

**JUNE 2024 EXPENSES**  
**SECRETARY TREASURER**

Amount

EXPENDITURES

250 Uncertified Sal Regular	13,166.67
312 Uncertified Benefits	3,298.18
460 Travel/Subsistence	38.71
461 Mileage Exp	237.06
550 Dues & Fees	863.60
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Total For EXPENDITURES	17,604.22

**[External] CASSAlberta Registration (Order #:11107)**

2 messages

CASSAlberta.ca <admin@cass.ab.ca>  
Reply-To: "CASSAlberta.ca" <admin@cass.ab.ca>  
To: mreyes@clearview.ab.ca

Tue, Jun 4, 2024 at 11:35 AM

Raptor Remark: Please be careful! This email is from an EXTERNAL sender. Be aware of impersonation and credential theft.

Dear Mauricio Reyes,

Thank you for registering for **2024 CASS/ASBOA Summer Learning Conference**.

**Order Summary**

<b>Order #:</b>	11107
<b>Transaction ID:</b>	80474820468
<b>Credit Card:</b>	Visa
<b>Card #:</b>	XXXX6787
<b>Authorization Code:</b>	039076
<b>Subtotal:</b>	\$850.00
<b>GST:</b>	\$42.50 (CASS GST No. 106967052)
<b>Amount Paid:</b>	\$892.50
<b>Order Timestamp:</b>	Jun 04, 2024 (11:35:57)

**Event Details**

<b>Title:</b>	2024 CASS/ASBOA Summer Learning Conference (Conference Registration)
<b>Date(s):</b>	<ul style="list-style-type: none"><li>• August 14, 2024</li><li>• August 15, 2024</li><li>• August 16, 2024</li></ul>
<b>Location:</b>	JW Marriott, ICE District, Edmonton

**Registrant Information**

<b>First Name:</b>	Mauricio
<b>Last Name:</b>	Reyes
<b>Email Address:</b>	<a href="mailto:mreyes@clearview.ab.ca">mreyes@clearview.ab.ca</a>
<b>Primary Phone:</b>	403-596-8494
<b>School Authority:</b>	Clearview Public Schools
<b>Jurisdiction Type:</b>	Public School Authority
<b>Zone:</b>	2/3
<b>Position:</b>	Secretary Treasurer

Are you a CASS/ASBOA Member?:	Yes (ASBOA)
Registrant Total:	\$892.50

## Breakout Sessions

- **ASBOA Sessions** -- Aug 15, 2024 (Starts at 9:00 a.m. )

## Order Items

Item	Cost	GST
<i>CONFERENCE (3-day Event)</i>		
<b>Day 1</b> <i>Aug 14, 2024 (7:00 pm-10:00 am)</i>		
<b>Day 2</b> <i>Aug 15, 2024 (9:00 am-4:00 pm)</i>	\$850.00	\$42.50
<b>Day 3</b> <i>Aug 16, 2024 (9:00 am-12:00 pm)</i>		

To support your learning prior to and after this learning opportunity, please visit the [CASS Resource Library](#). The resource library, designed for system leader's needs, provides searchable access to CASS resources and tools, conference presentations and supports for implementation for professional practice.

We appreciate your registration and look forward to seeing you!

Sincerely,

[admin@cass.ab.ca](mailto:admin@cass.ab.ca)

Website: <https://www.cass.ab.ca/>

Professional Learning and Resources: <https://cass.ab.ca/resources/>

Raptor Review: Is this Spam? Let PCCC know in just one click! [Open a Raptor Review ticket](#).

**CASSAlberta.ca** <admin@cass.ab.ca>  
 Reply-To: "CASSAlberta.ca" <admin@cass.ab.ca>  
 To: mreyes@clearview.ab.ca

Tue, Jun 4, 2024 at 11:35 AM

Raptor Remark: Please be careful! This email is from an EXTERNAL sender. Be aware of impersonation and credential theft.

