

SHERRY ADAMS
BOARD OF TRUSTEES - WARD I
FOR THE PERIOD: SEPTEMBER 2017 to NOVEMBER 2017

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
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1) BUSINESS TRAVEL

meetings outside the District and associated costs including transportation, accommodations, meals, incidentals, parking, etc.

Nothing to report for this period \$ -

Sub-Total: Business Travel **\$ -**

2) CONFERENCES

costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.

4-Jun-17	PSBA Conference - Mileage	Transportation	\$	174.73	
4-Jun-17	PSBA Conference - Per Diem	Meals	\$	70.50	
9-Jul-17	CSBA Conference - Mileage	Transportation	\$	641.35	
9-Jul-17	CSBA Conference - Per Diem	Meals	\$	188.00	
28-Jul-17	Global Leadership Summit 2017	Conference Fees	\$	209.00	Attachment 1

Sub-Total: Conferences **\$ 1,283.58**

3) HOSPITALITY (Hosting)

cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB

Nothing to report for this period \$ -

Sub-Total: Hospitality **\$ -**

4) WORKING SESSIONS

cost of meals, facility rental, travel in Edmonton, parking, or car allowance and other incidentals, while in the course of conducting district

12-Sep-17	Board Luncheon (M. Draper, C. Johner, K. Gibson, B. Stirling, N. Ip, S. Adams and 2 Guests) (See M. Draper for receipt)	Meals	\$	15.53	
8-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	
22-Sep-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	
6-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	
20-Oct-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	
3-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	
17-Nov-17	Bi-Weekly Car Allowance	Other Costs	\$	129.39	

Sub-Total: Working Sessions **\$ 791.87**

TOTAL EXPENSES REPORTED FOR THE PERIOD \$ 2,075.45




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.

	Event <h1 style="text-align: center;">The Global Leadership Summit 2017 - Edmonton, AB</h1>		
	Date+Time Thursday, 10 August 2017 at 9:30 AM - Friday, 11 August 2017 at 5:00 PM (MDT)	Location Beulah Alliance Church 17504 98A Ave Edmonton, AB T5T5T8 Canada	Name Sherry Adams
	Order Info Order # [REDACTED]. Ordered by Sherry Adams on 28 July 2017 10:16 AM		Payment Status Eventbrite Completed
	Type Regular \$209.00		

Event Information:

Don't forget...

Please bring your ticket for check-in

Registration begins 1 hour prior to start time.

Auditorium doors open 30 minutes prior to start time.

The event start time is listed above on this ticket.

In case you need to cancel or change your registration:

Cancellations and substitutions for individual registrations can be made up to seven (7) days before the conference start date. A \$45 processing fee applies for cancellations. Please note that no refunds are available for Team 10+ tickets.

To request a cancellation:

1. Open your confirmation email.
2. Click "Log In" under your account (if you don't have an Eventbrite account you will have to create one)
3. Click "View Order"
4. Click "Cancel Order"

To Change Participant Information:

Changes to group purchases must be made by the person who ordered the group tickets. This information can be found under "Order Info" on your ticket.

1. Open your confirmation email.
2. Click "Log In" under your account (if you don't have an Eventbrite account you will have to create one)
3. Click "View Order"
4. Click "Edit"

For further assistance give us a call at 1.800.804.0777.



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