



EDMONTON PUBLIC SCHOOLS

**NANCY PETERSEN
MANAGING DIRECTOR - STRATEGIC DISTRICT SUPPORTS
FOR THE PERIOD: MARCH 2018 to MAY 2018**

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
1) BUSINESS TRAVEL				
<i>meetings outside the District 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>				
6-Mar-18	NRLC Conference	Registration fees	\$ 409.02	Attachment
	Sub-Total: Conferences		\$ 409.02	
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 district business</i>				
	Teacher Collaboration Committee (K. Pharis, R.MacNeil, L.Yule, M.Suderman, D.Robertson, L. Morrison, N.Petersen and 103 EPSB employees) <i>(see K.Pharis for receipt)</i>			
6-Mar-18		Meals	\$ 12.84	
9-Mar-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
23-Mar-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
6-Apr-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
20-Apr-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
4-May-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
18-May-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	Sub-Total: Working Sessions		\$ 1,177.50	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,586.52	

- 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 District 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.



10127 - 120 Avenue
 Grand Prairie AB, T8V 8H8
Phone (780) 882-7988
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Payer:	Nancy Petersen
Primary Phone:	
Registrant Name:	Nancy Petersen
Payment Method:	
School:	Center for Education / Strategic District Supports
Jurisdiction:	Edmonton School District No. 7

Conference	Registrants	Per Registrant	Total
CASS / Alberta Education Annual Learning Conference Only	1	\$420.00	\$420.00
GRAND TOTAL			\$420.00

Paid At: Feb 08, 2018	\$420.00
Balance Due	\$0.00

Payment Method:	Credit
Card Number:	
Order ID:	
Registration Date:	Feb 08, 2018

Conference Information	
CASS / Alberta Education Annual Learning Conference Only	March 21, 2018 7:00pm - 11:00pm March 22, 2018 7:15am - 4:00pm March 23, 2018 7:15am - 12:45pm
Location: [REDACTED]	

Session Information	
[REDACTED]	
[REDACTED]	[REDACTED]
[REDACTED]	
[REDACTED]	[REDACTED]
[REDACTED]	

Notes:

Delegates are asked to pre-pay registration fees whenever possible. If you prefer to be invoiced for the registration fees, please choose "cheque" during registration and your invoice will be attached to your confirmation email. This may be combined with other organizations for one cheque to be sent to NRLC (include a copy of each invoice).

Cancellations and Refunds:

This CASS Cancellation Policy supercedes the standard NRLC Cancellation Policy.

Subject to the following administrative and/or expenses charges:

- Less than 14 Days: 15%
- Less than 7 Days: 50%
- No Notification: No Refund.