

**LISA AUSTIN**  
**MANAGING DIRECTOR - COMMUNICATIONS**  
**FOR THE PERIOD: DECEMBER to FEBRUARY 2015**

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 District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report 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>				
	Nothing to report this period		\$ -	
	<b>Sub-Total: Conferences</b>		<b>\$ -</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 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 district business</i>				
18-Nov-14	Department Meeting Luncheon (L. Austin & 4 EPSB Employees)	Meal	\$ 8.94	<a href="#">Attachment 1</a>
24-Nov-14	PD Session and Staff Meeting (L. Austin & 15 EPSB Employees)	Meal	\$ 18.33	<a href="#">Attachment 2</a>
16-Dec-14	Staffing Requirements Luncheon (L. Austin & 1 EPSB Employee)	Meal	\$ 16.91	<a href="#">Attachment 3</a>
	<b>Sub-Total: Working Sessions</b>		<b>\$ 44.18</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 44.18</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 District expenses (1.5843% 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.

# Lisa Austin & 4 EPSB Employees Department Meeting

## TONY'S PIZZA PALACE

9605 - 111 Avenue

Edmonton, Alberta T5G 0A9

Phone: 780-424-8777 or 780-424-8769

DATE	PERSONS	SERVER	TABLE NO.
			31029
1			
2			
3	(m) marg		
4			
5	(m) Peters		
6	no onions		
7	add gr pepper		
8			
9	House Salad		
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			

15.00  
21.00  
8.00  
44.00  
22.00  
10/46.20

### TONY'S PIZZA PALACE

9605 - 111 Avenue

Edmonton, Alberta T5G 0A9

Ph: 780-424-8777 or 780-424-8769

www.tonypizzapalace.com

G.S.T. No.: 124218769

DATE

AMOUNT

TONY'S PIZZA & STEAK H  
9603-111 AVENUE T5G2K9  
EDMONTON AB  
22469304  
GH2246930403

\*\*\*\*

PURCHASE

\*\*\*\*

11-18-2014

11:42:52

Acct #

\*\*\*\*\*

C

Exp Date \*\*/\*\*

Card Type

VI

Name: PATTI J DIDINE

A000000031010

VISA CREDIT

Trace # 8346

Operator 555

Inv. # 8442

Auth # 074880

RRN 001410001

Total

\$46.20

( 00 ) APPROVED-THANK YOU

Retain this copy for your  
records

Customer copy

lunch  
meeting Communications and  
District Foundation  
Lisa Austin

meeting took place at  
Laurierdale School.

Lisa Austin & 15 EPSB Employees  
PD Session and Staff Meeting



**Mercer's Catering**

12514 124th Street  
Edmonton AB T5L 0N5

(780) 431-0972

mercerscatering.com

INVOICE TO  
Edmonton Public Schools

**INVOICE 18028**

**DATE 24-Nov-2014**

**TERMS Net 30 DUE DATE 24-Dec-2014**

**CONTACT** **EVENT**  
E 04007

ITEM	QTY	RATE	TAX	AMOUNT
Complete Lunch	17	14.25	G	242.25
Dessert Platter (2 pieces per)	9	3.50	G	31.50
Delivery Charge A	1	15.00	G	15.00

6435-540 CIS-28

Communications District Foundation  
PD and staff meeting at  
Museum Archives

SUBTOTAL 288.75  
GST/HST @ 5% 14.44  
TOTAL 303.19

**TOTAL DUE \$303.19**

Lisa Austin

Lisa Austin & 1 EPSB Employee  
to discuss staffing requirements  
for Department

SORRENTINO'S  
LITTLE ITALY  
G.S.T.# R136462256

8 ED

TBL 7/1 CHK 1160 GST 2  
DEC16'14 12:49PM

1 CAFFE LATTE	4.25
1 POP	3.50
1 PM/PAPPARDELLE	10.00
1 SEAFOOD SOUP	11.00

SUBTOTAL	28.75
G.S.T	1.44
TOTAL DUE	30.19

APRIL IS GARLIC FESTIVAL  
SEPT IS MUSHROOM FEST  
JOIN THE SORRENTINO FAMILY  
VISIT CAFFESORRENTINO.COM  
THANK YOU  
PLEASE PAY SERVER

SORRENTINO'S ON 95TH  
10844-95 ST

EDMONTON, AB T5H 2E4  
TEL (780) 425-0960

TERM ID: D0964271  
EMPLOYEE ID: 8  
CLERK NAME: 8

BATCH#: 014  
SHIFT#: 002

Amount: \$ 30.19  
Tip: \$ 4.53

Total: CAD\$ 34.72

APPROVED 052178  
001/00

16-Dec -14 12:58:42

CUSTOMER COPY  
THANK YOU

lunch meeting Communications / District  
Foundation  
discuss - Director's position and advertising  
c/c position. Foundation