

KENT PHARIS
ASSISTANT SUPERINTENDENT - SCHOOLS
FOR THE PERIOD: JUNE 2017 - AUGUST 2017

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>				
4-Jul-17	District Support Team Room Deposit (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See D. Robertson for Receipt)	Accommodation	\$ 32.46	
17-Aug-17	District Support Team Retreat (T. Burnstad, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 21.02	
18-Aug-17	District Support Team Retreat (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 22.07	
18-Aug-17	District Support Team Retreat (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 28.34	
Sub-Total: Business Travel			\$ 103.90	
2) CONFERENCES				
<i>cost of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
	Nothing to report this period		\$ -	
Sub-Total: Conferences			\$ -	
3) HOSPITALITY (Hosting)				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report this period		\$ -	
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 business</i>				
13-Jul-17	Catchment Meeting (K. Pharis and 6 EPSB Employees)	Meals	\$ 9.00	Attachment 1
17-Jul-17	Senior Leadership Recruitment Lunch (A. Anderson, M. Draper, K. Muhlethaler, L. Parker and K Pharis) (See A. Anderson for Receipt)	Meals	\$ 28.53	
16-Aug-17	Leadership Planning Breakfast (K. Pharis, D. Robertson, L. Yule, K. Muhlethaler, L. Morrison, M. Suderman, R. MacNeil and 1 EPSB Employee)	Meals	\$ 19.86	Attachment 2
16-Aug-17	Leadership Planning Lunch (K. Pharis, D. Robertson, L. Yule, K. Muhlethaler, L. Morrison, M. Suderman, R. MacNeil and 1 EPSB Employee)	Meals	\$ 35.72	Attachment 3
2-Jun-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
16-Jun-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
30-Jun-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
14-Jul-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
28-Jul-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
11-Aug-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
25-Aug-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
Sub-Total: Working Sessions			\$ 1,451.87	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,555.77	

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 (1.6% 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.

CHECK # 386714

DATE 7/13/17

TABLE # 15

TIME 9:25AM

Kent Pharis
Six EPSB Employees

NOVA HOTELS
159 AIRPORT RD NW SUITE
5

EDMONTON AB

ITEMS ORDERED AMOUNT

1 TOAST 3.00 30%
5 AM- ALL DAY BREAKFAST 48.75 30%
1 EGGS BENNY 12.50 30%
2 SIDE EGG-\$1.50 3.00 30%
1 extra pancake-\$1.50 1.50 30%
1 TEA 2.85 30%
5 COFFEE 14.25 30%

30% -25.81

PROMOTIONS

TYPE

AMOUNT

30%

-25.81

-25.81

TOTAL CHK 85.85

PROMO -25.81
SUBTOTAL 60.04
GST 2.98

TOTAL DUE 63.02

ROUNDED TOTAL -0.02
63.00

OF GUESTS 7

Gratuity: _____
Total: _____
Room #: _____
Guest Name: _____
Sign: _____

Thank you for dining with us!
Have a great day! :)

Thank you for your patronage
Chateau Nova Hotel Kingsway

DATE 2017/07/13
TIME 8693 10:45:55
CLERK ID 23
INVOICE # 386714
RECEIPT NUMBER
C85011566-001-204-006-0

PURCHASE
TOTAL

\$63.02

MasterCard

A0000000041010
DE9BB2571DBCE3A1
0000008000-E800
6ADA90B140BBFFC6

APPROVED

AUTH# 124556 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Catchment Mtg. - July 13/17
Kent Pharis

A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

INVOICE

Event Date: 8/16/17

Invoice #: E111101

Sold To: Edmonton Public School Board

Contact Name: Cindy Hoddinott

Phone Number: (780) 429-8453

Email Address: cindy.hoddinott@epsb.ca

ATTENDEES:

Darrel Robertson

Liz Yule

Kathy Muhlethaler

Leona Morrison

Kent Pharis

Mike Suderman

Ron MacNeill

One EPSB Employee

Site Name: Harry Ainlay School

Site Address: 4350 - 111 Street, Edmonton, Alberta

DELIVERY ADDRESS

DESCRIPTION

Guest Count: 10

Type: Breakfast Cont.

1	Coffee 10 Cup @ 11.53	11.53
5	Asst. Teas with Kettle @ 1.25	6.25
10	Continental Breakfast Package A for 5-11 guests @ 5.25	52.50
10	Fruit 4oz @ 2.24	22.40
5	Assorted Juice AM @ 1.66	8.30
5	Bottled Water @ 1.66	8.30
10	Disposable Cup Coffee @ 0.12	1.20
10	Butter Cups @ 0.10	1.00
10	Continental Disposable Setting w/o Buttercups @ 0.28	2.80
1	Hot Edmonton Tier 3 Delivery Charge @ 29.50	29.50
1	Non Peak Additional Delivery Charge @ 7.50	7.50
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	Subtotal	151.28
	Gratuity	0.00
5%	Taxes	7.57
	Total	158.85
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	Paid	158.85
	Balance	0.00

Payment Terms: MasterCard

Payment Due Date: 8/15/2017

P.O. Number:

Meeting Organizer:

Expenditure Type:

A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

INVOICE

Event Date: 8/16/17

Invoice #: E111176

Sold To: Edmonton Public School Board
Contact Name: Cindy Hoddinott
Phone Number: (780) 429-8453
Email Address: cindy.hoddinott@epsb.ca

ATTENDEES:
Darrel Robertson
Liz Yule
Kathy Muhlethaler
Leona Morrison
Kent Pharis
Mike Suderman
Ron MacNeill
One EPSB Employee

Site Name: Harry Ainlay School
Site Address: 4350 - 111 Street, Edmonton, Alberta

DELIVERY ADDRESS

DESCRIPTION

Guest Count: 10
Type: Hot Lunch

1	Coffee Refresh 10 Cup @ 11.53	11.53
10	August Chef Special @ 14.95	149.50
10	Fruit 4oz @ 2.24	22.40
15	Assorted Pop, Juice and Bottled Water @ 1.66	24.90
1	Chafing Dish @ 8.80	8.80
10	Hot Meal Disposable Setting (uses lunch plates) @ 0.40	4.00
1	Hot Edmonton Tier 3 Delivery Charge @ 29.50	29.50
1	Chafin/Heatlamp Set Up Additional Charge @ 7.50	7.50
1	Edmonton Tier 3 Retrieval Charge @ 14.00	14.00
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	Subtotal	272.13
	Gratuity	0.00
5%	Taxes	13.61
	Total	285.74
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	Paid	285.74
	Balance	0.00

Payment Terms: MasterCard

Payment Due Date: 8/15/2017

P.O. Number:

Meeting Organizer:

Expenditure Type: