

NANCY PETERSEN
MANAGING DIRECTOR - STRATEGIC DIVISION SUPPORTS
FOR THE PERIOD: MARCH 2024 to MAY 2024

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>				
1-Mar-24	CASS Conference 2024	Registration Fees	\$ 585.00	Attachment I
	Sub-Total: Conferences		\$ 585.00	
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-Mar-24	Division Night of Music (T.Burnstad with Superintendent D. Robertson; Assistant Superintendents: R.Thompson and A.Cooper; A.Anderson and N.Petersen) <i>See. T. Burnstad for receipt</i>	Meal	\$ 30.56	
1-Mar-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
15-Mar-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
29-Mar-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
12-Apr-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
26-Apr-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
10-May-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
24-May-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	Sub-Total: Working Sessions		\$ 1,358.77	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,943.77	

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.



Transaction Receipt from College of Alberta School Superintendents Society for \$585.00 (CAD)

1 message

Auto-Receipt <noreply@mail.authorize.net>

Wed, Feb 7, 2024 at 1:36 PM



Order Information

Description: 2024 Annual Conference
Invoice Number CASS-9672

Billing Information

Shipping Information



Total: \$585.00 (CAD)

Payment Information

Date/Time: 7-Feb-2024 12:36:04 PST
Transaction ID: 80266294885
Payment Method:
Transaction Type: Purchase
Auth Code: 011252

Merchant Contact Information

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