

**CHRISTOPHER WRIGHT**  
**MANAGING DIRECTOR (ACTING) - PLANNING & STUDENT TRANSPORTATION**  
**FOR THE PERIOD: SEPTEMBER to NOVEMBER 2015**

DATE <sup>(1)</sup>	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT <sup>(2)(3)(4)</sup>	ATTACHMENTS
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### 1) BUSINESS TRAVEL

*meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.*

Nothing to report this period	\$	-
<b>Sub-Total: Business Travel</b>	<b>\$</b>	<b>-</b>

### 2) CONFERENCES

*costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.*

23-Sep-15	UDI Luncheon Meeting (C. Wright, L. Parker & 1 EPSB Employee)	Registration Fees	\$	46.71	<a href="#">Attachment 1</a>
	<b>Sub-Total: Conferences</b>		<b>\$</b>	<b>46.71</b>	

### 3) HOSPITALITY (Hosting)

*cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB*

Nothing to report this period	\$	-
<b>Sub-Total: Hospitality</b>	<b>\$</b>	<b>-</b>

### 4) WORKING SESSIONS

*cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district business*

3-Sep-15	Planning Retreat Breakfast (C. Wright and 20 EPSB Employees)	Meals	\$	13.98	<a href="#">Attachment 2</a>
3-Sep-15	Planning Retreat Lunch (C. Wright and 20 EPSB Employees)	Meals	\$	24.63	<a href="#">Attachment 3</a>
10-Sep-15	High School Accommodation Meeting (C. Wright and 12 EPSB Employees)	Meals	\$	25.46	<a href="#">Attachment 4</a>
11-Sep-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
11-Sep-15	Planning and Facilities Integration Meeting (C. Wright, K. Erickson, L. Parker and 14 EPSB Employees)	Meals	\$	11.76	<a href="#">Attachment 5</a>
15-Sep-15	Pre-Meeting for Michael Strembitsky Parent Meeting (C. Wright and 2 EPSB Employees)	Meals	\$	19.83	<a href="#">Attachment 6</a>
25-Sep-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
9-Oct-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
23-Oct-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
6-Nov-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
20-Nov-15	Bi-Weekly Car Allowance	Other Costs	\$	194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$</b>	<b>1,260.32</b>	

<b>TOTAL EXPENSES REPORTED FOR THE PERIOD \$ 1,307.03</b>
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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*

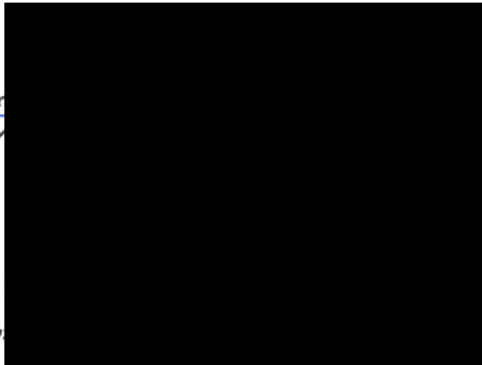
*(4) The net amount is the amount expensed to an EPSB Official. Net Amount does not reflect a portion of the receipt that is attributed to another EPSB official's expense report.*



## Fwd: Registration Confirmation for October Luncheon

1 message

Wed, Sep 23, 2015 at 11:40 AM



----- Forwarded message -----

From: **Eventbrite** <orders@eventbrite.com>

Date: Wed, Sep 23, 2015 at 11:38 AM


Subject: Registration Confirmation for October Luncheon

October UDI Luncheon attended by Chris Wright, Lorne Parker and one other district employee.



**Eventbrite**

[Find events](#) [My Tickets](#)

 this is your registration confirmation for  
October Luncheon

Organized by UDI-Edmonton Region

### Message from UDI-Edmonton Region

Your reservation for the UDI-ER Luncheon on October 15, 2015 is confirmed.

