



Card Holder: Sarah Bacalla  
Purchases for: Indian Lake Elementary

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/30/2024	Amazon	White Out	\$ 7.83	24170	Y
9/30/2024	Amazon	Pencil Pouch	\$ 11.99	11170	Y
9/30/2024	Amazon	Folders	\$ 39.77	11170	Y
9/30/2024	Amazon	Pens, recent bags, gum	\$ 53.41	24170	Y
10/1/2024	Amazon	Radios	\$ 175.76	24170	Y
10/2/2024	Amazon	Divider Inserts	\$ 4.29	11170	Y
10/2/2024	USPS	CA	\$ 8.95	11165	Y
10/2/2024	Amazon	Paper products	\$ 8.98	11170	Y
10/7/2024	Amazon	Binders	\$ 8.99	11170	Y
10/7/2024	Amazon	Batteries and shelves	\$ 51.47	24187	Y
10/10/2024	Amazon	Sticky dots	\$ 4.79	11170	Y
10/10/2024	Amazon	Rugs	\$ 23.32	11170	Y
10/14/2024	Dollar General	Drinks	\$ 14.00	24187	Y
10/14/2024	GBC	Lamination Film	\$ 15.34	11170	Y
10/14/2024	Amazon	Cookies	\$ 20.00	11170	Y
10/14/2024	GBC	Lamination film	\$ 83.12	11170	Y
10/14/2024	Hungry Howies	Staff food	\$ 126.00	24187	Y
10/15/2024	Amazon	Scissors	\$ 7.64	11170	Y
10/15/2024	Amazon	Paper shredder	\$ 43.99	24170	Y
10/16/2024	Godon Water	Monthly renewal	\$ 22.29	64511	Y
10/17/2024	Amazon	Mouse	\$ 5.09	11170	Y
10/17/2024	Amazon	Shelving units	\$ 136.48	11170	Y
10/18/2024	Amazon	Easel pads	\$ 30.13	11170	Y
10/18/2024	Amazon	Library books	\$ 136.29	64531	Y
10/21/2024	Dollar General	Paper products	\$ 5.30	24170	Y
10/21/2024	Amazon	Window covering	\$ 11.38	11170	Y
10/21/2024	Amazon	Paper plates	\$ 34.10	24170	Y
10/23/2024	Amazon	Candy	\$ 10.39	24170	Y
10/23/2024	Amazon	Medicine cups	\$ 17.84	24170	Y
10/24/24	Amazon	Candy	\$ 10.63	24170	Y
10/25/24	Amazon	Batteries	\$ 22.62	11170	Y
10/25/24	Amazon	Light and window covering	\$ 29.06	11170	Y
10/28/24	Amazon	Window film	\$ 8.99	11170	Y
10/28/24	Amazon	Window film	\$ 8.99	11170	Y
10/28/24	Amazon	Candy	\$ 9.96	24170	Y
10/28/24	Amazon	Candy	\$ 10.79	24170	Y
10/28/24	Sams Club	Candy	\$ 27.94	64509	Y
10/28/24	Amazon	Card organizer	\$ 29.69	11170	Y
10/28/24	Walmart	Baskets	\$ 86.24	64509	Y
10/28/24	Walmart	Baskets	\$ 97.02	64509	Y
Total Amount of Purchases			\$ 1,460.86		

Summary by ASN	ASN #	Total	ASN #	Total
	64509	\$211.20		
	24187	\$191.47		
	11165	\$8.95		
	64511	\$22.29		
	24170	\$380.00		
	11170	\$ 510.66		
	64531	\$ 136.29		

Employee Signature  Supervisor Signature   
10/29/24

*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 summar \$ 1,460.86  
Total above \$ 1,460.86  
Difference \$ (0.00)

Card Holder: Mike Barwegen  
Purchases for: October 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/30/2024	Staples	Kleenex	\$51.03	24370	Y
10/1/2024	Amazon	Marbles for rewards system	\$13.99	13170	Y
10/1/2024	Amazon	Walkie Talkies	\$179.98	24370	Y
10/3/2024	Hungry Howies	Pizza Party - Summer Reading Program	\$11.85	13287	Y
			\$11.85	13286	
10/3/2024	Freierabend Music	Music Supplies	\$60.00	13174	Y
10/3/2024	Plank Road Publishing	Music Supplies	\$83.94	13174	Y
10/3/2024	Amazon	Walkie Talkie Chargers	\$139.98	24370	Y
10/3/2024	Canney's Water	Water for Staff Lounge	\$187.99	64537	Y
10/4/2024	Plank Road Publishing	Music Supplies - Indian Lake	\$83.94	11174	Y
10/10/2024	Amazon	Instructional Supplies - Parapro	\$28.63	13170	Y
10/10/2024	Amazon	Command Strips for Office	\$30.48	24370	Y
10/11/2024	Amazon	Cardstock	\$14.29	24370	Y
10/11/2024	Amazon	Laminating Paper - cancelled by Amazon	\$19.99	24370	Y
10/14/2024	Amazon	Command Hook for Office	\$4.76	24370	Y
10/14/2024	Amazon	Bins, Counting Cubes - Willatt Bulk	\$39.98	13172	Y
10/14/2024	Amazon	Suckers - Rewards	\$72.48	13170	Y
10/16/2024	Amazon	Laminating Pouches	\$18.99	24370	Y
10/16/2024	Canney's Water	Water for Staff Lounge	\$123.10	64537	Y
10/17/2024	Amazon	Cancelled Laminating Paper	-\$19.99	24370	N
10/18/2024	Amazon	Chair Mat - M. Barwegen	\$48.82	24370	Y
10/21/2024	Amazon	Pencils	\$16.99	64537	Y
10/21/2024	Amazon	Button Maker Supplies	\$59.18	24370	Y
10/21/2024	Acco (GBC)	Laminator Supplies	\$67.89	13170	Y
10/24/2024	Amazon	Labelmaker Tape	\$12.87	24370	Y
10/25/2024	Amazon	Instructional Supplies	\$61.98	13170	Y
10/28/2024	Amazon	Door Stops	\$8.99	24370	Y
10/28/2024	Amazon	Mall Baskets	\$35.99	24370	Y
10/28/2024	Amazon	Standing Stool - M. Barwegen	\$99.00	24370	Y
Total Amount of Purchases			\$1,568.97		
Summary by ASN #					
	ASN #	Total	ASN #	Total	
	24370	\$704.36	11174	\$83.94	
	13170	\$244.97	13172	\$39.98	
	13287	\$11.85		\$0.00	
	13286	\$11.85		\$0.00	
	13174	\$143.94		\$0.00	
	64537	\$328.08		\$0.00	

\$1,568.97

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	\$1,568.97
Total above	\$ 1,568.97
Difference	\$ 0.00

Card Holder: Adam Brush  
Purchases for: October, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/28	Gordon Foods	Science supplies	\$9.00	15172	x
9/28	Meijer	Science supplies	\$24.48	15172	x
9/29	Pet Supplies Plus	Science supplies	\$55.90	15172	x
9/30	Dollar General	Homecoming supplies	\$13.78	64725	x
9/30	Meijer	Homecoming supplies	\$32.68	64725	x
10/1	MSBOA	All-State registrations	\$60.00	15166	x
10/1	Southwest Airlines	Mike Roy conference	\$352.79	42135	x
10/1	Hyatt Hotels	Mike Roy conference	\$1,413.73	42135	x
10/2	MSBOA	All-State registrations	\$30.00	15166	x
10/3	Hungry Howies	PT Conferences meal	\$36.99	64702	x
10/3	Hungry Howies	PT Conferences meal	\$275.99	64702	x
10/6	Texas Roadhouse	Girls Golf practice	\$70.66	64652	x
10/6	Arbor Hills Golf Course	Girls Golf practice	\$76.00	64652	x
10/6	Arbor Hills Golf Course	Girls Golf practice	\$154.00	64652	x
10/9	Texas Roadhouse	Girls Golf practice	\$107.81	64652	x
10/23	Panera Bread	FFA Convention	\$34.37	64640	x
10/23	Embassy Suites	FFA Convention	\$44.58	64640	x
10/25	Raising Cane's	FFA Convention	\$12.79	64640	x
10/24	Casa Santa	FFA Convention	\$23.44	64640	x
10/25	Get Go	FFA Convention	\$62.51	64640	x
10/26	Embassy Suites	FFA Convention	\$597.00	64640	x
10/26	Embassy Suites	FFA Convention	\$597.00	64640	x
10/26	Embassy Suites	FFA Convention	\$597.00	64640	x
10/26	Embassy Suites	FFA Convention	\$597.00	64640	x
Total Amount of Purchases			\$5,279.50		

Summary by ASN #	ASN #	Total	ASN #	Total
	15166	\$90.00		\$0.00
	15172	\$89.38		\$0.00
	42135	\$1,766.52		\$0.00
	64640	\$2,565.69		\$0.00
	64652	\$408.47		\$0.00
	64702	\$312.98		\$0.00
	64725	\$46.46		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00

\$5,279.50

Employee Signature *Denise Berry* Supervisor Signature *Adam Brush*

*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.

