

Card Holder: Sarah Bacalia
Purchases for: Indian Lake Elementary

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/27/24	Amazon	Storage box	\$23.98	11172	Y
8/27/24	Amazon	Privacy Boards	\$29.99	11172	Y
8/29/24	Amazon	Lanyards	\$ 19.48	11172	Y
8/29/24	Amazon	Candy	\$21.69	11172	Y
8/29/24	Amazon	Candy	\$26.67	11172	Y
8/29/24	Amazon	Radios	\$196.00	11172	Y
9/2/24	Amazon	Pencil caps	\$ 4.99	11172	Y
9/3/24	Amazon	Pencils	\$6.99	11172	Y
8/30/24	Amazon	Stamp	\$ 17.99	11172	Y
9/3/24	Amazon	Labels	\$5.00	11172	Y
9/3/24	Amazon	Labels	\$7.99	11172	Y
9/3/24	Amazon	Baskets	\$9.80	11172	Y
9/4/24	Amazon	Chair	\$ 76.84	11172	Y
9/4/24	Amazon	Standing desk	\$ 79.99	11172	Y
9/3/24	Amazon	Vests	\$22.90	11172	Y
9/4/24	Amazon	Glue sticks	\$ 36.64	11172	Y
9/4/24	Amazon	Adapter	\$6.88	11172	Y
9/5/24	Amazon	Gumball machine	\$ 7.91	11172	Y
9/5/24	Amazon	Candy	\$ 47.97	11172	Y
9/5/24	Walmart	Milk crates	\$ 105.36	11172	Y
9/5/24	Amazon	Calendar	\$8.99	11172	Y
9/8/24	USPS	CA Mailings	\$ 14.60	11165	Y
9/6/24	Amazon	Sweeper	\$ 18.99	11172	Y
9/9/24	Amazon	Candy	\$ 19.99	11172	Y
9/10/24	Amazon	Whiteboards	\$ 21.99	11172	Y
9/11/24	Amazon	Dividers	\$ 56.48	11172	Y
9/10/24	Amazon	Binders	\$ 112.98	11172	Y
9/13/24	Amazon	Refund for binder	\$ (19.28)	11172	Y
9/13/24	USPS	Stamps	\$ 3.15	11165	Y
9/15/24	Amazon	Bulletin board paper	\$ 23.86	11172	Y
9/16/24	Amazon	Chair	\$ 26.99	11172	Y
9/14/24	Amazon	Cardsstock	\$ 55.26	11172	Y
9/16/24	Amazon	Index cards	\$ 16.84	11172	Y
9/16/24	Gordon Water	Monthly rental	\$ 22.29	64511	Y
9/16/24	Amazon	Drawing paper	\$ 43.94	11172	Y
9/18/24	Amazon	Ribbon	\$ 19.99	11172	Y
9/19/24	Amazon	Safety vests	\$ 23.90	11172	Y
9/18/24	Amazon	Umbrella	\$ 29.99	64505	Y
9/18/24	Amazon	Frisbees	\$ 34.97	64505	Y
9/19/24	Amazon	Glue sticks	\$ 6.28	11172	Y
9/19/24	Amazon	TicTacs	\$ 11.48	11172	Y
9/19/24	Amazon	Headset	\$ 83.73	11172	Y
9/20/24	Amazon	Shelves	\$ 108.36	11172	Y
9/23/24	Amazon	Batteries	\$ 13.67	11172	Y
9/23/24	Amazon	Decorallions	\$ 13.97	11172	Y
9/24/24	Amazon	Books	\$ 31.47	22271	Y
Total Amount of Purchases			\$ 1,559.94		

Summary by ASN	ASN #	Total	ASN #	Total
		11172	1423.47	
	22271	\$31.47		
	11165	\$17.75		
	64505	\$64.96		
	64511	\$22.29		

Employee Signature

[Handwritten Signature]
10/1/24

Supervisor Signature

[Handwritten 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 summar \$ 1,559.94
 Total above \$ 1,559.94
 Difference \$ (0.00)

Card Holder: Adam Brush
Purchases for: September, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/27	MSBOA	Festival registration	\$150.00	15166	x
8/27	MSBOA	24-25 School membership	\$397.84	15166	x
8/27	Band Shoppe	Band supplies	\$2,583.26	64584	x
9/5	Thats Great News	Wall Plaque	\$218.90	24570	x
9/6	Gordon Foods	Staff treat	\$69.32	64702	x
9/7	School Bookings	PT Conference software	\$295.00	23160	x
9/17	American Screen Printing	NHS supplies	\$584.25	64681	x
9/26	ABC Warehouse	Life Skills oven	\$460.00	15149	x
Total Amount of Purchases			\$4,758.57		

Summary by ASN #	ASN #	Total	
	15149	\$460.00	\$0.00
15166	\$547.84	\$0.00	
23160	\$295.00	\$0.00	
24570	\$218.90	\$0.00	
64584	\$2,583.26	\$0.00	
64681	\$584.25	\$0.00	
64702	\$69.32	\$0.00	

