



# EDMONTON PUBLIC SCHOOLS

**SHERRI O'KEEFE**  
**BOARD OF TRUSTEES - WARD A**  
**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>				
1-Dec-24	PSBAA Council Meeting - Hotel	Accommodation	\$ 159.65	<a href="#">Attachment 1</a>
5-Feb-25	PSBAA Council Meeting - Hotel	Accommodation	\$ 306.25	<a href="#">Attachment 2</a>
	<b>Sub-Total: Conferences</b>		<b>\$ 465.90</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>\$ 1,371.63</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.



Home2 Suites By Hilton - West Edmonton, Alberta,  
Canada  
16675 109 Ave NW, Edmonton T5P 4K8 CA  
7805091230  
YEGOM\_Home2@Hilton.com

Date Range: Nov 14, 2024 - Nov 15, 2024  
Tax#/ID# : 741114326 RT0001

Guest Folio

Confirmation Number - [REDACTED]

Primary Guest

Guest Name  
Address  
City, State, Zip Code  
Country

O'keefe, Sherri  
1 Kingsway NW  
Edmonton AB T5H4G9  
CA

ADDN GUESTS

Hilton Honors



Stay Details

Check In Date  
Check Out Date  
Room  
Source  
Guests

Nov 14, 2024  
Nov 15, 2024  
[REDACTED]  
OTHER  
1/0

Company Details

Name  
Tax#/ID#  
PO Number  
Account Name

Other Details

Bill Number  
Tax/Fee  
Exemption  
Tax/Fee  
Exempt Date  
**Travel Agent**  
IATA  
Name

Date	Type	Description	Amount
Nov 14, 2024	Charge	GUEST ROOM	CAD146.02
Nov 14, 2024	Tax	GST	CAD7.30
Nov 14, 2024	Tax	AB TOURISM LEVY	CAD5.84
Nov 14, 2024	Fee	DMF	CAD4.38
Nov 14, 2024	Tax	GST	CAD0.22
Nov 14, 2024	Tax	AB TOURISM LEVY	CAD0.18
Nov 15, 2024	Payments	[REDACTED]	-CAD163.94

Summary	
Type	Amount
GUEST ROOM	CAD146.02
GST	CAD7.52
AB TOURISM LEVY	CAD6.02
DMF	CAD4.38
CREDIT CARD	CAD163.94
<b>Folio Balance</b>	<b>CAD0.00</b>



Home2 Suites By Hilton - West Edmonton, Alberta,  
Canada  
16675 109 Ave NW, Edmonton T5P 4K8 CA  
7805091230  
YEGOM\_Home2@Hilton.com

Date Range: [REDACTED]  
Tax#/ID# : 741114326 R10001

Guest Folio

Confirmation Number - [REDACTED]

Primary Guest

Guest Name O'Keefe, Sherri  
Address 1 Kingsway NW  
City, State, Zip Code Edmonton AB T5H 4G9  
Country CA

ADDN GUESTS

Hilton Honors

Member [REDACTED]

Stay Details

Check In Date Feb 05, 2025  
Check Out Date Feb 07, 2025  
Room [REDACTED]  
Source OTHER  
Guests 1/0

Company Details

Name  
Tax#/ID#  
PO Number  
Account Name

Other Details

Bill Number  
Tax/Fee NO  
Exemption  
Tax/Fee  
Exempt Date  
Travel Agent  
IATA  
Name

Date	Type	Description	Amount
Feb 05, 2025	Charge	GUEST ROOM	CAD140.06
Feb 05, 2025	Tax	GST	CAD7.00
Feb 05, 2025	Tax	AB TOURISM LEVY	CAD5.60
Feb 05, 2025	Fee	DMF	CAD4.20
Feb 05, 2025	Tax	GST	CAD0.21
Feb 05, 2025	Tax	AB TOURISM LEVY	CAD0.17
Feb 06, 2025	Charge	GUEST ROOM	CAD140.06
Feb 06, 2025	Tax	GST	CAD7.00
Feb 06, 2025	Tax	AB TOURISM LEVY	CAD5.60
Feb 06, 2025	Fee	DMF	CAD4.20
Feb 06, 2025	Tax	GST	CAD0.21
Feb 06, 2025	Tax	AB TOURISM LEVY	CAD0.17
Feb 07, 2025	Payments	[REDACTED]	(CAD314.48)

Summary

Type	Amount
GUEST ROOM	CAD280.12
AB TOURISM LEVY	CAD11.54
DMF	CAD8.40
GST	CAD14.42
CREDIT CARD	CAD314.48
Folio Balance	CAD0.00