

LISA AUSTIN
MANAGING DIRECTOR - COMMUNICATIONS
FOR THE PERIOD: JUNE 2017 to AUGUST 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>				
4-Jul-17	District Support Team Room Deposit (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See D. Robertson for Receipt)	Accommodation	\$ 32.46	
16-Aug-17	District Support Team Retreat (K. Muhlethaler, L. Morrison, G. Cooke and L. Austin) (See K. Muhlethaler for Receipt)	Accommodation	\$ 134.28	
17-Aug-17	District Support Team Retreat (T. Burnstad, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 21.02	
18-Aug-17	District Support Team Retreat (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 22.07	
18-Aug-17	District Support Team Retreat (T. Burnstad, A. Anderson, L. Austin, G. Cooke, R. MacNeil, K. Muhlethaler, L. Morrison, L. Parker, K. Pharis, D. Robertson, M. Suderman, L. Yule, N. Petersen, 1 EPSB Employee and 1 Guest) (See T. Burnstad for Receipt)	Meals	\$ 28.34	
31-Aug-17	District Support Team Retreat - Mileage	Transportation	\$ 96.96	
Sub-Total: Business Travel			\$ 335.14	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
	Nothing to report this period		\$ -	
Sub-Total: Conferences			\$ -	
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>				
15-May-17	Editorial Board Lunch - Parking	Transportation	\$ 14.60	Attachment 1
15-May-17	Editorial Board Lunch (L. Austin, D. Robertson, L. Parker, M. Draper and 1 EPSB Employee)	Meals	\$ 22.62	Attachment 2
4-Jul-17	Lunch Meeting (L. Austin and 1 EPSB Employee)	Meals	\$ 23.55	Attachment 3
31-Aug-17	DLM Meeting - Mileage	Transportation	\$ 9.60	
31-Aug-17	First Year Principal Meeting - Mileage	Transportation	\$ 3.54	
Sub-Total: Working Sessions			\$ 73.91	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 409.05	

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.

Commerce Place
Impark
RECEIPT C2

ENTRY TIME:
05/15/17 10:43
EXIT TIME:
05/15/17 13:20
PARK-DUR.: HRS:MIN
0:02:37

PURCHASE
MASTERCARD
AMOUNT \$15.00

[REDACTED]
Date: MAY-15-2017
Time: 13:19:52
662554770010014160C
Auth.#: 151953
[REDACTED]

01 APPROVED - THANK
YOU 027

VERIFIED BY PIN
*IMPORTANT - retain
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records

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THANK YOU FOR YOUR
VISIT

State and Main - Jasper Ave
10065 Jasper Ave NW



State and Main Jasper Ave
10065 Jasper Avenue NW
Edmonton, Alberta

PH#:
GST#:789991890 RT0001

Table #36

Trans #: 123724
5/15/2017 1:09 PM

Serv: Megan1852
Cust:5

Quan	Descript	Cost
1	Diet Coke	\$3.50
1	Diet Coke	\$3.50
1	Diet Coke	\$3.50
1	Tea	\$2.75
1	Coke	\$3.50
1	Saigon Sub	\$14.75
1	Teriyaki Rice Bowl	\$16.00
1	Cobb Salad	\$16.00
1	The Main Burger	\$15.50
1	Saigon Sub	\$14.75

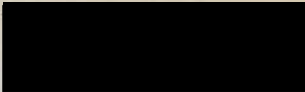
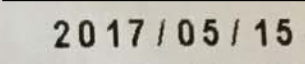
Net Total: \$93.75
GST \$4.69

TOTAL: \$98.44
Amount Due: \$98.44
Watch for New
Daily Specials ..

DUPLICATE

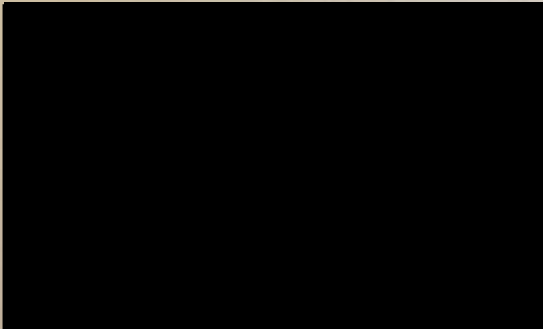
STATE & MAIN KITCHEN &
BAR
10065 JASPER AVE NW UNIT
EDMONTON AB

DUPLICATE

CARD ***** 
CARD TYPE 
DATE 2017/05/15
TIME 6349 13:11:09
CLERK ID 1852
RECEIPT NUMBER
C85038635-001-042-004-0

PURCHASE
AMOUNT \$98.44
TIP \$17.72
TOTAL

\$116.16



Kiwado
10923 101 St NW
Phone: (780)757-8668
Table #11

Trans #: 3333 Serv: Waitress
7/4/2017 12:56 PM # Cust:2

Quan	Descript	Cost
1	Diet Coke	\$2.00
1	Dragon Roll	\$14.00
1	Bento Box B	\$15.00
1	Gyoza(6)	\$8.00

Net Total: \$39.00
GST \$1.95

TOTAL: \$40.95

Amount Due: \$40.95

od: \$37.00
verage: \$2.00

KIWADO JAPANESE CUISINE
10010923 101 ST NW
EDMONTON AB

CARD *****
CARD TYPE
DATE 2017/07/04
TIME 1770 12:57:21
RECEIPT NUMBER
C82014779-001-001-971-0

PURCHASE
AMOUNT \$40.95
TIP \$6.14
TOTAL

\$47.09

APPROVED

AUTH# 145721

01-027

THANK YOU

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