\$4,758.57

Employee Signature  Supervisor Signature 

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Durant credit card

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	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION	INVOICE AMOUNT	ADJ AMT	CHECK NBR	LINE AMOUNT	INVOICE AMOUNT
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	ACCOUNT LEVEL DESCRIPTION	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	ACCOUNT LEVEL DESCRIPTION	ACCOUNT LEVEL DESCRIPTION	ACCOUNT LEVEL DESCRIPTION	ACCOUNT LEVEL DESCRIPTION	ACCT AMOUNT	QTY			ACCT AMOUNT
BMI SUPP000	BMI SUPPLY	IN207325	0000000000	RDCC	AP	SUPPLIES				B	10/04/2024	10/26/2024	W	\$440.00
1	11E331 5990 00000 000 0000 0000	SUPPLIES	33170	AUDITORIUM SUPPLIES						24-25	1.00	202400261		\$440.00
BSN SPOR000	BSN SPORTS	926207319	0000000000	RDCC	AP	FOOTBALLS				B	07/24/2024	10/26/2024	W	\$2,062.00
1	11E293 5990 00000 011 0000 0000	FOOTBALLS	42153	HS FOOTBALL						24-25	1.00	202400256		\$2,062.00
	11E321 5990 00000 000 0000 0000		32170	COMM RECR SUPPLY										\$2,062.00
BSN SPOR000	BSN SPORTS	926420583	5002425074	RDCC	AP	FOOTBALL PANTS				F	08/14/2024	09/11/2024	W	\$1,581.00
100	61A431 4635 00000 000 0000 0000	FOOTBALL PANTS	64635	T&A HS FOOTBALL						24-25	1.00	202400256		\$1,581.00
BSN SPOR000	BSN SPORTS	9265287125	5002425057	RDCC	AP	FOOTBALL SUPPLIES				F	08/22/2024	09/03/2024	W	\$1,739.99
110	61A431 4635 00000 000 0000 0000	FOOTBALL SUPPLIES	64635	T&A HS FOOTBALL						24-25	1.00	202400256		\$1,739.99
BSN SPOR000	BSN SPORTS	926551307	5002425058	RDCC	AP	FOOTBALL SUPPLIES				F	09/22/2024	09/03/2024	W	\$530.50
100	11E293 5990 00000 011 0000 0000	HELMET DECALS	42153	HS FOOTBALL						24-25	1.00	202400256		\$530.50
BSN SPOR000	BSN SPORTS	926593936	5002425057	RDCC	AP	FOOTBALL SUPPLIES				F	09/03/2024	09/03/2024	W	\$1,740.00
100	61A431 4635 00000 000 0000 0000	FOLOS	64635	T&A HS FOOTBALL						24-25	1.00	202400256		\$1,740.00
														\$1,740.00

NUMBER OF INVOICES: 1

\$440.00

\$2,062.00

\$2,062.00

\$1,581.00

\$1,581.00

\$1,739.99

\$1,739.99

\$530.50

\$530.50

\$1,740.00

\$1,740.00

VEN-KEY VENDOR NAME
ACH VOID DOWNLOAD
REF CATALOG
ACCOUNT NUMBER(S)

INVOICE # PO NUMBER BATCH BANK DESCRIPTION
DISCOUNT DESCRIPTION DISC AMT ADJUSTMENT DESCRIPTION
DESCRIPTION QUICK KEY ACCOUNT LEVEL DESCRIPTION 1099

COMPLETE001 COMPLETE TEAM OUTFITTER
1 61A431 4705 00000 000 0000 0000
TSHIRTS 64705 TEA HS WOMEN'S TENNIS
NUMBER OF INVOICES: 1 \$2,750.00

KNOW BE 000 KNOW BE 4
100
110
11E284 5990 00000 000 0000 0000
INV35745 7002425007 RDCC AP KnowBe4 Cyber Security Software
PRODUCT- KMSATD Knowbe4 Security
Awareness Training Subscription Diamond
PRODUCT - PHISHER KnowBe4 Phisher Subscription
28472 TECH SOFTWARE
NUMBER OF INVOICES: 1 \$204.00

MSBO 000 MSBO
1
11E252 3220 00000 000 0000 0000
RENEWAL20240 0000000000 RDCC AP RENEWAL FEES FOR 2024
RENEWAL FEES FOR 2024 25262 FISCAL SVC T/C/I/DOES
NUMBER OF INVOICES: 1 \$29,189.16

QUADIENT000 QUADIENT LEASING USA, INC.
1
11E231 3150 00000 000 0000 0000
Q1451960 0000000000 RDCC AP COVERAGE PERIOD: 09/06/24 - 12/05/24
COVERAGE PERIOD: 09/06/24 - 12/05/24 23160 GF DISTRICT SERVICES
NUMBER OF INVOICES: 1 \$807.45

MSBO 000 MSBO
1
11E252 3220 00000 000 0000 0000
RENEWAL20240 0000000000 RDCC AP RENEWAL FEES FOR 2024
RENEWAL FEES FOR 2024 25262 FISCAL SVC T/C/I/DOES
NUMBER OF INVOICES: 1 \$150.00

QUADIENT000 QUADIENT LEASING USA, INC.
1
11E231 3150 00000 000 0000 0000
Q1451960 0000000000 RDCC AP COVERAGE PERIOD: 09/06/24 - 12/05/24
COVERAGE PERIOD: 09/06/24 - 12/05/24 23160 GF DISTRICT SERVICES
NUMBER OF INVOICES: 1 \$807.45

MSBO 000 MSBO
1
11E252 3220 00000 000 0000 0000
RENEWAL20240 0000000000 RDCC AP RENEWAL FEES FOR 2024
RENEWAL FEES FOR 2024 25262 FISCAL SVC T/C/I/DOES
NUMBER OF INVOICES: 1 \$150.00

VEN-KEY _____ **VENDOR NAME** _____ **INVOICE #** _____ **PO NUMBER** _____ **BATCH** _____ **BANK** _____ **DESCRIPTION** _____ **LQ S** _____ **INV DATE** _____ **DUPLICATE** _____ **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) _____

