

NANCY PETERSEN
MANAGING DIRECTOR - STRATEGIC DIVISION SUPPORTS
FOR THE PERIOD: DECEMBER 2024 to FEBRUARY 2025

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-Dec-24	CASS Fall Conference 2024 - Registration	Registration Fee	\$ 572.62	Attachment I
1-Dec-24	CASS Fall Conference 2024 - Accommodations (A. Cooper, N. Petersen and K. Pharis) <i>See K. Pharis for receipt</i>	Accommodations	\$ 325.81	
	Sub-Total: Conferences		\$ 898.43	
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>				
6-Dec-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
20-Dec-24	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
3-Jan-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
17-Jan-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
31-Jan-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
14-Feb-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
28-Feb-25	Bi-Weekly Car Allowance	Other Costs	\$ 129.39	
	Sub-Total: Working Sessions		\$ 905.73	
TOTAL EXPENSES REPORTED FOR THE PERIOD			\$ 1,804.16	

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.



CASSAlberta Registration (Order #:12019)

1 message

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

Tue, Oct 8, 2024 at 2:41 PM

Below is a registration summary from **Order #: 12019**

Order Summary

Order #:	12019
Transaction ID:	80667140789
Credit Card:	[REDACTED]
Card #:	[REDACTED]
Authorization Code:	[REDACTED]
Subtotal:	\$560.00
GST:	\$28.00 (CASS GST No. 106967052)
Amount Paid:	\$588.00
Order Timestamp:	Oct 08, 2024 (02:41:39)

Event Details

Title:	2024 Fall Conference (Conference Registration)
Date(s):	<ul style="list-style-type: none">November 06, 2024November 07, 2024November 08, 2024
Location:	Deerfoot Inn and Conference Centre

Registrant Information

First Name:	Nancy
Last Name:	Petersen
Email Address:	[REDACTED]
Primary Phone:	[REDACTED]
School Authority:	Edmonton Public Schools
Jurisdiction Type:	Public School Authority
Zone:	2/3
Position:	Managing Director

Are you a CASS Member?:	Yes
Registrant Total:	\$588.00

Breakout Sessions

- **Curriculum, Assessment & Technology / First Nations, Métis and Inuit Education** -- Nov 06, 2024 (7:30 p.m. - 9:00 p.m.)
- **Artificial Intelligence 101 for System Education Leaders** -- Nov 07, 2024 (9:00 a.m. - 12:00 p.m.)
- **Alberta Stories of Practice - Reporting of and Responding to Discrimination and Racism: Edmonton Catholic School's Journey** -- Nov 07, 2024 (1:00 p.m. - 3:00 p.m.)
- **Alberta Stories of Practice & The Importance of Instructional Leadership and its Power to Change Schools** -- Nov 08, 2024 (9:00 a.m. - 12:00 p.m.)

Order Items

Item	Cost	GST
CONFERENCE (3-day event) Day 1 - Evening Opening Nov 06, 2024 (7:00 pm-10:00 pm) Day 2 - Full Day Nov 07, 2024 (8:15 am-3:00 pm) Day 3 - Morning Nov 08, 2024 (8:15 am-12:30 pm)	\$560.00	\$28.00

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