Below is a registration summary from **Order #: 11107**

[Quoted text hidden]

Thank you for your registration,

[CASS.ab.ca](https://www.cass.ab.ca)  
[admin@cass.ab.ca](mailto:admin@cass.ab.ca)

[Quoted text hidden]

EXPENSE CLAIM - 2018

Task ID: 0000066251 - Created: 17-Jun-2024 12:11.42 PM - By: Mauricio Reyes - Processed: 17-Jun-2024 02:25.55 PM - By: Mauricio Reyes

# Clearview Public Schools EXPENSE CLAIM FORM

**Name:** Reyes, Mauricio  
Jose (11569)

**Location:** Central Office

**Month:** June

**NOTE:** Please enter information in the order it is scanned.

**1. Other Expenses (Please Attach Receipts):**

Date (YYYYMMDD)	Vendor	Particulars	Books	Enter GST on Invoice	Total Invoice Amount	Coding or Dept
1			<input type="checkbox"/>			
2			<input type="checkbox"/>			
3			<input type="checkbox"/>			
4			<input type="checkbox"/>			
5			<input type="checkbox"/>			
6			<input type="checkbox"/>			
7			<input type="checkbox"/>			
8			<input type="checkbox"/>			
9			<input type="checkbox"/>			
10			<input type="checkbox"/>			
<b>Subtotals</b>				0.00	0.00	

## REGULAR BUSINESS EXPENSES

**NOTE:** Please enter information in the order it is scanned.

**2. Mileage and Meal Information:**

Date (YYYYMMDD)	Purpose	From/To Destination	Km's Round Trip	One Way Only	Total KMs	Total Mileage Expense	Breakfast \$11	Lunch \$16	Dinner \$24	Coding or Dept	
1	09-Jun-2024	ASBOA Conference	Lacombe to Calgary	350	<input type="checkbox"/>	350.00	0.70	245.00	<input type="checkbox"/> 0.00	<input checked="" type="checkbox"/> 16.00	<input checked="" type="checkbox"/> 24.00
2					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
3					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
4					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
5					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
6					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
7					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
8					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
9					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
10					<input type="checkbox"/>	0.00	0.00	0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00	<input type="checkbox"/> 0.00
<b>Subtotals</b>						350.00	245.00	0.00	16.00	24.00	



For Office Use Only:		
Total Mileage GST Auto Calculation	11.67	<b>Total Mileage 245.00</b>
Total Subsistence GST Auto Calculation	1.90	<b>Total Subsistence 40.00</b>
Total Other Expense GST Entered	0.00	<b>Total Other Expenses 0.00</b>
Grand Total GST	13.57	<b>Total Claim 285.00</b>

Additional Comments:

**I certify that the above expenses were paid by me in the course of my work for Clearview School Division No. 71. Note: Lodging expenses at cost of government or corporate rate for hotels. No charge accommodation (staying with a friend or relative) at \$40/night. Administrative Procedure 418 will reimburse all employee travel costs incurred while on authorized Board business, in accordance with the regulations. Click here to view Administrative Procedure 418.**

GL DISTRIBUTION ENTRY WITH CODING

Task ID: 0000066251 - Created: 17-Jun-2024 02:25.55 PM - By: Mauricio Reyes - Processed: 17-Jun-2024 02:33.26 PM - By: Malena Kieser

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
14610720299		245.00	1	11.67
14600720299		40.00	1	1.90
			<b>Total Without Taxes:</b>	<b>271.43</b>
			<b>Tax Total:</b>	<b><u>13.57</u></b>
			<b>Total With Taxes:</b>	<b>285.00</b>



Comment:

**MILEAGE & MEALS**

GL DISTRIBUTION ENTRY WITH APPROVAL

Task ID: 0000066251 - Created: 17-Jun-2024 02:33.26 PM - By: Malena Kieser - Processed: 17-Jun-2024 03:37.03 PM - By: D. Scot Leys

Action Taken: No Objection

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
14610720299		245.00	1	11.67
14600720299		40.00	1	1.90
<b>Total Without Taxes:</b>				<b>271.43</b>
<b>Tax Total:</b>				<b><u>13.57</u></b>
<b>Total With Taxes:</b>				<b>285.00</b>

Comment:

**MILEAGE & MEALS**

▼ FINAL APPROVAL SECTION



Task ID: 0000066251 - Created: 17-Jun-2024 03:37.04 PM - By: D. Scot Leys - Processed: 18-Jun-2024 08:50.02 AM - By: Malena Kieser

Action Taken: Approve Expense

Period: 202410

Vendor Number: EM11569 - Reyes, Mauricio Jose

Invoice Number: EEW-JUN/24

GL Account Number	Taxes Included	Amount	Tax Code	Tax Amount
14610720299		245.00	1	11.67
14600720299		40.00	1	1.90
<b>Total Without Taxes:</b>				<b>271.43</b>
<b>Tax Total:</b>				<b><u>13.57</u></b>
<b>Total With Taxes:</b>				<b>285.00</b>

Comment:

**MILEAGE & MEALS**