

KATHY MUHLETHALER
ASSISTANT SUPERINTENDENT - SCHOOLS
FOR THE PERIOD: DECEMBER to FEBRUARY 2015

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>				
	Nothing to report this period		\$ -	
	Sub-Total: Business Travel		\$ -	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
20-Nov-14	uLead 2015 - The Summit of Educational Leadership	Registration	\$ 425.00	Attachment 1
	Sub-Total: Conferences		\$ 425.00	
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>				
5-Dec-14	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
16-Dec-14	Dinner Meeting en Route to EPSB's District Recognition Night after attending December 16th Board Meeting (M. Liguori, M. Michailides, K. Muhlethaler, D. Robertson & S. Stoddard) <i>(see M. Liguori for receipt)</i>	Meals	\$ 13.51	
19-Dec-14	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
2-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
16-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
30-Jan-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
13-Feb-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
27-Feb-15	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	Sub-Total: Working Sessions		\$ 1,372.28	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,797.28	

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.

Wednesday Morning Concurrent Sessions	2015 8:45 AM
Wednesday Morning Concurrent Sessions	2015 8:45 AM
Closing Keynote Address	2015 10:30 AM
Closing Keynote Address	2015 10:30 AM
Conference Closing & Prize Draws	2015 11:30 AM
Conference Closing & Prize Draws	2015 11:30 AM

uLead 2015 Registration

Originally registered under Mark Liguori & 2 EPSB Employees, however transferred Mark's registration to Kathy Muhlethaler & 2 EPSB Employees

Order Summaries

Order:	[Redacted]				Order Date:	20-Nov-2014 10:06 AM MT
	Item	Price	Quantity	Amount		
	Main Conference	CAD 425.00	1	CAD 425.00		
	Main Conference	CAD 425.00	1	CAD 425.00		
	Main Conference	CAD 425.00	1	CAD 425.00		
	Order Total			CAD 1,275.00		

Payment Details

Order Summaries:						
Date	Type	Amt Ordered	Amt Paid	Amt Due		
20-Nov-2014 10:06 AM MT	online order	CAD 1275.00	CAD 1275.00	CAD 0.00		
Payment Details:						
Date	Type	Reference #	Amt Paid			
20-Nov-2014	Visa	[Redacted]	CAD 1275.00			

If you do not wish to receive future emails from uLead 2015 Conference Team please Opt-Out.

Your payment for the uLead 2015- The Summit of Educational Leadership event has been successfully processed. Please save this email for your records.

Event Title: uLead 2015- The Summit of Educational Leadership

Registration Confirmation Number: [Redacted]

Transaction Information:

Item	Transaction Information	Quantity	Amount
Main Conference	CAD 425.00	1	CAD 425.00
Main Conference	CAD 425.00	1	CAD 425.00
Main Conference	CAD 425.00	1	CAD 425.00
	Transaction Total		CAD1,275.00

If you have any questions about this transaction or email, please contact uLead 2015 Conference Team directly at leadershipfor21c@me.com.

To view the details of your registration, go to:
[Click here](#)

