

2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO:

Cynthia Leyson

DATE:

Mar 20, 2023

Claim Totals

Office Use

Unit Total (A+B)

\$41.88

Purchase Order #

GST/HST Total (A+B)

\$2.10

Adjusted Unit Amount

\$42.55

Authorization

68% of GST/HST

\$1.43

Claim Total (Reimbursement): \$43.98

Applicant Signature

Admin/Approval Signature

X

no receipts entered

Date	From	To	Comment	Distance (km)
Jan 09, 2023	Deer Park	Montfort	parents appeal	8.3
Jan 09, 2023	Montfort	Deer Park	parents appeal	8.3
Jan 11, 2023	Deer Park	St. Marys	HF/MV Epiphany mass	3.3
Jan 11, 2023	St. Marys	Deer Park	HF/MV Epiphany mass	3.3
Jan 12, 2023	Deer Park	St. Marys	STA Epiphany mass	3.3
Jan 12, 2023	St. Marys	Deer Park	STA Epiphany mass	3.3
Jan 16, 2023	Deer Park	Montfort	Board retreat	8.3
Jan 16, 2023	Monfort	Deer Park	Board retreat	8.3
Jan 17, 2023	Deer park	St. Elizabeth	School Council	2.9
Jan 17, 2023	St. Elizabeth	Deer Park	School Council	2.9
Jan 27, 2023	Deer Park	Montfort	Board meeting	8.3
Jan 27, 2023	Monfort	Deer Park	Board meeting	8.3
Jan 31, 2023	Deer Park	St.Thomas	School Council	3.3

Distance Total (km)

72.1

Distance Total Year (km)

Rate (\$/km after tax)

\$0.61

GST Total

\$2.10

Unit Total

\$41.88

Mileage Total

\$43.98

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DATE: Mar 20, 2023

Claim Totals

Office Use

Unit Total (A+B)	\$25.79	Purchase Order #
GST/HST Total (A+B)	\$1.29	
Adjusted Unit Amount	\$26.21	Authorization
68% of GST/HST	\$0.88	

Claim Total (Reimbursement): \$27.08

Applicant Signature

Admin/Approval Signature

no receipts entered

Date	From	To	Comment	Distance (km)
Feb 09, 2023	Deer Park	Maryview	clothing presentation	2.3
Feb 09, 2023	Maryview	Deer Park	clothig presentation	2.3
Feb 13, 2023	Deer park	Montfort	board retreat	8.3
Feb 13, 2023	Monfort	Deer Park	board retreat	8.3
Feb 17, 2023	Deer Park	St. Thomas	Shrove tuesday	3.3
Feb 17, 2023	St. Thomas	Deer Park	Shrove Tuesday	3.3
Feb 28, 2023	Deer Park	Montfort	Sec-Treas interview	8.3
Feb 28, 2023	Montfort	Deer Park	Sec-Treas interview	8.3

Distance Total (km) 44.4

Distance Total Year (km)

Rate (\$/km after tax) \$0.61

GST Total \$1.29

Unit Total \$25.79

Mileage Total \$27.08

2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



Red Deer Catholic
Regional Schools

LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Cynthia Leyson

DATE: Mar 20, 2023

Claim Totals		Office Use
Unit Total (A+B)	\$24.57	Purchase Order #
GST/HST Total (A+B)	\$1.23	
Adjusted Unit Amount	\$24.97	Authorization
68% of GST/HST	\$0.84	

Claim Total (Reimbursement): \$25.80

Applicant Signature

Admin/Approval Signature

no receipts entered

Date	From	To	Comment	Distance (km)
Mar 02, 2023	Deer Park	St.Marys	HF Lenten mass	3.3
Mar 02, 2023	St. Marys	Deer Park	HF Lenten mass	3.3
Mar 07, 2023	Deer Park	St. Elizabeth	SES Sch Council	2.9
Mar 07, 2023	St. Elizabeth	Deer Park	SES Sch Council	2.9
Mar 10, 2023	Deer Park	St. Joseph	Faith Day	5
Mar 10, 2023	St. Joseph	Deer Park	Faith day	5
Mar 13, 2023	Deer Park	Montfort	Board retreat	8.3
Mar 13, 2023	Montfort	Deer Park	Board retreat	8.3
Mar 15, 2023	Deer Park	St. Marys	SES grade 2 reconciliation	3.3

Distance Total (km) 42.3

Distance Total Year (km)

Rate (\$/km after tax) \$0.61

GST Total \$1.23

Unit Total \$24.57

Mileage Total \$25.80



Alberta Catholic School Trustees' Association

Celebrate, reserve, promote and enhance Catholic education

Suite 205, 9940 - 106 Street
Edmonton, Alberta, Canada T5K 2N2

Phone: (780) 484-6209
Internet: www.acsta.ab.ca e-mail: admin@acsta.ab.ca

Date: April 23, 2023

Invoice: 5212

Attention: Accounts Payable
Red Deer CSSD

Blueprints RETREAT 2023

When: Tuesday, May 2, 2023 - Friday, May 5, 2023

Location: Pomeroy Kananaskis Mountain Lodge

Theme: Walking Together in Catholic Education

Speaker: Mike Patin

The Registration fee includes registration, materials and meals. Accommodation is not included, please see the [ACSTA website](http://www.acsta.ab.ca) for more information.

First Name	Surname	School/Division	Reg. Fee
Kathleen	Finnigan	Red Deer CSSD 6510-42 — 00093-80	\$ 875.00
Cynthia	Leyson	Red Deer CSSD 6510-41 06513-80	\$ 875.00

Total: \$ 1,750.00

*GST exempt

Payments: The registration fee can be paid via e-transfer (executivedirector@acsta.ab.ca) or a cheque can be mailed to: **ACSTA, 9940 - 106 Street, Edmonton AB T5K 2N2** If you have any further questions about the payments, please call 780-484-6209 or email admin@acsta.ab.ca. All payments must be received prior to the Retreat. Thank you.

ASBA Zone 4	INVOICE
5031 50th Street Stettler, AB T0C 2L0 403.742.3331 mthomson@clearview.ab.ca	INVOICE #: 2023-12 DATE: May 24, 2023
TO Red Deer Catholic Regional School Division 5210 61 Street Red Deer, AB T4N 6N8	

Description	Amount
ASBA Zone 4 Meeting Lunches	188.23
See attached for details	
Edwin Parr May 25, 2023 -\$60/ea (3 Complimentary Tickets for Nominee M. Gaumont)	
J. Smith, R. Ledene, A. Watson, S. Heistad, C. Leyson 00013 03964 06502 06513 .	300
Total	\$488.23

Make all EFT payments payable to ASBA Zone 4 C/O **Clearview Public Schools**

ASBA Zone 4, 5031 50th Street Stettler, AB T0C 2L0

If you have any questions concerning this invoice, contact Meghan Thomson

02227-80 mthomson@clearview.ab.ca | 403.742.3331

THANK YOU FOR YOUR PROMPT ATTENTION TO THIS INVOICE!

Division/ Trustee	Total Invoice
Battle River School Division	
October 24, 2022	\$43.69
November 28, 2022	\$41.02
March 27, 2023	\$12.65
April 24, 2023	\$39.50

Chinook's Edge	
October 24, 2022	\$65.54
November 28, 2022	\$20.51
March 27, 2023	\$50.60
April 24, 2023	\$19.75

Clearview Public Schools	
October 24, 2022	\$43.69
November 28, 2022	\$20.51
March 27, 2023	\$25.30
April 24, 2023	\$39.50

Red Deer Catholic Regional Schools	
October 24, 2022	\$109.23
November 28, 2022	\$0.00
March 27, 2023	\$0.00
April 24, 2023	\$79.00

Red Deer Public Schools	
October 24, 2022	\$43.69
November 28, 2022	\$0.00
March 27, 2023	\$0.00
April 24, 2023	\$39.50

Wetaskiwin Regional Public Schools	
October 24, 2022	\$65.54
November 28, 2022	\$123.06
March 27, 2023	\$12.65
April 24, 2023	\$59.25

Wild Rose School Division	
October 24, 2022	\$21.85
November 28, 2022	\$20.51
March 27, 2023	\$25.30
April 24, 2023	\$39.50

Wolf Creek Public Schools	
October 24, 2022	\$109.23
November 28, 2022	\$61.53
March 27, 2023	\$25.30
April 24, 2023	\$79.00

