

**KATHY MUHLETHALER**  
**ASSISTANT SUPERINTENDENT OPERATIONAL AND LEARNING SUPPORTS**  
**FOR THE PERIOD: SEPTEMBER 2024 to NOVEMBER 2024**

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 Division 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>				
5-Sep-24	CASS Webinar	Registration fees	\$ 15.33	<a href="#">Attachment 1</a>
5-Sep-24	ICF Edmonton Course	Registration fees	\$ 34.00	<a href="#">Attachment 2</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 49.33</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 Division business</i>				
1-Sep-24	Division Leadership Meeting (DLM) - Breakfast (D. Robertson, A. Anderson, T. Burnstad, G. Cooke, A. Cooper, K. Muhlethaler, N. Petersen, K. Pharis, C. Richard, R. Thompson, L. Yule and 339 EPSB employees) See Sup. D. Robertson for receipt	Meals	\$ 16.42	
13-Sep-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
27-Sep-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
11-Oct-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
25-Oct-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
8-Nov-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
22-Nov-24	Bi-Weekly Car Allowance	Other Costs	\$ 194.11	
	<b>Sub-Total: Working Sessions</b>		<b>\$ 1,181.08</b>	
<b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>			<b>\$ 1,230.41</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 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.

# EVENT REGISTRATION

## Thank You! Registration Complete

✓ Thank you for registering with CASSAlberta! You will be receiving a confirmation email shortly. If you do not receive this email within 30 minutes, please contact [admin@cass.ab.ca](mailto:admin@cass.ab.ca) (<https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=admin@cass.ab.ca>)

 Print

Order # [REDACTED]

### Registrant #1: Kathy Muhlethaler ✓

Email Address: [REDACTED]  
Primary Phone: [REDACTED]  
School Authority: Edmonton Public Schools  
Jurisdiction Type: Public School Authority  
Zone: 2/3  
Position: Assistant Superintendent

#### Order Items

ITEM	COST	GST
• September 24, 2024 Sep 24, 2024 (9:00 am-10:30 am)	\$15.00	\$0.75

Registrant Total: \$15.75

### Event Details ⓘ

Title: Webinar - June  
2024 Supreme  
Court Decision:  
Understanding the  
Charter of Rights  
and Freedoms'  
Practical  
Implications on  
Alberta Schools

Date(s): • September 24,  
2024

Location: Zoom

### Order Summary

Transaction ID: [REDACTED]

<b>Total Registrants:</b>	1
<b>Credit Card:</b>	██████████
<b>Card #:</b>	██████████
<b>Authorization Code:</b>	██████████
<b>Subtotal:</b>	\$15.00
<b>GST:</b>	\$0.75 (CASS GST No. 106967052)
<b>Amount Paid:</b>	\$15.75
<b>Order Timestamp:</b>	Sep 05, 2024 (08:14 am)

CASSAlberta Event Registration

Copyright © 2024 | Contact Us (<https://www.cass.ab.ca/contact-us/>) | Cancellation Policy (</register/cass-events-policy.php>)

**CASSAlberta Registration**

<admin@cass.ab.ca>  
Reply-To: "CASSAlberta.ca" <admin@cass.ab.ca>  
To:

Thu, Sep 5, 2024 at 8:14 AM

Below is a registration summary from


<b>Title:</b>	Webinar - June 2024 Supreme Court Decision: Understanding the Charter of Rights and Freedoms' Practical Implications on Alberta Schools (Webinar)
<b>Date(s):</b> •	September 24, 2024
<b>Location:</b>	Zoom

**Registrant Information**

<b>First Name:</b>	Kathy
<b>Last Name:</b>	Muhlethaler
<b>Email Address:</b>	
<b>Primary Phone:</b>	
<b>School Authority:</b>	Edmonton Public Schools
<b>Jurisdiction Type:</b>	Public School Authority
<b>Zone:</b>	2/3
<b>Position:</b>	Assistant Superintendent
<b>Registrant Total:</b>	\$15.75

Order Items

Item	Cost	GST
September 24, 2024 Sep 24, 2024 (9:00 am-10:30 am)	\$15.00	\$0.75

To support your learning prior to and after this learning opportunity, please visit the [CASS Resource Library](#). The resource library, designed for system leader's needs, provides searchable access to CASS resources and tools, conference presentations and supports for implementation for professional practice.

Thank you for your registration,

[CASS.ab.ca](#)  
[admin@cass.ab.ca](mailto:admin@cass.ab.ca)

ICF Edmonton Payment receipt

1 message

ICF Edmonton <lcfEdmonton@wildapricot.org>  
Reply-To: ICF Edmonton <info@icfedmonton.com>  
To: Kathy Muhlethaler

Wed, Sep 4, 2024 at 9:48 AM



PAYMENT RECEIPT

ICF Edmonton  
Date: 4 Sep 2024  
Amount: \$34.00  
Tender: Wild Apricot Payment

Payment received from:  
Kathy Muhlethaler  
Edmonton Public Schools

Payment for:

Date	Document	
4 Sep 2024	<a href="#">Invoice 00227</a> Registration for "Create and Attract High-Performing Clients Effortlessly" (8 Oct 2024 7:00 PM - 9:00 PM, Online via Zoom), ICF Member	Settled amount \$34.00 Invoice total \$34.00 Due \$0.00

Total settled: \$34.00  
Available balance: \$0.00





Edmonton  
Charter Chapter

Enter search string



[Home](#) > [My profile](#) > Invoice # 00227

[Back](#)

# Invoice #00227

## Invoice details

Balance due	\$0.00
Amount	\$34.00 <a href="#">\$34.00 paid on 4 Sep 2024</a>
Invoice #	00227
Date	4 Sep 2024
Origin	<a href="#">Event registration</a> Create and Attract High-Performing Clients Effortlessly (Online via Zoom)
Invoiced to	Kathy Muhlethaler, Edmonton Public Schools [REDACTED]

Item	Amount
Registration for "Create and Attract High-Performing Clients Effortlessly" (8 Oct 2024 7:00 PM - 9:00 PM, Online via Zoom), ICF Member	\$34.00
Invoice total	\$34.00

### TOP LINKS

[Find A Coach](#)  
[Upcoming Events](#)  
[Blog and News](#)  
[About ICF Edmonton](#)  
[Contact Us](#)