

TODD BURNSTAD
CHIEF FINANCIAL OFFICER
FOR THE PERIOD: SEPTEMBER 2023 to NOVEMBER 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>				
	Nothing to report for this period		\$ -	
	Sub-Total: Business Travel		\$ -	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
19-Sep-23	CPA PD Courses	Registration Fees	\$ 1,075.35	Attachment I
	Sub-Total: Conferences		\$ 1,075.35	
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>				
1-Nov-23	Local ATA Bargaining Business Meeting (T. Burnstad with K.Pharis; A.Anderson, Trustee Sawyer; Trustee Sumar; 2 EPSB employees and 1 Guest)	Meals	\$ 24.07	Attachment II
1-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
15-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
29-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
13-Oct-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
27-Oct-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
10-Nov-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
24-Nov-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	Sub-Total: Working Sessions		\$ 929.80	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 2,005.15	

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.