

MINGUS UNION HIGH SCHOOL DISTRICT #4 VOUCHER

Voucher No: 1031

Voucher Date: 04/01/2025

Prepared By:

Alvin Schaeffer

Printed: 04/01/2025 12:39:19 PM

THE COUNTY SCHOOL SUPERINTENDENT OF YAVAPAI COUNTY is hereby authorized to draw warrants against MINGUS UNION HIGH SCHOOL DISTRICT #4 funds for the sum of \$45,377.11 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Alvin Schaeffer

Ashley Koepnick

Board Vice President

Austin Babcock

Austin Babcock

Board Member

Taylor Bell

Taylor Bell

Board Member

Frank Nevarez

Frank Nevarez

Board Member

MINGUS UNION HIGH SCHOOL DISTRICT #4

Fund		Amount
001	Maintenance and Operation Fund	\$17,967.11
140	ESEA, Title II-Dwight D. Eisenhower	\$568.00
220	IDEA, Part B	\$720.00
480	Safe Schools-SSSJCO	\$11,054.77
510	Food Service	\$4,319.35
525	Auxiliary Operations	\$2,252.30
526	Extracurricular activities fees tax credit	\$229.95
530	Gifts and Donations	\$394.15
596	Career & Technology Education	\$485.00
610	Capital Outlay	\$6,384.74
855	Employee Insurance Program	\$1,001.74
	Withholdings	
		\$45,377.11

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Amount

607 Sports LLC

Check Group:

Uniforms for Unified Club Volleyball

1	250911	1047576	001.620.1000.6610.200.000	\$1,003.57
		3/31/2025	General Supplies	

Check #: 0

PO/InvoiceTotal: \$1,003.57

Vendor Total: \$1,003.57

ADE ~ Food Distribution

Check Group:

Yearly Fee for USDA Food

1	250066	HNSESMU0125	510.100.3100.6631.200.000	\$13.50
		3/27/2025	Federal Commodities Value	

Check #: 0

PO/InvoiceTotal: \$13.50

Vendor Total: \$13.50

Ashley Lomeli

Check Group:

REIMBURSEMENT FOR MEALS AT NAEA CONVENTION

1	250893	v919894	001.100.2213.6580.200.000	\$315.00
		3/27/2025	Adult Travel	

MISC TRANSPORTATION WHILE IN KY, TAXI, UBER, LIFT

1	250893	v919894	001.100.2213.6580.200.000	\$87.26
		3/27/2025	Adult Travel	

REIMBURSEMENT FOR R/T MILES TO AIRPORT FROM COTTONWOOD TO PHX. SKY HARBOR

210	250893	v919894	001.100.2213.6580.200.000	\$140.70
		3/27/2025	Adult Travel	

Check #: 0

PO/InvoiceTotal: \$542.96

Vendor Total: \$542.96

Balfour Arizona

Check Group:

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
GOLD, SILVER, & BRONZE TASSELS FOR GPA FOR GRADUATION. 100 OF EACH COLOR					
	300	250887	03.27.25	525.100.1000.6610.200.434	\$1,999.30
			3/31/2025	Activity Fee 434 Instructional Supply	
Check #: 0					
PO/InvoiceTotal:					\$1,999.30
Vendor Total:					\$1,999.30
Bernard, Lukas					
Check Group:					
Professional Development - Lukas Bernard					
IVP/fingerprint, coaches courses and any other					
miscellaneous reimbursement needed volunteer girls					
soccer coach					
	1	251017	V913018	001.620.2213.6360.200.000	\$52.00
3/27/2025 Professional Development - Instructional					
Check #: 0					
PO/InvoiceTotal:					\$52.00
Vendor Total:					\$52.00
Bodam, Paige					
Check Group:					
MEAL REIMBURSEMENT TO ATTEND THE RTI AT					
WORK INSTITUTE IN PHOENIX FOR TRAVEL DAYS ON					
3/23 & 3/26					
	2	250877	V893470	140.100.2213.6580.200.000	\$114.00
3/31/2025 ADULT TRAVEL					
	2	250877	V893470	140.100.2213.6580.200.000	\$122.00
3/31/2025 ADULT TRAVEL					
Check #: 0					
PO/InvoiceTotal:					\$236.00
Vendor Total:					\$236.00
Booth Chelsey					
Check Group:					

