

DARREL ROBERTSON
SUPERINTENDENT OF SCHOOLS
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 | \$ 94.42 | |
| 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 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 -Hotel (D. Robertson with K. Muhlethaler; K. Pharis; L. Yule; R. Thompson; A. Cooper; G. Cooke; A. Anderson; C. Richard; N. Petersen; T. Burnstad and 3 EPSB employees) | Accommodation | \$ 423.00 | Attachment 1 |
| Sub-Total: Business Travel | | | \$ 828.60 | |
| 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 | \$ 230.77 | |
| 23-Jun-23 | Bi-Weekly Car Allowance | Other Costs | \$ 230.77 | |
| 7-Jul-23 | Bi-Weekly Car Allowance | Other Costs | \$ 230.77 | |
| 21-Jul-23 | Bi-Weekly Car Allowance | Other Costs | \$ 230.77 | |
| 4-Aug-23 | Bi-Weekly Car Allowance | Other Costs | \$ 230.77 | |
| 18-Aug-23 | Bi-Weekly Car Allowance | Other Costs | \$ 230.77 | |
| Sub-Total: Working Sessions | | | \$ 1,384.62 | |
| TOTAL EXPENSES REPORTED FOR THE PERIOD | | | \$ 2,213.22 | |

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 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.

Village Creek Country Inn
15 Village Drive, RR2
Westerose, AB T0C 2V0
Ph1(877)688-0006 Fax1(780)586-3520
info@villagecreekcountryinn.com

Invoice Memo

Page 1 of 1

Attn: [REDACTED]
Edmonton Public Schools*
Centre For Education
One, Kingsway NW
Edmonton
AB T5H 4G9

| | |
|---------------|------------------|
| Invoice Date: | 08/16/2023 |
| CheckIn: | 08/15/2023 |
| CheckOut: | |
| Reference: | EPS Support Team |
| Invoice: | 132741 |
| TAX ID: | 741242333 |

Invoice Summary

| | |
|-----------------------------|-------------|
| Total Invoices: | 5,643.62 |
| Finance Charges: | 0.00 |
| Total Adjustments: | 0.00 |
| Total Payments: | -5,643.62 |
| Open Invoice Amount: | 0.00 |

Payment Detail

| Date | Description | Batch Amt | Applied | Total Paid |
|------------|--|-----------|-----------|------------|
| 08/18/2023 | [REDACTED] - EPS SUPPORT TEAM AUG 14-16/23 | -5,643.62 | -5,643.62 | -5,643.62 |

VILLAGE CREEK COUNTRY
INN
15 VILLAGE DR RR2
WESTEROSE AB

CARD *****1093
CARD TYPE [REDACTED]
DATE 2023/08/18
TIME 0261 09:33:36
RECEIPT NUMBER [REDACTED]

PURCHASE TOTAL
\$5,643.62

PASSWORD USED
APPROVED
AUTH# 038118 01-027
THANK YOU

MERCHANT COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DST Off site Meeting (D. Robertson with R. Thompson; L.Yule; K.Muhlethaler; G.Cooke; A.Anderson; C.Richard; A.Cooper; K.Pharis; T.Burnstad;N.Petersen; and three EPSB Staff)

15 Village Drive, RR2
 Westeros, AB T0C 2V0
 Ph1(877)688-0006 Fax1(780)586-3520
 info@villagecreekcountryinn.com

TAX ID: 741242333

EPS Support Team

| Folio ID | Folio | CheckIn | CheckOut | Balance |
|--------------|--------|------------|----------|----------|
| AG 15 | 132741 | 08/15/2023 | | 5,643.62 |
| Master Folio | | | | |