**Durant credit card**

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	REF	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	LINE AMOUNT		
REF	CATALOG	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LQ	QTY		LINE AMOUNT	ACCT AMOUNT		

BSN SPOR000	BSN SPORTS	926528124	4002425001	RDCC	AP	BSN Sports Invoice #	F B	09/10/2024	09/10/2024	R	\$974.25
						926528124 75 Staff Printed					
						T-Shirts					
100		75 Staff Printed T-Shirts	64764	T&A MS SCHOOL IMPROVEMENT			24-25	1.00			\$974.25
61A431	4764	00000 000 0000 0000									\$974.25
BSN SPOR000	BSN SPORTS	926528126	5002425110	RDCC	AP	SUPPLIES	F B	08/21/2024	10/07/2024	R	\$1,120.00
							24-25				\$1,120.00
100		KNEE PADS & FOOTBALL BELTS	64635	T&A HS FOOTBALL				1.00			\$1,120.00
61A431	4635	00000 000 0000 0000									\$1,120.00
BSN SPOR000	BSN SPORTS	926625986	5002425146	RDCC	AP	SUPPLIES	F B	09/28/2024	10/21/2024	R	\$5,212.00
							24-25				\$5,212.00
100		MS & HS FOOTBALL SUPPLIES	42153	HS FOOTBALL				1.00			\$5,212.00
11E293	5990	00000 011 0000 0000									\$5,212.00
BSN SPOR000	BSN SPORTS	927022363	5002425101	RDCC	AP	APPAREL	F B	09/25/2024	09/30/2024	R	\$50.00
							24-25				\$50.00
100		COLLEGIATE POLO	64635	T&A HS FOOTBALL				1.00			\$50.00
61A431	4635	00000 000 0000 0000									\$50.00
BSN SPOR000	BSN SPORTS	927194180	5002425123	RDCC	AP	APPAREL	F B	10/05/2024	10/14/2024	R	\$2,275.00
							24-25				\$2,275.00
100		RIVAL HOODIES	64635	T&A HS FOOTBALL				1.00			\$2,275.00
61A431	4635	00000 000 0000 0000									\$2,275.00
BSN SPOR000	BSN SPORTS	927229519	5002425123	RDCC	AP	APPAREL	F B	10/08/2024	10/14/2024	R	\$45.00
							24-25				\$45.00
110		SHORTS	64635	T&A HS FOOTBALL				1.00			\$45.00
61A431	4635	00000 000 0000 0000									\$45.00
BSN SPOR000	BSN SPORTS	927254505	4002425009	RDCC	AP	BSN Sports Invoice #	F B	10/09/2024	10/17/2024	R	\$2,687.50
						927254505 215 Walkin the					

Vicksburg Community School District, MI  
AP Invoice Listing Report

10/29/24

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT			
REF CATALOG	DESCRIPTION			LQ	QTY		LINE AMOUNT			
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099				ACCT AMOUNT			
BSN SPOR000	BSN SPORTS	927254505	*****CONTINUED*****							
100	215 Walkin the Dawgs T-Shirts		Dawgs T-Shirts	24-25	1.00		\$2,687.50			\$2,687.50
61A431	4764 00000 000 0000 0000	64764	T&A MS SCHOOL IMPROVEMENT				\$2,687.50			\$2,687.50
BSN SPOR000	BSN SPORTS	927276096	5002425147 RDCC AP	F B	10/10/2024	10/21/2024 R	\$3,844.00			\$3,844.00
100	AGILITY SHORTS & RACERMESH TEES		FOOTBALL SUPPLIES	24-25	1.00		\$3,844.00			\$3,844.00
61A431	4635 00000 000 0000 0000	64635	T&A HS FOOTBALL				\$3,844.00			\$3,844.00
BSN SPOR000	BSN SPORTS	927276097	5002425138 RDCC AP	F B	10/10/2024	10/21/2024 R	\$99.00			\$99.00
100	PITCHING RUBBER		PITCHING RUBBER	24-25	1.00		\$99.00			\$99.00
11E293	4190 00000 000 0000 0000	29361	ATH MAINTENANCE				\$99.00			\$99.00
<b>NUMBER OF INVOICES: 9</b>										
KALAMAZOO012	KALAMAZOO VALLEY COMMUNITY COL	50238904	0000000000 RDCC AP	B	10/02/2024	11/26/2024 R	\$8,610.87			\$8,610.87
1	TUITION		TUITION	24-25	1.00		\$8,610.87			\$8,610.87
11E113	3710 04299 000 0000 0000	15961	HS DUAL ENROLL REIMB				\$8,610.87			\$8,610.87
KALAMAZOO012	KALAMAZOO VALLEY COMMUNITY COL	50239213	0000000000 RDCC AP	B	10/18/2024	11/26/2024 R	\$612.66			\$612.66
1	TUITION		TUITION	24-25	1.00		\$612.66			\$612.66
11E113	3710 04299 000 0000 0000	15961	HS DUAL ENROLL REIMB				\$612.66			\$612.66
<b>NUMBER OF INVOICES: 2</b>										
KALBLUE 000	KALBLUE	96597	9602425003 RDCC AP	B	07/22/2024	10/02/2024 R	\$1,025.47			\$1,025.47
100	MS Social Studies - 6th Grade First Semester Quote 23098		2024-2025 School Year Curriculum	24-25	1.00		\$1,025.47			\$1,025.47
				F			\$482.15			\$482.15

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	REF	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	QTY	ACCT AMOUNT		
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099									
KALBLUE 000 KALBLUE	11E112 5211 01031 000 0000 0000	96597	*****CONTINUED*****									
110		14181	MS CURRICULUM		F	1.00		\$482.15		\$502.05		
			MS Socials Studies - 6th Grade Second Semester Quote 23098									
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM		F	1.00		\$502.05		\$41.27		
120			Shipping/Handling Quote -23098							\$41.27		
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM									
KALBLUE 000 KALBLUE		96599	9602425004 RDCC AP	Kalblue Estimate 23108	B	07/22/2024	10/02/2024	\$1,068.31		\$1,068.31		
100			MS Social Studies - 7th Grade Semester 1 Estimate 23108		24-25					\$549.58		
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM		F	1.00		\$549.58				
110			MS Social Studies - 7th Grade Semester 2 Estimate 23108									
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM		F	1.00		\$477.62		\$477.62		
120			Shipping/Handling Estimate 23108							\$41.11		
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM		F	1.00		\$41.11				
KALBLUE 000 KALBLUE		97156	9602425014 RDCC AP	Kalblue Estimate 23130	P	07/31/2024	08/27/2024	\$1,795.99		\$1,795.99		
100			English 1 Course packs - Romeo and Juliet		24-25					\$764.75		
110			English 1 Course packs - Short Stories									
120			English 2 Course Packs							\$552.00		
130			Shipping and Handling							\$393.75		
11E113 5211 04299 000 0000 0000		15181	HS CURRICULUM							\$85.49		
										\$1,795.99		
KALBLUE 000 KALBLUE		97284	9602425020 RDCC AP	Kalblue Estimate 23087	P	08/08/2024	10/17/2024	\$5,544.00		\$5,544.00		
100			MS Science		24-25					\$5,544.00		
110			Shipping							\$264.00		
11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM							\$5,544.00		

