

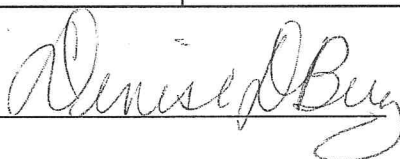
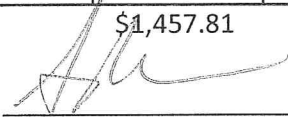
Card Holder: Adam Brush
Purchases for: Dec/Jan, 2014/2015

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
12/1	Scenographics	Design pak rental	\$186.00	64637	x
12/3	Office Depot	HRTM supplies	\$328.13	16470	x
12/3	Amazon.com	Photography supplies	\$41.95	64684	x
12/4	Office Max	HRTM supplies	\$28.98	16470	x
12/5	Big Apple Bagel	Staff Breakfast	\$52.98	24587	x
12/8	Michigan Music Con	Band Conference	\$194.00	64584	x
12/8	Cousins NJ	Dresses	\$264.00	64584	x
12/9	Gopher Sports	PE Supplies	\$66.70	15173	x
12/9	FedEx Office	Musical prints	\$85.86	64637	x
12/15	Menards	Science supplies	\$11.71	15172	x
12/16	Hobby Lobby	Classroom supplies	\$49.80	64651	x
12/18	Dollar General	Strive supplies	\$5.00	21274	x
12/19	Little Caesars	Peer-to-Peer lunch	\$35.30	64659	x
12/19	Erbellis	Yearbook lunch	\$107.40	64587	x
Total Amount of Purchases			\$1,457.81		

RD

Summary by ASN #	ASN #	Total	ASN #	Total
	15172	\$11.71	64637	\$271.86
	15173	\$66.70	64651	\$49.80
	16470	\$357.11	64659	\$35.30
	21274	\$5.00	64684	\$41.95
	24587	\$52.98		\$0.00
	64584	\$458.00		\$0.00
	64587	\$107.40		\$0.00

\$1,457.81

Employee Signature  Supervisor Signature 

Instruction: Record purchases as they are made throughout the month. When you receive your credit card statement, check it against this reconciliation form. After checking, sign this form indicating you have balanced your account and have it signed by your supervisor. Send this form, statement copy, and receipts for all purchases on this statement to the Accounting Office by the 18th of the month.

Card Holder: Mike Roy
Purchases for: Dec/Jan, 2014/2015

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
12/17	Crown Trophy	Cusom Coin Deposit	\$205.00	64736	x
12/17	Soaring Eagle Resort	Conference Hotel	\$132.50	64664	x
"	"	"	\$132.50	64664	x
"	"	"	\$132.50	64664	x
Total Amount of Purchases			\$602.50		

MB

Summary by ASN #	ASN #	Total	ASN #	Total
	64664	\$397.50		\$0.00
	64736	\$205.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00

Employee Signature *Denise Berg* Supervisor Signature *Mike Roy*

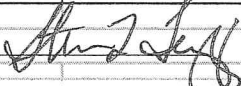
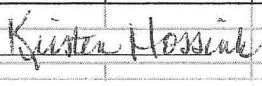
\$602.50

Card Holder: Steve Fryling

Purchases for: WAY Program

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
12-6-14	Amazon	Computer Equipment	\$ 374.56	18384	Y
12/18/14	Dollar General	Lab Supplies	\$ 11.13	18384	N - Form
12-19-14	Vistaprint	Printing	\$ 54.99	18384	Y
12/24/14	Amazon	Lab Equipment	\$ 12.98	18384	Y
12/24/14	Amazon	Lab Equipment	\$ 29.89	18384	Y
12/24/14	Precision Printer Services	Printer Repair	\$ 78.90	18384	Y
Total Amount of Purchases			\$ 562.45		

Summary by ASN #	ASN #	Total	ASN #	Total
	18384	\$ 562.45		

Employee Signature  Supervisor Signature 

Instruction: Record purchases as they are made throughout the month. When you receive your credit card statement, check it against this reconciliation form. After checking, sign this form indicating you have balanced your account and have it signed by your supervisor. Send this form, statement copy, and receipts for all purchases on this statement to the Accounting Office by the 18th of the month.

