Card Holder: Sarah Bacalia
Purchases for: Indian Lake Elementary

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/14/2025	Grand Traverse	MEMPSA Accomodations	$219.00	11264	Y
8/14/2025	Amazon	Bulk Order	$1,050.12	11172	Y
8/18/2025	Walmart	Bulk Order	$173.83	11172	Y
8/18/2025	Gordon WAter	Monthly renewal	$22.29	64511	Y
8/18/2025	Meijer	Preservice	$131.43	22187	Y
8/18/2025	Amazon	Juice Boxes	$140.00	64522	Y
8/19/2025	Bigby Coffee	Preservice	$18.92	22187	Y
8/19/2025	Hungry Howies	Luncheon	$61.57	64522	Y
8/19/2025	GFS	Preservice	$235.88	22187	Y
8/21/2025	Rcohester	Folders	$27.50	11172	Y
8/21/2025	Walmart	Crates	$75.94	11172	Y
8/22/2025	Amazon	Pencils	$3.74	11172	Y
8/22/2025	Amazon	Extension cord	$24.99	11172	Y
8/22/2025	Amazon	Sensory tool	$24.99	11172	Y
8/22/2025	Amazon	Bulk Order	$59.54	11172	Y
8/25/2025	Amazon	Bulk Order	$38.48	11172	Y
8/26/2025	Amazon	Index cards	$6.64	11172	Y
8/26/2025	Amazon	Command strips	$28.71	11172	Y
8/26/2025	Amazon	Bulk order	$29.99	11172	Y
8/26/2025	Amazon	Bulk order	$31.73	11172	Y
8/26/2025	Amazon	Bulk order	$48.11	11172	Y
8/26/2025	Little Sign Co	Car tags	$100.00	11172	Y
8/27/2025	USPS	CA mailing	$2.44	11165	Y
8/27/2025	Amazon	Extention cord	$24.99	11172	Y
8/27/2025	Amazon	Clipboards	$25.98	11172	Y
8/27/2025	Amazon	Hooks	$28.08	11172	Y
8/27/2025	Amazon	Bulk order	$41.73	11172	Y
		Total Amount of Purchases	$ 2,676.62		

Summary by ASN	ASN #	Total	ASN #	Total
	11264	$219.00		
	11165	$2.44		
	64511	$22.29		
	22187	$ 386.23		
	64522	$201.57		
	11170	$ 1,845.09		

Employee Signature ______ Supervisor Signature ______

9/2/25

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	$	2,676.62
Total above	$	2,676.62
Difference	$	0.00

Card Holder: Adam Brush
Purchases for: August, 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/4	Calhoun ISD	Science Workshop	$20.00	22135	x
8/4	Calhoun ISD	Science Workshop	$20.00	22135	x
8/4	MASSP	Principal Membership	$500.00	24562	x
8/6	La Finca	CPR Lunch	$102.33	15198	x
8/12	Jaspares	Custodial Lunch	$94.00	64702	x
8/13	ScenoGraphics	Play supplies	$206.51	64596	x
8/14	Panera Bread	BLT meeting	$30.98	64702	x
8/14	Biggby	Staff PD supplies	$63.58	64702	x
8/15	La Finca	Staff PD lunch	$1,149.76	24587	x
8/15	Sam's Club	Staff PD supplies	$14.82	24587	x
8/15	Gordon Foods	Staff PD supplies	$34.99	24587	x
8/15	Sam's Club	Staff PD supplies	$120.90	24587	x
8/15	Jaspares	Maintenance lunch	$230.00	64702	x
8/16	Uline	Robotics supplies	$5,717.74	15206	x
8/21	WeVideo	VBTV renewal	$374.00	15174	x
8/21	Sparkfun	Robotics supplies	$1,400.80	15199	x
8/21	Pololu	Robotics supplies	$2,133.20	15199	x
8/21	REV Robotics	Robotics supplies	$2,155.08	15199	x
8/21	Sweetwaters	Staff treats	$351.78	64702	x
		Total Amount of Purchases	$14,720.47		

Summary by ASN #	ASN #	Total	ASN #	Total
	15174	$374.00	64596	$206.51
	15198	$102.33	64702	$770.34
	15199	$5,689.08		$0.00
	15206	$5,717.74		$0.00
	22135	$40.00		$0.00
	24562	$500.00		$0.00
	24587	$1,320.47		$0.00

$14,720.47

Employee Signature Denise D Bu

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.