SENTINEL000	SENTINEL TECHNOLOGIES INC	INVI16398	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	08/31/2024	09/26/2024	W	24-25	202400255	\$4,300.00	\$4,300.00
1	11E284 4910 00000 000 0000 0000	PROFESSIONAL SERVICES T&M	28460	TECH CONTRACT SVC				1.00					\$4,300.00	\$4,300.00
NUMBER OF INVOICES: 1														
SENTINEL000	SENTINEL TECHNOLOGIES INC	INVI17067	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	08/31/2024	09/26/2024	W	24-25	202400255	\$437.50	\$437.50
1	11E284 4910 00000 000 0000 0000	PROFESSIONAL SERVICES T&M	28460	TECH CONTRACT SVC				1.00					\$437.50	\$437.50
NUMBER OF INVOICES: 1														
SENTINEL000	SENTINEL TECHNOLOGIES INC	INVI17068	0000000000	RDCC	AP	PROFESSIONAL SERVICES T&M	B	08/31/2024	09/26/2024	W	24-25	202400255	\$250.00	\$250.00
1	11E284 4910 00000 000 0000 0000	PROFESSIONAL SERVICES T&M	28460	TECH CONTRACT SVC				1.00					\$250.00	\$250.00
NUMBER OF INVOICES: 1														

TEACHERS002	TEACHERS CURRICULUM INSTITUTE	INVI24992	9602425018	RDCC	AP	TCI Quote Q - 27619-2	F	08/05/2024	08/05/2024	W	24-25	202400262	\$37,260.00	\$37,260.00
100	MS 6-8 Social Studies: Teacher Licenses							8.00					\$0.00	\$0.00
	- 3 Year													
110	MS 6-8 Social Studies: Student Licenses							540.00					\$37,260.00	\$37,260.00
	- 3 Year													
11E112 5211 01031 000 0000 0000	MS CURRICULUM	14161				NONEM							\$37,260.00	\$37,260.00
NUMBER OF INVOICES: 1														
TOTAL NUMBER OF BATCH INVOICES: 18														
18 WIRE TRAN CHECK INVOICES														
\$86,866.60														
\$86,866.60														
\$86,866.60														

BANK TOTALS: BANK _____ BANK ACCOUNT # _____ INVOICE AMOUNT _____ NET AMOUNT _____
TOTAL INVOICES: 18
TOTAL AMOUNT: \$86,866.60

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

\$86,866.60 \$86,866.60

AP **A101 0002 00000 001 0000 1005

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: Sarah Dyer
Purchases for: September

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/27/2024	Jim Coleman	Supplies	\$ 194.56	46173	Yes
8/27/2024	Jim Coleman	Supplies	\$ 255.62	46173	Yes
9/29/2024	Amazon	Food	\$ 23.99	46170	Yes
8/30/2024	Amazon	Food	\$ 21.42	46170	Yes
8/31/2024	Amazon	Food	\$ 65.64	46170	Yes
8/29/2024	Hardings	Food	\$ 122.13	46170	Yes
9/4/2024	Amazon	Food	\$ 30.59	46170	Yes
9/6/2024	Fresh Thyme	Food	\$ 44.14	46170	Yes
9/6/2024	Grand Traverse Resort	Fall Conference Room Deposit	\$ 125.00	46135	Yes
9/6/2024	Grand Traverse Resort	Fall Conference Room Deposit	\$ 125.00	46135	Yes
9/6/2024	Grand Traverse Resort	Fall Conference Room Deposit	\$ 125.00	46135	Yes
9/6/2024	Grand Traverse Resort	Fall Conference Room Deposit	\$ 125.00	46135	Yes
9/8/2024	Amazon	Food	\$ 203.72	46170	Yes
9/6/2024	School Nutrition Assoc.	SNA Dues	\$ 526.00	46135	Yes
9/6/2024	KaiBlue	Wall Art in Cafeteria	\$ 4,787.16	46173	Yes
9/9/2024	Amazon	Food	\$ 107.60	46170	Yes
9/10/2024	Amazon	Food	\$ 112.84	46170	Yes
9/12/2024	Michigan SNA	Fall Conference Registrations	\$ 1,225.00	46135	Yes
9/12/2024	Webstraunt	Kitchen Supplies	\$ 32.54	46173	Yes
9/18/2024	Amazon	Food	\$ 187.48	46170	Yes
9/20/2024	Menards	Supplies	\$ 9.44	46173	Yes
9/20/2024	KalBlue	Justice For All Posters	\$ 79.57	46137	Yes
9/24/2024	Amazon	Kitchen Supplies	\$ 76.65	46173	Yes
9/26/2024	Amazon	Suplies	\$ 22.39	46173	Yes
9/26/2024	Amazon	Kitchen Supplies	\$ 20.79	46173	Yes
Total Amount of Purchases			\$ 8,649.27		

Summary by ASN #	ASN #	Total	ASN #
	46173	\$5,399.15	
	46170	\$919.55	
	46135	\$2,251.00	
	46137	\$79.57	

Employee Signature Deb Schmepp Supervisor Signature Sarah Dyer

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INFO ONLY

Total by summary	\$	8,649.27
Total above	\$	8,649.27
Difference	\$	-

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Allison Dygert, Vicksburg Middle School
 Purchases for: September, 2024

	Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
1	8/28	Amazon	Binder for Class	\$ 71.98	14170	Y
2	8/29	Lou's Market	Meal for Staff for Open House	\$ 12.50	64564	Y
3	8/29	Dollar General	Drinks for Staff	\$ 53.70	64764	Y
4	9/1	Smore.com	Smore Renewal	\$ 99.00	24470	Y
5	8/30	Sam's Club	ELO Prizes	\$ 190.44	64557	Y
6	9/4	Amazon	Batteries for Supply Closet	\$ 19.38	14172	Y
7	9/5	Five Below	Items for PE	\$ 20.00	14173	Y
8	9/5	Amazon	Stakes and Tarps for Track	\$ 49.86	64566	Y
9	9/5	Amazon	Office Supply items	\$ 111.62	24470	Y
10	9/8	Amazon	Phone Cords for Staff	\$ 10.98	14170	Y
11	9/9	Sam's Club	Candy Bars for Student Prizes	\$ 168.26	64764	Y
12	9/11	Amazon	Amazon Renewal	\$ 139.00	24470	Y
13	9/11	KalBlue	Posters for Band and Choir	\$ 628.18	*	Y
14	9/12	Amazon	Plastic Tote for Track	\$ 34.42	64566	Y
15	9/12	Sam's Club	Sam's Club Renewal	\$ 110.00	24470	Y
16	9/12	Amazon	Binders & Index Tabs for Teacher	\$ 175.32	14170	Y
17	9/17	Amazon	Sheet Protectors for Teacher	\$ 24.99	14170	Y
18	9/18	Amazon	Sheet Protectors for Teacher	\$ 24.99	14170	Y
19	9/19	Discountmugs.com	Water Bottles for Walkin' the Dawgs	\$ 237.65	64764	Y
20	9/21	Amazon	Items for Supply Closet	\$ 11.84	14172	Y
21	9/24	Amazon	Art Supply Items	\$ 13.99	14171	Y
22	9/24	Amazon	Art Supply Items	\$ 53.94	14171	Y
23	9/26	Amazon	Book for Staff	\$ 23.83	14170	Y
24	9/26	Family Fare	Items for classroom activity	\$ 31.55	64764	Y
25						
26						
27						
28	* MS Choir, 64565 \$157.05 / HS Choir, 64660 \$157.04 / MS Music-Instrumental, 14174 \$157.05 / HS Band 64584 \$157.04					
Total Amount of Purchases				\$2,317.42		

Summary by ASN #	ASN #	Total	ASN #	Total
	14170	\$ 332.09	64564	\$ 12.50
	14171	\$ 67.93	64565	\$ 157.05
	14173	\$ 20.00	64566	\$ 84.28
	14172	\$ 31.22	64584	\$ 157.04
	14174	\$ 157.05	64660	\$ 157.04
	24470	\$ 459.62	64764	\$ 491.16
	64557	\$ 190.44		

Employee Signature Brenda Lett Supervisor Signature [Signature]

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INFO ONLY
 Total by summary \$ 2,317.42
 Total above \$ 2,317.42
 Difference \$

Goss credit card

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	LO	S	INV DATE	DUE DATE	C	NET AMOUNT	
ACH VOID DOWNLOAD	REF	CATALOG	ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099					ADJ AMT	CHECK NBR		INVOICE AMOUNT	
											QTY			LINE AMOUNT	
														ACCT AMOUNT	
A PARTS 000	A PARTS WAREHOUSE	185438	0000000000	SGCC	AP	PARTS					B	08/13/2024	10/26/2024	W	\$381.85
		PARTS	27172			TRANS RADIO REPAIR						24-25	202400214		\$381.85
1	11E271 4120 00000 000 0000 0130										1.00				\$381.85
															\$381.85
AMAZONC000	AMAZON.COM	113-3862840-8465825	0000000000	SGCC	AP	SUPPLIES					B	09/06/2024	10/26/2024	W	\$59.97
		SUPPLIES	25275			FISCAL SVC OFFICE SUPPLY						24-25	202400210		\$59.97
1	11E252 5910 00000 000 0000 0000										1.00				\$59.97
															\$59.97
AMAZONC000	AMAZON.COM	113-4568543-1871400	0000000000	SGCC	AP	SUPPLIES					B	09/09/2024	10/26/2024	W	\$13.15
		SUPPLIES	23270			EXEC ADM OFFICE SUPPLY						24-25	202400210		\$13.15
1	11E232 5910 00000 000 0000 0000										1.00				\$13.15
															\$13.15
AMAZONC000	AMAZON.COM	113-4957319-6667404	0000000000	SGCC	AP	SUPPLIES					B	09/11/2024	10/26/2024	W	\$28.06
		SUPPLIES	25276			EXEC DIR FIN/OPER SUPPLY						24-25	202400210		\$28.06
1	11E252 5911 00000 000 0000 0000										1.00				\$28.06
															\$28.06
AMAZONC000	AMAZON.COM	113-8041404-7794666	0000000000	SGCC	AP	SUPPLIES					B	09/06/2024	10/26/2024	W	\$30.28
		SUPPLIES	23270			EXEC ADM OFFICE SUPPLY						24-25	202400210		\$30.28
1	11E232 5910 00000 000 0000 0000										1.00				\$30.28
															\$30.28
AMAZONC000	AMAZON.COM	113-8520548-5783435	0000000000	SGCC	AP	SUPPLIES					B	09/06/2024	10/26/2024	W	\$47.55
		SUPPLIES	25275			FISCAL SVC OFFICE SUPPLY						24-25	202400210		\$47.55
1	11E252 5910 00000 000 0000 0000										1.00				\$47.55
															\$47.55
AMAZONC000	AMAZON.COM	113-85205485783435.2	0000000000	SGCC	AP	CREDIT MEMO					B	09/30/2024	10/26/2024	W	\$-41.56
												24-25	202400210		\$-41.56

