



EDMONTON PUBLIC SCHOOLS

JAN SAWYER
VICE CHAIR - BOARD OF TRUSTEES - WARD H & WARD I
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	ASBA Fall General Meeting (Attendees: Trustees T. Estabrooks, D. Hancock, M. Hole, J. Kusiek, J. Sawyer and Superintendent D. Robertson) <i>See Trustee M. Hole for receipt .</i>	Registration fees	\$ 711.20	
6-Dec-24	ASBA Fall General Meeting (Attendees: Trustees T. Estabrooks, D. Hancock, M. Hole, J. Kusiek, J. Sawyer and Superintendent D. Robertson) <i>See Trustee M. Hole for receipt .</i>	Meals	\$ 32.31	
	Sub-Total: Conferences		\$ 743.51	
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			\$ 1,649.24	

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.