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	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
AGILE MI002	AGILE MIND EDUCATIONAL	10371	9602526002	RDCC	AP	Agile VMS/VHS License Renewals	F	B	07/10/2025	09/26/2025	W	$23,464.00
							25-26			202500127		$23,464.00
	100	Agile Asst Lic Course Services - HS - WALTON							385.00			$3,850.00
	110	Agile Mind Alg I - Lic Renewal - HS - WALTON							145.00			$1,740.00
	120	ALGILE MIND - ALG II - LIC RENEWAL - HS - WALTON							100.00			$1,900.00
	130	ALGILE MIND - LIC RENEWAL - GEOMETRY - HS - WALTON							140.00			$2,100.00
	140	AGILE MIND - HS MTH TEACHER LIC RENEWAL - WALTON							5.00			$3,625.00
	150	AGILE MIND - VMS MTH 6 - STUDENT LIC RENEWAL - SIMPSON							220.00			$2,640.00
	160	AGILE MIND - VMS - MTH 7 STUDENT LIC RENEWAL - SIMPSON							220.00			$2,640.00
	170	AGILE MIND - VMS MTH 8 - STUDENT LIC RENEWAL - SIMPSON							112.00			$1,344.00
	180	AGILE MIND - VMS MTH TEACHER LIC RENEWAL - SIMPSON							5.00			$3,625.00
	11E112 5211 01031 000 0000 0000		14181			MS CURRICULUM						$10,249.04
	11E113 5211 04299 000 0000 0000		15181			HS CURRICULUM						$13,214.96
						NUMBER OF INVOICES: 1						**$23,464.00**
AMAZONCO000	AMAZON.COM	080825	0000000000	RDCC	AP	AMAZON CR		B	08/08/2025	08/27/2025	W	$-51.47
							25-26			202500124		$-51.47
	11E252 5910 00000 000 0000 0000		25275			FISCAL SVC OFFICE SUPPLY						$-51.47
AMAZONCO000	AMAZON.COM	112-2447324-3200242	0000000000	RDCC	AP	SUPPLIES		B	08/01/2025	09/26/2025	W	$50.72
							25-26			202500124		$50.72
	1	SUPPLIES							1.00			$50.72
	11E252 5910 00000 000 0000 0000		25275			FISCAL SVC OFFICE SUPPLY						$50.72

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION / 1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
AMAZONCO000	AMAZON.COM	112-8538298-0065061	0000000000	RDCC	AP	SUPPLIES		B	08/15/2025	09/26/2025	W	$9.27
							25-26			202500124		$9.27
	1	SUPPLIES							1.00			$9.27
	11E252 5910 00000 000 0000 0000		25275	FISCAL SVC OFFICE SUPPLY								$9.27
						NUMBER OF INVOICES: 3						$8.52
BSN SPOR000	BSN SPORTS	930396893	5002526017	RDCC	AP	DECALS	F	B	07/31/2025	08/14/2025	W	$275.00
							25-26			202500126		$275.00
	100	AWARDS DECALS & HELMET NUMBERS							1.00			$275.00
	11E293 5990 00000 011 0000 0000		42153	HS FOOTBALL								$275.00
BSN SPOR000	BSN SPORTS	930489569	5002526016	RDCC	AP	SUPPLIES	F	B	08/07/2025	09/26/2025	W	$5,415.88
							25-26			202500126		$5,415.88
	100	FOOTBALLS, PANTS, BELTS, MOUTHGUARDS							1.00			$5,415.88
	11E293 5990 00000 011 0000 0000		42153	HS FOOTBALL								$2,750.99
	61A431 4635 00000 000 0000 0000		64635	T&A HS FOOTBALL								$2,664.89
						NUMBER OF INVOICES: 2						$5,690.88
KALAMAZO012	KALAMAZOO VALLEY COMMUNITY COL	S0242720	0000000000	RDCC	AP	TUITION - DUAL ENROLLMENT		B	06/25/2025	09/26/2025	W	$1,795.01
							25-26			202500128		$1,795.01
	1	TUITION - DUAL ENROLLMENT							1.00			$1,795.01
	11E113 3710 04299 000 0000 0000		15961	HS DUAL ENROLL REIMB								$1,795.01
						NUMBER OF INVOICES: 1						$1,795.01
MIDWEST 006	MIDWEST ENERGY & COMMUNICATIONS	183701JUN25	0000000000	RDCC	AP	CY MONTHLY BILLING 06/08/25 - 07/08/25		B	07/15/2025	09/26/2025	W	$327.00
							25-26			202500123		$327.00
	1	VY MONTHLY BILLING 06/08/25 - 07/08/25							1.00			$327.00
	11E261 5520 00000 000 0000 0110		26866	ELECTRICITY								$327.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION / 1099	LQ S / FY / LQ	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
						NUMBER OF INVOICES: 1					**$327.00**
TEACHERS002	TEACHERS CURRICULUM INSTITUTE	INV139294	9602526041	RDCC	AP	VMS - GRADES 6-8 - SS 1 YR STUDENT LICENSES - TUTT	F B	07/22/2025	07/22/2025	W	$1,504.00
							25-26		202500129		$1,504.00
	100	MS-SS-SL-01 Middle School (6-8) Social Studies: Student License (1 Yr) Digital						47.00			$1,504.00
	11E112 5211 01031 000 0000 0000		14181	MS CURRICULUM		NONEM					$1,504.00
						NUMBER OF INVOICES: 1					**$1,504.00**
VOWEL VA000	Vowel Valley	4744	9602425063	RDCC	AP	VOWEL VALLEY - MAGNET TILES, WHITEBOARDS- 35J	P B	08/05/2025	08/12/2025	W	$8,495.00
							25-26		202500125		$8,495.00
	100	PULL APART SHEET OF MAGNET TILES - SL, IL, TY						600.00			$2,520.00
	110	BUNDLE OF 12 FOLDABLE MAGNETIC WHITEBOARDS W/O MAGNETS						50.00			$5,300.00
	120	SHIPPING						1.00			$675.00
	11E111 5110 01836 000 2824 0000		11466	35j IL supplies							$2,831.67
	11E111 5110 04104 000 2824 0000		12466	35j SL supplies							$2,831.66
	11E111 5110 04185 000 2824 0000		13466	35j TY supplies							$2,831.67
						NUMBER OF INVOICES: 1					**$8,495.00**

