

DARREL ROBERTSON
SUPERINTENDENT OF SCHOOLS
FOR THE PERIOD: DECEMBER 2017 to FEBRUARY 2018

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>				
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	
Sub-Total: Business Travel			\$ 27.92	
2) CONFERENCES				
<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, A. Anderson, L. Morrison, L. Yule, D. Robertson, L. Austin and K. Pharis) (See N. Petersen For Receipt)	Meals	\$ 22.35	
13-Feb-18	CASS Annual Conference 2018	Registration Fees	\$ 420.00	Attachment 1
Sub-Total: Conferences			\$ 442.35	
3) HOSPITALITY (Hosting)				
<i>cost of food, beverage, transportation and other amenities on behalf of the guests of EPSB</i>				
	Nothing to report for 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>				
1-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
15-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
29-Dec-17	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
12-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
26-Jan-18	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
9-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
23-Feb-18	Bi-Weekly Car Allowance	Other Costs	\$ 576.92	
Sub-Total: Working Sessions			\$ 4,038.44	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 4,508.71	

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.

Darrel Robertson, thank you for registering for a learning opportunity offered by the Northwest Regional Learning Consortium. The following is a summary of your registration:

REGISTRATION CONFIRMATION

Name	Darrel Robertson
Email	darrel.robertson@epsb.ca
Authority	Edmonton School District No. 7
School	Edmonton Public Schools
Phone	
Registration Date	January 30, 2018
Cost	\$420.00

Payment Details:

The cost of this professional learning opportunity is \$420.00. You have paid \$420.00 for this learning opportunity. Your outstanding balance for this session is \$0.00. Our system indicates you are currently paid.



REGISTRATION DETAILS

CASS / Alberta Education Annual Learning Conference Only

Date(s): March 21, 2018 7:00pm - 11:00pm
March 22, 2018 7:15am - 4:00pm
March 23, 2018 7:15am - 12:45pm

Venue: Chateau Lacombe Hotel
10111 Bellamy Hill, Edmonton, AB

BREAKOUT SESSION DETAILS

Chief Superintendents

Date	March 23, 2018
Time	8:40 AM - 9:45 AM
Presenter	Chris MacPhee & Dr. Curtis Clarke

4. Leadership Development Programs: CASS Research Reports

Date	March 23, 2018
Time	10:15 AM - 11:15 AM

Presenter Alvina Mardhani-Bayne, Barret Weber, Cam Oulton, Joanne Bergos & Stephen Lynch

Chief Superintendents

Date March 23, 2018
Time 11:15 AM - 12:30 PM
Presenter Chris MacPhee

Registration Notes

Delegates are asked to pre-pay registration fees whenever possible. If you prefer to be invoiced for the registration fees, please choose "cheque" during registration and your invoice will be attached to your confirmation email. This may be combined with other organizations for one cheque to be sent to NRLC (include a copy of each invoice).

Cancellations and Refunds:

Subject to the following administrative and/or expenses charges:

- Less than 14 Days: 15%
- Less than 7 Days: 50%
- No Notification: No Refund.

If you have any questions or need to adjust your registration, please contact the NRLC office at register@nrlc.net or 780-882-7988.

You will be sent a reminder email 5 business days prior to your session which will contain pertinent information and details.

CASS Retirement Dinner - Retirees please use this link to receive your two complimentary tickets and to purchase any additional tickets. Non-Retiring CASS members, please use this link to purchase your tickets <https://nrlc.net/conference/36>

Cancellations and Refunds:

Cancellation notices should be sent to register@nrlc.net. Or reply to this message.

Subject to the following administrative and/or expenses charges:

- Less than 14 Days: 15%

- Less than 7 Days: 50%
- No Notification: No Refund.

Sincerely,

Northwest Regional Learning Consortium

on Behalf of CASS