

**KATHY MUHLETHALER**  
**ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES**  
**FOR THE PERIOD: SEPTEMBER 2017 to NOVEMBER 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>				
1-Sep-17	District Support Team Off Site Meeting - Hotel (D. Robertson, A. Anderson, L. Austin, T. Burnstad, G. Cooke, R. MacNeil, L. Morrison, K. Muhlethaler, L. Parker, N. Petersen, K. Pharis, M. Suderman, L. Yule and 1 EPSB employee) (See D. Robertson for receipt)	Accommodations	\$ 188.85	
<b>Sub-Total: Business Travel</b>			<b>\$ 188.85</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
24-Oct-17	CASS Fall Conference 2017	Registration Fees	\$ 420.00	<a href="#">Attachment 1</a>
2-Nov-17	CASS Fall Conference 2017 - Hotel	Accommodations	\$ 336.74	<a href="#">Attachment 2</a>
3-Nov-17	CASS Fall Conference 2017 - Car Rental	Transportation	\$ 194.23	<a href="#">Attachment 3</a>
<b>Sub-Total: Conferences</b>			<b>\$ 950.97</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 for 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>				
8-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
22-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
6-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
20-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
3-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
17-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
<b>Sub-Total: Working Sessions</b>			<b>\$ 1,164.66</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 2,304.48</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 (1.6% 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.

**Payer:** K Muhlethaler

Primary Phone:

Registrant Name:

Kathy Muhlethaler

Payment Method:

School:

Edmonton Public Schools

Jurisdiction:

Edmonton School District No 7



**Receipt # C00000452**

#B313, 1701 5th Ave S

Lethbridge AB, T1J 0W4

**Phone** (403) 381 5580

**Fax** (403) 381 5709

Conference	Registrants	Per Registrant	Total
CASS Fall Conference 2017 ONLY	1	\$420.00	\$420.00
<b>GRAND TOTAL</b>			\$420.00

Paid At: Oct 24, 2017	\$420.00
Balance Due	\$0.00

Payment Method:	Credit
Card Number:	
Order ID:	
Registration Date:	Oct 24, 2017

Conference Information	
CASS Fall Conference 2017 ONLY	
<b>Location:</b> Deerfoot Inn & Casino 1000, 11500 - 35 Street SE, Calgary, AB	

Session Information	
First Nations, Métis & Inuit Education	
Date:	
Curriculum and Assessment	
Date:	
Promising Practices in Supporting Success of Indigenous Students	

Date: November 03, 2017	Time: 11:15 AM - 12:30 PM
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Notes:	<p>Delegates are asked to pre-pay registration fees whenever possible.</p> <p>If you prefer to be invoiced for the registration fees, please contact the SAPDC Office 403-381-5580.</p>
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**INNS  
& SUITES**3503 114th Avenue S.E.  
Calgary, AB T2Z 3X2  
Phone: (403) 256-5352  
Fax: (403) 256-5321**GUEST  
ACCOUNT****MUHLETHALER KATHY**

9925 109 STREET

SUITE 1200

EDMONTON, AB

T5K 2J8

CASS COLLEGE AB SCHOOL SUPERIN

Room # [REDACTED] Invoice # [REDACTED]

**Arrive 11/01/17 Depart 11/03/17**

DATE	CLERK	DEPARTMENT	DESCRIPTION	AMOUNT
11/01/17	EN	2-Accommodat		154.00
11/01/17	EN	3-Tourism Le	On Accommodation	6.16
11/01/17	EN	28-DMF		4.62
11/01/17	EN	3-Tourism Le	On DMF	0.18
11/02/17	AM	2-Accommodat		154.00
11/02/17	AM	3-Tourism Le	On Accommodation	6.16
11/02/17	AM	28-DMF		4.62
11/02/17	AM	3-Tourism Le	On DMF	0.18
			GST On Accommodatio	15.40
			GST On DMF	0.46
			<b>Tax Reg. #</b> [REDACTED]	

BILLING INSTRUCTIONS

BALANCE DUE → 345.78

COMPANY

I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

SIGNATURE

ATTENTION

X

3503 114th Avenue S.E.  
Calgary, AB T2Z 3X2  
Phone: (403) 256-5352  
Fax: (403) 256-5321**www.serviceplusinns.com**  
**Toll Free: 1-888-875-INNS (4667)**

**Fwd: ENTERPRISE Rental Agreement**

1 message

Sun, Nov 5, 2017 at 3:18 PM

**Kathy Muhlethaler, MEd, RPsych, CEC, ACC**  
**Assistant Superintendent of Schools and Learning Services**  
**Edmonton Public Schools**  
**Centre for Education**  
**One Kingsway**  
**Edmonton, Alberta**  
**T5H 4G9**  
**T. 780.429.8011**

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

From: <[DoNotReply@erac.com](mailto:DoNotReply@erac.com)>  
Date: Fri, Nov 3, 2017 at 2:33 PM  
Subject: ENTERPRISE Rental Agreement  
To: [KATHY.MUHLETHALER@epsb.ca](mailto:KATHY.MUHLETHALER@epsb.ca)



RA #:

Renter: MUHLETHALER,KATHY

Dates & Times	Location
<b>Pickup</b> Nov 01, 2017 11:54 AM	<a href="#">10645 101 STREET</a> EDMONTON, AB T5H2S2 <a href="#">7804294883</a>
<b>Return</b> Nov 03, 2017 12:32 PM	<a href="#">10645 101 STREET</a> EDMONTON, AB T5H2S2 <a href="#">7804294883</a>
<b>Vehicle</b>	
Make/Model: NISN/PATH	
Color:	
Mileage:	



RA #: [REDACTED]

Renter: MUHLETHALER, KATHY

Fuel Out: Full

Fuel In: Full

License [REDACTED]

Unit #: [REDACTED]

Charges	Price/Unit	Total
TIME & DISTANCE 11/01 - 11/03	2 @ \$64.90/DAY	\$129.80
VEHICLE LICENSE FEE RECOVERY	2 @ \$0.60/DAY	\$1.20
GOODS AND SERVICES TAX	5.0000%	\$9.25
<b>Optional Products And Protections Accepted</b>		
CDW	2 @ \$26.99/DAY	\$53.98
<b>Total Charges:</b>		<b>\$194.23</b>

Charge To: [REDACTED]

2017-11-03 14:33:48