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK DESCRIPTION	LO S	INV DATE	DUE DATE	C	NET AMOUNT	
ACH VOID DOWNLOAD	REF	CATALOG	ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	
DISCOUNT DESCRIPTION	DESCRIPTION						LO	QTY		LINE AMOUNT	
										ACCT AMOUNT	
KALBLUE 000	KALBLUE	97451	9602425024	RDCC	AP	KaIblue Estimate 23077	P	08/06/2024	08/19/2024	R	\$956.37
						Marking Period 1	23-24				\$956.37
100						GPB M1 PS		28.00			\$10.08
110						GPB Templates		28.00			\$34.72
120						GK M1 Problem Sets		160.00			\$185.60
130						GK M1 Exit Tickets		160.00			\$25.60
140						GK M2 Problem Sets		160.00			\$38.40
150						G1 M1 MMA		176.00			\$28.16
160						G1 M1 EOMA		176.00			\$21.12
170						G3 M1 MMA		206.00			\$15.45
180						G3 M1 EOMA		206.00			\$46.35
190						G3 M2 MMA		206.00			\$30.90
200						G3 M2 EOMA		206.00			\$46.35
220						G4 M1 MMA		222.00			\$49.95
230						G4 M1 EOMA		222.00			\$49.95
240						G4 M1 Assess Rubric		222.00			\$16.65
250						G4 M2 EOMA		222.00			\$16.65
260						G4 M2 Assess Rubric		222.00			\$16.65
270						G4 M3 MMA		222.00			\$33.30
280						G4 M3 EOMA		222.00			\$33.30
290						G4 M3 Assess Rubric		222.00			\$16.65
300						G5 M1 MMA		200.00			\$30.00
310						G5 M1 EOMA		200.00			\$30.00
320						G5 M1 Assess Rubric		200.00			\$30.00
330						G5 M2 MMA		200.00			\$30.00
340						G5 M2 EOMA		200.00			\$45.00
350						G5 M2 Assess Rubric		200.00			\$30.00
360						Shipping and Handling		1.00			\$45.54
11E111 5211 01836 000 0000 0000						IL ELEM CURRICULUM					\$248.38
11E111 5211 04104 000 0000 0000						SL ELEM CURRICULUM					\$393.80
11E111 5211 04185 000 0000 0000						TY ELEM CURRICULUM					\$314.19





VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LO S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID	DOWNLOAD	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT			
REF	CATALOG	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LO	QTY	LINE AMOUNT				
ACCOUNT NUMBER(S)							ACCT AMOUNT				
KALBLUE 000	KALBLUE	97842		*****CONTINUED*****							
11E111 5211 01836 000 0000 0000	11181	IL ELEM CURRICULUM						\$253.48			
11E111 5211 04104 000 0000 0000	12181	SL ELEM CURRICULUM						\$372.25			
11E111 5211 04185 000 0000 0000	13181	TY ELEM CURRICULUM						\$339.94			
KALBLUE 000	KALBLUE	97917	9602425016	RDCC	AP	KalBlue Estimate 23111	F B	09/03/2024	10/02/2024	R	\$2,819.32
100		Fifth Grade Social Studies Packets with Page Numbers					24-25	198.00			\$2,819.32
110		Shipping and Handling						1.00			\$30.00
11E111 5211 01836 000 0000 0000	11181	IL ELEM CURRICULUM									\$643.48
11E111 5211 04104 000 0000 0000	12181	SL ELEM CURRICULUM									\$1,137.30
11E111 5211 04185 000 0000 0000	13181	TY ELEM CURRICULUM									\$1,038.54
MIDWEST 006	MIDWEST ENERGY & COMMUNICATIONS	1837601SEPT24	0000000000	RDCC	AP	MONTHLY BILLING	B	09/14/2024	11/26/2024	W	\$176.25
1		MONTHLY BILLING					24-25	202400309			\$176.25
11E261 5520 00000 000 0000 0110	26866	ELECTRICITY						1.00			\$176.25
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV16403	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	08/31/2024	11/26/2024	R	\$32,900.00
1		PROFESSIONAL SERVICES T&M					24-25				\$32,900.00
11E284 4910 00000 000 0000 0000	28460	TECH CONTRACT SVC						1.00			\$32,900.00
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV18296	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	09/26/2024	11/26/2024	R	\$250.00
1		PROFESSIONAL SERVICES T&M					24-25				\$250.00
11E284 4910 00000 000 0000 0000	28460	TECH CONTRACT SVC						1.00			\$250.00

NUMBER OF INVOICES: 9

NUMBER OF INVOICES: 1

\$16,088.60

\$176.25

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LO S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	REF	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK_NBR	INVOICE AMOUNT	LINE AMOUNT		
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099		LO	QTY					ACCT AMOUNT
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV18297	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	09/26/2024	11/26/2024	R	\$312.50
1		PROFESSIONAL SERVICES T&M					24-25				\$312.50
11E284 4910 00000 000 0000 0000		28460				TECH CONTRACT SVC		1.00			\$312.50
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV18502	0000000000	RDCC	AP	DUO ADVANTAGE FOR EDU	B	09/29/2024	11/26/2024	R	\$950.00
1		DUO ADVANTAGE FOR EDU FACULTY USERS					24-25				\$950.00
11E284 4910 00000 000 0000 0000		09/01/24 - 08/31/25				FACULTY USERS 09/01/24 - 08/31/25		1.00			\$950.00
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV19517	0000000000	RDCC	AP	SEPTEMBER 2024, FORTIS	B	09/30/2024	11/26/2024	R	\$700.00
1		SEPTEMBER 2024, FORTIS SECURE ENDPOINT					24-25				\$700.00
11E284 4910 00000 000 0000 0000		28460				TECH CONTRACT SVC		1.00			\$700.00
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV19638	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M - ROSA	B	09/30/2024	11/26/2024	R	\$2,475.00
1		PROFESSIONAL SERVICES T&M - ROSA					24-25				\$2,475.00
11E284 4910 00000 000 0000 0000		28460				TECH CONTRACT SVC		1.00			\$2,475.00
SENTINEL000	SENTINEL TECHNOLOGIES INC	INV19718	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	09/30/2024	11/26/2024	R	\$562.50
1		PROFESSIONAL SERVICES T&M					24-25				\$562.50
11E284 4910 00000 000 0000 0000		28460				TECH CONTRACT SVC		1.00			\$562.50

NUMBER OF INVOICES: 7

\$38,150.00

VEN-KEY \_\_\_\_\_ VENDOR NAME \_\_\_\_\_ INVOICE # \_\_\_\_\_ PO NUMBER \_\_\_\_\_ BATCH \_\_\_\_\_ BANK DESCRIPTION \_\_\_\_\_ LQ S INV DATE \_\_\_\_\_ DUE DATE \_\_\_\_\_ C \_\_\_\_\_ NET AMOUNT \_\_\_\_\_  
 ACH VOID DOWNLOAD \_\_\_\_\_ DISCOUNT DESCRIPTION \_\_\_\_\_ DISC AMT \_\_\_\_\_ ADJUSTMENT DESCRIPTION \_\_\_\_\_ FY \_\_\_\_\_ ADJ AMT \_\_\_\_\_ CHECK NBR \_\_\_\_\_ INVOICE AMOUNT \_\_\_\_\_  
 REF \_\_\_\_\_ CATALOG \_\_\_\_\_ DESCRIPTION \_\_\_\_\_ LQ \_\_\_\_\_ QTY \_\_\_\_\_ LINE AMOUNT \_\_\_\_\_  
 ACCOUNT NUMBER(S) \_\_\_\_\_ QUICK KEY \_\_\_\_\_ ACCOUNT LEVEL DESCRIPTION \_\_\_\_\_ 1099 \_\_\_\_\_ ACCT AMOUNT \_\_\_\_\_

TOTAL NUMBER OF BATCH INVOICES: 28 \$79,945.13  
 27 COMPUTER CHECK INVOICES \$79,768.88  
 1 WIRE TRAN CHECK INVOICES \$176.25

TOTAL INVOICES: 28 \$79,945.13

BANK TOTALS: BANK ACCOUNT # INVOICE AMOUNT NET AMOUNT  
 AP \*\*\*A101 0002 00000 001 0000 1005 \$79,945.13 \$79,945.13

LIQUIDATION STATUS (LQ) CODE LEGEND:

- L = LIQUIDATION PENDING C = CLOSED PO/NOT RECEIVING
- P = PARTIAL LIQUIDATION F = FULL LIQUIDATION
- BLANK = NO LIQUIDATION

