

JAN SAWYER
VICE CHAIR - BOARD OF TRUSTEES - WARD H & WARD I
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)	Meals and Accommodation	\$ 462.84	Attachment 1
Sub-Total: Business Travel			\$ 462.84	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
4-Sep-24	Alberta Delegation to Germany - Hotel - See Trustee J.Kusiek for receipt	Accommodation	\$ 1,836.50	
1-Nov-24	Premier's State of the Province (Trustees D. Hancock, J. Sawyer, J. Kusiek, S. O'Keefe and T. Estabrooks) See Trustee T. Estabrooks for receipt	Registration fees	\$ 147.00	
1-Nov-24	Building the Next Leg of Alberta's Talent Pipeline (Trustees D. Hancock, J. Sawyer, M. Hole and T. Estabrooks) See Trustee T. Estabrooks for receipt	Registration	\$ 84.00	
Sub-Total: Conferences			\$ 2,067.50	
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			\$ 3,306.68	

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.

Board of Trustees Offsite Meeting - Day 1 &2 (Meals & Accommodation)
 (Trustees S. O'Keefe, D. Hancock, J. Sawyer, M. Nelson, J. Kusiek, S. Sumar and
 Superintendent D. Robertson)

Village Creek Country Inn

15 Village Drive, RR2
 Westeros, AB T0C 2V0

Meals only - Trustees M.Hole and T. Estabrooks

See Trustee Sawyer for receipt

Ph1(877)688-0006 Fax1(780)586-3520
 info@villagecreekcountryinn.com

TAX ID: 741242333

EPSB Sept 5 & 6/24

Folio ID	Folio	CheckIn	CheckOut	Balance
SEPT7	138309	09/07/2024		3,001.63
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
09/04/2024		Room Taxable - S. O'Keefe	144.00	0.00	144.00
09/04/2024		GST - 5%	7.20	0.00	151.20
09/04/2024		Tourism Levy - 4%	5.76	0.00	156.96
09/04/2024		Room Taxable - D. Hancock	134.00	0.00	290.96
09/04/2024		GST - 5%	6.70	0.00	297.66
09/04/2024		Tourism Levy - 4%	5.36	0.00	303.02
09/04/2024		Room Taxable - T. Estabrooks	134.00	0.00	437.02
09/04/2024		GST - 5%	6.70	0.00	443.72
09/04/2024		Tourism Levy - 4%	5.36	0.00	449.08
09/04/2024		Room Taxable - J. Sawyer	144.00	0.00	593.08
09/04/2024		GST - 5%	7.20	0.00	600.28
09/04/2024		Tourism Levy - 4%	5.76	0.00	606.04
09/05/2024	FSAM	Meeting Room - Rental - Fireside	195.00	0.00	801.04
09/05/2024	FSAM	GST - 5%	9.75	0.00	810.79
09/05/2024	FSAM	Meeting Room - Refreshment - Beverage Service	55.00	0.00	865.79
09/05/2024	FSAM	GST - 5%	2.75	0.00	868.54
09/05/2024	FSAM	Meeting Room - Catering - Cold Sandwiches	185.00	0.00	1,053.54
09/05/2024	FSAM	GST - 5%	9.25	0.00	1,062.79
09/05/2024	FSAM	Meeting Room - Refreshment - Cold Pop	30.00	0.00	1,092.79
09/05/2024	FSAM	GST - 5%	1.50	0.00	1,094.29
09/05/2024	FSAM	Meeting Room - Audio Visual - Projector	65.00	0.00	1,159.29
09/05/2024	FSAM	GST - 5%	3.25	0.00	1,162.54
09/05/2024		Room Taxable - S. O'Keefe	144.00	0.00	1,306.54
09/05/2024		GST - 5%	7.20	0.00	1,313.74
09/05/2024		Tourism Levy - 4%	5.76	0.00	1,319.50
09/05/2024		Room Taxable - M. Nelson	144.00	0.00	1,463.50
09/05/2024		GST - 5%	7.20	0.00	1,470.70
09/05/2024		Tourism Levy - 4%	5.76	0.00	1,476.46
09/05/2024		Room Taxable - D. Robertson	144.00	0.00	1,620.46
09/05/2024		GST - 5%	7.20	0.00	1,627.66
09/05/2024		Tourism Levy - 4%	5.76	0.00	1,633.42
09/05/2024		Room Taxable - J. Kusiek	134.00	0.00	1,767.42
09/05/2024		GST - 5%	6.70	0.00	1,774.12
09/05/2024		Tourism Levy - 4%	5.36	0.00	1,779.48
09/05/2024		Room Taxable - D. Hancock	134.00	0.00	1,913.48
09/05/2024		GST - 5%	6.70	0.00	1,920.18
09/05/2024		Tourism Levy - 4%	5.36	0.00	1,925.54
09/05/2024		Room Taxable - S. Sumar	134.00	0.00	2,059.54

