



EDMONTON PUBLIC SCHOOLS

TODD BURNSTAD
CHIEF FINANCIAL OFFICER
FOR THE PERIOD: MARCH 2025 to MAY 2025

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>				
	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>				
16-Mar-25	DST Meeting (Attendees: D. Robertson with A. Anderson, T. Burnstad, G. Cooke, A. Cooper, K. Muhlethaler, N. Petersen, K. Pharis, C. Richard, C. Rosa, R. Thompson, L. Yule and 1 EPSB Staff) See D. Robertson for receipt.	Meals	\$ 2.31	
14-Mar-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
28-Mar-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
11-Apr-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
25-Apr-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
9-May-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
23-May-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	Sub-Total: Working Sessions		\$ 778.65	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 778.65	

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.