TOTAL NUMBER OF BATCH INVOICES: 10 — **$41,284.41**
10 WIRE TRAN CHECK INVOICES — $41,284.41

TOTAL INVOICES: 10 — **$41,284.41**

BANK TOTALS: BANK	BANK ACCOUNT #	INVOICE AMOUNT	NET AMOUNT
AP	**A101 0002 00000 001 0000 1005	$41,284.41	$41,284.41

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: August

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/14/2025	Dollar Tree	Supplies	$ 25.44	46173	Yes
8/14/2025	Aldi	Food	$ 27.58	46170	Yes
8/14/2025	TSC	Fan for exhaust	$ 119.99	26771	Yes
8/16/2025	Amazon	Food	$ 24.99	46170	Yes
8/17/2025	Amazon	Food	$ 253.91	46170	Yes
8/17/2025	Amazon	Food	$ 271.86	46170	Yes
8/18/2025	Hungry Howies	Food for staff Meeting	$ 149.36	46135	Yes
8/19/2025	Ebay	Filter	$ 166.91	46173	Yes
8/20/2025	Family Fare	Food	$ 4.29	46170	Yes
8/20/2025	Amazon	Office Supplies	$ 79.80	46173	Yes
8/21/2025	Culinary Depot	DeLimer for Steamers	$ 230.95	46173	Yes
8/24/2025	Amazon	Food	$ 56.71	46170	Yes
8/24/2025	Amazon	Preschool servings supplies	$ 86.73	46173	Yes
8/22/2025	Target	Office Supplies	$ 111.29	46173	Yes
8/26/2025	Kal Blue	Justice for all signs	$ 76.08	46173	Yes
		Total Amount of Purchases	$ 1,685.89		

Summary by ASN #	ASN #	Total	ASN #	
	46170	$ 639.34		
	46173	$ 777.20		
	46135	$149.36		
	26771	$ 119.99		

Employee Signature Deb Schnepp Supervisor Signature Sarah Dyer

Instruction: Record pruchases 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	$	1,685.89
Total above	$	1,685.89
Difference	$	-

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: **Allison Dygert**, Vicksburg Middle School
Purchases for: August, 2025

	Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
1	8/5	Family Fare	Snacks for Staff	$ 29.93	64764	Y
2	8/4	Grand Traverse Resort	Principals Conference	$ 149.00	24462	Y
3	8/6	Solution Tree	Conference Expense	$ 43.41	Innovation	Y
4	8/6	Solution Tree	Conference Expense	$ 86.81	Innovation	Y
5	8/6	Amazon	Desk for Staff	$ 89.99	14170	Y
6	8/7	The Social Brews	Meal for Staff at Conference	$ 130.06	Innovation	Y
7	8/7	Jimmy John's	Meal for Staff at Conference	$ 124.92	Innovation	Y
8	8/8	Crowne Plaza Parking	Parking for Conference	$ 210.00	Innovation	Y
9	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
10	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
11	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
12	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
13	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
14	8/8	Wyndham	Hotel for Conference	$ 866.52	Innovation	Y
15	8/8	Wyndham	Hotel for Conference	$ 910.68	Innovation	Y
16	8/11	Prime Video	Movie for History Through Film Class	$ 14.99	14170	Y
17	8/13	Sam's Club	Items for Staff Meal	$ 15.49	64764	Y
18	8/13	Sam's Club	Items for Staff Meal	$ 317.06	*	Y
19	8/13	Sam's Club	Staff Meal	$ 319.25	24487	Y
20	8/17	Amazon	Items for Supply Closet	$ 14.00	14172	Y
21	8/15	Amazon	Art Supply	$ 45.27	14171	Y
22	8/17	Amazon	Binders for Staff/Classroom	$ 69.91	14170	Y
23	8/15	Amazon	Art Supply	$ 99.99	14171	Y
24	8/17	Amazon	Art Supply	$ 289.36	14171	Y
25	8/18	Family Fare	Items for Staff Breakfast	$ 19.47	24470	Y
26	8/18	Meijer	Incentive for Staff Meeting	$ 25.38	64764	Y
27	8/18	Wal-Mart	Staff Meal	$ 96.91	24487	Y
28	8/19	Amazon	Items for Supply Closet	$ 112.00	14172	Y
29	8/19	Amazon	Desk for Staff	$ 159.99	24470	Y
30	8/20	Amazon	Chairs for Staff - Lost/Damaged Construction	$ 259.98	Maintenance	Y
31	8/21	Amazon	Chairs for Staff - Lost/Damaged Construction	$ 259.98	Maintenance	Y
32	8/22	Amazon	Items for Supply Closet	$ 5.99	14172	Y
33	8/22	Amazon	Items for Sports Closet	$ 9.99	24470	Y
34	8/24	Amazon	Items for Supply Closet	$ 49.99	14172	Y
35	8/25	Vicksburg Hardware	Lock replacement	$ 8.99	24470	Y
36	8/25	IN Michigan Elementary	Principal's Conference	$ 400.00	24462	Y
37	8/26	Amazon	Items for Boys Soccer	$ 111.42	64569	Y
38	8/26	Amazon	Chair for Staff	$ 129.99	14170	Y
39	Office Supply, 24470 - $77.86 / Staff Food, 24478 - $121.48 / School Improvement, 64764 - $117.72					
			Total Amount of Purchases	$9,809.32		

Summary by ASN #	ASN #	Total	ASN #	Total
	14170	$ 304.88	64764	$ 188.52
	14171	$ 434.62	Innovation	$ 6,705.00
	14172	$ 181.98	Maintenance	$ 519.96
	24462	$ 549.00		
	24470	$ 276.30		
	24487	$ 537.64		
	64569	$ 111.42		

Employee Signature Brenda Peters 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	$	9,809.32
Total above	$	9,809.32
Difference	$	0.00

Card Holder: Bill Dygert
Purchases for: August 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/1/2025	Rochester	Classroom folders	$1,263.52	13172	Y
8/14/2025	Amazon	Bulk orders	$40.52	13172	Y
8/14/2025	Amazon	Bulk orders	$241.41	13172	Y
8/18/2025	Smore	Newsletter	$99.00	13172	Y
8/18/2025	Amazon	Bulk orders	$116.71	13172	Y
8/19/2025	Amazon	Laminator-library	$2,199.99	13172	Y
8/19/2025	Amazon	bulk orders	$7.90	13172	Y
8/19/2025	Amazon	bulk orders	$120.72	13172	Y
8/19/2025	Little Sign Company	Car signs	$150.00	13172	Y
8/20/2025	Amazon	bulk orders	$59.58	13172	Y
8/212025	Qdoba	Lunch for staff	$393.75	22187	Y
8/22/2025	Amazon	bulk order-return	-$47.69	13172	Y
8/25/2025	Amazon	bulk order-return	-$80.99	13172	Y
8/25/2025	Amazon	Bulk order	$22.43	13172	Y
8/26/2025	Amazon	Bulk order	$64.53	13172	Y
8/27/2025	Planbook	Planbook for teacher classroor	$20.00	13170	Y
		Total Amount of Purchases	$4,671.38		