NUMBER OF INVOICES: 1

VEN-KEY	VENDOR NAME	INVOICE #	FO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUR 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					
AMAZONC0000	AMAZON.COM	113-85205485783435.2	*****CONTINUED*****				\$-41.56					
11E252 5910 00000 000 0000 0000	25275	FISCAL SVC OFFICE SUPPLY										
AMAZONC0000	AMAZON.COM	114-4431676-4359405	0000000000 SGCC AP	ROBOTICS SUPPLIES	B	09/23/2024	10/26/2024	W				\$14.30
1	61A431 4558 00000 000 0000 0000	ROBOTICS SUPPLIES	64558	MS ROBOTICS CLUB		24-25	202400210		1.00			\$14.30
AMAZONC0000	AMAZON.COM	114-8110158-8558615	0000000000 SGCC AP	ROBOTICS SUPPLIES	B	09/17/2024	10/26/2024	W				\$167.11
1	61A431 4558 00000 000 0000 0000	ROBOTICS SUPPLIES	64558	MS ROBOTICS CLUB		24-25	202400210		1.00			\$167.11
BAVARIAN000	BAVARIAN INN LODGE AND CONFERENCE	13V9W6	0000000000 SGCC AP	HOTEL	B	09/18/2024	10/26/2024	W				\$780.00
1	11E252 3220 00000 000 0000 0000	HOTEL	25262	FISCAL SVC T/C/I/DUES		24-25	202400213		1.00			\$780.00
DL GALLI000	DL GALLIVAN INC	IN158446	0000000000 SGCC AP	CONTRACT USAGE CHARGE FOR	B	08/08/2024	10/26/2024	W				\$103.66
1	11E231 3150 00000 000 0000 0000	CONTRACT USAGE CHARGE FOR 07/09/2024 - 08/08/24 USAGE PERIOD, TONER SHIPPING CHARGE				24-25	202400207		1.00			\$103.66
11E231 3150 00000 000 0000 0000	23160	GF DISTRICT SERVICES										\$20.13
11E241 4120 04299 000 0000 0000	24563	HS COPIER SERVICE										\$5.40
11E271 4130 00000 000 0000 0140	27173	TRANS CONTRACT SERVICE										\$3.31
												\$74.82

NUMBER OF INVOICES: 8

NUMBER OF INVOICES: 1

\$318.86

\$780.00

\$780.00

\$780.00

\$780.00

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LOQ	INV DATE	DUE DATE	C	NET AMOUNT
DL GALLI000	DL GALLIVAN INC	IN159671	0000000000	SGCC	AP	LABOR AND MAINTENANCE ON COPIER	B	08/28/2024	10/26/2024	W	\$150.00
1	11E284 4910 00000 000 0000 0000	LABOR AND MAINTENANCE ON COPIER	28460	TECH CONTRACT SVC			24-25	1.00	202400207		\$150.00
											\$150.00
											\$253.66
FIDELITY002	FIDELITY SECURITY LIFE INSURANCE C	166424293	0000000000	SGCC	AP	EYE MED MONTHLY BILLING SEPTEMBER 2024	B	09/06/2024	10/26/2024	W	\$1,876.38
1	11L451 0019 00000 000 0000 0000	EYE MED MONTHLY BILLING SEPTEMBER 2024	30157	Eye Med VISION ACCRUAL			24-25	1.00	202400209		\$1,876.38
											\$1,876.38
											\$1,876.38
											\$1,876.38
FOOD EQU000	FOOD EQUIPMENT SOLUTIONS	QB165204	6002425001	SGCC	AP	Equipment repair	P	08/21/2024	10/26/2024	W	\$1,309.00
100	25E297 4120 00000 000 0000 0000	Equipment Repair	46140	REPAIRS & MAINTENANCE			24-25	1.00	202400230		\$1,309.00
											\$1,309.00
											\$1,309.00
FOOD EQU000	FOOD EQUIPMENT SOLUTIONS	QB165205	6002425001	SGCC	AP	Equipment repair	P	08/13/2024	10/26/2024	W	\$866.48
100	25E297 4120 00000 000 0000 0000	Equipment Repair	46140	REPAIRS & MAINTENANCE			24-25	1.00	202400230		\$866.48
											\$866.48
											\$866.48
FOOD EQU000	FOOD EQUIPMENT SOLUTIONS	QB165206	6002425001	SGCC	AP	Equipment repair	P	08/13/2024	10/26/2024	W	\$1,298.23
100	25E297 4120 00000 000 0000 0000	Equipment Repair	46140	REPAIRS & MAINTENANCE			24-25	1.00	202400230		\$1,298.23
											\$1,298.23
											\$1,298.23
FOOD EQU000	FOOD EQUIPMENT SOLUTIONS	QB165207	6002425001	SGCC	AP	Equipment repair	P	08/13/2024	10/26/2024	W	\$639.89
100	25E297 4120 00000 000 0000 0000	Equipment Repair	46140	REPAIRS & MAINTENANCE			24-25	1.00	202400230		\$639.89
											\$639.89
											\$639.89

VER-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	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	LQ	QTY	LINE AMOUNT						
ACCOUNT NUMBER(S)						ACCT AMOUNT						
HARBOR F00L HARBOR FREIGHT	346164		*****CONTINUED*****		1.00	\$99.99						\$99.99
1	SUPPLIES											\$99.99
61A431 4558 00000 000 0000 0000	64558		MS ROBOTICS CLUB									
HARBOR F00L HARBOR FREIGHT	346165		0000000000 SGCC AP	B	09/26/2024	10/26/2024 W	\$299.99					\$299.99
1	SUPPLIES				24-25	202400227	\$299.99					\$299.99
61A431 4558 00000 000 0000 0000	64558		MS ROBOTICS CLUB		1.00		\$299.99					\$299.99
												\$299.99
												\$399.98
HOLLAND 000 HOLLAND BUS COMPANY	203430		0000000000 SGCC AP	B	08/06/2024	10/26/2024 W	\$69.56					\$69.56
1	PARTS				24-25	202400208	\$69.56					\$69.56
11E271 5730 00000 000 0000 0130	27176		TRANS PARTS		1.00		\$69.56					\$69.56
HOLLAND 000 HOLLAND BUS COMPANY	203483		0000000000 SGCC AP	B	08/08/2024	10/26/2024 W	\$1,857.88					\$1,857.88
1	PARTS				24-25	202400208	\$1,857.88					\$1,857.88
11E271 5730 00000 000 0000 0130	27176		TRANS PARTS		1.00		\$1,857.88					\$1,857.88
HOLLAND 000 HOLLAND BUS COMPANY	203720		0000000000 SGCC AP	B	08/19/2024	10/26/2024 W	\$1,841.13					\$1,841.13
1	PARTS				24-25	202400208	\$1,841.13					\$1,841.13
11E271 5730 00000 000 0000 0130	27176		TRANS PARTS		1.00		\$1,841.13					\$1,841.13
HOLLAND 000 HOLLAND BUS COMPANY	203829		0000000000 SGCC AP	B	08/29/2024	10/26/2024 W	\$296.93					\$296.93
1	PARTS				24-25	202400208	\$296.93					\$296.93
11E271 5730 00000 000 0000 0130	27176		TRANS PARTS		1.00		\$296.93					\$296.93
HOLLAND 000 HOLLAND BUS COMPANY	204000		0000000000 SGCC AP	B	08/29/2024	10/26/2024 W	\$1,183.29					\$1,183.29
1	PARTS				24-25	202400208	\$1,183.29					\$1,183.29
11E271 5730 00000 000 0000 0130	27176		TRANS PARTS		1.00		\$1,183.29					\$1,183.29

