

KENT PHARIS
ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES
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>				
1-Apr-25	Refund of CASS Conference	Registration fees	\$ (572.62)	Attachment 1
	Sub-Total: Conferences		\$ (572.62)	
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 Superintendent. D. Robertson for receipt.	Meal	\$ 2.31	
14-Mar-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
28-Mar-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
11-Apr-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
25-Apr-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
9-May-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
23-May-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	Sub-Total: Working Sessions		\$ 1,166.97	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 594.35	

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.

CASS Event Registration Cancellation (Order #: 12483)

1 message

CASS Administration <admin@cass.ab.ca>
Reply-To: CASS Administration
To:
Cc:

Mon, Feb 24, 2025 at 1:07 PM

Hello Kent Pharis,

Date of Cancellation: Feb 24, 2025

This is your **CANCELLATION** and **REFUND RECEIPT** for the following event.

**** Please keep or forward a copy of this letter to the credit card holder who paid for this in-service or bookkeeper in order to reconcile the credit card statement at the end of the month. ****

EVENT INFORMATION: 2025 Annual Learning Conference

Event/Date	Registrant Status
CONFERENCE (3-day event) <ul style="list-style-type: none">Day 1 - Conference Opening Mar 19, 2025 (7:00 pm-11:00 pm)Day 2 - Full Day Mar 20, 2025 (8:15 am-3:00 pm)Day 3 - Morning Half Day Mar 21, 2025 (8:15 am-12:30 pm)	Cancelled

TOTAL REFUNDED TO CREDIT CARD: \$588.00

Card Type:	
Credit Card:	

Sincerely,

Email: admin@cass.ab.ca
Website: <https://cass.ab.ca/>

Transaction Refund from College of Alberta School Superintendents Society for \$588.00 (CAD)
1 message

Auto-Receipt <noreply@mail.authorize.net> Mon, Feb 24, 2025 at 12:43 PM
Reply-To: [REDACTED]
To: [REDACTED]

REFUND CONFIRMATION

Order Information

Description: 2025 Annual Conf-cancelled
Invoice Number CASS-12483

Billing Information

[REDACTED]

Shipping Information

Total: \$588.00 (CAD)

Payment Information

Date/Time: 24-Feb-2025 11:43:31 PST
Transaction ID: [REDACTED]
Payment Method: [REDACTED]
Transaction Type: Refund
Auth Code:

Merchant Contact Information

College of Alberta School Superintendents Society
Edmonton, AB T5J3S9
CA
[REDACTED]