

**LISA AUSTIN**  
**CHIEF COMMUNICATIONS OFFICER**  
**FOR THE PERIOD: MARCH 2019 to MAY 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>				
12-Apr-19	Royal Roads University Course- Advanced Coaching Practices	Registration Fees	\$ 3,271.89	<a href="#">Attachment 1</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 3,271.89</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>				
6-Mar-19	Dinner prior to Night of Music (T. Burnstad with L. Parker; N. Petersen; K. Mills; L. Austin; L. Morrison and G. Cooke) See T.Burnstad for receipt.	Meal	\$ 36.68	
8-Mar-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
22-Mar-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
5-Apr-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
18-Apr-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
3-May-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
17-May-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
31-May-19	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,395.45</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 4,667.34</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.



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## Receipt

Austin, Lisa Hazel

Redacted

Edmonton AB Canada Redacted

Student Number Redacted

Payment Date April 8, 2019

Transaction Number: Redacted

Receipt Item Description	Invoice Amount	Amount Paid
Pmt-113132 ADVC635_Y1819P-01 Tuition	3,243.33	3,243.33
Pmt-113132 General study registration fee 18/19	28.56	28.56
Total	\$3,271.89	\$3,271.89

Payment Method: Web Payment

Total Paid: \$3,271.89

*If you have any questions regarding this receipt please view your full account details online at [myadmin.royalroads.ca](http://myadmin.royalroads.ca). If anything remains unclear, please contact Student Accounts at [Student-Accounts@royalroads.ca](mailto:Student-Accounts@royalroads.ca).*