

**MIKE SUDERMAN**  
**ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES**  
**FOR THE PERIOD: DECEMBER 2018 to FEBRUARY 2019**

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>				
	Nothing to report for this period		\$ -	
	<b>Sub-Total: Business Travel</b>		<b>\$ -</b>	
<b>2) CONFERENCES</b>				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
9-Feb-19	CASS Annual Conference	Registration fee	\$ 250.00	<a href="#">Attachment 1</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 250.00</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>				
14-Jan-19	Offsite DST/DMD Meeting ( D.Robertson with M.Suderman;L.Yule;R.MacNeil;K.Pharis;G.Cooke;K.Muhlethaler;L.Morrison; L.Parker;T.Burnstad;C.Wright;L.Austin;M.Proulx;N.Petersen;D.Martin;A.Anderson and 19 EPSB employees) <i>See D. Robertson for receipt</i>	Meal	\$ 8.98	
7-Feb-19	Catchment conversations (M.Suderman with 19 EPSB employees and Guests)	Meal	\$ 10.21	<a href="#">Attachment 2</a>
14-Dec-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
28-Dec-18	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
11-Jan-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
25-Jan-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
8-Feb-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
22-Feb-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,183.85</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,433.85</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.

Mike Suderman, 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	Mike Suderman
Email	mike.suderman@epsb.ca
Authority	Edmonton School District No. 7
School	Edmonton School District No 7 Central Office
Phone	((78) 0) -429-8000
Registration Date	January 25, 2019
Cost	\$250.00

### Payment Details:

The cost of this professional learning opportunity is **\$250.00**. You have paid **\$250.00** for this learning opportunity. Our system indicates you have an outstanding balance for this session of **\$0.00**.

**\*\*YOUR RECEIPT IS ATTACHED\*\*** Please quote the invoice number on your payment method.

## REGISTRATION DETAILS

### Leadership Certification In-Service

Date(s):	March 20, 2019 9:00am - 4:00pm March 21, 2019 9:00am - 4:00pm
Venue:	Chateau Lacombe Hotel 10111 Bellamy Hill, Edmonton, AB

## BREAKOUT SESSION DETAILS

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### Curriculum & Assessment

Date	March 22, 2019
Time	9:00 AM - 10:00 AM
Presenter	TBA

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### I am attending the Leadership Certification In-Service

Date	March 20, 2019   March 21, 2019
Time	9:00 AM - 4:00 PM, 9:00 AM - 4:00 PM
Presenter	TBA

If you have any questions or need to adjust your registration, please reply to this email or contact the NRLC office at [REDACTED] or 780-882-7988. Consider adding this event to your calendar or saving this email.

**Registration Reminder:** You will be sent a reminder email 7 days prior to your session which will contain any specific information and details of the program; including location and restrictions. From this day you will have a few days to cancel your registration with no penalty.

**NRLC Cancellation and Refund Policy:** NRLC reserves the right to cancel any pending Learning Opportunity, including single workshops, session, or series. In such cases, cancellation notice will be sent to all pre-registered participants via the email used in the online registration. [Please view online for further details.](#)

**Participant Cancellation Notice and Refund Policy** Pre-registered participants may cancel at any time; however NRLC requires at least three (3) business days (72 hours prior to start time) notice of cancellation from participants to avoid any applicable registration fees; unless there is a special event policy in place which will supersede the standard notice.

Any outstanding registration fees for registered participants who do not attend or do not cancel on time will be processed. If you cannot attend this learning opportunity you are encouraged to send a peer in your place. Participant cancellation must be sent to [REDACTED] (or reply to the registration confirmation or reminder email), or made by telephone 780-882-7988 quoting your name, program name and invoice number. [Please view online for further details](#)

Your support of NRLC Professional Learning is appreciated. Thanks ~ NRLC Team

# A Cappella Catering

12105-120 Avenue

Edmonton, Alberta T5L 4K4

Phone: 780.454.2642 Fax: 780.454.2748

Emergency Pager: 780.901.5053

GST Registration #R133907790

## INVOICE

Event Date: 1/15/19

Invoice #: E129856

Sold To: Edmonton Public School Board

Contact Name:

Phone Number:

Email Address:

### DELIVERY ADDRESS

Site Name: Lillian Osborne School

Site Address: 2019 Leger Road, Edmonton, Alberta

### DESCRIPTION

Guest Count: 20

Type: Afternoon Break

1	Coffee 30 Cup @ \$28.55	\$28.55
10	Asst. Teas with Kettle @ \$1.30	\$13.00
20	Fruit 3oz @ \$1.75	\$35.00
20	Gourmet Fancies Lunch @ \$2.50	\$50.00
20	Bottled Water @ \$1.75	\$35.00
20	Hors d' Oeuvres Disposable Setting @ \$0.27	\$5.40
20	Disposable Fork @ \$0.08	\$1.60
20	Disposable Cup Coffee @ \$0.12	\$2.40
1	Edmonton Extended Delivery/Retrieval @ \$30.00	\$30.00
	Subtotal	\$200.95
	Gratuity	\$0.00
5%	Taxes	\$10.05
	Total	\$211.00
	Paid	\$0.00
	Balance	\$211.00

Payment Terms: 30 Days

Payment Due Date: 2/15/2019

P.O. Number:

Meeting Organizer:

Expenditure Type:

1/14/19 - 12:35:50 PM

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