

NANCY PETERSEN
ACTING EXECUTIVE DIRECTOR - GOVERNANCE & STRATEGIC SUPPORT
FOR THE PERIOD: DECEMBER 2016 to FEBRUARY 2017

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 this period		\$ -	
	Sub-Total: Business Travel		\$ -	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
2-Dec-16	uLead 2017 - The Summit of Educational Leadership (N. Petersen & 3 EPSB Employees)	Registration	\$ 383.45	Attachment 1
30-Jan-17	Northwest Regional Learning Consortium - Annual Conference	Registration	\$ 409.02	Attachment 2
3-Feb-17	Leading with Literacy Breakfast (D. Robertson, L. Parker, N. Petersen, L. Morrison & 4 EPSB Employees)(see D. Robertson for receipt)	Registration	\$ 53.08	
	Sub-Total: Conferences		\$ 845.55	
3) HOSPITALITY (Hosting)				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report 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>				
2-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
16-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
30-Dec-16	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
13-Jan-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
27-Jan-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
10-Feb-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
24-Feb-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	Sub-Total: Working Sessions		\$ 1,358.77	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 2,204.32	

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.

uLead 2017- The Summit of Educational Leadership: Agile Leadership

Now that you have registered for the conference, if you wish to register for a [Full-Day uLead 2017 Pre-Conference Workshop](#), click on the button below.

Register for a uLead Pre-Conference Workshop

General Options

Name:

Nancy Petersen

Email:

nancy.petersen@epsb.ca

Title:

Director

School/District/Organization:

Edmonton Public Schools

Address:

1 Kingsway NW

Edmonton, Alberta T5H 4G9

Canada

Number of People Registered:

4

Confirmation Number:

VCNNJLSSV3M (needed to modify your registration)

Event Title:

uLead 2017- The Summit of Educational Leadership: Agile Leadership

Location:

Fairmont Banff Springs Hotel

405 Spray Avenue

Banff, Alberta, Alberta T1L 1J4

Canada

Phone:

(403) 762-2211

Time:

6:00 PM

Current Registration Details

Nancy Petersen

Agenda Items

Registration Item	Cost
Main Conference	CAD \$ 375.00

Sessions

	Cost

	Cost



Agenda Items

Registration Item	Cost
Main Conference	CAD \$ 375.00

Sessions

	Cost



Agenda Items

Registration Item	Cost
Main Conference	CAD \$ 375.00

Sessions

	Cost

Cost

**Agenda Items**

Registration Item
Main Conference

Cost
CAD \$ 375.00

Sessions

Date and Time

Session

Cost

**Additional Fees****Taxes**

Tax Name
.gst tax

Tax Amount
CAD \$ 75.00

Order Summaries**Order**

Date	Type	Amt Ordered	Amt Paid	Amt Due
12/02/2016 2:12 PM MT	online order	CAD \$ 1,575.00	CAD \$ 1,575.00	CAD \$ 0.00
Total:		CAD \$ 1,575.00	CAD \$ 1,575.00	CAD \$ 0.00

Payment Details

Details			
Date	Type	Reference #	Amt Paid
12/02/2016	Visa	5869	CAD \$ 1,575.00



Northwest Regional Learning Consortium
9625 Prairie Road
Grande Prairie, AB
T8V 6G5, Canada
(780) 882-7988
1-800-864-4140
nrlc@gppsd.ab.ca

RECEIPT

Date of transaction : 30 January 2017, 2:10 pm
Confirmation # : 1023700

Participant Details

First Name : Nancy
Last Name : Petersen
Email Address : nancy.petersen@epsb.ca
Jurisdiction Type : Public
Jurisdiction/Organization : Edmonton School District No. 7
School/Office : other
Other School / Office : Centre for Education
School/Office Address : 1 Kingsway NW
School/Office City : Edmonton
School / Office Postal Code : T5H 4G9
[REDACTED]
Position : Director

Payment Details

Amount : \$420.00
Payment Method : Credit Card
[REDACTED]
Link to Refund / Cancellation Policy : <https://nrlc.net/index.php/en/nrlc-refund-policy>

Registration Details

Title of Learning Opportunity : CASS/Alberta Education Annual Learning Conference: Annual Conference
Registration
Course Code : NR.LD17.003NG
Start Date / End Date : 8 March, 2017 / 10 March, 2017
Start Time / End Time : 7:00 pm / 3:00 pm
Location : Chateau Lacombe Hotel
Address : 10111 Bellamy Hill, Edmonton, Alberta, T5J 1N7, Canada
Special Instructions : Cancellations and Refunds: Subject to the following administrative and/or expenses charges:
• Cancellations with less than 14 Days Notice: 85% refund • Cancellations with less than 7 Days Notice: 50% refund • No Notification: No Refund
Phone and Email Contact at Consortium for this Learning Opportunity : 780-882-7988 (1-800-864-4140 in AB) / register@nrlc.net