ASBA Marilyn Dennins, Dr. Abboud, Shali	
October 24, 2022	0
November 28, 2022	\$82.04
March 27, 2023	\$0.00
April 24, 2023	\$79.00

21.85 each

Oct. 24, 2022

03964 Anne Marie Watson

06193 Monique LaGrange

06502 Sherla Heistad

06512 Dorraine Lonsdale

06513 Cynthia Leyson

April 24, 2023

06512 Dorraine Lonsdale

06513 Cynthia Leyson

03964 Anne Marie Watson

06511 Kim Pasula

19.75 each

2022-2023 EXPENSE & MILEAGE CLAIM REIMBURSEMENT



LOCATION/DEPARTMENT: Montfort / Trustee

PAYABLE TO: Cynthia Leyson

DATE: May 23, 2023

Claim Totals

Office Use

Unit Total (A+B) 1141.14 ~~\$1,088.04~~ ✓

GST/HST Total (A+B) 51.65 ~~\$104.75~~ ✓

Adjusted Unit Amount \$1,121.56

68% of GST/HST \$71.23

Purchase Order #

Authorization

Claim Total (Reimbursement): \$1,192.79 ✓

Applicant Signature

Admin/Approval Signature

X

X

A: RECEIPTS

Date	Vendor	Description	Receipt Total	GST & HST	Unit Amount
May 02, 2023	Kananaskis	hotel	\$812.64	33.54 \$86.64	779.10 \$726.00

Receipts Total \$812.64

GST/HST Total 33.54 ~~\$86.64~~

Unit Total 779.10. \$726.00



1 Centennial Drive, P.O. Box 249, Kananaskis, Alberta T0L 2H0
(403) 591-7711 (403) 591-7770 FAX

Alberta Catholic School Trustees
Cynthia Leyson
Please Complete
kananaskis AZ 85022
United States

Room: 3096
Folio: 257012
Cashier: 163
Arrival: 05-02-23
Departure: 05-05-23

Group: Blueprints 2023

Date	Description	Additional Information	Charges	Credits
05-02-23	Room charge		217.00	
05-02-23	Destination Marketing Fee (DMF)		6.51	
05-02-23	Tourism Levy		8.94	
05-02-23	Rooms - Federal Tax - GST		11.18	
05-02-23	Group Resort Fee		25.00	
05-02-23	Fee Federal Tax		1.25	
05-02-23	Fee Tourism Levy		1.00	
05-03-23	Room charge		217.00	
05-03-23	Destination Marketing Fee (DMF)		6.51	
05-03-23	Tourism Levy		8.94	
05-03-23	Rooms - Federal Tax - GST		11.18	
05-03-23	Group Resort Fee		25.00	
05-03-23	Fee Federal Tax		1.25	
05-03-23	Fee Tourism Levy		1.00	
05-04-23	Room charge		217.00	
05-04-23	Destination Marketing Fee (DMF)		6.51	
05-04-23	Tourism Levy		8.94	
05-04-23	Rooms - Federal Tax - GST		11.18	
05-04-23	Group Resort Fee		25.00	
05-04-23	Fee Federal Tax		1.25	
05-04-23	Fee Tourism Levy		1.00	
05-05-23	Visa	XXXXXXXXXXXX4010 XX/XX		812.64

GST Summary		Total	812.64	812.64
Registration No: 812225324				
Room	33.54			
F&B	0.00			
Other	53.10			
Total	86.64			
		Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

Date	From	To	Comment	Distance (km)
Apr 24, 2023	Deerpark	Rocky Mtn	ASBA	88
	Rocky MTN	Deerpark	ASBA	88
Apr 25, 2023	Deerpark	Montfort	brd meeting	8.3
	Montfort	Deerpark	brd meeting	8.3
Apr 26, 2023	Deerpark	St. Marys	pentecost mass	3.3
	St. Marys	Deerpark	penetecost mass	3.3
May 02, 2023	Deerpark	Kananaskis	ACSTA	212
	Kananaskis	Deerpark	ACSTA	212

Distance Total (km) 623.2 ✓

Distance Total Year (km)

Rate (\$/km after tax) \$0.61 ✓

GST Total \$18.11 ✓

Unit Total \$362.04 ✓

Mileage Total \$380.15 ✓