| Date | Room | Description / Voucher | Charges | Credits | Balance |
|------------|------|---|---------|---------|----------|
| 08/14/2023 | FSAM | Meeting Room - Catering - ChefN Classic Sunrise | 206.50 | 0.00 | 206.50 |
| 08/14/2023 | FSAM | GST - 5% | 10.33 | 0.00 | 216.83 |
| 08/14/2023 | FSAM | Meeting Room - Audio Visual - Flipchart | 20.00 | 0.00 | 236.83 |
| 08/14/2023 | FSAM | GST - 5% | 1.00 | 0.00 | 237.83 |
| 08/14/2023 | FSAM | Meeting Room - Refreshment - Coffee / Tea Service | 40.00 | 0.00 | 277.83 |
| 08/14/2023 | FSAM | GST - 5% | 2.00 | 0.00 | 279.83 |
| 08/14/2023 | FSAM | Meeting Room - Audio Visual - Projector | 65.00 | 0.00 | 344.83 |
| 08/14/2023 | FSAM | GST - 5% | 3.25 | 0.00 | 348.08 |
| 08/14/2023 | FSAM | Meeting Room - Rental - Fireside | 195.00 | 0.00 | 543.08 |
| 08/14/2023 | FSAM | GST - 5% | 9.75 | 0.00 | 552.83 |
| 08/14/2023 | 212 | Room Taxable - R. Thompson | 99.00 | 0.00 | 651.83 |
| 08/14/2023 | 212 | GST - 5% | 4.95 | 0.00 | 656.78 |
| 08/14/2023 | 212 | Tourism Levy - 4% | 3.96 | 0.00 | 660.74 |
| 08/14/2023 | 108 | Room Taxable - D. Robertson | 139.00 | 0.00 | 799.74 |
| 08/14/2023 | 108 | GST - 5% | 6.95 | 0.00 | 806.69 |
| 08/14/2023 | 108 | Tourism Levy - 4% | 5.56 | 0.00 | 812.25 |
| 08/14/2023 | 111 | Room Taxable - L. Yule | 129.00 | 0.00 | 941.25 |
| 08/14/2023 | 111 | GST - 5% | 6.45 | 0.00 | 947.70 |
| 08/14/2023 | 111 | Tourism Levy - 4% | 5.16 | 0.00 | 952.86 |
| 08/14/2023 | 114 | Room Taxable - K. Muhlethaler | 139.00 | 0.00 | 1,091.86 |
| 08/14/2023 | 114 | GST - 5% | 6.95 | 0.00 | 1,098.81 |
| 08/14/2023 | 114 | Tourism Levy - 4% | 5.56 | 0.00 | 1,104.37 |
| 08/14/2023 | 214 | Room Taxable - G. Cooke | 129.00 | 0.00 | 1,233.37 |
| 08/14/2023 | 214 | GST - 5% | 6.45 | 0.00 | 1,239.82 |
| 08/14/2023 | 214 | Tourism Levy - 4% | 5.16 | 0.00 | 1,244.98 |
| 08/14/2023 | 216 | Room Taxable - A. Anderson | 129.00 | 0.00 | 1,373.98 |
| 08/14/2023 | 216 | GST - 5% | 6.45 | 0.00 | 1,380.43 |
| 08/14/2023 | 216 | Tourism Levy - 4% | 5.16 | 0.00 | 1,385.59 |
| 08/14/2023 | 218 | Room Taxable - EPSB Employee | 129.00 | 0.00 | 1,514.59 |
| 08/14/2023 | 218 | GST - 5% | 6.45 | 0.00 | 1,521.04 |
| 08/14/2023 | 218 | Tourism Levy - 4% | 5.16 | 0.00 | 1,526.20 |
| 08/14/2023 | 219 | Room Taxable - EPSB Employee | 129.00 | 0.00 | 1,655.20 |
| 08/14/2023 | 219 | GST - 5% | 6.45 | 0.00 | 1,661.65 |
| 08/14/2023 | 219 | Tourism Levy - 4% | 5.16 | 0.00 | 1,666.81 |
| 08/14/2023 | 220 | Room Taxable - C. Richard | 139.00 | 0.00 | 1,805.81 |
| 08/14/2023 | 220 | GST - 5% | 6.95 | 0.00 | 1,812.76 |
| 08/14/2023 | 220 | Tourism Levy - 4% | 5.56 | 0.00 | 1,818.32 |
| 08/14/2023 | 221 | Room Taxable - A. Cooper | 129.00 | 0.00 | 1,947.32 |

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 We appreciate your business*

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 Westeros, AB T0C 2V0
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TAX ID: 741242333