INFO ONLY				
Total by summary	\$	562.45		
Total above	\$	562.45		
Difference	\$	-00		

**VICKSBURG COMMUNITY SCHOOLS
CREDIT CARD RECONCILIATION FORM**

Card Holder: Charles Glaes
Purchases for: December, 2014

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
12/8/2014	Verizon	Wireless - Hill	\$ 20.00	23270	N
12/12/2014	Hoard	Credit	\$ (29.50)	NA	Y
12/5/2014	Adobe Systems	Software	\$ 23.88	23270	Y
Total Amount of Purchases			\$14.38		

Summary by ASN #	ASN #	Total	ASN #	Total
		20180	\$ (29.50)	
	23270	\$ 43.88		
		\$ 14.38		

Employee Signature Karen Hill Supervisor Signature [Signature]

Instruction: Record purchases as they are made throughout the month. When you receive your credit card statement, check it against this reconciliation form. After checking, sign this form indicating you have balanced your account and have it signed by your supervisor. Send this for statement copy, and receipts for all purchases on this statement to the Accounting Office by the 18th of the month.

**VICKSBURG COMMUNITY SCHOOLS
CREDIT CARD RECONCILIATION FORM**

Card Holder: Pat Moreno
Purchases for: Sunset Lake Elem. Master Card
Statement Date: 12/29/15

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
2-Dec	Sam's Club	Hillard/Moreno- SL Staff Christmas gifts	\$25.56	64519	Y
2-Dec	Walmart-Kalamazoo	Hillard/Moreno- SL Staff Christmas gifts	\$34.29	64519	Y
10-Dec	School Specialty	Austin-office/staff supplies- envelopes/constr.paper	\$74.45	24270	Y
9-Dec	Meijer	Getsinger- playground balls	\$31.54	64523	Y
10-Dec	Lakeshore Learning	Guerrero- Construction paper/paints	\$47.62	12170	Y
12-Dec	Fitness Finders Inc	Getsinger- Mile Club supplies	\$70.00	64459	Y
15-Dec	Walmart Super Center	Hillard/Moreno- SL Staff Christmas gifts	\$20.79	64519	Y
15-Dec	Walmart-Portage	Hillard/Moreno- SL Staff Christmas gifts	\$28.13	64519	Y
15-Dec	Baker-Taylor	Battle of the Books order- reimbursed by PTA	\$401.05	64519	Y
17-Dec	Verizon Wireless	Moreno-IPAD wireless service	\$20.00	24270	Y
16-Dec	Office Depot	Masco- k-screening (VAB)	\$175.55	See K. Hill	Y
16-Dec	Oriental Trading	Masco- k-screening (VAB)	\$42.49	See K. Hill	Y
Total Amount of Purchases			\$971.47		

Summary by ASN #	ASN #	Total	ASN #	Total
	64519	509.82		
	24270	94.45		
	64459	70.00		
	12170	47.62		
	K. Hill	218.04		
	64523	31.54		

