

KATHY MUHLETHALER
ASSISTANT SUPERINTENDENT - SCHOOLS
FOR THE PERIOD: MARCH 2017 to MAY 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>				
16-Mar-17	Travel to Pigeon Lake for Principal Meeting	Mileage	\$ 95.60	
Sub-Total: Business Travel			\$ 95.60	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
23-Feb-17	High School Culinary Awards Night - Tickets (K. Pharis, K. Muhlethaler, M. Suderman, L. Austin, D. Robertson, G. Cookes and 2 EPSB Employees) (See K. Pharis for Receipt)	Registration Fees	\$ 30.63	
Sub-Total: Conferences			\$ 30.63	
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>				
10-Mar-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
24-Mar-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
7-Apr-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
21-Apr-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
5-May-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
19-May-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
Sub-Total: Working Sessions			\$ 1,164.66	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,290.89	

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.