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Professional Development - C.Booth IVP/fingerprint, coaches courses and any other miscellaneous reimbursement needed	1	251010	V446830 3/27/2025	001.620.2213.6360.200.000 Professional Development - Instructional	\$148.34
Check #: 0					
PO/InvoiceTotal:					\$148.34
Vendor Total:					\$148.34
BPT Services PLLC					
Check Group:					
Hourly Rate for PT	1	250323	24796 3/31/2025	220.200.2160.6330.200.000 Other Professional Servi	\$720.00
Check #: 0					
PO/InvoiceTotal:					\$720.00
Vendor Total:					\$720.00
Brady Industries					
Check Group:					
For Custodial Supplies	1	250087	9923670 4/1/2025	001.100.2610.6610.200.000 General Supplies	\$1,840.14
Check #: 0					
PO/InvoiceTotal:					\$1,840.14
Vendor Total:					\$1,840.14
Bryan Saravo					
Check Group:					
Bryan Saravo - Gameworker for 24/25 school year for sports	1	250963	32725 3/28/2025	525.620.1000.6590.200.410 Athletics 410 Miscellaneous Purchased Services	\$43.00
Check #: 0					
PO/InvoiceTotal:					\$43.00
Vendor Total:					\$43.00
Central Restaurant Supply					
Check Group:					

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Open PO for Small Wares					
	1	250060	961960	510.100.3100.6610.200.000	\$3,700.01
			3/27/2025	Food Service Supplies	
Open PO for Small Wares					
	1	250060	995654	510.100.3100.6610.200.000	\$453.92
			3/27/2025	Food Service Supplies	
Check #: 0					
PO/InvoiceTotal:					\$4,153.93
Vendor Total:					\$4,153.93
City Of Cottonwood Utilities					
Check Group:					
Monthly water service for Acct#					
007681-000,007681-002,007681-001					
	1	250305	MAR25-6072	001.100.2620.6411.200.000	\$216.38
			3/28/2025	Water/Sewage	
Monthly water service for Acct#					
007681-000,007681-002,007681-001					
	1	250305	MAR25-9426	001.100.2620.6411.200.000	\$70.50
			3/28/2025	Water/Sewage	
Monthly water service for Acct#					
007681-000,007681-002,007681-001					
	1	250305	MAR25-9502	001.100.2620.6411.200.000	\$70.50
			3/28/2025	Water/Sewage	
Check #: 0					
PO/InvoiceTotal:					\$357.38
Vendor Total:					\$357.38
City Of Cottonwood-Res. Officer					
Check Group:					
School Resource Officer					
	1	250225	0008348	480.100.2660.6330.200.000	\$11,054.77
			3/31/2025	Other Professional Servi	
Check #: 0					
PO/InvoiceTotal:					\$11,054.77
Vendor Total:					\$11,054.77
DALILA HERNANDEZ					
Check Group:					

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
REFUND PAID MORE THAN SUPPOSED TO ON THE					
CLEP TEST 109506 DALILA HERNANDEZ					
	1	251018	V855656	525,000.0000.1990.200.443	\$20.00
			3/31/2025	CLEP Testing 443 Revenue	
Check #: 0					
PO/InvoiceTotal:					\$20.00
Vendor Total:					\$20.00
Dablen Service Co					
Check Group:					
	1	251009	100	001,100.2630.6431.200.000	\$150.00
			3/27/2025	Non Technology Repairs & Maintenance	
Check #: 0					
PO/InvoiceTotal:					\$150.00
Vendor Total:					\$150.00
Diesel Direct West					
Check Group:					
	1	250109	86443277	001,410.2710.6627.200.000	\$2,790.46
			3/27/2025	Diesel Fuel	
	1	250109	86449629	001,410.2710.6627.200.000	\$822.82
			3/31/2025	Diesel Fuel	
	1	250109	86449630	001,100.2650.6626.200.000	\$1,374.11
			3/31/2025	Unleaded Fuel	
Check #: 0					
PO/InvoiceTotal:					\$4,987.39
Vendor Total:					\$4,987.39
Educational Services, Inc.					
Check Group:					
	1	250232	048546RTW	001,200.1000.6320.200.001	\$2,622.86
			3/27/2025	Educational Services Inc. Contract Teachers	
	1	250232	048546RTW	001,200.1000.6320.200.001	\$155.92
			3/27/2025	Educational Services Inc. Contract Teachers	
Check #: 0					