**Please keep this notice as your receipt.**

Please note GST registration # 800430639RT0001



Have a question? Contact the organizer at [alberta.knoll@udiedmonton.com](mailto:alberta.knoll@udiedmonton.com)

## Order Summary

September 23, 2015

Order #: 457806723

Name	Type	Quantity	Price
Lorne Parker	Luncheon Registration	1	CA\$45.82
Christopher Wright	Luncheon Registration	1	CA\$45.82
[REDACTED]	Luncheon Registration	1	CA\$45.82
<b>GST/HST</b>			<b>CA\$6.42</b>
<b>TOTAL</b>			<b>CA\$143.88</b>



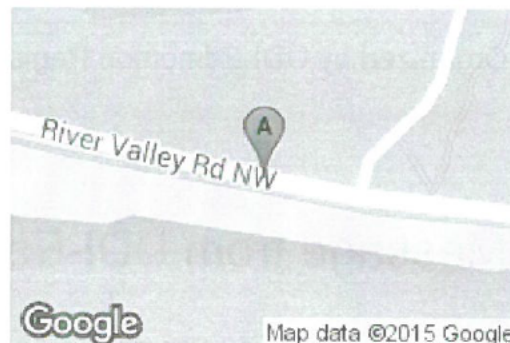
This charge will appear on your card statement as EB \*October Luncheon

This order is subject to Eventbrite Terms of Service, Privacy Policy, and Cookie Policy

## About this event

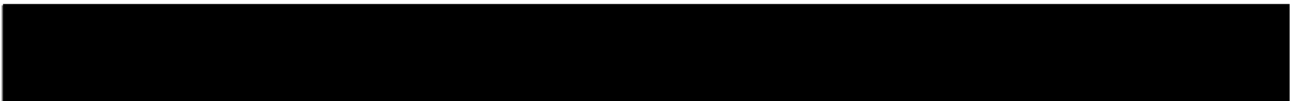
🕒 Thursday, October 15, 2015 from  
11:30 AM to 1:15 PM

📍 **Royal Glenora Club**  
**11160 River Valley Rd NW**  
**Edmonton, AB T5K 0H2**  
**Canada**



📅 Add to my calendar:

Google · Outlook · iCal ·  
Yahoo



# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

## INVOICE

Event Date: 9/3/2015

Invoice #: E91367

Sold To: Edmonton Public School Board  
Contact Name: [REDACTED]  
Phone Number: [REDACTED]  
Email Address: [REDACTED]

Planning retreat attended by Chris Wright and 20 additional District employees; morning breakfast and lunch.

### DELIVERY ADDRESS

Site Name: McKay Avenue School  
Site Address: 10425 99 Avenue, Edmonton, Alberta

### DESCRIPTION

Guest Count: 24

Type: Breakfast Cont.

1	Coffee 50 Cup @ 43.07	43.07
22	Continental Breakfast Package for 15+ guests @ 4.95	108.90
2	Gluten Friendly Cinnamon Buns @ 5.95	11.90
2	Gluten Friendly Muffins @ 3.32	6.64
24	Continental Fruit Kebab @ 2.25	54.00
1	Apple Juice Pitcher @ 6.35	6.35
1	Orange Juice Pitcher @ 6.35	6.35
1	Cranberry Juice Pitcher @ 8.67	8.67
24	Continental Disposable Setting @ 0.39	9.36
30	Disposable Cup Coffee @ 0.09	2.70
30	Disposable Glass 7 oz @ 0.08	2.40
1	Cold Edmonton Tier 1 Delivery Charge @ 13.81	13.81
1	Non Peak Hour Additional Delivery Charge @ 7.46	7.46
1	Edmonton Tier 1 Retrieval Charge @ 7.46	7.46
Subtotal		289.07
Gratuity		0.00
5%	Taxes	14.45
Total		303.52
Paid		0.00
Balance		303.52

P.O. Number:  
Meeting Organizer:  
Expenditure Type:

Payment Terms: 30 Days  
Payment Due Date: 10/3/2015

*Catering for Planning Retreat Sept 3/15*

9/2/2015 - 11:25:46 AM

Page 1 of 2

*Check out our new website with a fresh  
concept, easier navigation, tantalizing*

Find us on Facebook!

# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

## INVOICE

Event Date: 9/3/2015

Invoice #: E91368

Sold To: Edmonton Public School Board

Contact Name:

Phone Number:

Email Address:

### DELIVERY ADDRESS

Site Name: McKay Avenue School

Site Address: 10425 99 Avenue, Edmonton, Alberta

### DESCRIPTION

Guest Count: 24

Type: Hot Lunch

24	Hot Entree Luncheon @ 15.40	369.60
2	Gluten Friendly Buns @ 1.00	2.00
22	Assorted Squares Lunch @ 1.46	32.12
2	Gluten Friendly Fruit Kebabs @ 2.40	4.80
24	Assorted Pop @ 1.63	39.12
24	Hot Meal Disposable Setting (uses lunch plates) @ 0.39	9.36
24	Disposable Glass 7 oz @ 0.08	1.92
1	Chafing Dish @ 8.80	8.80
1	Half Chafing Dish @ 6.60	6.60
1	Hot Edmonton Tier 1 Delivery Charge @ 19.86	19.86
1	Chafer/Salad Set Up Additional Charge @ 7.46	7.46
1	Edmonton Tier 1 Retrieval Charge @ 7.46	7.46

	Subtotal	509.10
	Gratuity	0.00
5%	Taxes	25.46
	Total	534.56

	Paid	0.00
	Balance	534.56

P.O. Number:

Meeting Organizer:

Expenditure Type:

Payment Terms: 30 Days

Payment Due Date: 10/3/2015

9/2/2015 - 11:25:12 AM

Page 1 of 1

*Catering for Planning Retreat Sept 3/15*

*Check out our new website with a fresh  
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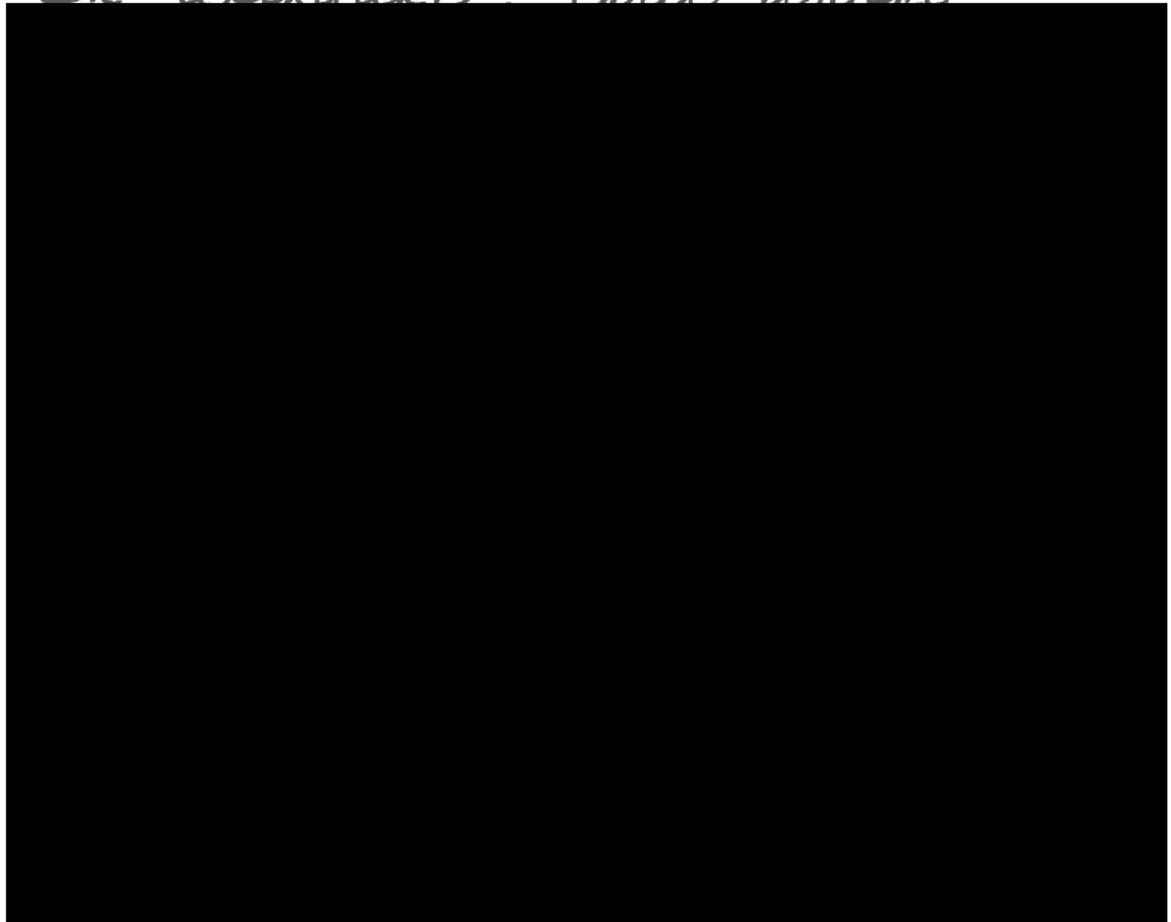
Chafers/Salad Set Up Additional Charge	7.46	1	7.46
Edmonton Tier 1 Retrieval Charge	7.46	1	7.46