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISCOUNT DESCRIPTION	ADJUSTMENT DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD	REF	DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	ADJ AMT	CHECK NBR	LINE AMOUNT	ACCT AMOUNT					
ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION	1099			QTY								
JOSTENS 000 JOSTENS	11E113 5111 04135 000 0000 9003	34441928	*****CONTINUED*****											\$186.95
		18384	PATHWAYS SUPPLIES											
JOSTENS 000 JOSTENS		34441929	0000000000 SGCC AP	DIPLOMA COVER	B	05/30/2024	10/26/2024 W	\$133.95						\$133.95
	1	DIPLOMA COVER				24-25	202400226	\$133.95						\$133.95
JOSTENS 000 JOSTENS	11E113 5111 04135 000 0000 9003	34497415	5002425039 SGCC AP	23-24 ORDERS	F	06/13/2024	10/26/2024 W	\$14.95						\$14.95
	110	DIPLOMA				24-25	202400226	\$14.95						\$14.95
JOSTENS 000 JOSTENS	11E249 5991 04299 000 0000 0000	24581	HS GRADUATION SUPPLY											\$14.95
JOSTENS 000 JOSTENS	61A431 4720 00000 000 0000 0000	34598193	5002425038 SGCC AP	DIPLOMA	F	08/19/2024	10/26/2024 W	\$31.75						\$31.75
	100	DIPLOMA				24-25	202400226	\$31.75						\$31.75
JOSTENS 000 JOSTENS	61A431 4720 00000 000 0000 0000	64720	T&A HS ACTIVITY SUPPLIES											\$31.75
JOSTENS 000 JOSTENS	61A431 4720 00000 000 0000 0000	34636778	5002425080 SGCC AP	DIPLOMA	F	09/03/2024	10/26/2024 W	\$31.75						\$31.75
	100	DIPLOMA				24-25	202400226	\$31.75						\$31.75
KALBLUE 000 KALBLUE		96087	0000000000 SGCC AP	LOGO CREATION FOR BATTLE OF THE BOOKS	B	09/12/2024	10/26/2024 W	\$99.00						\$99.00
	1	LOGO CREATION FOR BATTLE OF THE BOOKS				24-25	202400225	\$99.00						\$99.00
	11E222 5310 04104 001 0000 0000	22276	SL Battle of the Books											\$99.00
MASA 000 MASA		86656	0000000000 SGCC AP	FALL LEADERSHIP WORKSHOP	B	09/19/2024	10/26/2024 W	\$198.00						\$198.00

NUMBER OF INVOICES: 7
NUMBER OF INVOICES: 1

\$2,511.30

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) _____ ACCT AMOUNT _____

NUMBER OF INVOICES: 1 \$366.86
 TOTAL NUMBER OF BATCH INVOICES: 72 \$90,251.57
 72 WIRE TRAN CHECK INVOICES \$90,251.57
 TOTAL INVOICES: 72 \$90,251.57
 BANK TOTALS: BANK ACCOUNT # INVOICE AMOUNT NET AMOUNT
 AP **A101 0002 00000 001 0000 1005 \$90,251.57 \$90,251.57

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

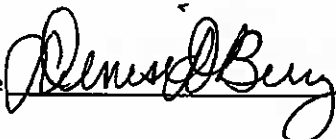
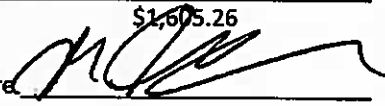
***** End of report *****

Card Holder: Matt Hawkins
Purchases for: September, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/26	Gordon Foods	School store supplies	\$47.97	64599	x
8/31	Weebly	Yearbook supplies	\$124.80	64587	x
9/6	Home Goods	Life Skill supplies	\$13.77	64473	x
9/6	Big Lots	Life Skill supplies	\$197.49	64473	x
9/12	Spotify	Band subscription	\$11.99	64584	no
9/12	Discovery Education	Science supplies	\$52.60	15172	x
9/12	Science Outside	Science supplies	\$100.00	15172	x
9/12	Science Outside	AP supplies	\$249.00	64581	x
9/14	Apple.com	AP Seminar subscription	\$2.99	64581	no
9/18	TPT	AP supplies	\$295.99	64581	x
9/23	Frederik Meijer Gard	Field Trip	\$72.00	64577	x
9/23	Kahoot	Comp Manuf supplies	\$95.88	16400	x
9/24	Meijer	School store supplies	\$28.03	64599	x
9/24	Sams Club	Membership renewal	\$50.00	24570	x
"	"	School store supplies	\$216.30	64599	x
9/24	Gordon Foods	School store supplies	\$46.45	64599	x
Total Amount of Purchases			\$1,605.26		

Summary by ASN #	ASN #	Total	ASN #	Total
	15172	\$152.60	64599	\$338.75
	16400	\$95.88		\$0.00
	24570	\$50.00		\$0.00
	64473	\$211.26		\$0.00
	64577	\$72.00		\$0.00
	64581	\$547.98		\$0.00
	64584	\$11.99		\$0.00
	64587	\$124.80		\$0.00

