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)				
			SUB-TOTAL	232.00	0.00 0.00 0.00
			RATES	0.50	10.00 15.00 25.00



TOTAL  
\$

116.00    0.00    0.00    0.00

0.00

TOTAL  
KILOMETERS

TOTAL MEALS

TOTAL  
RECEIPTS

Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

TOTAL  
EXPENSE  
CLAIM:

116.00

GL DISTRIBUTION ENTRY WITH CODING

Task ID: 0000087765 - Created: 27-Feb-2019 03:38.16 PM - By: Brett Cooper - Processed: 27-Feb-2019 03:49.00 PM - By: Tiffany Nanninga

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		116.00	G	5.52
<b>Total Without Taxes:</b>				<b>110.48</b>
<b>Tax Total:</b>				<b><u>5.52</u></b>
<b>Total With Taxes:</b>				<b>116.00</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

Task ID: 0000087765 - Created: 27-Feb-2019 03:49.01 PM - By: Tiffany Nanninga - Processed: 27-Feb-2019 03:58.04 PM - By: David Garbutt

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

Task ID: 0000087765 - Created: 27-Feb-2019 03:58.05 PM - By: David Garbutt - Processed: 28-Feb-2019 08:28.33 AM - By: Mary Doris

Action Taken: Approve Expense

Period: 201906

Vendor Number: EM11455 - Cooper, Brett


GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		116.00	G	5.52
<b>Total Without Taxes:</b>				<b>110.48</b>
<b>Tax Total:</b>				<b><u>5.52</u></b>
<b>Total With Taxes:</b>				<b>116.00</b>

Comment:  
FEB 2019 232KMS(I)

Number of Uploaded Documents: (0)

EXPENSE CLAIM FORM

Task ID: 000088975 - Created: 13-Mar-2019 10:13.01 AM - By: Brett Cooper - Processed: 03-Apr-2019 11:17.31 AM - By: Brett Cooper

		<h2>PEMBINA HILLS PUBLIC SCHOOLS EXPENSE CLAIM FORM</h2>	
MONTH:	March		
NAME:	Cooper, Brett (11455)		
LOCATION:	Regional Office		

DATE	TRAVEL					MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
	Place of Origin	KM's	Place of Visit	KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount

08-Mar-2019	Barrhead To Dapp	63	Dapp To Barrhead	63						
12-Mar-2019	Barrhead To Sunny Bend	47								
12-Mar-2019	Sunny Bend To Pibroch	38								
12-Mar-2019	Pibroch To Barrhead	56								

DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)					
		SUB-TOTAL	267.00	0.00	0.00	0.00
		RATES	0.50	10.00	15.00	25.00
			133.50			

**TOTAL**  
\$

0.00      0.00      0.00

0.00

**TOTAL**  
**KILOMETERS**

**TOTAL MEALS**

**TOTAL**  
**RECEIPTS**

Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

**TOTAL**  
**EXPENSE**  
**CLAIM:**

133.50

GL DISTRIBUTION ENTRY WITH CODING

**Task ID: 000088975 - Created: 03-Apr-2019 11:17.31 AM - By: Brett Cooper - Processed: 03-Apr-2019 01:33.15 PM - By: Tiffany Nanninga**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		133.50		0.00
<b>Total Without Taxes:</b>				<b>133.50</b>
<b>Tax Total:</b>				<b><u>0.00</u></b>
<b>Total With Taxes:</b>				<b>133.50</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

**Task ID: 000088975 - Created: 03-Apr-2019 01:33.15 PM - By: Tiffany Nanninga - Processed: 03-Apr-2019 01:45.12 PM - By: David Garbutt**

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

**Task ID: 000088975 - Created: 03-Apr-2019 01:45.13 PM - By: David Garbutt - Processed: 03-Apr-2019 02:54.18 PM - By: Mary Doris**

Action Taken: Approve Expense

Period: 201908

Vendor Number: EM11455 - Cooper, Brett


GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		133.50		0.00
<b>Total Without Taxes:</b>				<b>133.50</b>
<b>Tax Total:</b>				<b><u>0.00</u></b>
<b>Total With Taxes:</b>				<b>133.50</b>

Comment:  
MARCH 2019 267KMS(I)

Number of Uploaded Documents: (0)

EXPENSE CLAIM FORM

Task ID: 0000090811 - Created: 12-Apr-2019 04:16.17 PM - By: Brett Cooper - Processed: 30-Apr-2019 02:35.14 PM - By: Brett Cooper

	PEMBINA HILLS PUBLIC SCHOOLS EXPENSE CLAIM FORM	
	MONTH:	April
	NAME:	Cooper, Brett (11455)
	LOCATION:	Regional Office

DATE	TRAVEL				MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
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	Place of Origin	KM's	Place of Visit	KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount
09-Apr-2019	Barrhead To Edmonton	121	Edmonton	104						
03-Apr-2019	6808 Cardinal Link SW Edmonton	23	Shaw Conference Centre	23						
04-Apr-2019	6808 Cardinal Link SW Edmonton	23	Shaw Conference Centre	23						
12-Apr-2019	Barrhead To Busby	52								
12-Apr-2019	Busby To Westlock	29								
12-Apr-2019	Westlock To Sunny Bend	49								
12-Apr-2019	Sunny Bend To Barrhead	47								
16-Apr-2019	Barrhead To Dapp	63								
16-Apr-2019	Dapp To Clyde	41								
16-Apr-2019	Clyde To Westlock	14								
16-Apr-2019	Westlock To Pibroch	14								
16-Apr-2019	Pibroch To Barrhead	56								
17-Apr-2019	Barrhead To Dapp	63	Dapp To Barrhead	63						

DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)
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SUB-TOTAL 808.00    0.00    0.00    0.00

0.50

RATES 10.00 15.00 25.00

TOTAL \$ 404.00 0.00 0.00 0.00 0.00

TOTAL KILOMETERS TOTAL MEALS

TOTAL RECEIPTS

Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

TOTAL EXPENSE CLAIM: 404.00

GL DISTRIBUTION ENTRY WITH CODING

Task ID: 0000090811 - Created: 30-Apr-2019 02:35.15 PM - By: Brett Cooper - Processed: 02-May-2019 04:06.47 PM - By: Tiffany Nanninga

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		404.00	E	0.00
<b>Total Without Taxes:</b>				<b>404.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>404.00</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

Task ID: 0000090811 - Created: 02-May-2019 04:06.48 PM - By: Tiffany Nanninga - Processed: 03-May-2019 07:53.17 AM - By: David Garbutt

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

Task ID: 0000090811 - Created: 03-May-2019 07:53.17 AM - By: David Garbutt - Processed: 06-May-2019 08:40.58 AM - By: Mary Doris

Action Taken: Approve Expense

Period: 201909

Vendor Number: EM11455 - Cooper, Brett


GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		404.00	E	0.00
<b>Total Without Taxes:</b>				<b>404.00</b>
<b>Tax Total:</b>				<b>0.00</b>
<b>Total With Taxes:</b>				<b>404.00</b>

Comment:  
APRIL 2019 317KMS(E) & 491KMS(I)

Number of Uploaded Documents: (0)

EXPENSE CLAIM FORM

Task ID: 0000095482 - Created: 20-Jun-2019 03:30.57 PM - By: Brett Cooper - Processed: 20-Jun-2019 03:31.55 PM - By: Brett Cooper

	 <b>Pembina Hills</b> PUBLIC SCHOOLS	<b>PEMBINA HILLS PUBLIC SCHOOLS</b> <b>EXPENSE CLAIM FORM</b>	
MONTH:	June		
NAME:	Cooper, Brett (11455)		
LOCATION:	Regional Office		

DATE	TRAVEL						MEALS (Please select all that apply)			MISC EXPENSES	EXPENSE AMOUNT
	Place of Origin	KM's	Place of Visit	KM's	FUNCTION	Breakfast	Lunch	Supper	DESCRIPTION	Amount	
06-Jun-2019	Home to Edmonton	104	Edmonton to Home	104	PBCO Training						
12-Jun-2019	Barrhead To Fort Assiniboine	41			Board Meeting						

DATE	TRAVEL USING PERSONAL VEHICLE WHEN DIVISION VEHICLE AVAILABLE (P30 - 08)								
					SUB-TOTAL	249.00	0.00	0.00	0.00
					RATES	0.50	10.00	15.00	25.00
					TOTAL	124.50	0.00	0.00	0.00

\$

<b>TOTAL KILOMETERS</b>	<b>TOTAL MEALS</b>
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<b>TOTAL RECEIPTS</b>
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Submitting this expense claim certifies that the foregoing expenses were incurred for Pembina Hills Public Schools business and are in compliance with School District Policy and Guidelines.

<b>TOTAL EXPENSE CLAIM:</b>	124.50
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GL DISTRIBUTION ENTRY WITH CODING

**Task ID: 0000095482 - Created: 20-Jun-2019 03:31.55 PM - By: Brett Cooper - Processed: 21-Jun-2019 11:41.49 AM - By: Tiffany Nanninga**

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		124.50	E	0.00
<b>Total Without Taxes:</b>				<b>124.50</b>
<b>Tax Total:</b>				<b><u>0.00</u></b>
<b>Total With Taxes:</b>				<b>124.50</b>

Comment

EXPENSE CLAIM APPROVAL NO GL

**Task ID: 0000095482 - Created: 21-Jun-2019 11:41.49 AM - By: Tiffany Nanninga - Processed: 21-Jun-2019 11:44.06 AM - By: David Garbutt**

Action Taken: Approve Expense

Comment:

GL DISTRIBUTION FINAL APPROVAL (AP)

**Task ID: 0000095482 - Created: 21-Jun-2019 11:44.06 AM - By: David Garbutt - Processed: 24-Jun-2019 09:01.31 AM - By: Mary Doris**

Action Taken: Approve Expense

Period: 201910

Vendor Number: EM11455 - Cooper, Brett

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
5700000670000460		124.50	E	0.00
<b>Total Without Taxes:</b>				<b>124.50</b>
<b>Tax Total:</b>				<b><u>0.00</u></b>
<b>Total With Taxes:</b>				<b>124.50</b>

Comment:  
JUNE 2019 208KMS(E) & 41KMS(I)