EPS Support Team

| Folio ID | Folio | CheckIn | CheckOut | Balance |
|--------------|--------|------------|----------|----------|
| AG 15 | 132741 | 08/15/2023 | | 5,643.62 |
| Master Folio | | | | |

| Date | Room | Description / Voucher | Charges | Credits | Balance |
|------------|------|---|---------|---------|----------|
| 08/14/2023 | 221 | GST - 5% | 6.45 | 0.00 | 1,953.77 |
| 08/14/2023 | 221 | Tourism Levy - 4% | 5.16 | 0.00 | 1,958.93 |
| 08/14/2023 | 222 | Room Taxable - K. Pharis | 139.00 | 0.00 | 2,097.93 |
| 08/14/2023 | 222 | GST - 5% | 6.95 | 0.00 | 2,104.88 |
| 08/14/2023 | 222 | Tourism Levy - 4% | 5.56 | 0.00 | 2,110.44 |
| 08/14/2023 | 223 | Room Taxable - T. Burnstad | 129.00 | 0.00 | 2,239.44 |
| 08/14/2023 | 223 | GST - 5% | 6.45 | 0.00 | 2,245.89 |
| 08/14/2023 | 223 | Tourism Levy - 4% | 5.16 | 0.00 | 2,251.05 |
| 08/14/2023 | 224 | Room Taxable - N. Petersen | 139.00 | 0.00 | 2,390.05 |
| 08/14/2023 | 224 | GST - 5% | 6.95 | 0.00 | 2,397.00 |
| 08/14/2023 | 224 | Tourism Levy - 4% | 5.56 | 0.00 | 2,402.56 |
| 08/15/2023 | FSAM | Meeting Room - Rental - Fireside | 195.00 | 0.00 | 2,597.56 |
| 08/15/2023 | FSAM | GST - 5% | 9.75 | 0.00 | 2,607.31 |
| 08/15/2023 | FSAM | Meeting Room - Audio Visual - Projector | 65.00 | 0.00 | 2,672.31 |
| 08/15/2023 | FSAM | GST - 5% | 3.25 | 0.00 | 2,675.56 |
| 08/15/2023 | FSAM | Meeting Room - Catering - Chef's Feast | 262.50 | 0.00 | 2,938.06 |
| 08/15/2023 | FSAM | GST - 5% | 13.13 | 0.00 | 2,951.19 |
| 08/15/2023 | FSAM | Meeting Room - Refreshment - Coffee / Tea Service | 40.00 | 0.00 | 2,991.19 |
| 08/15/2023 | FSAM | GST - 5% | 2.00 | 0.00 | 2,993.19 |
| 08/15/2023 | 108 | Room Taxable - D. Robertson | 139.00 | 0.00 | 3,132.19 |
| 08/15/2023 | 108 | GST - 5% | 6.95 | 0.00 | 3,139.14 |
| 08/15/2023 | 108 | Tourism Levy - 4% | 5.56 | 0.00 | 3,144.70 |
| 08/15/2023 | 111 | Room Taxable - L. Yule | 129.00 | 0.00 | 3,273.70 |
| 08/15/2023 | 111 | GST - 5% | 6.45 | 0.00 | 3,280.15 |
| 08/15/2023 | 111 | Tourism Levy - 4% | 5.16 | 0.00 | 3,285.31 |
| 08/15/2023 | 114 | Room Taxable - K. Muhlethaler | 139.00 | 0.00 | 3,424.31 |
| 08/15/2023 | 114 | GST - 5% | 6.95 | 0.00 | 3,431.26 |
| 08/15/2023 | 114 | Tourism Levy - 4% | 5.56 | 0.00 | 3,436.82 |
| 08/15/2023 | 212 | Room Taxable - R. Thompson | 99.00 | 0.00 | 3,535.82 |
| 08/15/2023 | 212 | GST - 5% | 4.95 | 0.00 | 3,540.77 |
| 08/15/2023 | 212 | Tourism Levy - 4% | 3.96 | 0.00 | 3,544.73 |
| 08/15/2023 | 214 | Room Taxable - G. Cooke | 129.00 | 0.00 | 3,673.73 |
| 08/15/2023 | 214 | GST - 5% | 6.45 | 0.00 | 3,680.18 |
| 08/15/2023 | 214 | Tourism Levy - 4% | 5.16 | 0.00 | 3,685.34 |
| 08/15/2023 | 215 | Room Taxable - EPSB Employee | 139.00 | 0.00 | 3,824.34 |
| 08/15/2023 | 215 | GST - 5% | 6.95 | 0.00 | 3,831.29 |
| 08/15/2023 | 215 | Tourism Levy - 4% | 5.56 | 0.00 | 3,836.85 |
| 08/15/2023 | 216 | Room Taxable - A. Anderson | 129.00 | 0.00 | 3,965.85 |