\*\*\*\*\* End of report \*\*\*\*\*



# VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: **Allison Dygert**, Vicksburg Middle School

Purchases for: October, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?	
1	9/28	Amazon	Office Desk Calendar	\$ 6.99	24470	Y
2	9/29	Amazon	Office Desk Calendars	\$ 12.98	24470	Y
3	9/29	Amazon	Glue for Supply Closet	\$ 15.79	14172	Y
4	9/26	Sam's Club	Coffee for Staff	\$ 64.94	24470	Y
5	9/30	Amazon	Refund for lost item - Track Tote	\$ (34.42)	64566	Y
6	9/30	Family Fare	Coffee Supplies for Staff Coffee	\$ 38.80	64764	Y
7	10/1	Dollar General	Drinks for Staff	\$ 12.60	64764	Y
8	10/1	Target	Tote for Track	\$ 25.44	64566	Y
9	10/2	Amazon	Office Wall Calendar	\$ 18.95	24470	Y
10	10/3	Amazon	Rackets for PE	\$ 110.97	14173	Y
11	10/5	Amazon	Tac 'N Stick for Office	\$ 10.60	24470	Y
12	10/5	Jaspare's	Staff Lunch	\$ 42.36	64564	Y
13	10/4	Amazon	Hand Dolly for Track	\$ 94.99	64566	Y
14	10/13	Amazon	Glue for Supply Closet	\$ 8.27	14172	Y
15	10/14	Hungry Howies	Cross Country Year End Party	\$ 165.00	64670	Y
16	10/16	Amazon	Ink ribbon and paper for office calculators	\$ 16.73	24470	Y
17	10/19	Hungry Howies	Food for Refs - Volleyball Tournament	\$ 37.69	64553	Y
18	10/19	Family Fare	Food for Refs - Volleyball Tournament	\$ 67.59	64553	Y
19	10/18	Amazon	Hand Dolly for Student Council	\$ 94.99	64562	Y
20	10/22	GFS	Popcorn supplies	\$ 133.94	64553	Y
21	10/22	Amazon	Coaches Gifts for Boys Soccer	\$ 135.00	64569	Y
22	10/23	Amazon	Art Supplies	\$ 69.47	14171	Y
23	10/24	Amazon	Book for Staff	\$ 25.49	14170	Y
24	10/24	Amazon	Supply Closet Items and ELO Item	\$ 94.96	*	Y
25	10/26	Sam's Club	Student Council - Activity Party	\$ 188.62	64562	Y
26						
27	* Bulk Order, 14172 \$69.97 / Gen Supply, 14170 \$24.99					
			Total Amount of Purchases	\$1,458.74		

Summary by ASN #	ASN #	Total	ASN #	Total
	14170	\$ 50.48	64564	\$ 42.36
	14171	\$ 69.47	64566	\$ 86.01
	14172	\$ 94.03	64569	\$ 135.00
	14173	\$ 110.97	64670	\$ 165.00
	24470	\$ 131.19	64764	\$ 51.40
	64553	\$ 239.22		
	64562	\$ 283.61		

Employee Signature *Brenda Peters* 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 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	\$	1,458.74
Total above	\$	1,458.74
Difference	\$	(0.00)

**Goss credit card**

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
REF	CATALOG	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	QTY					INVOICE AMOUNT
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099												LINE AMOUNT
AMAZONC000	AMAZON.COM	113-4648725-6701850	0000000000	SGCC	AP	SUPPLIES					B	10/25/2024	11/26/2024	W	\$24.99
1		SUPPLIES	23272	VAB STAFF MEETINGS						1.00	24-25	202400338			\$24.99
AMAZONC000	AMAZON.COM	113-5059056-1641041	0000000000	SGCC	AP	SUPPLIES					B	09/27/2024	11/26/2024	W	\$51.98
1		SUPPLIES	20183	AR from VCS Foundation						1.00	24-25	202400338			\$51.98
AMAZONC000	AMAZON.COM	113-6182969-4568211	0000000000	SGCC	AP	SUPPLIES					B	10/17/2024	11/26/2024	W	\$55.99
1		SUPPLIES	23270	EXEC ADM OFFICE SUPPLY						1.00	24-25	202400338			\$55.99
AMAZONC000	AMAZON.COM	113-7604308-9916202	0000000000	SGCC	AP	SUPPLIES					B	10/17/2024	11/26/2024	W	\$141.62
1		SUPPLIES	28370	HUMAN RESOURCE SUPPLY						1.00	24-25	202400338			\$141.62
AMAZONC000	AMAZON.COM	114-2231254-7193808	0000000000	SGCC	AP	ROBOTICS SUPPLIES					B	09/30/2024	11/26/2024	W	\$49.99
1		ROBOTICS SUPPLIES	64558	MS ROBOTICS CLUB						1.00	24-25	202400338			\$49.99
AMAZONC000	AMAZON.COM	114-3230129-6349066	0000000000	SGCC	AP	SUPPLIES - ROBOTICS					B	10/29/2024	11/26/2024	W	\$254.60
1		SUPPLIES - ROBOTICS	64558	MS ROBOTICS CLUB						1.00	24-25	202400338			\$254.60
BEAVER R000	BEAVER RESEARCH CO	0375112-IN	0000000000	SGCC	AP	SUPPLIES					B	09/03/2024	11/26/2024	W	\$1,300.00
											24-25	202400336			\$1,300.00
														<b>NUMBER OF INVOICES: 6</b>	<b>\$579.17</b>

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
REF	CATALOG	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	LINE AMOUNT	ACCT AMOUNT	QTY			
BEAVER R000	BEAVER RESEARCH CO	0375112-IN		*****CONTINUED*****										
1		SUPPLIES	271177	TRANS MISC SUPPLY							1.00			\$1,300.00
11E271	5790 00000 000 0000 0140													\$1,300.00
BEAVER R000	BEAVER RESEARCH CO	0375949-IN		0000000000 SGCC AP	WASP KILLER					B	09/23/2024	11/26/2024	W	\$259.92
1		WASP KILLER	26670	GROUND SUPPLY						24-25		202400336		\$259.92
11E261	5996 00000 000 0000 0170										1.00			\$259.92
BEST WAY000	Best Way Disposal	918418		0000000000 SGCC AP	MONTHLY BILLING, RECYCLE					B	08/31/2024	11/26/2024	W	\$1,206.14
1		MONTHLY BILLING, RECYCLE COMMINGLE			COMMINGLE					24-25		202400340		\$1,206.14
11E261	3840 00000 000 0000 0175										1.00			\$1,206.14
61A431	4645 00000 000 0000 0000				WASTE & TRASH DISP									\$1,133.64
					T&A HS RECYCLING									\$72.50
BEST WAY000	Best Way Disposal	964144		0000000000 SGCC AP	MONTHLY BILLING, RECYCLE					B	09/30/2024	11/26/2024	W	\$1,199.57
1		MONTHLY BILLING, RECYCLE COMMINGLE			COMMINGLE					24-25		202400340		\$1,199.57
11E261	3840 00000 000 0000 0175										1.00			\$1,199.57
61A431	4645 00000 000 0000 0000				WASTE & TRASH DISP									\$1,127.07
					T&A HS RECYCLING									\$72.50
COMPLETE001	COMPLETE TEAM OUTFITTER	152310		5002425117 SGCC AP	SHIRTS					F	09/27/2024	11/26/2024	W	\$903.00
100		JR MUSICAL TSHIRTS								24-25		202400359		\$903.00
61A431	4578 00000 000 0000 0000				T&A JUNIOR MUSICAL						1.00			\$903.00
														\$903.00
CROWN TR000	CROWN TROPHY	45926		5002425045 SGCC AP	TROPHIES					F	08/21/2024	11/26/2024	W	\$230.00
														\$2,405.71

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 1

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
ACE VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT			
REF	CATALOG	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LQ	QTY	LINE AMOUNT				ACCT AMOUNT
ACCOUNT NUMBER(S)											
CROWN TR000	CROWN TROPHY	45926		*****CONTINUED*****							
100	BOYS TENNIS TROPHIES				24-25	1.00	202400353	\$230.00			\$230.00
11E293	5990 00000 028 0000 0000	42161		TOURNAMENT EXPENSE				\$230.00			\$230.00
NUMBER OF INVOICES: 1											
DL GALLI000	DL GALLIVAN INC	IN159960	0000000000	SGCC	AP	TONER	B	09/03/2024	11/26/2024	W	\$205.50
1	TONER						24-25	\$205.50			\$205.50
11E284	4910 00000 000 0000 0000	28460		TECH CONTRACT SVC		1.00		\$205.50			\$205.50
DL GALLI000	DL GALLIVAN INC	IN161252	0000000000	SGCC	AP	SERVICE CALL	B	09/19/2024	11/26/2024	W	\$150.00
1	SERVICE CALL						24-25	\$150.00			\$150.00
11E284	4910 00000 000 0000 0000	28460		TECH CONTRACT SVC		1.00		\$150.00			\$150.00
DL GALLI000	DL GALLIVAN INC	IN60454	0000000000	SGCC	AP	CONTRACT USAGE CHARGE FOR	B	09/09/2024	11/26/2024	W	\$1,013.58
1	CONTRACT USAGE CHARGE FOR 08/09/24 -						24-25	\$1,013.58			\$1,013.58
	09/08/24, TONER SHIPPING CHARGE							\$677.21			\$677.21
DL GALLI000	DL GALLIVAN INC	11E241	4120 01031 000 0000 0000	MS	COPIER SERVICE			\$55.18			\$55.18
11E241	4120 01836 000 0000 0000	24163		IL	COPIER SERVICE			\$204.15			\$204.15
11E241	4120 04185 000 0000 0000	24363		TY	COPIER SERVICE			\$154.03			\$154.03
11E271	4130 00000 000 0000 0140	27173		TRANS	CONTRACT SERVICE			\$263.85			\$263.85
2	CONTRACT USAGE CHARGE FOR 08/09/24 -							\$336.37			\$336.37
	09/08/24, TONER SHIPPING CHARGE							\$191.43			\$191.43
11E231	3150 00000 000 0000 0000	23160		GF	DISTRICT SERVICES			\$52.84			\$52.84
11E231	3150 00000 000 0000 0000	23160		GF	DISTRICT SERVICES			\$81.80			\$81.80
11E241	4120 04104 000 0000 0000	24263		SL	COPIER SERVICE			\$10.30			\$10.30
11E241	4120 04299 000 0000 0000	24563		HS	COPIER SERVICE						



VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	LO	S	INV DATE	DUE DATE	C	NET AMOUNT
REF	CATALOG	DESCRIPTION	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099				QTY					INVOICE AMOUNT
ACCOUNT NUMBER(S)															LINE AMOUNT
FOOD EQU000	FOOD EQUIPMENT SOLUTIONS	QB165364	6002425001	SGCC	AP	Equipment repair						09/17/2024	11/26/2024	W	\$187.00
100	Equipment Repair									1.00					\$187.00
25E297	4120 00000 000 0000 0000					REPAIRS & MAINTENANCE									\$187.00
															\$1,369.08
NUMBER OF INVOICES: 3															
GOBILDA 000	GOBILDA.COM	200059114	0000000000	SGCC	AP	SUPPLIES - ROBOTICS						10/24/2024	11/26/2024	W	\$367.93
1	SUPPLIES - ROBOTICS									1.00					\$367.93
61A431	4558 00000 000 0000 0000					MS ROBOTICS CLUB									\$367.93
															\$367.00
NUMBER OF INVOICES: 1															
HOLLAND 000	HOLLAND BUS COMPANY	204383	0000000000	SGCC	AP	PARTS						09/10/2024	11/26/2024	W	\$144.82
1	PARTS									1.00					\$144.82
11E271	5730 00000 000 0000 0130					TRANS PARTS									\$144.82
															\$144.82
NUMBER OF INVOICES: 1															
HOLLAND 000	HOLLAND BUS COMPANY	204412	0000000000	SGCC	AP	PARTS						09/11/2024	11/26/2024	W	\$1,042.45
1	PARTS									1.00					\$1,042.45
11E271	5730 00000 000 0000 0130					TRANS PARTS									\$1,042.45
															\$1,042.45
NUMBER OF INVOICES: 1															
HOLLAND 000	HOLLAND BUS COMPANY	204527	0000000000	SGCC	AP	PARTS						09/13/2024	11/26/2024	W	\$1,160.24
1	PARTS									1.00					\$1,160.24
11E271	5730 00000 000 0000 0130					TRANS PARTS									\$1,160.24
															\$1,160.24
NUMBER OF INVOICES: 1															
HOLLAND 000	HOLLAND BUS COMPANY	204574	0000000000	SGCC	AP	PARTS						09/16/2024	11/26/2024	W	\$278.90
1	PARTS									1.00					\$278.90
11E271	5730 00000 000 0000 0130					TRANS PARTS									\$278.90
															\$278.90
NUMBER OF INVOICES: 1															



Vicksburg Community School District, MI  
AP Invoice Listing Report

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LO	S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	LINE AMOUNT	LO	QTY	ACCT AMOUNT	
REF	CATALOG	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099								
ACCOUNT NUMBER(S)												
MCMaster000	MCMaster-CARR	34634067	*****CONTINUED*****									\$241.46
61A431	4558 00000 000 0000 0000	64558	MS ROBOTICS CLUB									\$241.46
NUMBER OF INVOICES: 1												
PANERA B000	PANERA BREAD	10/23/2024	0000000000 SGCC	AP	LUNCHES				B	10/23/2024	11/26/2024 W	\$275.21
1									24-25		202400344	\$275.21
11E232	5990 00000 000 0000 0000	LUNCHES								1.00		\$275.21
11E232	5990 00000 000 0000 0000		EXEC ADM TEAM MTG EXP									\$275.21
NUMBER OF INVOICES: 1												
PIONEER 000	PIONEER MANUFACTURING	INV-213736	0000000000 SGCC	AP	SUPPLIES				B	08/14/2024	11/26/2024 W	\$1,637.86
1									24-25		202400333	\$1,637.86
11E293	4190 00000 000 0000 0000	SUPPLIES								1.00		\$1,637.86
11E293	4190 00000 000 0000 0000		ATH MAINTENANCE									\$1,637.86
NUMBER OF INVOICES: 1												
PIONEER 000	PIONEER MANUFACTURING	INV-219955	5002425097 SGCC	AP	NETS				F	09/09/2024	11/26/2024 W	\$1,019.20
100									24-25		202400333	\$1,019.20
11E293	5990 00000 222 0000 0000	TENNIS NETS								1.00		\$1,019.20
61A431	4705 00000 000 0000 0000		HS BOOSTERS									\$500.00
			T&A HS WOMEN'S TENNIS									\$519.20
NUMBER OF INVOICES: 2												
REVROBOT000	REUROBOTICS	176516	0000000000 SGCC	AP	ROBOTICS SUPPLIES				B	10/22/2024	11/26/2024 W	\$294.47
1									24-25		202400342	\$294.47
61A431	4558 00000 000 0000 0000	ROBOTICS SUPPLIES								1.00		\$294.47
61A431	4558 00000 000 0000 0000		MS ROBOTICS CLUB									\$294.47
NUMBER OF INVOICES: 1												
RIDDELL/000	RIDDELL/ALL AMERICAN	60517095	5002425055 SGCC	AP	FOOTBALL SUPPLIES				F	07/23/2024	11/26/2024 W	\$8,902.74
									24-25		202400352	\$8,902.74

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT				
REF CATALOG	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LQ	QTY	ACCT AMOUNT					
RIDDELL/000	RIDDELL/ALL AMERICAN	60517095	*****CONTINUED*****								
100	SHOULDER PADS & HELMETS				1.00	\$8,902.74					
11E293	5990 00000 011 0000 0000	42153	HS FOOTBALL			\$4,451.37					
11E293	5990 00000 222 0000 0000	42148	HS BOOSTERS			\$4,451.37					
RIDDELL/000	RIDDELL/ALL AMERICAN	952054307	5002425055 SGCC	AP							
110	SHOULDER PADS & HELMETS				1.00	\$6,639.69					
11E293	5990 00000 011 0000 0000	42153	HS FOOTBALL			\$3,319.84					
11E293	5990 00000 222 0000 0000	42148	HS BOOSTERS			\$3,319.85					
RIDDELL/000	RIDDELL/ALL AMERICAN	952054307	4002425003 SGCC	AP							
100	Riddell Invoice # 952054307 37 - Shoulder Pads and Various Repair Fees 3 - Helmets and Paint Fees				1.00	\$1,072.51					
61A431	4928 00000 000 0000 0000	64928	T&A MS 8TH GR FOOTBALL			\$1,072.51					
RIDDELL/000	RIDDELL/ALL AMERICAN	952071321	4002425003 SGCC	AP							
	Riddell Invoices # 952054307 & 952071321 Invoice # 952054307 37 - Shoulder Pads and Various Repair Fees 3 - Helmets and Paint Fees Invoice # 952071321 24 - Speed Flex Youth Helmets and Chin Straps				1.00	\$7,158.95					
						\$1,072.51					

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK DESCRIPTION	LQ S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT		
REF CATALOG	DESCRIPTION	DESCRIPTION			LQ	QTY		LINE AMOUNT		
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099					ACCT AMOUNT		
RIDDELL/000	RIDDELL/ALL AMERICAN	952071321		*****CONTINUED*****						
110	Riddell Invoice # 952071321 24 - Speed					1.00		\$7,158.95		
61A431	Flex Youth Helmets and Chin Straps	64928		T&A MS 8TH GR FOOTBALL				\$7,158.95		
RIDDELL/000	RIDDELL/ALL AMERICAN	952085461	5002425056	SGCC AP	F B	07/01/2024	11/26/2024	W		\$4,129.00
100	DOUBLE TEAM SLED, SKINS				24-25		202400352			\$4,129.00
11E293	5990 00000 222 0000 0000	42148		HS BOOSTERS						\$4,129.00
61A431	4635 00000 000 0000 0000	64635		T&A HS FOOTBALL						\$2,064.50
										\$2,064.50
										\$27,902.89
ROCHESTER000	ROCHESTER 100 INC.	INV083606	3002425001	SGCC AP	F B	08/13/2024	11/26/2024	W		\$725.00
100	Nicky's Communication Folders: Qty.									\$725.00
11E111	5113 04104 000 0000 0000	12170		SL INSTR SUPPLY			202400355			\$725.00
ROCHESTER000	ROCHESTER 100 INC.	WEBINV008931	1002425003	SGCC AP	F B	08/06/2024	11/26/2024	W		\$522.00
100	Nikkis Folders classrooms				24-25		202400355			\$522.00
11E111	5110 01836 000 0000 0000	11172		IL BULK ORDER						\$522.00
ROCHESTER000	ROCHESTER 100 INC.	WEBINV009883	2002425001	SGCC AP	P B	08/13/2024	11/26/2024	W		\$1,042.55
100	Nicky's Folders				24-25		202400355			\$1,042.55
11E111	5110 041#5 000 0000 0000	13172		TY BULK ORDER						\$1,042.55
										\$1,042.55
										\$2,289.55
ROSE PES000	ROSE PEST SOLUTIONS	242936C	0000000000	SGCC AP	B	07/31/2024	11/26/2024	W		\$329.00
										\$329.00

