

MADONNA PROULX
MANAGING DIRECTOR - FINANCIAL SERVICES
FOR THE PERIOD: MARCH 2026 to MAY 2026

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>				
12-Mar-26	Calgary USIC Meeting	Accomodations	\$ 165.21	Attachment I
Sub-Total: Business Travel			\$ 165.21	
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-Mar-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
27-Mar-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
10-Apr-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
24-Apr-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
8-May-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
22-May-26	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
Sub-Total: Working Sessions			\$ 776.34	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 941.55	

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.

INVOICE
Sandman Hotel & Signature Hotel Calgary Airport

 Madonna Proulx
 [REDACTED]
 Canada

 Accommodation for USIC March
 Meeting in Calgary March 13,
 2026

 Print Date 3/13/26
 Page No. 1 of 1
 Room No. [REDACTED]
 Arrival 03/12/26
 Departure 03/13/26
 Conf. No. 591818959
 Folio No. YYC 148397
 GST No. 121767065 RT 0001

Group Code: [REDACTED]

Company Name: MARSH

Date	Description	Charges CAD	Credits CAD
03/12/26	Room Charge	145.00	
03/12/26	Room - DMF	8.70	
03/12/26	Room - GST	7.69	
03/12/26	Room - Tourism Levy	6.15	
03/12/26	ECO Fees	2.00	
03/12/26	GST - ECO Fees	0.10	
03/13/26	MasterCard XXXXXXXXXXXX [REDACTED]		169.64
Total		169.64	169.64
Balance		0.00	CAD

Net Amount	145.00	CAD
Room - GST	7.79	CAD
Room - Tourism Levy	6.15	CAD
Room - DMF	8.70	CAD
ECO Fees	2.00	CAD
Total incl. vat	169.64	CAD

I agree to be personally liable should the indicated company or person fail to pay for any part of the total charges.

Guest Signature

 Merchant ID
 Transaction ID
 Approval Code
 Approval Amount

 [REDACTED]
 169.64

 Credit Card #
 Credit Card Expiry
 Capture Method
 Transaction Amount

 XXXXXXXXXXXX [REDACTED]
 XX/XX
 Swiped
 169.64