



EDMONTON PUBLIC SCHOOLS

ANDREA COOPER
ASSISTANT SUPERINTENDENT OF SCHOOLS AND LEARNING SERVICES
FOR THE PERIOD: JUNE 2025 to AUGUST 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> | | | | |
| 1-Aug-25 | Assistant Superintendents Offsite Meeting (K. Pharis, A. Cooper, R. Thompson and L. Yule) See Assist Sup. K. Pharis for receipt. | Meal | \$ 17.66 | |
| Sub-Total: Business Travel | | | \$ 17.66 | |
| 2) CONFERENCES | | | | |
| <i>costs of attending conferences, seminars or events including registration fees, transportation, accommodations, meals, etc.</i> | | | | |
| | Nothing to report for this period | | \$ - | |
| Sub-Total: Conferences | | | \$ - | |
| 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-Jun-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 20-Jun-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 4-Jul-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 18-Jul-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 1-Aug-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 15-Aug-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| 29-Aug-25 | Bi-Weekly Car Allowance | Other Costs | \$ 194.11 | |
| Sub-Total: Working Sessions | | | \$ 1,358.77 | |
| TOTAL EXPENSES REPORTED FOR THE PERIOD | | | \$ 1,376.43 | |

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.