NUMBER OF INVOICES: 5  
 NUMBER OF INVOICES: 3  
 NUMBER OF INVOICES: 3

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT	
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	REF	CATALOG	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099
ACCOUNT NUMBER(S)	DESCRIPTION	DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LQ	QTY	ACCT AMOUNT	LINE AMOUNT					
ROSE PES000	ROSE PEST SOLUTIONS	242936C		*****CONTINUED*****									
1	PEST CONTROL CONTRACT				24-25	1.00	202400331	\$329.00				\$329.00	
11E261 4912 00000 000 0000 0170	26660	GROUND PURCH SVC						\$329.00					
ROSE PES000	ROSE PEST SOLUTIONS	244352C		0000000000 SGCC AP	B	08/31/2024	11/26/2024 W	\$654.00				\$654.00	
1	PEST CONTROL CONTRACT				24-25	1.00	202400331	\$654.00				\$654.00	
11E261 4912 00000 000 0000 0170	26660	GROUND PURCH SVC						\$654.00				\$654.00	
ROTO R00000	ROTO ROOTER	443725		0000000000 SGCC AP	B	09/12/2024	11/26/2024 W	\$360.95				\$360.95	
1	SERVICE CALL - DRAIN CLEANING				24-25	1.00	202400335	\$360.95				\$360.95	
44E456 6221 00000 007 0000 0000	44762	S3R1 22.1 Plumbing and mechani						\$360.95				\$360.95	
ROTO R00000	ROTO ROOTER	444829		0000000000 SGCC AP	B	09/25/2024	11/26/2024 W	\$318.08				\$318.08	
1	DRAIN CLEANING SERVICE CALL				24-25	1.00	202400335	\$318.08				\$318.08	
44E456 6221 00000 007 0000 0000	44762	S3R1 22.1 Plumbing and mechani						\$318.08				\$318.08	
SCHOOL D000	SCHOOL DATEBOOKS	S24-0280138		1002425007 SGCC AP	F	05/31/2024	11/26/2024 W	\$137.48				\$137.48	
100	5th grade planners				24-25	1.00	202400357	\$137.48				\$137.48	
11E111 5110 01836 000 0000 0000	11172	IL BULK ORDER						\$137.48				\$137.48	
SCHOOL S000	SCHOOL SPECIALTY	1045364015.2		0000000000 SGCC AP	B	08/06/2024	11/26/2024 W	\$189.72				\$189.72	
1	SUPPLIES				24-25		202400345	\$189.72				\$189.72	

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 1

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT					
REF CATALOG	DESCRIPTION			LQ	QTY		LINE AMOUNT					
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099				ACCT AMOUNT					
SCHOOL S000	SCHOOL SPECIALTY	1045364015.2	*****CONTINUED*****									
1	SUPPLIES				1.00		\$189.72					\$189.72
11E111 5211 04185 000 0000 0000	13181	TY ELEM CURRICULUM					\$189.72					\$189.72
NUMBER OF INVOICES: 1												
SHAPE M1000	SHAPE MICHIGAN	REGISTRATION24	0000000000	SGCC	AP	REGISTRATION - CONFERENCE			10/15/2024	11/26/2024	W	\$193.00
												\$193.00
1	REGISTRATION - CONFERENCE 11/2024				1.00		\$193.00					\$193.00
11E221 3220 01836 000 7643 0399	22136	TITLE IIA TRAVEL/ CONF P/S					\$193.00					\$193.00
NUMBER OF INVOICES: 1												
STATE CH000	STATE CHEMICAL SOLUTIONS	903506559	0000000000	SGCC	AP	SUPPLIES			09/23/2024	11/26/2024	W	\$105.12
1	SUPPLIES				1.00		\$105.12					\$105.12
11E271 5790 00000 000 0000 0140	27177	TRANS MISC SUPPLY					\$105.12					\$105.12
NUMBER OF INVOICES: 1												
STATE SY000	STATE SYSTEMS-RADIO INC	161022	0000000000	SGCC	AP	BUS RADIO MAINTENANCE			09/12/2024	11/26/2024	W	\$1,936.00
1	BUS RADIO MAINTENANCE				1.00		\$1,936.00					\$1,936.00
11E271 4120 00000 000 0000 0130	27172	TRANS RADIO REPAIR					\$1,936.00					\$1,936.00
NUMBER OF INVOICES: 1												
STENSMA000	STENSMA LAWN & POWER	1167583	0000000000	SGCC	AP	PARTS			09/23/2024	11/26/2024	W	\$10,308.61
1	PARTS				1.00		\$10,308.61					\$10,308.61
11E261 6411 00000 000 0000 0000	26797	MAINT CAP OUTLAY-\$2,500					\$10,308.61					\$10,308.61
NUMBER OF INVOICES: 1												

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LO S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION	DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	INVOICE AMOUNT	LINE AMOUNT		
REF	CATALOG	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099	LO	QTY					ACCT AMOUNT
STEENSM000	STEENSM LAWN & POWER	1167587	0000000000	SGCC	AP	PARTS	B	09/23/2024	11/26/2024	W	\$2,921.04
1		PARTS	26797	MAINT CAP OUTLAY-\$2,500		1.00	24-25	202400339			\$2,921.04
											\$2,921.04
STERICYC000	STERICYCLE INC	8008104543	0000000000	SGCC	AP	STERI SAFE OSHA COMPLIANCE	B	08/18/2024	11/26/2024	W	\$802.78
1		STERI SAFE OSHA COMPLIANCE SUBSCRIPTION					24-25	202400332			\$802.78
		- SEPT 2024									\$802.78
STERICYC000	STERICYCLE INC	8008403470	0000000000	SGCC	AP	STERI-SAFE OSHA COMPLIANCE	B	09/18/2024	11/26/2024	W	\$802.78
1		STERI-SAFE OSHA COMPLIANCE SUBSCRIPTION					24-25	202400332			\$802.78
		WASTE & TRASH DISP									\$802.78
TAYLOR F000	TAYLOR FREEZER OF MICHIGAN	69967M	0000000000	SGCC	AP	SERVICE CALL/LABOR	B	09/24/2024	11/26/2024	W	\$345.50
1		SERVICE CALL/LABOR	46195	C/O <2500			24-25	202400346			\$345.50
											\$345.50
THE FANA000	THE FANATIC GROUP	INV316397	5002425032	SGCC	AP	BOTTLES	F B	07/24/2024	11/26/2024	W	\$462.20
100		34 O2 SPORTS BOTTLE	64736	TEA HS ATH MISC SUPPLIES			24-25	202400354			\$462.20
61AM31	4736 00000 000 0000 0000										\$462.20

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 2

NUMBER OF INVOICES: 1



VEN-KEY VENDOR NAME INVOICE # PO NUMBER BATCH BANK DESCRIPTION LQ S INV DATE DUE DATE C NET AMOUNT  
 ACH VOID DOWNLOAD DISCOUNT DESCRIPTION DISC AMT ADJUSTMENT DESCRIPTION FY ADJ AMT CHECK NBR INVOICE AMOUNT  
 REF CATALOG DESCRIPTION QUICK KEY ACCOUNT LEVEL DESCRIPTION 1099 LQ QTY LINE AMOUNT  
 ACCOUNT NUMBER(S)

US AWARD000 US AWARDS INV94930 5002425099 SGCC AP AWARDS F B 09/10/2024 11/26/2024 W \$709.34  
 100 CHENILLE NUMBERS 42141 ATHLETIC AWARDS 24-25 202400350 \$709.34  
 11E293 5990 00000 021 0000 0000 1.00 \$709.34  
 NUMBER OF INVOICES: 1 \$462.20  
 NUMBER OF INVOICES: 1 \$709.34