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|--------------|--------|------------|----------|----------|
| AG 15 | 132741 | 08/15/2023 | | 5,643.62 |
| Master Folio | | | | |

| Date | Room | Description / Voucher | Charges | Credits | Balance |
|------------|------|--|----------|---------|-----------------|
| 08/15/2023 | 216 | GST - 5% | 6.45 | 0.00 | 3,972.30 |
| 08/15/2023 | 216 | Tourism Levy - 4% | 5.16 | 0.00 | 3,977.46 |
| 08/15/2023 | 218 | Room Taxable - EPSB Employee | 129.00 | 0.00 | 4,106.46 |
| 08/15/2023 | 218 | GST - 5% | 6.45 | 0.00 | 4,112.91 |
| 08/15/2023 | 218 | Tourism Levy - 4% | 5.16 | 0.00 | 4,118.07 |
| 08/15/2023 | 219 | Room Taxable - EPSB Employee | 129.00 | 0.00 | 4,247.07 |
| 08/15/2023 | 219 | GST - 5% | 6.45 | 0.00 | 4,253.52 |
| 08/15/2023 | 219 | Tourism Levy - 4% | 5.16 | 0.00 | 4,258.68 |
| 08/15/2023 | 220 | Room Taxable - C. Richard | 139.00 | 0.00 | 4,397.68 |
| 08/15/2023 | 220 | GST - 5% | 6.95 | 0.00 | 4,404.63 |
| 08/15/2023 | 220 | Tourism Levy - 4% | 5.56 | 0.00 | 4,410.19 |
| 08/15/2023 | 221 | Room Taxable - A. Cooper | 129.00 | 0.00 | 4,539.19 |
| 08/15/2023 | 221 | GST - 5% | 6.45 | 0.00 | 4,545.64 |
| 08/15/2023 | 221 | Tourism Levy - 4% | 5.16 | 0.00 | 4,550.80 |
| 08/15/2023 | 222 | Room Taxable - K. Pharis | 139.00 | 0.00 | 4,689.80 |
| 08/15/2023 | 222 | GST - 5% | 6.95 | 0.00 | 4,696.75 |
| 08/15/2023 | 222 | Tourism Levy - 4% | 5.56 | 0.00 | 4,702.31 |
| 08/15/2023 | 223 | Room Taxable - T. Burnstad | 129.00 | 0.00 | 4,831.31 |
| 08/15/2023 | 223 | GST - 5% | 6.45 | 0.00 | 4,837.76 |
| 08/15/2023 | 223 | Tourism Levy - 4% | 5.16 | 0.00 | 4,842.92 |
| 08/15/2023 | 224 | Room Taxable - N. Petersen | 139.00 | 0.00 | 4,981.92 |
| 08/15/2023 | 224 | GST - 5% | 6.95 | 0.00 | 4,988.87 |
| 08/15/2023 | 224 | Tourism Levy - 4% | 5.56 | 0.00 | 4,994.43 |
| 08/16/2023 | FSAM | Meeting Room - Rental - Fireside | 97.50 | 0.00 | 5,091.93 |
| 08/16/2023 | FSAM | GST - 5% | 4.88 | 0.00 | 5,096.81 |
| 08/16/2023 | FSAM | Meeting Room - Audio Visual - Projector | 65.00 | 0.00 | 5,161.81 |
| 08/16/2023 | FSAM | GST - 5% | 3.25 | 0.00 | 5,165.06 |
| 08/16/2023 | FSAM | Meeting Room - Catering - Chef's Feast | 262.50 | 0.00 | 5,427.56 |
| 08/16/2023 | FSAM | GST - 5% | 13.13 | 0.00 | 5,440.69 |
| 08/16/2023 | FSAM | Meeting Room - Refreshment - Coffee /Tea Service | 40.00 | 0.00 | 5,480.69 |
| 08/16/2023 | FSAM | GST - 5% | 2.00 | 0.00 | 5,482.69 |
| 08/16/2023 | FSAM | Meal Gratuity - Thank You | 153.27 | 0.00 | 5,635.96 |
| 08/16/2023 | FSAM | GST - 5% | 7.66 | 0.00 | 5,643.62 |
| | | Balance Due | | | 5,643.62 |
| | | Summary and Taxes | | | |
| | | Taxable Sales | 5,240.27 | | |
| | | GST - 5% | 262.03 | | |
| | | Tourism Levy - 4% | 141.32 | | |

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