*Thank you for staying with us
 We appreciate your business*

15 Village Drive, RR2
 Westrose, AB T0C 2V0
 Ph1(877)688-0006 Fax1(780)586-3520
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TAX ID: 741242333

EPSB Sept 5 & 6/24

Folio ID	Folio	CheckIn	CheckOut	Balance
SEPT7	138309	09/07/2024		3,001.63

Master Folio

Date	Room	Description / Voucher	Charges	Credits	Balance
09/05/2024		GST - 5%	6.70	0.00	2,066.24
09/05/2024		Tourism Levy - 4%	5.36	0.00	2,071.60
09/05/2024		Room Taxable - J. Sawyer	144.00	0.00	2,215.60
09/05/2024		GST - 5%	7.20	0.00	2,222.80
09/05/2024		Tourism Levy - 4%	5.76	0.00	2,228.56
09/06/2024	FSAM	Meeting Room - Rental - Fireisde	195.00	0.00	2,423.56
09/06/2024	FSAM	GST - 5%	9.75	0.00	2,433.31
09/06/2024	FSAM	Meeting Room - Catering - Chef's Feast	187.50	0.00	2,620.81
09/06/2024	FSAM	GST - 5%	9.38	0.00	2,630.19
09/06/2024	FSAM	Meeting Room - Catering - Taco Bar	200.00	0.00	2,830.19
09/06/2024	FSAM	GST - 5%	10.00	0.00	2,840.19
09/06/2024	FSAM	Meeting Room - Refreshment - Cold Pop	30.00	0.00	2,870.19
09/06/2024	FSAM	GST - 5%	1.50	0.00	2,871.69
09/06/2024	FSAM	Meal Gratuity - Thank You	123.75	0.00	2,995.44
09/06/2024	FSAM	GST - 5%	6.19	0.00	3,001.63
		Balance Due			3,001.63
		Summary and Taxes			
		Taxable Sales	2,800.25		
		GST - 5%	140.02		
		Tourism Levy - 4%	61.36		

Village Creek Country Inn
15 Village Drive, RR2
Westrose, AB T0C 2V0
Ph1(877)688-0006 Fax1(780)586-3520
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Invoice Memo

Page 1 of 1

Attn: [REDACTED]
Edmonton Public School Board**
1 Kingsway NW
Edmonton
AB T5H 4G9

Invoice Date:	09/13/2024
CheckIn:	09/07/2024
CheckOut:	
Reference:	EPSB Sept 5 & 6/24
Invoice:	138309
TAX ID:	741242333

Invoice Summary

Total Invoices:	3,001.63
Finance Charges:	0.00
Total Adjustments:	0.00
Total Payments:	0.00
Open Invoice Amount:	3,001.63

As of October 2020 EFT payments will have new banking information. Contact VCCI management to set up your account prior to processing any EFT transfers if you have not set up an account after October 2020.