\$1,605.26

Employee Signature  Supervisor Signature 

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VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Amie M McCaw

Purchases for: Sunset Lake- Master Card

Statement Date: 9/27/24

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
28-Aug-24	Planbook.com	Phillips- online teacher planbook	\$20.00	12170	Y
28-Aug-24	School Specialty Inc.	Parsons- bulk order supplies	\$91.50	12172	Y
30-Aug-24	Gordon Water Systems	Staff lounge water cooler	\$22.79	24270	Y
30-Aug-24	Schoolmate.com	Student communication folders	\$352.75	12170	Y
2-Sep-24	ISTE	McCaw- ascd/ISTE- ASCD Digital-annual membership renewal	\$59.00	24262	Y
4-Sep-24	School Specialty Inc.	Office bulk order supplies	\$1,142.78	12172	Y
13-Sep-24	Curric Assoo	Kovalska- ordered: Phonics for Reading book, for Kelly, per Amie McCaw	\$37.50	12170	Y
19-Sep-24	Uline Ship Supplies	Shelves for new staff restrooms	\$146.07	12170	Y
19-Sep-24	Fitness Finders Inc.	Brink- PE supplies	\$194.60	12173	Y
20-Sep-24	School Specialty Inc.	Student cumulative files/inserts	\$164.28	12170	Y
20-Sep-24	School Specialty Inc.	Neel- Art supplies	\$527.86	12171	Y
23-Sep-24	Criticcoin.com	Student Incentive Program- Houses Display Annual License	\$499.99	64519	Y
26-Sep-24	Gordon Water Systems	Staff lounge water cooler	\$22.79	24270	Y
Total Amt. of Purchases			\$3,281.91		
Summary by ASN #		ASN #	Total	ASN #	Total
		12170	720.60	12171	\$527.86
		12172	1,234.28		
		24270	45.58		
		24262	59.00		
		12173	194.60		
		64519	499.99		

Employee Signature *B Austin*

Supervisors Signature *Amie M McCaw*

INFO ONLY

Total by summary	\$3,281.91
Total above	\$3,281.91
Difference	\$0.00

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Don Puckett
Purchases September 27, 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
	AMZN MKTP	Wireless Keyboard and mouse	\$ 42.85	28470	X
	AMAZON MKTPL	2- PKG Sticky Notepads	\$ 10.18	28470	X
	AMAZON MARK	2- GENNEL 3mm x 25M Clear DS Tape	\$ 15.02	28470	X
	COMCAST BUSINESS	Internet service for DEC	\$ 97.95	28474	X
	AMAZON MKTP	4- Audio Enhancement XD Teacher Mic B	\$ 143.76	28470	X
	AMAZON MKTP	5- 2 pk-4K HDMI 10ft Cables	\$ 58.45	28470	X
	AMAZON MKTP	Tobey BB Supplies	\$ 105.08	20170	X
	AMZN MKTP	2-AC/DC Adapter for Elmo Document Can	\$ 32.58	28499	X
	AMAZON MARK	2-Surface Laptop Chargers	\$ 47.51	28499	X
	AMAZON MARK	4-AC/DC Adapter for Elmo Document Can	\$ 65.16	28499	X
	BEST BUY	MS Surface Laptop 5 for Staff	\$ 799.99	28470	x
	AMAZON.COM	Fuijitsu fi 8150 Network Desktop Scanner	\$ 863.00	28499	X
	AMZN MKTP	Apple Smart Keyboard for Ipad	\$ 48.18	28470	X
	AMAZON MKTP	1-USB C Docking Station,5-External CD DV	\$ 238.90	28470	X
	AMAZON.COM	Apple Pencil,OtterBox Defender,Apple ipa	\$ 607.02	28470	X
Total Amount of Purchases			\$ 3,175.63		

Summary by ASN #	ASN #	Total	ASN #	Total
				28470
			28474	\$ 97.95
			20170	\$ 105.08
			28499	\$ 1,008.25
			Total	\$ 3,175.63

Employee Signature Cherise L. Allen Supervisor Signature Don Puckett

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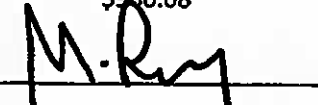
Card Holder: Mike Roy
Purchases for: September 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
9/3	Sports Imports	Volleyball supplies	\$59.00	64713	x
9/4	MHSAA	Inservice & Updates	\$70.00	42144	x
9/13	Roy's General Store	Boys Tennis Trip	\$26.00	64704	x
9/13	Days Inn	Boys Tennis Trip	\$118.77	64704	x
9/13	Days Inn	Boys Tennis Trip	\$118.77	64704	x
9/13	Days Inn	Boys Tennis Trip	\$118.77	64704	x
9/13	Days Inn	Boys Tennis Trip	\$118.77	64704	x
9/20	MIHSSCA	Boys Soccer membership	\$30.00	42148	x
"	"	"	\$30.00	64693	x
9/25	MHSAA	Sportsmanship Summit	\$270.00	42144	x
Total Amount of Purchases			\$960.08		

Summary by ASN #	ASN #	Total	ASN #	Total
		42144	\$340.00	
	42148	\$30.00		\$0.00
	64693	\$30.00		\$0.00
	64704	\$501.08		\$0.00
	64713	\$59.00		\$0.00
		\$0.00		\$0.00
		\$0.00		\$0.00

\$960.08

Employee Signature 

Supervisor Signature 

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Card Holder: Alyssa Thompson
Purchases for August 2024

