

**KATHY MUHLETHALER**  
**ASSISTANT SUPERINTENDENT OPERATIONAL AND LEARNING SUPPORTS**  
**FOR THE PERIOD: DECEMBER 2025 to FEBRUARY 2026**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2) (3) (4)</sup>	ATTACHMENTS
<b>1) BUSINESS TRAVEL</b>				
<i>meetings outside the Division and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Business Travel</b>		<b>\$ -</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
1-Dec-25	CASS Fall Conference 2025 - Hotel	Accommodation	\$ 459.07	<a href="#">Attachment 1</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 459.07</b>	
<b>3) HOSPITALITY (Hosting)</b>				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Hospitality</b>		<b>\$ -</b>	
<b>4) WORKING SESSIONS</b>				
<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>				
5-Dec-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
19-Dec-25	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
2-Jan-26	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
16-Jan-26	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
30-Jan-26	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
13-Feb-26	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
27-Feb-26	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,358.77</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,817.84</b>	

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.

# Deerfoot Inn & Casino

1000, 11500 35 Street S.E  
 Calgary, AB T2Z 3W4

Phone: (403)236-7529  
 Fax: (403) 236-7104  
 E-mail: frontdesk@dfic.ca  
 Website: www.deerfootinn.com



## Guest Charges

Folio #:	<b>[REDACTED]</b>	Guest : Muhlethaler, Kathy	Conf #: 640097
Room #:	<b>[REDACTED]</b>		CRS #: TC 1009643575
Payment Method :	<b>[REDACTED]</b>	Billing Reference :	
Rate :	11/5/2025	Company : Leisure 2025	Arrival: 11/5/2025
		\$204.00	Departure: 11/7/2025
		1 Kingsway Ave Nw	
		Edmonton, T5H 4G9	

Date	Department	Reference	Voucher	Room	Charge	Credit	Balance
11/5/2025	Guest Room	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$204.00		\$204.00
11/5/2025	DMF	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$12.24		\$216.24
11/5/2025	GST Room	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$10.20		\$226.44
11/5/2025	Tourism Levy	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$8.16		\$234.60
11/5/2025	Tourism Levy	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$0.49		\$235.09
11/5/2025	GST Other	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$0.61		\$235.70
11/6/2025	Guest Room	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$204.00		\$439.70
11/6/2025	DMF	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$12.24		\$451.94
11/6/2025	GST Room	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$10.20		\$462.14
11/6/2025	Tourism Levy	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$8.16		\$470.30
11/6/2025	Tourism Levy	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$0.49		\$470.79
11/6/2025	GST Other	Auto Posted Rate: ASOC		<b>[REDACTED]</b>	\$0.61		\$471.40
11/7/2025	<b>[REDACTED]</b>	Check Out		<b>[REDACTED]</b>		\$471.40	\$0.00
						<b>Balance</b>	<b>\$0.00</b>

GST # 888210101 RT0008

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

DISCLAIMER: Group must notify Hotel of any disputes within 5 business days of Group's receipt of invoice from Hotel or disputes will be considered waived.