TOTAL NUMBER OF BATCH INVOICES: 54 \$67,241.33  
 TOTAL INVOICES: 54 \$67,241.33  
 54 WIRE TRAN CHECK INVOICES

BANK TOTALS: BANK BANK ACCOUNT # INVOICE AMOUNT NET AMOUNT  
 AP \*\*A101 0002 00000 001 0000 1005 \$67,241.33

LIQUIDATION STATUS (LQ) CODE LEGEND:  
 L = LIQUIDATION PENDING C = CLOSED PO/NOT RECEIVING  
 P = PARTIAL LIQUIDATION F = FULL LIQUIDATION  
 BLANK = NO LIQUIDATION

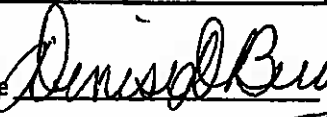
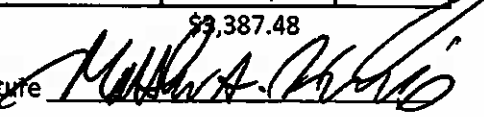
\*\*\*\*\* End of report \*\*\*\*\*

Card Holder: Matt Hawkins  
Purchases for: October, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/28	Gordon Foods	Math supplies	\$25.41	15155	x
10/1	Dollar General	Homecoming supplies	\$18.55	64634	x
10/3	TII Educational Sales	Math supplies	\$15.00	15155	x
10/3	Dollar General	Homecoming supplies	\$36.47	64700	x
10/3	Hungry Howies	Homecoming food	\$38.22	64726	x
"	"	"	\$38.22	64725	x
"	"	"	\$38.23	64724	x
"	"	"	\$38.23	64634	x
10/2	Menards	CTE supplies	\$210.30	16570	x
10/5	Jaspares	Volleyball meal	\$200.00	64713	x
10/7	Hungry Howies	Boys Tennis meal	\$57.59	64704	x
10/9	MacKenzie's Bakery	Band director treats	\$37.50	64584	x
10/10	Stubby's	Band director treats	\$35.00	64584	x
10/12	Spotify	Band subscription	\$11.99	64584	no
10/10	Gordon Foods	School store supplies	\$122.82	64599	x
10/14	Apple.com	AP Seminar subscription	\$2.99	64581	no
10/16	MASSP	Matt Hawkins conference	\$375.00	24562	x
10/18	Dick Blick	Art supplies	\$28.87	15171	x
10/17	Shot Deck	EFA supplies	\$49.97	15370	x
10/19	Home Depot	Science supplies	\$17.41	15172	x
10/19	Home Depot	Science supplies	\$92.51	15172	x
10/21	MSVMA	Choir membership renewal	\$405.00	14167	x
"	"	"	\$405.00	15156	x
10/24	Yoder's Market	CTE supplies	\$112.50	16370	x
10/24	Remarkable	Yearbook supplies	\$878.74	64587	x
10/25	Noreen	FFA supplies	\$95.96	64640	x
Total Amount of Purchases			\$3,387.48		

Summary by ASN #	ASN #	Total	ASN #	Total
	14167	\$405.00	64587	\$878.74
	15155	\$40.41	64599	\$122.82
	15156	\$405.00	64634	\$56.78
	15171	\$28.87	64640	\$95.96
	15172	\$109.92	64700	\$36.47
	15370	\$49.97	64704	\$57.59
	16370	\$112.50	64713	\$200.00
	16570	\$210.30	64724	\$38.23
	24562	\$375.00	64725	\$38.22
	64581	\$2.99	64726	\$38.22
	64584	\$84.49		\$0.00

\$3,387.48

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.

Purchases for: Vicksburg Pathways High School - October 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
10-01-24	Complete Team	Senior shirt/gift bags	\$ 1,592.50	18385	Y
10-02-24	Wal-Mart	Food for count	\$ 8.16	18385	Y
10-02-24	Sam's Club	Food for count	\$ 83.24	18385	Y
10-03-24	Hungry Howies	Food for count	\$ 335.97	18385	Y
10-10-24	GFS Store	food for count week	\$ 197.53	18385	Y
10-14-24	Metro	card for student	\$ 60.00	18385	Y
10-15-24	Sam's Club	food for count week	\$ 65.80	18385	Y
10-17-24	Hungry Howies	Food for conferences	\$ 24.35	18384	N
10-21-24	Amazon	Supplies	\$ 163.02	18384	Y
10-22-24	Complete Team	Shirts for staff	\$ 524.17	18384	Y
10-23-24	Wal-Mart	food for count week	\$ 19.35	18385	Y
10-25-24	McDonalds	food for students	\$ 54.70	18385	Y
Total Amount of Purchases			\$ 3,128.79		

Summary by ASN #	ASN #	Total	ASN #	Total
	18395		18381	\$ -
	18397		18383	\$ -
	18384	\$ 711.54	18385	\$ 2,417.25
	<b>Total</b>	<b>\$ 3,128.79</b>		

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	\$ 3,128.79
Total above	\$ 3,128.79
Difference	\$ -

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Amie M McCaw

Purchases for: Sunset Lake- Master Card

Statement Date: 10-28-24

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7-Oct-24	Planbook.com	Mason- online teacher planbook	\$20.00	12170	Y
7-Oct-24	Blooket Middletown DE	Guerrero- PTSO to reimburse	\$59.88	64519	Y
7-Oct-24	Jaspere's Pizza	Staff-Homecoming Celebration	\$228.89	64519	Y
8-Oct-24	Planbook.com	Johnson-online teacher planbook	\$20.00	12170	Y
11-Oct-24	Gilbert & Ivy	Battle of the Books- PTSO to reimburse	\$417.64	64519	Y
23-Oct-24	Planbook.com	Whitmore- online teacher planbook	\$20.00	12170	Y
24-Oct-24	Dollar General	Lewis- student supplies- PTSO to reimburse	\$32.86	64519	Y
<b>Total Amt. of Purchases</b>			<b>\$799.27</b>		
<b>Summary by ASN #</b>		<b>ASN #</b>	<b>Total</b>	<b>ASN #</b>	<b>Total</b>
		12170	60.00		
		64519	739.27		

Employee Signature B. Austin Supervisors Signature Amie McCaw

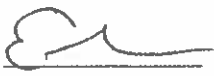
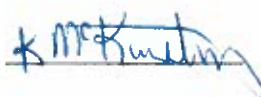
INFO ONLY

Total by summary                    \$799.27  
 Total above                            \$799.27  
 Difference                                \$0.00

Card Holder: Karen McKinstry  
Purchases for: OCTOBER 2024

ite	Vendor	Description/Purpose	Amount	ASN #	Receipt?
/2/24	DOLLAR GENERAL	BUILDING SUPPLIES	\$24.38	27177	Y
/7/24	METRO CONNECT	SPED TRANSPORT-SEPTEMBER	\$360.00	27182	Y
/7/24	METRO CONNECT	SPED TRANSPORT-OCTOBER	\$360.00	27182	Y
/15/24	FIRST CHOICE	WINDSHIELD BUS #19	\$470.00	27176	Y
/21/24	AMAZON	VEVOR TRANSMISSION JACK	\$199.99	27178	Y
/22/24	AMAZON	STARK UNDERHOUST TRIPOD STAND	\$99.95	27178	Y
/28/24	STODDARD & SONS	SERVICE -OIL REMOVAL	\$386.25	27173	Y

ASN#	PER ASN TOTAL			
27177	24.38			
27182	720.00			
27176	470.00			
27178	299.94			
27173	386.25			
	1,900.57		\$1,900.57	

Employee Signature  Supervisor Signature 

*Instruction:* Record purchases as they are made throughout the month. When you receive your credit card statement, check it against reconciliation form. After checking, sign this form indicating you have balanced your account and have it signed by your supervisor.