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Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor # QTY PO No. Invoice Invoice Date Account Amount

PO/InvoiceTotal: \$2,778.78
Vendor Total: \$2,778.78

Jeff Weeks

Check Group:

Reimbursement for Misc while bus driving

1 250117

V304051
3/27/2025

001.410.2710.6610.200.000
General Supplies

\$12.79

Reimbursement for Misc while bus driving

1 250117

V951702
3/28/2025

001.410.2710.6610.200.000
General Supplies

\$10.00

Check #: 0

PO/InvoiceTotal: \$22.79

Vendor Total: \$22.79

JILL KRISTINE PHOTOGRAPHY

Check Group:

SENIOR BANNERS FOR 24/25 YEAR

1 251005

INV54941-40
4/1/2025

526.620.1000.6610.200.543
Tennis/Boys 543 Instructional Supply

\$150.00

Check #: 0

PO/InvoiceTotal: \$150.00

Vendor Total: \$150.00

Joseph Mount

Check Group:

TAKES THE PLACE OF PO # 250460 THAT I CODED
WRONG:N REIMBURSEMENT FOR AUTO ESSENTIAL
STANDARDS MEETING AND SUPPLIES.
RECRUITMENT LUNCH AND MONTHLY MEETING
EXPENSES

1 250885

V320670

526.311.1000.6610.200.502

\$79.95

Auto-Hot Rod 502 Instructional Supply

3/27/2025

Check #: 0

PO/InvoiceTotal: \$79.95

Vendor Total: \$79.95

Kelcy Lyons

Check Group:

Voucher Detail Listing

Vendor Remit Name	Description

04/01/2025

PO/InvoiceTotal:	\$332.00
Vendor Total:	\$332.00

PO/Invoice Total:	\$636.24
Vendor Total:	\$636.24

PO/InvoiceTotal:	\$170.00
Vendor Total:	\$170.00

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Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2014 Taylor Dunn Bigfoot Serial #196460 - Longbed Utility Vehicle - 50% required prior to shipping.	1	250982	2641-Bal 3/31/2025	610.100.2620.6736.200.000 Vehicles over \$5,000	\$5,748.50
Check #: 0					
PO/InvoiceTotal:					\$5,748.50
Vendor Total:					\$5,748.50
Megan Alexander					
Check Group:					
Coch Training reimbursement for Megan Alexander	1	250397	V158880 3/27/2025	001.620.2213.6360.200.000 Professional Development - Instructional	\$35.00
Check #: 0					
PO/InvoiceTotal:					\$35.00
MEAL REIMBURSEMENT TO ATTEND THE RTI AT WORK INSTITUTE IN PHOENIX FOR TRAVEL DAYS 3/23 AND 3/26					
	2	250878	V386259 3/27/2025	001.100.2213.6580.200.000 Adult Travel	\$114.00
MEAL REIMBURSEMENT TO ATTEND THE RTI AT WORK INSTITUTE IN PHOENIX FOR LUNCH & DINNER 3/24 AND 3/25					
	2	250878	V386259 3/27/2025	001.100.2213.6580.200.000 Adult Travel	\$122.00
Check #: 0					
PO/InvoiceTotal:					\$236.00
Vendor Total:					\$271.00
Mingus FBLA					
Check Group:					
State FBLA Competition 8 students at \$90 each and advisor at \$45	1	250919	V444189 3/31/2025	596.313.1000.6890.200.000 Miscellaneous Expenditures	\$405.00
Check #: 0					
PO/InvoiceTotal:					\$405.00
Vendor Total:					\$405.00

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name Description

Vendor #

QTY

PO No.

Invoice Invoice Date

Account

Amount

Voucher Batch Number: 1031

04/01/2025

Molly Quesada

Check Group:

Professional Development AIA Official registration for Track and Field

1 250960

V423685

001.620.2213.6360.200.000

\$60.00

Professional Development - Instructional

Check #: 0

PO/InvoiceTotal: \$60.00

Vendor Total: \$60.00

MUHS - Cafeteria

003935

Check Group:

24/25 Athletic meetings for both coaches and captains club

1 250032

25-021

530.620.1000.6610.200.310

\$394.15

Athletics 310 Instructional Supply

Check #: 0

PO/InvoiceTotal: \$394.15

Vendor Total: \$394.15

Nextcare Urgent Care

006748

Check Group:

Bus Driver DOT Physical & Drug Screening

1 250038

V712073

001.410.2710.6330.200.000

\$95.00

Other Professional Services

Check #: 0

PO/InvoiceTotal: \$95.00

Vendor Total: \$95.00

Purchase Power

0

Check Group:

Postage PUrchased on Pitney Bowes Machine

1 250303

MAR25-4206

001.100.2510.6532.200.000

\$2,000.00

Other Communications Ser

Check #: 0

PO/InvoiceTotal: \$2,000.00

Vendor Total: \$2,000.00

Shamrock Farms

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Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Amount

Check Group:

Dairy Products for Cafe

\$151.92

510.100.3100.6633.200.000

Other Food

102440265

3/31/2025

1 250056

Check #: 0

PO/InvoiceTotal:

\$151.92

Vendor Total:

\$151.92

Skills Usa (Arizona)

2473

Check Group:

Student Registrations for 2 students to State Skills USA
competition

\$80.00

596.334.1000.6890.200.000

Student Travel & Registrations

V498224

4/1/2025

1 251012

Check #: 0

PO/InvoiceTotal:

\$80.00

Vendor Total:

\$80.00

Stabilizer Solutions, Inc.

Check Group:

Stabilizer Pro Red Infield Mix

\$1,828.26

001.100.2630.6610.200.000

General Supplies

0053783-IN

3/27/2025

1 250248

Check #: 0

PO/InvoiceTotal:

\$1,828.26

Vendor Total:

\$1,828.26

Susanna Ventura

Check Group:

MEAL REIMBURSEMENT TO ATTEND THE RTI AT
WORK INSTITUTE IN PHOENIX FOR TRAVEL DAYS
3/23 AND 3/26

\$114.00

001.100.2213.6580.200.000

Adult Travel

V523262

3/27/2025

2 250871

MEAL REIMBURSEMENT TO ATTEND THE RTI AT
WORK INSTITUTE IN PHOENIX FOR LUNCH & DINNER
3/24 AND 3/25

\$122.00

001.100.2213.6580.200.000

Adult Travel

V523262

3/27/2025

2 250871

Adult Travel

3/27/2025

2 250871

Check #: 0

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Teresa Rose					
Check Group:					
MEAL REIMBURSEMENT TO ATTEND THE RTI AT WORK INSTITUTE IN PHOENIX FOR TRAVEL DAYS 3/23 AND 3/26	2	250876	V538690	001.100.2213.6580.200.000	\$114.00
MEAL REIMBURSEMENT TO ATTEND THE RTI AT WORK INSTITUTE IN PHOENIX FOR LUNCH & DINNER 3/24 AND 3/25	2	250876	V538690	Adult Travel 001.100.2213.6580.200.000	\$122.00
Check #: 0					
PO/InvoiceTotal:					\$236.00
Vendor Total:					\$236.00
Vision Service Plan-Buyup 026					
Check Group:					
Monthly Vision Ins - buy Up	1	250202	822478405	855.100.1000.6210.200.000 Employee Insurance	\$459.58
Monthly Vision Ins - buy Up	1	250202	822478421	855.100.1000.6210.200.000 Employee Insurance	\$542.16
Check #: 0					
PO/InvoiceTotal:					\$1,001.74
Vendor Total:					\$1,001.74
Western States Fire Protection					
Check Group:					
Materials & Labor for Repairs	1	250169	WSF677171	001.100.2620.6431.200.000 Non-Technology Repairs and Maintenance	\$1,357.50
Check #: 0					
PO/InvoiceTotal:					\$1,357.50
Vendor Total:					\$1,357.50

Mingus Union High School District #4

Voucher Detail Listing

Fiscal Year: 2024-2025

Vendor Remit Name
Description

Voucher Batch Number: 1031

04/01/2025

Amount

ZAIRA LANDAVERDE HERNANDEZ

Check Group:

REFUND PAID MORE THAN SUPPOSED TO ON THE
CLEP TEST 109232 ZAIRA LANDAVERDE HERNANDEZ

1 251019

V466396

525,000.00000.1990.200.443

\$20.00

CLEP Testing 443 Revenue

3/31/2025

Check #: 0

PO/InvoiceTotal:

\$20.00

Vendor Total:

\$20.00

Grand Total:

\$45,377.11

End of Report