Employee Signature B. Austin Supervisors Signature Pat Moreno

INFO ONLY	
Total by summary	\$971.47
Total above	\$ 971.47
Difference	\$ -

Bob Collins December 2014-No Balance Due

Rebecca Dwan - MC

Trans Date	Invoice/Comment	1	0	9	9	Num	Misc #	ASN SE	Account Description	Amount	Check	ACH #	Ck/ACH Date
		P O	UAAAL	Vendor	Vendor Name								
12/03/2014	Webinar			25262	FISCAL SVC T/C/I/DUES					75.00			PRE
			11594	MIEM						75.00	767	001/23/2015	PRE
12/04/2014	INV2844/Subscriptions	020947		15180	HS TEXTBOOKS					528.75			PRE
12/04/2014	INV4461/Subscriptions	020947		15180	HS TEXTBOOKS					8,925.00			PRE
			31202	TEACHERS CURRICULUM						9,453.75	768	001/23/2015	PRE
12/16/2014	148-1273149/BOE Retirement Gift			23170	BOARD MEETING EXP					129.49			PRE
			10520	MASTER TEACHER						129.49	769	001/23/2015	PRE
12/29/2014	Owe General Fund P-Card			20190	GF DUE FROM OTHER FUNDS					0.00			PRE
12/29/2014	Owe General Fund P-Card			20192	RECEIVABLE FROM T&A					0.00			PRE
12/29/2014	Due to General Fund P-Card			25411	DUE TO OTHER FUNDS-LUNCH					0.00			PRE
12/29/2014	Due to General Fund P-Card			62131	T&A PAYABLE TO FUNDS					0.00			PRE
			24583	FIFTH THIRD BANK/MC						0.00	99999	001/23/2015	PRE

TOTAL ACH 0.00
 TOTAL CHECKS 9,658.24
 TOTAL INVOICES 0.00
 TOTAL PREPAIDS 9,658.24
 TOTAL PAYROLL 0.00
 GRAND TOTAL 9,658.24

Trans Date	Invoice/Comment	Num	Misc #	ASN SE	Account Description	Amount	Check ACH #	Ck/ACH Date
1		0	P	O				
9		9	UAAL	Vendor				
12/11/2014	Supplies	11181			IL ELEM CURRICULUM	9.80		PRE
12/11/2014	Supplies	11181			IL ELEM CURRICULUM	22.94		PRE
12/12/2014	Supplies	11181			IL ELEM CURRICULUM	30.41		PRE
12/17/2014	HABO Biofino Potatoes	11181			IL ELEM CURRICULUM	20.04		PRE
12/18/2014	Credit	11181			IL ELEM CURRICULUM	-11.47		PRE
12/12/2014	Supplies	12181			SL ELEM CURRICULUM	24.32		PRE
12/13/2014	Supplies	12181			SL ELEM CURRICULUM	38.84		PRE
12/17/2014	HABO Biofino Potatoes	12181			SL ELEM CURRICULUM	20.04		PRE
12/18/2014	Credit	12181			SL ELEM CURRICULUM	-11.47		PRE
12/09/2014	9770606/Three Keys Book	22184			K-12 MATH SUPPLY	25.15		PRE
12/04/2014	109-6145687-1497028/Ipad	64307			T&A BARDEEN	17.90		PRE
12/05/2014	109-6145687-1497028/Ipad	64307			T&A BARDEEN	1,289.97		PRE
		33789			AMAZON.COM	1,476.47	770	001/23/2015
12/09/2014	10042897/Forms	22475			PSYCH SUPP	40.40		PRE
		31343			NCS PEARSON	40.40	771	001/23/2015
12/08/2014	173341/Polyhedra Dice	11181			IL ELEM CURRICULUM	32.93		PRE
12/08/2014	173341/Polyhedra Dice	12181			SL ELEM CURRICULUM	37.39		PRE
12/08/2014	173341/Polyhedra Dice	13181			TY ELEM CURRICULUM	32.93		PRE
		32069			DIDAX	103.25	772	001/23/2015
12/08/2014	4005233880/Monthly Billing	26862			WASTE & TRASH DISP	298.04		PRE
		21913			STERICYCLE INC	298.04	773	001/23/2015
12/08/2014	735344191001/Toner	027450			EXEC ADM OFFICE SUPPLY	488.56		PRE
12/08/2014	729194285001/Keurig	64765			T&A VAB COFFEE FUND	224.21		PRE
12/08/2014	741534672001/Coffee	64765			T&A VAB COFFEE FUND	51.36		PRE
		12810			OFFICE DEPOT	764.13	774	001/23/2015
12/08/2014	44247K/Buzzer	27176			TRANS PARTS	109.13		PRE
12/08/2014	46167K/Parts	27176			TRANS PARTS	115.00		PRE
12/08/2014	46295K/Hose	27176			TRANS PARTS	14.96		PRE
12/08/2014	46165K/Switch	27176			TRANS PARTS	135.32		PRE
12/08/2014	46300K/Parts	27176			TRANS PARTS	490.18		PRE
12/08/2014	46545K/Parts	27176			TRANS PARTS	295.00		PRE
12/08/2014	46443K/Credit	27176			TRANS PARTS	-109.60		PRE

