



EDMONTON PUBLIC SCHOOLS

MARSHA NELSON
BOARD OF TRUSTEES - WARD B
FOR THE PERIOD: SEPTEMBER 2024 to NOVEMBER 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>				
13-Sep-24	Board of Trustees Offsite Meeting (Superintendent D. Robertson with the Board of Trustees) <i>See Trustee J. Sawyer for receipt</i>	Meals and Accommodation	\$ 310.73	
Sub-Total: Business Travel			\$ 310.73	
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>				
13-Sep-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
27-Sep-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
11-Oct-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
25-Oct-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
8-Nov-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
22-Nov-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
Sub-Total: Working Sessions			\$ 776.34	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,087.07	

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.