



EDMONTON PUBLIC SCHOOLS

SHERRI O'KEEFE
BOARD OF TRUSTEES - WARD A
FOR THE PERIOD: SEPTEMBER 2023 to NOVEMBER 2023

DATE ⁽¹⁾	DESCRIPTION OF EVENT	EXPENSE TYPE	NET AMOUNT ⁽²⁾⁽³⁾⁽⁴⁾	ATTACHMENTS
1) BUSINESS TRAVEL				
<i>meetings outside the Division and associated costs including transportation, accommodations, meals, incidentals, parking, etc.</i>				
	Nothing to report for this period		\$ -	
	Sub-Total: Business Travel		\$ -	
2) CONFERENCES				
<i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i>				
1-Oct-23	ASBA Trustee Governance Program	Registration fees	\$ 3,048.00	Attachment 1
	Sub-Total: Conferences		\$ 3,048.00	
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 Division business</i>				
1-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
15-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
29-Sep-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
1-Oct-23	CBA Negotiations Working Lunch - A. Anderson with Trustee Hancock, Trustee O'Keefe and 4 EPSB Employees (<i>See A. Anderson for receipt</i>)	Meal	\$ 14.79	
13-Oct-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
27-Oct-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
10-Nov-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
24-Nov-23	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	Sub-Total: Working Sessions		\$ 920.52	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 3,968.52	

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 Division 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.



Suite 1200, 9925 - 109 Street Edmonton, AB T5K 2J8
 Phone: 780.482.7311 Fax: 780.482.5659
 www.asba.ab.ca email: finance@asba.ab.ca

Invoice

Date	Invoice #
9/28/2023	2023013

INVOICE TO

Sherri O'Keefe
 c/o Edmonton Public School Board
 Centre for Education One Kingsway
 Edmonton, AB T5H 4G9

Terms - Net 30 days

Business No. 10669 4268 RT0001

Quantity	Item	Description	Net	Amount
	000-51000-70	Registration - ASBA School Board Trustee Governance Program Participants have several options for payment: 1. Pay the full amount by September 30, 2023. 2. Pay in two equal installments of \$1,500.00 plus GST. These installments will be due by September 30, 2023 and March 31, 2024. 3. Pay in three equal installments of \$1,000.00 plus GST. These installments will be due by September 30, 2023, December 31, 2023 and March 31, 2024.	3,000.00	3,000.00
		GST on sales	5.00%	150.00
Electronic Funds Transfer (EFT) Option: Bank of Nova Scotia Beneficiary: Alberta School Boards Association Transit #: [REDACTED] Bank #: [REDACTED] Account #: [REDACTED] Send payment notifications to finance@asba.ab.ca			Subtotal	CAD 3,000.00
			GST 5%	CAD 150.00
			Total	CAD 3,150.00