

**MARSHA NELSON**  
**BOARD OF TRUSTEES - WARD B**  
**FOR THE PERIOD: DECEMBER 2023 to FEBRUARY 2024**

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>				
8-Feb-24	Public School Boards Council Meeting ( <i>see Trustee M. Hole for receipt</i> )	Registration Fees	\$ 381.00	
	<b>Sub-Total: Conferences</b>		<b>\$ 381.00</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>				
8-Dec-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
22-Dec-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
5-Jan-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
19-Jan-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
2-Feb-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
16-Feb-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 776.34</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,157.34</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.