

Trustees and Senior Executive Expenses

On September 5, 2012, the Government of Alberta announced that Minister's Office expense would be posted online beginning with October 2012 expenses. The expenses include those of ministers, their executive assistants and their administrative support staff. They cover:

- meals, accommodation and travel;
- hosting and working sessions;
- goods, supplies and services, and other expenses.

Each month's expenses are posted by the end of the following month.

Name:	Lois Phillips				
Position:	Trustee				
Reporting Period:	October 2022				
	Meals, Accommodation, & Travel	Hosting and Working Sessions	Goods, Supplies and Other Expenses	Total	Year To Date Total
Expenses Incurred:					
Paid by the individual	-	-	72.57	\$ 72.57	\$ 145.14
Paid by NLSD	570.07	736.60	-	\$ 1,306.67	\$ 1,406.33
Total	\$ 570.07	\$ 736.60	\$ 72.57	\$ 1,379.24	\$ 1,551.47
Notes:	There are 3 vehicles available to all trustees. Expenses above do not include total board shared vehicle expenses of \$656.29. Any reimbursements for fuel and vehicle expenses are included here.				

Meals, Accommodations, and travel

Amounts paid for expenses such as meals, air fare, taxis, parking, mileage, hotels and other accommodations incurred by Trustee/administration and/or their office staff while traveling on division business.

NLSD meal allowance = Breakfast \$15.00, Lunch \$15.00, Dinner \$25.00, no receipts required.

NLSD mileage allowance = \$0.61/km.

Hosting and Working Sessions

Amounts paid by Trustee/administration and/or their office staff related to hosting or working sessions.

Goods, Supplies & Services and Other Expenses

Amounts paid to support the Trustee/administration and operations of the Trustee's office including general office supplies and services.

Any of the above costs incurred by the Trustee/administration and/or their office staff programs are also included in this report. Salaries and other related manpower costs are excluded.

All expenses shown net of GST rebate.

Trustee Monthly Expenses

G.L. Period Selection: 202302 End Date: OCTOBER 31, 2022

TRUSTEE PHILLIPS

<u>Budget</u>	<u>Invoice No</u>	<u>Invoice Description</u>	<u>Expense</u>
1-454-07-01-68 Telephone Fax Trustee Phillips			
Budget	PAYROLL		72.57
Total For 1-454-07-01-68			72.57
1-461-07-01-68 Mileage Trustee-Phillips, L			
Budget	PAYROLL		151.60
Total For 1-461-07-01-68			151.60
1-462-07-01-68 Travel-Meals & Hotels-Phillips			
Budget	PAYROLL		418.47
Total For 1-462-07-01-68			418.47
1-553-07-01-68 Conventions-Trustee Phillips, L			
Budget	2022-158	Fall conference Deleted in BATCH 202302INV03028	736.60
	2022-158	Fall conference	-736.60
	2022-158	Fall conference/Cheryl tjeatre toclet to be reimbursed to division Deleted in BATCH 202302INV05031	736.60
	2022-158	Fall conference/Cheryl tjeatre toclet to be reimbursed to division	-736.60
	2022-158	Fall Conference	736.60
Total For 1-553-07-01-68			736.60
Total For TRUSTEE PHILLIPS			1,379.24



DOUBLETREE BY HILTON WEST EDMONTON
 16615 109TH AVE, EDMONTON, AB, T5P4K8
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 Canada
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 www.hilton.com or 1 800 HILTONS

PHILLIPS, LOIS

 10012 103 AVE
 PO BOX 176
 LAC LA BICHE AB T0A 2C0
 CANADA

Room No: 2408/NKS
 Arrival Date: 10/12/2022 7:41:00 PM
 Departure Date: 10/14/2022 8:30:00 AM
 Adult/Child: 1/0
 Cashier ID: JAHILL118
 Room Rate: 224.01
 AL:
 HH # 1493052821 BLUE
 VAT # GST# 74111-4326 RT0001
 Folio No/Che 377644 A

Confirmation Number: 82239851

DOUBLETREE BY HILTON WEST EDMONTON 10/14/2022 8:30:00 AM

DATE	DESCRIPTION	Cashier ID	Transaction ID	GUEST CHARGES	CREDIT	BALANCE
10/12/2022	ROOM UPGRADE	RAPA	2618206	\$34.00		
10/12/2022	AB TOURISM LEVY	RAPA	2618206	\$1.40		
10/12/2022	DMF	RAPA	2618206	\$1.02		
10/12/2022	GST	RAPA	2618206	\$1.75		
10/12/2022	GUEST ROOM	RAPA	2618207	\$184.99		
10/12/2022	AB TOURISM LEVY	RAPA	2618207	\$7.62		
10/12/2022	DMF	RAPA	2618207	\$5.55		
10/12/2022	GST	RAPA	2618207	\$9.53		
10/13/2022	ROOM UPGRADE	RAPA	2619294	\$34.00		
10/13/2022	AB TOURISM LEVY	RAPA	2619294	\$1.40		
10/13/2022	DMF	RAPA	2619294	\$1.02		
10/13/2022	GST	RAPA	2619294	\$1.75		
10/13/2022	GUEST ROOM	RAPA	2619295	\$224.01		
10/13/2022	AB TOURISM LEVY	RAPA	2619295	\$9.23		
10/13/2022	DMF	RAPA	2619295	\$6.72		
10/13/2022	GST	RAPA	2619295	\$11.54		
10/14/2022	VS *3203	JAHILL118	2619461		(\$535.53)	
BALANCE						\$0.00

	Revenue	Tax
Total Invoice Amount	\$477.00	\$58.53

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 6,500+ hotels and resorts in 119 countries, please visit Honors.com

GST# 74111-4326 RT0001

Invoice






PUBLIC SCHOOL BOARDS'
ASSOCIATION OF ALBERTA™

Date	Invoice #
2022-10-14	2022-158

Invoice To
Northern Lights School Division 6005 - 50 Avenue Bonnyville, AB T9N 2L4

**Fall Conference
October 12 - 14, 2022
Double Tree by Hilton, West Edmonton**

Registrants	Qty	Rate	Amount	
Blair Norton, Cheryl Edwards, Karen Packard, Lois Phillips, Ron Young, Debra Lozinski	6	725.00	4,350.00	
Cheryl Edwards - Guest Theatre Ticket	1	100.00	100.00	
Roy Ripkens - Late Registration	1	875.00	875.00	
GST		5.00%	266.25	
Blair - 1-553-07-01-64: \$725			1-039-00-00-14	
Cheryl - 1-553-07-01-70: \$725 add 100 for cheryl				
Karen - 1-553-07-01-65: \$725				
Lois - 1-553-07-01-68: \$725				
Ron - 1-553-07-01-66: \$725				
Debra - 1-553-07-01-72: \$725				
Roy - 1-553-07-01-61: \$875				
Extra Guest Theatre Ticket will be paid by Cheryl.				
<table border="1"> <tr> <td align="left">  Date: October 25, 2022 G/L: see above Approved By: Karen Packard </td> </tr> </table>				 Date: October 25, 2022 G/L: see above Approved By: Karen Packard
 Date: October 25, 2022 G/L: see above Approved By: Karen Packard				

GST # 122508617RT0001

Total Amount Due \$5,591.25

#105, 10470 176 Street, Edmonton, Alberta T5S 1L3
businessmanager@public-schools.ab.ca
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