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/27/2024	Teaching Strategies	GSRP Curriculum	\$731.11	11476	y
8/29/2024	BSN Sports LLC	Boys Bball Camp	\$237.44	32170	y
8/30/2024	Amazon	Tobey GSRP Supplies	\$58.12	11475	y
9/3/2024	Amazon	GSRP Blankets	\$295.92	11475	y
9/7/2024	Amazon	GSRP Blankets	-\$55.99	11475	y
9/6/2024	Amazon	Tobey GSRP Supplies	\$66.40	11475	y
9/12/2024	Dollar General	Indian Lake GSRP	\$16.43	11475	y
9/12/2024	Complete Team Outfitters	KK Tshirts	\$555.50	20170	y
9/17/2024	Amazon	Indian Lake GSRP	\$54.89	11475	y
9/21/2024	Big Lots	GSRP Program-Blankets	\$35.89	11475	y
9/25/2024	Amazon	GSRP Tobey Supplies	\$90.45	11475	y
9/25/2024	Amazon	GSRP Blankets	-\$55.99	11475	y
9/25/2024	Amazon	GSRP Blankets	-\$167.97	11475	y

Summary by ASN #	ASN #	Total	ASN #	Total
		11476	\$731.11	
	32170	\$237.44		
	20170	\$555.50		
	11475	\$338.15		

\$1,862.20

Employee Signature 

Supervisor Signature 

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INFO ONLY
 Total by summary \$1,862.20
 Total above
 Difference

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Gail Van Daff
 Purchases for: Curriculum Office

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/28/2024	Amazon	Classroom Supplies, OEC	\$ 28.76	13182	1
8/28/2024	Amazon	Classroom Supplies, OEC	\$ 79.74	13182	2
8/29/2024	Amazon	Teach Like A Champion	\$ 180.90	22179	3
8/29/2024	MichAssocSA	Conference Registration GV, JT	\$ 450.00	22148	4
9/2/2024	Amazon	Dry Erase Markers, TY	\$ 203.68	13181	5
9/2/2024	Vista Higher Learning	AP Spanish 3e Student	\$ 1,858.90	21275	6
9/5/2024	Michigan ALL	MAEOE Additional field trips	\$ 30.00	14169	7
9/5/2024	U of O PBIS	SWIS Annual License TY	\$ 400.00	13181	8
9/5/2024	Curriculum Associates	Additional Magnetic Reading/ Ready	\$ 672.00	13466	9
9/5/2024	U of O PBIS	SWIS Annual License IL	\$ 400.00	11181	10
9/5/2024	U of O PBIS	SWIS Annual License SL	\$ 400.00	12181	10
9/5/2024	Renaissance Learning	Freckle, Star, Accelerated Reader subs	\$ 1,744.16	21275	11
9/9/2024	Amazon	MS Science Supplies	\$ 18.49	14181	12
9/9/2024	Amazon	MS Science Supplies	\$ 95.04	14181	13
9/9/2024	Amazon	MS Science Supplies	\$ 112.47	14181	14
9/9/2024	Amazon	Curriculum Office supplies/snacks	\$ 136.24	22179	15
9/10/2024	Amazon	White Boards	\$ 62.95	11181	16
9/10/2024	Amazon	White Boards	\$ 62.95	12181	16
9/10/2024	Amazon	White Boards	\$ 62.95	13181	16
9/11/2024	Curriculum Associates	Add'l Magnetic Reading/ Ready IL	\$ 271.20	11466	17
9/11/2024	Curriculum Associates	Add'l Magnetic Reading/ Ready SL	\$ 316.20	12466	17
9/11/2024	Curriculum Associates	Add'l Magnetic Reading/ Ready TY	\$ 286.20	13466	17
9/13/2024	VEX Robotics	PLTW Robotics Supplies	\$ 658.52	14169	18
9/13/2024	Amazon	Curriculum Office supplies/snacks	\$ 9.98	22179	19
9/13/2024	Grainger	PLTW Robotics Supplies	\$ 29.34	14169	20
9/16/2024	MASL 51 Conference	MASL 51 Amy Sue Manley	\$ 403.78	22136	21
9/23/2024	Amazon	Lined White boards	\$ 98.30	11181	22
9/23/2024	Amazon	Lined White boards	\$ 98.30	12181	22
9/23/2024	Amazon	Lined White boards	\$ 98.30	13181	22
9/23/2024	Grainger	Grainger	\$ (51.62)	14169	23
9/23/2024	VEX Robotics	PLTW Robotics Supplies	\$ 55.57	14169	24
9/27/2024	MASL 51 Conference	MASL Kristen Shook Registration	\$ 317.02	22136	25
9/27/2024	MichAssocSA	Changed from Virtual to in person	\$ 100.00	22148	26
Total Amount of Purchases			\$ 9,690.32		

Summary by ASN #	ASN #	Total	ASN #	Total
	11181	\$ 561.25	14135	\$ 180.90
	11146	\$ 271.20	14169	\$ 721.81
	12181	\$ 562.25	14181	\$ 226.00
	12466	\$ 316.20	21275	\$ 3,603.06
	13181	\$ 764.93	22136	\$ 720.80
	13182	\$ 108.50	22148	\$ 550.00
	13466	\$ 958.20	22179	\$ 146.22

Employee Signature: *[Signature]* Supervisor Signature: *[Signature]*

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INFO ONLY

Total by summary	\$	9,690.32
Total above	\$	9,690.32
Difference	\$	0.00

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

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

	Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
1	8/28	Scholastic	Items for Social Studies	\$ 265.69	64555	Y
2	9/9	Lacrosse Ball Store	Tent for Track	\$ 1,094.89	64566	Y
3	9/20	Dollar General	Items for Staff Lounges	\$ 11.02	24470	Y
4						
5						
6						
7						
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9						
10						
11						
12						
13						
14						
15						
16						
17						
Total Amount of Purchases				\$1,371.60		

Summary by ASN #	ASN #	Total	ASN #	Total
	24470	\$ 11.02		
	64555	\$ 265.69		
	64566	\$ 1,094.89		

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 \$ 1,371.60
 Total above \$ 1,371.60
 Difference \$ -