INFO ONLY  
Total by summary  
Total above  
Difference

ccreconciliation/rebecca

**October 2024**

**There was no balance due on October 2024 credit cards for:**

**Kevin O'Neill**

VICKSBURG COMMUNITY SCHOOLS  
CREDIT CARD RECONCILIATION FORM

Card Holder: Don Puckett  
Purchases October 28, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
	BEST BUY	Replacement Laptop for Preschool	\$ 799.99	28499	X
	EPSON	10- ELPLP79 2-ELPLP 92 Projector Bulbs	\$ 915.84	28470	X
	COMCAST BUSINESS	Internet service for OEC	\$ 112.95	28474	X
	EPSON	2- ELPLP Projector Bulb	\$ 152.64	28470	X
	EPSON	1-ELPLP88 Projector Bulb	\$ 114.48	28470	X
	AMAZON MKTP	KENKE IP Case and detachable keyboard	\$ 24.99	28470	X
	ACP DIRECT	150- Student Headphones	\$ 640.40	28470	X
	AMZN MKTP	Microsoft Surface Dock	\$ 91.00	28470	X
	EPSON	1 ELPLP78 Projector Bulb	\$ 152.64	28470	X
	AMZN MKTP	2- Audio Enhancement Rechargeable Bat	\$ 71.88	28470	X
	LAPTOP SCREEN	15 WideScreen replacement screens for d	\$ 586.35	28499	x
	SHELL OIL	Fuel for Vicksburg Van for MAEDS confere	\$ 62.59	28462	X
	GRAND TRAV RESORT	Hotel stay for MAEDS conference	\$ 249.80	28462	X
	GRAND TRAV RESORT	Hotel stay for MAEDS conference	\$ 249.80	28462	X
Total Amount of Purchases			\$ 4,225.35		

Summary by ASN #	ASN #	Total	ASN #	Total
				28499
			28474	\$ 112.95
			28470	\$ 2,163.87
			28462	\$ 562.19
			Total	\$ 4,225.35

Employee Signature *Cherise L. Allen*

Supervisor Signature *Don Puckett*



**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.

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Lourdes Puzevic  
Purchases for: September 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/27/2024	MDE	CTE/ACA FOR HAYMAN & MILLS	\$ 80.00	25760	y
10/8/2024	MDE	SUB PERMIT-E PEET, SUNSET LAKE	\$ 45.00	25760	Y
10/15/2024	MDE	SUB PERMIT -D HILLMAN, TOBEY	\$ 45.00	25760	Y
10/22/2024	MI CHAMBER FOUNDATION	EARNED SICK TIME WEBINAR	\$ 25.00	28361	Y
10/1/2424	EASYKEY	REPLACEMENT KEYS PR FILES	\$ 35.48	28370	Y
10/24/2024	MDE	ADD ENDORSEMENT-A. BYRNE ESL	\$ 45.00	25760	Y
Total Amount of Purchases			\$ 275.48		

Summary by ASN #	ASN #	Total	ASN #	Total
	25760	\$ 215.00		
	28361	\$ 25.00		
	28370	\$ 35.48		
		\$ 275.48		

Employee Signature  10.29.24 Supervisor Signature  10/29/24

*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  
Total above  
Difference







**October 2024**

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/30/24	Amazon	CIO Office Supplies	\$ 14.39	22179	1
10/7/24	Amazon	IL Classroom Library 35J	\$ 139.90	11466	2
10/7/24	Amazon	MS Science - Heeres	\$ 158.98	14181	3
10/7/24	Holiday Inn GR	Hotel K. Christensen Grand Rapids	\$ 313.92	14169	4
10/9/24	School Specialty	OEC Supplies	\$ 214.08	13182	5
10/10/24	School Specialty	MS Science - Heeres	\$ 265.12	14181	5
10/10/24	School Specialty	MS Science - Heeres	\$ 122.80	14181	6
10/15/24	SHAPE MI	J. Cardosa SHAPE Convention	\$ 193.00	22136	7
10/16/24	SHAPE MI	T O'Dell SHAPE Convention	\$ 193.00	22136	8
10/17/24	KalBlue	Sound Wall	\$ 4.17	11466	9
10/17/24	KalBlue	Sound Wall	\$ 4.16	12466	9
10/17/24	KalBlue	Sound Wall	\$ 4.16	13466	9
10/21/24	Curriculum Asso	Add'l TG TY - Mag Reading/ Ready W	\$ 504.00	13466	10
10/21/24	Curriculum Asso	Add'l TG TY - Mag Reading/ Ready W	\$ 33.60	12466	10
10/21/24	Vowel Valley	Magnetic Folders / Files IL	\$ 277.50	11466	11
10/21/24	Vowel Valley	Magnetic Folders / Files SL	\$ 277.50	12466	11
10/21/24	Vowel Valley	Magnetic Folders / Files TY	\$ 555.00	13466	11
10/22/24	Curriculum Assoc	Add'l Level B TG	\$ 70.20	11170	12
10/23/24	BIO Company	Leopard Frogs - Ratashak	\$ 273.26	15181	13
10/24/24	Amazon	Mesh Pouches, Mouse, Pointer IL	\$ 101.76	11466	14
10/24/24	Amazon	Mesh Pouches, Mouse, Pointer, SL	\$ 69.47	12466	14
10/24/24	Amazon	Mesh Pouches, Mouse, Pointer TY	\$ 192.18	13466	14
10/28/24	NC for Youth	Amanda Swans Training	\$ 200.00	22136	15
10/28/24	Double Tree Hote	MASL Conference, Manley, Shook	\$ 374.85	22136	16
10/24/24	Amazon	Sand Timers IL	\$ 161.82	11466	17
10/24/24	Amazon	Sand Timers SL	\$ 107.88	12466	17
10/24/24	Amazon	Sand Timers TY	\$ 152.83	13466	17

ASN #	SUM of Amount	Grand Total from E	\$ 4,979.53
	\$ -		
11170	\$ 70.20		
11466	\$ 685.15		
12466	\$ 492.61		
13182	\$ 214.08		
13466	\$ 1,408.17		
14169	\$ 313.92		
14181	\$ 546.90		
15181	\$ 273.26		
22136	\$ 960.85		
22179	\$ 14.39		
<b>Grand Total</b>	<b>\$ 4,979.53</b>		

Total \$ -

Employee Signature Shelly Reynolds

Supervisor Signature Paul VanDuff

VICKSBURG COMMUNITY SCHOOLS  
CREDIT CARD RECONCILIATION FORM

VICKSBURG COMMUNITY SCHOOLS  
CREDIT CARD RECONCILIATION FORM

Card Holder: Dewey Waterman  
Purchases for: October 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/26/2024	Amazon	Pump Armor, 1 Gal.	\$42.78	26770	y
9/26/2024	Amazon	Striping paint - Yellow	\$55.90	26771	y
9/26/2024	Amazon	Ron, pants, shoes (\$56.03+\$224.91)	\$280.94	26769	y
9/29/2024	MSBO	Conference fee	\$420.00	26769	y
10/2/2024	Amazon	LED 4' light	\$34.99	26771	y
10/2/2024	Amazon	Houdini Lock lube set of 4	\$44.22	26770	y
10/2/2024	Amazon	36" high traffic cones - Qty:6	\$154.98	26771	y
10/2/2024	Amazon	Damon: hats, pants, shoes	\$301.97	26769	y
10/14/2024	Amazon	"A" batteries, clip on sunglasses	\$28.42	26770	y
10/14/2024	Amazon	Nut driver set, bit set, metal detector	\$69.88	26770	y
10/18/2024	Amazon	Milwalkee bits	\$28.92	26770	y
10/17/2024	Amazon	Faucet repair kit	\$53.29	26771	y
10/14/2024	Amazon	Atomic wall clocks, qty:6	\$209.88	26771	y
10/16/2024	Amazon	Photocell stems, Qty:4, basketball pole pad	\$217.92	26771	y
10/22/2024	Amazon	Loose leaf binder rings	\$11.98	26771	y
10/22/2024	Amazon	RIGID 18V lithium battery	\$114.00	26770	y
10/22/2024	Amazon	Utility knife blades, work gloves, photo eye sensors	\$56.63	26770	y
10/22/2024	Amazon	Philips 65" monitor	\$913.00	26771	y
10/22/2024	Amazon	Corbin ruswin lockset	\$599.00	26771	y
10/21/2024	Amazon	Lawn mower tires and innertubes	\$24.98	26770	y
10/25/2024	Amazon	Cart tires and inner tubes	\$155.86	26770	y
			\$3,819.54		

Summary by ASN #	ASN #	Total	ASN #	Total
	26770	\$565.69		
	26771	\$2,250.94		
	26772			
	26769	\$1,002.91		

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.

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: **Joe Werkema**, Vicksburg Middle School  
 Purchases for: October, 2024

	Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
1	10/2	Gilbert & Ivy	Battle of the Books set	\$ 208.82	64764	Y
2	10/8	Walgreens	Office Candy	\$ 14.49	24470	Y
3	10/8	Sam's Club	Snacks & Cups for Staff	\$ 51.78	64764	Y
4	10/8	Sam's Club	Drinks & Snacks for Walkin' the Dawgs	\$ 170.49	64764	Y
5	10/16	Vicksburg Hardware	Keys for PE	\$ 23.52	14173	Y
6	10/17	Vicksburg Hardware	Keys for Athletics	\$ 12.53	64553	Y
7	10/17	Family Fare	Student Council Snacks	\$ 31.55	64562	Y
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
Total Amount of Purchases				\$513.18		

Summary by ASN #	ASN #	Total	ASN #	Total
	14173	\$ 23.52		
	24470	\$ 14.49		
	64553	\$ 12.53		
	64562	\$ 31.55		
	64764	\$ 431.09		

Employee Signature Brenda Letts

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 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 \$ 513.18  
 Total above \$ 513.18  
 Difference \$ 0.00