Summary by ASN #	ASN #	Total	ASN #	Total	
	13172	$4,257.63		$0.00	
	22187	$393.75		$0.00	
	13170	$20.00		$0.00	
		$0.00		$0.00	
		$0.00		$0.00	
		$0.00		$0.00	

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	$4,671.38
Total above	$ 4,671.38
Difference	$ -

Goss credit card

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
AIRWAY F000	AIRWAY FUN CENTER	2919	0000000000	SGCC	AP	FALL ADMIN RETREAT	B	08/12/2025	09/26/2025	W	$1,137.72
							25-26		202500137		$1,137.72
	1	FALL ADMIN RETREAT						1.00			$1,137.72
	11E232 5990 00000 000 0000 0000		23273	EXEC ADM TEAM MTG EXP							$1,137.72
						NUMBER OF INVOICES: 1					**$1,137.72**
AMAZONCO000	AMAZON.COM	114-9087149-2026607	0000000000	SGCC	AP	SUPPLIES	B	08/04/2025	09/26/2025	W	$69.98
							25-26		202500136		$69.98
	1	SUPPLIES						1.00			$69.98
	11E241 5610 00000 000 0000 0000		23287	STAFF MEETING EXP - FOOD							$69.98
						NUMBER OF INVOICES: 1					**$69.98**
ANDYMARK000	ANDYMARK	Y795621	0000000000	SGCC	AP	SUPPLIES	B	08/06/2025	09/26/2025	W	$596.99
							25-26		202500138		$596.99
	1	SUPPLIES						1.00			$596.99
	61A431 4558 00000 000 0000 0000		64558	MS ROBOTICS CLUB							$596.99
						NUMBER OF INVOICES: 1					**$596.99**
BEAVER R000	BEAVER RESEARCH CO	0386408-IN	0000000000	SGCC	AP	SUPPLIES	B	07/24/2025	09/26/2025	W	$463.00
							25-26		202500133		$463.00
	1	SUPPLIES						1.00			$463.00
	11E261 5990 00000 000 0000 0000		26771	MAINTENANCE SUPPLY							$463.00
						NUMBER OF INVOICES: 1					**$463.00**
BEST WAY000	Best Way Disposal	1454832	0000000000	SGCC	AP	CY RECYCLE COMMINGLE - ADV JULY	B	06/30/2025	09/26/2025	W	$1,262.95
							25-26		202500132		$1,262.95
	1	CY RECYCLE COMMINGLE - ADV JULY						1.00			$1,262.95
	11E261 3840 00000 000 0000 0175		26862	WASTE & TRASH DISP							$1,262.95

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
						NUMBER OF INVOICES: 1					**$1,262.95**
DL GALLI000	DL GALLIVAN INC	IN180543	0000000000	SGCC	AP	CY CONTRACT USAGE CHARGE FOR 05/20/25 - 06/19/25, TONER SHIPPING CHARGE	B	06/30/2025	09/26/2025	W	$744.07
							25-26		202500130		$744.07
	1	CY CONTRACT USAGE CHARGE FOR 05/20/25 - 06/19/25, TONER SHIPPING CHARGE						1.00			$696.34
	11E241 4120 01031 000 0000 0000		24463	MS COPIER SERVICE							$108.66
	11E241 4120 01836 000 0000 0000		24163	IL COPIER SERVICE							$290.29
	11E241 4120 04185 000 0000 0000		24363	TY COPIER SERVICE							$118.78
	11E271 4130 00000 000 0000 0140		27173	TRANS CONTRACT SERVICE							$178.61
	2	CONTRACT USAGE CHARGE FOR 05/20/25 - 06/19/25, TONER SHIPPING CHARGE						1.00			$47.73
	11E241 4120 04299 000 0000 0000		24563	HS COPIER SERVICE							$8.94
	11E241 4120 04299 000 0000 0000		24563	HS COPIER SERVICE							$38.79
						NUMBER OF INVOICES: 1					**$744.07**
FIDELITY002	FIDELITY SECURITY LIFE INSURANCE C	166905980	0000000000	SGCC	AP	NY BILLING PERIOD- AUGUST 2025	B	07/30/2025	09/26/2025	W	$1,799.77
							25-26		202500134		$1,799.77
	1	NY BILLING PERIOD - AUGUST 2025						1.00			$1,799.77
	11L451 0019 00000 000 0000 0000		30157	Eye Med VISION ACCRUAL							$1,799.77
						NUMBER OF INVOICES: 1					**$1,799.77**
FIRST 000	FIRST	08/06/25	0000000000	SGCC	AP	ROBOTICS COMPETITION	B	08/06/2025	09/26/2025	W	$6,300.00
							25-26		202500140		$6,300.00
	1	ROBOTICS COMPETITION						1.00			$6,300.00
	61A431 4558 00000 000 0000 0000		64558	MS ROBOTICS CLUB							$6,300.00
						NUMBER OF INVOICES: 1					**$6,300.00**
MIDWEST 000	MIDWEST ELECTRIC MOTOR	0143746- IN	0000000000	SGCC	AP	CY PARTS	B	05/19/2025	09/26/2025	W	$971.09

