

**KENT PHARIS**  
**ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES**  
**FOR THE PERIOD: DECEMBER 2017 to FEBRUARY 2018**

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>				
8-Jan-18	District Support Team Off Site Meeting - Lunch ( T. Burnstad, D. Robertson, K. Muhlethaler, N. Petersen, K. Pharis, L. Yule and 1 EPSB employee) (See T. Burnstad For Receipt)	Meals	\$ 27.92	
<b>Sub-Total: Business Travel</b>			<b>\$ 27.92</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
8-Jan-18	CASS Fall Conference - Dinner ( N. Petersen, R. Macneil, K. Muhlethaler, Anderson, L. Morrison, L. Yule, D. Robertson, L. Austin and K. Pharis) ( See N. Petersen For Receipt)	Meals	\$ 22.35	
<b>Sub-Total: Conferences</b>			<b>\$ 22.35</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>				
1-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
15-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
29-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
12-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
26-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
9-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
23-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
<b>Sub-Total: Working Sessions</b>			<b>\$ 1,358.77</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,409.04</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.