Subtotal	505.22	Paid	0.00	Pay Method	30 Days	Card Number
Tax	25.26	Balance	530.48	Card Type		Expires
Service Charge	0.00			Card Holder		
Total Value	530.48	Due Date	10/3/2015	Signature		

**Retrieval Notice:** Dishes and equipment will be retrieved during the times specified on your order confirmation. If we return back during these times and a retrieval of all equipment cannot be made, your retrieval charge will be reapplied to your event for each time we must return.

**Payment Notice:** All events over \$1000 will be charged a 50% deposit of the final amount, 2 weeks prior to the event. If your event is within two weeks, a deposit will be taken upon receiving the order confirmation.

Planning Retreat Sept 3-15  
In attendance: Chris Wright



# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

## INVOICE

Event Date: 9/10/2015

Invoice #: E91717

Sold To: Edmonton Public School Board

Contact Name:

Phone Number:

Email Address:

High School Accommodation Meeting attended by  
Chris Wright and 12 additional District  
employees.

### DELIVERY ADDRESS

Site Name: McKay Avenue School

Site Address: 10425 99 Avenue, Edmonton, Alberta

### DESCRIPTION

Guest Count: 13

Type: Hot Breakfast

2	Coffee 10 Cup @ 11.30	22.60
13	The Full Start @ 15.60	202.80
1	Orange Juice Pitcher @ 6.35	6.35
1	Apple Juice Pitcher @ 6.35	6.35
13	Hot Meal Disposable Setting w/Nappie and Spoon @ 0.59	7.67
15	Disposable Glass 7 oz @ 0.08	1.20
15	Disposable Cup Coffee @ 0.09	1.35
4	Chafing Dish @ 8.80	35.20
1	Hot Edmonton Tier 1 Delivery Charge @ 19.86	19.86
1	Non Peak Additional Delivery Charge @ 7.46	7.46
1	Chafer/Salad Set Up Additional Charge @ 7.46	7.46
1	Edmonton Tier 1 Retrieval Charge @ 7.46	7.46

	Subtotal	325.76
	Gratuity	0.00
5%	Taxes	16.29
	Total	342.05

	Paid	0.00
	Balance	342.05

### ORIGINAL INVOICE

No other invoice

P.O. Number: will be submitted for payment  
Meeting Organizer:  
Expenditure Type:

Payment Terms: 30 Days  
Payment Due Date: 10/10/2015

*Check out our new website with a fresh  
concept, easier navigation, tantalizing  
pictures and new menu selections!!*

**Find us on Facebook!**



Please find attached a copy of your invoice for your event on **Thursday, September 10, 2015**. Please note that payment is required by **10/10/2015**.

Payments may be made by cheque, cash, Visa, MasterCard or American Express\*. Credit card information can be called into Accounting at 780-454-2642.

**Please note: personal cheques will not be accepted as a form of final payment. Final payments may be made by certified cheque, cash, Visa, MasterCard or American Express\*.**

Cheques should be mailed to:

A Cappella Catering  
12105 - 120 Avenue  
Edmonton, Alberta  
T5L 4K4

Please note that upon receipt of the invoice, changes for your event will not be accepted.

