

**LEONA MORRISON**  
**MANAGING DIRECTOR - INCLUSIVE LEARNING**  
**FOR THE PERIOD: DECEMBER 2016 to FEBRUARY 2017**

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>				
3-Feb-17	Leading with Literacy Breakfast (D. Robertson, L. Parker, N. Petersen, L. Morrison & 4 EPSB Employees)(see D. Robertson for receipt)	Registration Fee	\$ 53.08	
	<b>Sub-Total: Conferences</b>		<b>\$ 53.08</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-Oct-16	Parent Advisory Agenda Meeting	Meals	\$ 17.79	<a href="#">Attachment 1</a>
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	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,376.56</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,429.64</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.

Sapporo Sushi  
10923 - 101 Street  
Ph# 780-758-8819  
sapporosushi.net  
GST# 823764121RT

**Table #13**

Trans#: 95321  
10/18/2016 5:21 PM

Serv: [REDACTED]  
# Cust: 2

Quan	Descript	Cost
2	Japanese Tea	\$2.00
1	Cucumber Roll	\$4.00
1	Hibachi Shrimp	\$11.50
1	Salmon Teriyaki	\$11.50

Net Total: \$29.00  
GST \$1.45

**TOTAL: \$30.45**  
**Amount Due: \$30.45**

Food: \$27.00  
Beverage: \$2.00

**Thank You!!**  
**Domo Arigato!!**

*Meeting to set  
agenda for Parent  
Advisory  
Leona Morrison*

Leona Morrison & 1 EPSB  
Employee