Steve Goss-MC

Trans Date	Invoice/Comment	Num	Misc #	ASN	SE	Account Description	Amount	Check	ACH	#	Ck/ACH	Date
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12/08/2014	IN13333/Contract Billing	9		24563		HS COPIER SERVICE	699.97					PRE
12/18/2014	IN14009/Contract Billing	9		24563		HS COPIER SERVICE	578.59					PRE
12/08/2014	IN13278/Athletic Printer Contra	9	UAAL	42144		ATHLETIC MISC	258.00					PRE
				04050		DL GALLIVAN INC	4,747.75	779				001/23/2015
12/09/2014	1123389-1/Janitorial Supplies			26171		CUSTODIAL SUPPLY IL	80.00					PRE
12/09/2014	1123258/Janitorial Supplies			26271		CUSTODIAL SUPPLY SL	152.52					PRE
12/09/2014	1122620-1/Janitorial Supplies			26271		CUSTODIAL SUPPLY SL	84.90					PRE
12/09/2014	1123542-1/Janitorial Supplies			26371		CUSTODIAL SUPPLY TY	64.70					PRE
12/09/2014	1122740-1/Janitorial Supplies			26471		CUSTODIAL SUPPLY MS	40.00					PRE
12/09/2014	1121004/Janitorial Supplies			26471		CUSTODIAL SUPPLY MS	7.25					PRE
12/09/2014	1123360-1/Janitorial Supplies			26571		CUSOTIDAL SUPPLY HS	90.44					PRE
12/09/2014	1123267-1/Janitorial Supplies			26571		CUSOTIDAL SUPPLY HS	140.36					PRE
12/09/2014	1122460/Janitorial Supplies			26975		CUSTODIAL SUPPLY/GENL	433.07					PRE
12/09/2014	1121003/Janitorial Supplies			26975		CUSTODIAL SUPPLY/GENL	7.25					PRE
				24557		ARNOLD SALES	1,100.49	780				001/23/2015
12/12/2014	/Play Money/Craft Sticks			11181		IL ELEM CURRICULUM	79.49					PRE
12/12/2014	/Play Money/Craft Sticks			12181		SL ELEM CURRICULUM	100.79					PRE
12/15/2014	/Play Money/Craft Sticks			13181		TY ELEM CURRICULUM	56.39					PRE
				12090		NASCO	236.67	781				001/23/2015
12/18/2014	96441180/Scoreboards	027678		42148		HS BOOSTERS	199.99					PRE
12/18/2014	96441180/Scoreboards	027678		64718		T&A HS WRESTLING TEAM	200.00					PRE
12/18/2014	96521710/Pullovers	027684		64736		T&A HS ATH MISC SUPPLIES	287.92					PRE
12/18/2014	96441180/Scoreboards	027678		64736		T&A HS ATH MISC SUPPLIES	399.99					PRE
				31317		BSN SPORTS	1,087.90	782				001/23/2015
12/19/2014	340464860/11/19 Pest Control			26660		GROUND PURCH SVC	43.00					PRE
12/19/2014	340459939/11/14 Pest Control			26660		GROUND PURCH SVC	88.00					PRE
12/19/2014	340457327/11/12 Pest Control			26660		GROUND PURCH SVC	43.00					PRE
12/19/2014	340473086/11/26 Pest Control			26660		GROUND PURCH SVC	45.00					PRE
				27913		TERMINIX	219.00	783				001/23/2015
12/19/2014	62515/2015 Financial Strategies			25262		FISCAL SVC T/C/I/DUES	290.00					PRE
				11900		MSBO	290.00	784				001/23/2015

TOTAL ACH	0.00
TOTAL CHECKS	37,320.54
TOTAL INVOICES	0.00
TOTAL PREPAIDS	37,320.54
TOTAL PAYROLL	0.00
GRAND TOTAL	37,320.54