

ANDREA COOPER
ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES
FOR THE PERIOD: JUNE 2023 to AUGUST 2023

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
1) BUSINESS TRAVEL				
<i>meetings outside the Division and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
16-Aug-23	DST Offsite Meeting - Mileage Per Diem	Transportation	\$ 108.19	
16-Aug-23	DST Offsite Meeting - Meals (T. Burnstad with D. Robertson; K. Muhlethaler; K. Pharis; L. Yule; R. Thompson; A. Cooper; G. Cooke; A. Anderson; C. Richard; N. Petersen and 2 EPSB employees) <i>See T. Burnstad for receipt</i>	Meals	\$ 31.43	
16-Aug-23	DST Offsite Meeting - Meals (T. Burnstad with K. Pharis; R. Thompson; A. Cooper; G. Cooke; A. Anderson and C. Richard) <i>See T. Burnstad for receipt</i>	Meals	\$ 27.48	
16-Aug-23	DST Offsite Meeting - Meals (T. Burnstad with D. Robertson; K. Muhlethaler; K. Pharis; L. Yule; R. Thompson; A. Cooper; G. Cooke; A. Anderson; C. Richard; N. Petersen; 2 EPSB employees and 1 Guest) <i>See T. Burnstad for receipt</i>	Meals	\$ 26.89	
16-Aug-23	DST Offsite Meeting - Meals (T. Burnstad with D. Robertson; K. Muhlethaler; K. Pharis; L. Yule; R. Thompson; A. Cooper; G. Cooke; A. Anderson; C. Richard; N. Petersen; 2 EPSB employees and 1 Guest) <i>See T. Burnstad for receipt</i>	Meals	\$ 25.56	
16-Aug-23	DST Offsite Meeting - Meals (T. Burnstad with D. Robertson; K. Muhlethaler; K. Pharis; L. Yule; R. Thompson; A. Cooper; G. Cooke; A. Anderson; C. Richard; N. Petersen; 2 EPSB employees and 1 Guest) <i>See T. Burnstad for receipt</i>	Meals	\$ 23.90	
24-Aug-23	DST Offsite Meeting - Marvin Washington Workshop. <i>See C. Richard for receipt</i>	Registration Fees	\$ 203.39	
30-Aug-23	DST Offsite Meeting - <i>See Sup. D. Robertson for receipt</i>	Accommodation	\$ 423.00	
Sub-Total: Business Travel			\$ 869.85	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
Nothing to report for 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 for 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 Division business</i>				
9-Jun-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
23-Jun-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
7-Jul-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
21-Jul-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
1-Aug-23	Offsite Assistant Superintendent Meeting (A. Cooper with K. Pharis, R. Thompson and L. Yule)	Meal	\$ 27.01	Attachment 1
4-Aug-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
18-Aug-23	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
Sub-Total: Working Sessions			\$ 1,191.67	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 2,061.52	

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 Division expenses (1.6% of GST rate is paid). Amounts reported above include the net GST amount
(4) The net amount is the amount expended to an EPSB Official. Net Amount does not reflect a portion of the receipt that is attributed to another EPSB official's expense report.

Your order has been placed!

1 message

Skip Team <orders@skipthedishes.com>

Wed, May 31, 2023 at 8:55 AM

To: [REDACTED]

[Here's your receipt](#)

Offsite Assistant Superintendent Meeting (A. Cooper with K. Pharis, R. Thompson and L. Yule)

Order Placed

Your order has been placed with **OPA! Souvlaki of Greece** for delivery on
Jun 1, approx. 11:00 AM - 11:30 AM.

[TRACK ORDER](#)

ORDER #534985397

OPA! Souvlaki of Greece (140 - 104th Ave. NW)
Placed for Delivery on Jun 1, approx. 11:00 AM - 11:30 AM

x1	Baklava Family Pack	\$11.29
x4	OPA! Platter	\$18.68
	• ...chicken	
	• ...white Pita	
	• ...greek Salad	
	• OL-Dasani	
	Food/Beverage Total	\$86.01
	Delivery Fee	\$2.59
	GST	\$4.43
	Tip the Food Courier	\$15.00
	Total (CAD)	\$108.03

Paid with Credit Card.



We want to hear from you!

Complete our survey and tell us about your experience with SkipTheDishes

[TAKE THE SURVEY](#)



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