

**GRACE COOKE**  
**LEGAL COUNSEL**  
**FOR THE PERIOD: DECEMBER 2024 to FEBRUARY 2025**

| 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>                              |                                    |              |                                   |             |
|                                                                                                                                                                 | Nothing to report for this period  |              | \$ -                              |             |
|                                                                                                                                                                 | <b>Sub-Total: Conferences</b>      |              | <b>\$ -</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> |                                    |              |                                   |             |
| 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                         |             |
|                                                                                                                                                                 | <b>Sub-Total: Working Sessions</b> |              | <b>\$ 905.73</b>                  |             |
| <b>TOTAL EXPENSES REPORTED FOR THE PERIOD</b>                                                                                                                   |                                    |              | <b>\$ 905.73</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.