

**ANDREA COOPER**  
**ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES**  
**FOR THE PERIOD: MARCH 2023 to MAY 2023**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2)(3)(4)</sup>	ATTACHMENTS
<b>1) BUSINESS TRAVEL</b>				
<i>meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Business Travel</b>		<b>\$ -</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
17-Mar-23	CASS 2023 Annual Conference	Registration fee	\$ 550.00	<a href="#">Attachment 1</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 550.00</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Hospitality</b>		<b>\$ -</b>	
<b>4) WORKING SESSIONS</b>				
<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>				
3-Mar-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
6-Mar-23	Awards night dinner ( <i>See T. Burnstad for receipt</i> )	Meal	\$ 22.86	
17-Mar-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
31-Mar-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
14-Apr-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
28-Apr-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
12-May-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
26-May-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,381.63</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,931.63</b>	

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.

## CASSAlberta Registration (Order #:7753)

1 message

CASSAlberta.ca <admin@cass.ab.ca>  
Reply-To: "CASSAlberta.ca" <admin@cass.ab.ca>  
To: [REDACTED]

Fri, Mar 3, 2023 at 2:21 PM

Below is a registration summary from **Order #: 7753**

### Order Summary

Order #:	[REDACTED]
Transaction ID:	[REDACTED]
Credit Card:	MasterCard
Card #:	[REDACTED]
Authorization Code:	[REDACTED]
Amount Paid	\$550.00
Order Timestamp	March 03, 2023 (02:21:09)

### Event Details

Title:	2023 Annual Learning Conference (Conference Only)
Date(s):	<ul style="list-style-type: none"><li>March 22, 2023 (7:00 p.m. - 10:00 p.m.)</li><li>March 23, 2023 (8:30 a.m. - 4:30 p.m.)</li><li>March 24, 2023 (8:30 a.m. - 12:30 p.m.)</li></ul>
Location:	Fantasyland Hotel, Edmonton
Cost:	\$550.00 (Conference Only)

### Registrant Information

First Name:	Andrea
Last Name:	Cooper
Email Address:	<a href="mailto:andrea.cooper@epsb.ca">andrea.cooper@epsb.ca</a>
Primary Phone:	[REDACTED]
School Authority:	Edmonton Public Schools
Jurisdiction Type:	Public School Authority
Zone:	2/3
Position:	Assistant Superintendent

## Options

- **Supporting Effective Governance & Continued Conversations (For Superintendents and Deputy Superintendents)** -- Mar 23, 2023 (10:00 a.m. - 12:00 p.m.)
- **Literacy and Numeracy Learning: Closing the Achievement Gap Using a Research-Informed Approach** -- Mar 23, 2023 (1:00 a.m. - 3:00 p.m.)

## Registrant Questions

Question	Response
How many years have you been a CASS member?	1-3 years

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.

Thank you for your registration,

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