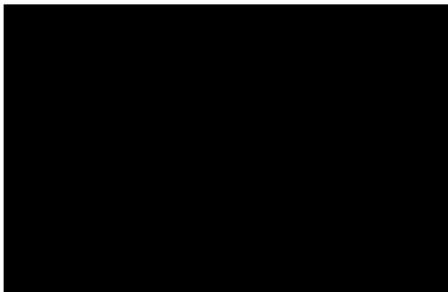
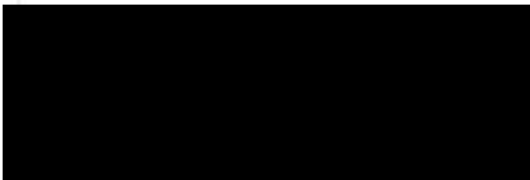
Thank you,

Accounts Receivable  
A Cappella Catering  
780.454.2642

**Like us on Facebook at:** <http://www.facebook.com/#!/pages/A-Cappella-Catering/331208800306288?fref=ts>

**Ref#: E91717**

\* a 3% service fee will be added to all American Express transactions



# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

## INVOICE

Event Date: 9/11/2015

Invoice #: E91872

Sold To: Edmonton Public School Board  
Contact Name:   
Phone Number:   
Email Address: 

Planning Facilities Integration meeting attended by  
Chris Wright, Ken Erickson, Lorne Parker and  
14 additional District employees.

### DELIVERY ADDRESS

Site Name: McKay Avenue School  
Site Address: 10425 99 Avenue, Edmonton, Alberta

### DESCRIPTION

Guest Count: 17  
Type: Breakfast Cont.

1	Coffee 30 Cup @ 26.93	26.93
16	Continental Breakfast Package for 15+ guests @ 4.95	79.20
1	Gluten Friendly Cinnamon Buns @ 5.95	5.95
1	Gluten Friendly Muffins @ 3.32	3.32
17	Continental Fruit Kebab @ 2.25	38.25
17	Continental Disposable Setting @ 0.39	6.63
20	Disposable Cup Coffee @ 0.09	1.80
1	Hot Edmonton Tier 1 Delivery Charge @ 19.86	19.86
1	Non Peak Additional Delivery Charge @ 7.46	7.46
1	Edmonton Tier 1 Retrieval Charge @ 7.46	7.46
Subtotal		196.86
Gratuity		0.00
5%	Taxes	9.85
Total		206.71
Paid		0.00
Balance		206.71

### ORIGINAL INVOICE

No other invoice

P.O. Number:   
Meeting Organizer:   
Expenditure Type:   
will be submitted for payment

Payment Terms: 30 Days  
Payment Due Date: 10/11/2015

*Check out our new website with a fresh  
concept, easier navigation, tantalizing  
pictures and new menu selections!!*

**Find us on Facebook !**

ORIGINAL JOE'S  
9246 ELLERSLIE ROAD SW  
EDMONTON AB

DATE 2015/09/15  
TIME  
CLERK ID  
RECEIPT NUMBER

PURCHASE  
AMOUNT \$51.71  
TIP \$9.31  
TOTAL

**\$61.02**

**APPROVED**

AUTH# 01-027  
THANK YOU

CARDHOLDER WILL PAY  
CARD ISSUER ABOVE AMOUNT  
PURSUANT TO CARDHOLDER  
AGREEMENT.

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Pre-meeting for the Michael Strembitsky Parent  
Meeting, attended by Chris Wright and 2  
additional District employees.

★★★  
**ORIGINAL  
JOE'S**

RESTAURANT & BAR

Original Joes Ellerslie  
9426 Ellerslie Road NW  
Edmonton, AB T6X 0K6  
Phone: (780) 485-6578

GST# 83830 7791 RT0001

Table #14

Trans#: Serv:  
09/15/2015 05:39:41 PM #Cust:2

Quan	Description	Cost
CS	1 Diet Coke	\$3.00
CS	1 Cup of Joe	\$2.75
CK	1 Diet Coke	\$3.00
CK	1 Thai Salad	\$15.00
CS	1 Appy Fish Taco	\$11.75
TG	1 Chkn Burger	\$13.75

Net Total: \$49.25  
GST \$2.46

**TOTAL: \$51.71**

LIKE us on our NEW  
Original Joe's Ellerslie Facebook Page

Original Joe's cares  
tell us about your experience!!  
Please fill out our online survey:  
ORIGINALJOES.CA/SURVEY

Michael Strembitsky Parent Meeting

- Chris Wright

Sept. 20/15.