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
MIDWEST 000	MIDWEST ELECTRIC MOTOR	0143746- IN	******CONTINUED******								
							25-26		202500141		$971.09
	1	CY PARTS						1.00			$971.09
	11E261 5990 00000 000 0000 0000		26771	MAINTENANCE SUPPLY							$971.09
						NUMBER OF INVOICES: 1					**$971.09**
PITSCO E000	PITSCO EDUCATION	1479324-38	0000000000	SGCC	AP	FIRST TECH CHALLENGE REGISTRATION	B	08/06/2025	09/26/2025	W	$325.00
							25-26		202500142		$325.00
	1	FIRST TECH CHALLENGE REGISTRATION						1.00			$325.00
	61A431 4558 00000 000 0000 0000		64558	MS ROBOTICS CLUB							$325.00
PITSCO E000	PITSCO EDUCATION	1479326-38	0000000000	SGCC	AP	FIRST TECH CHALLENGE REGISTRATION	B	08/06/2025	09/26/2025	W	$325.00
							25-26		202500142		$325.00
	1	FIRST TECH CHALLANGE REGISTRATION						1.00			$325.00
	61A431 4558 00000 000 0000 0000		64558	MS ROBOTICS CLUB							$325.00
						NUMBER OF INVOICES: 2					**$650.00**
ROSE PES000	ROSE PEST SOLUTIONS	257942C	0000000000	SGCC	AP	COMMERCIAL PEST CONTROL	B	06/30/2025	09/26/2025	W	$2,337.00
							25-26		202500131		$2,337.00
	1	COMMERCIAL PEST CONTROL						1.00			$2,337.00
	11E261 4912 00000 000 0000 0170		26660	GROUND PURCH SVC							$2,337.00
ROSE PES000	ROSE PEST SOLUTIONS	259266C	0000000000	SGCC	AP	COMMERCIAL PEST CONTROL SERVICES	B	07/31/2025	09/26/2025	W	$342.00
							25-26		202500131		$342.00
	1	COMMERCIAL PEST CONTROL SERVICES						1.00			$342.00
	11E261 4912 00000 000 0000 0170		26660	GROUND PURCH SVC							$342.00
						NUMBER OF INVOICES: 2					**$2,679.00**
STERICYC000	STERICYCLE INC	8011458939	0000000000	SGCC	AP	NY STERI-SAFE OSHA	B	07/18/2025	09/26/2025	W	$842.92

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
STERICYC000	STERICYCLE INC	8011458939	******CONTINUED******								
						COMPLIANCE SUBSCRIPTION					
							25-26		202500135		$842.92
	1	NY STERI-SAFE OSHA COMPLIANCE SUBSCRIPTION						1.00			$842.92
	11E261 3840 00000 000 0000 0175		26862	WASTE & TRASH DISP							$842.92
						NUMBER OF INVOICES: 1					**$842.92**
TWO MEN 000	TWO MEN AND A TRUCK	71313-I	0000000000	SGCC	AP	BOX - MEDIUM/TAPE	B	05/28/2025	09/26/2025	W	$1,116.00
							25-26		202500139		$1,116.00
	1	BOX - MEDIUM/TAPE						1.00			$1,116.00
	44E452 6910 00000 000 0000 0000		44784	2024 B&S Movers		NONEM					$1,116.00
TWO MEN 000	TWO MEN AND A TRUCK	71346-I	0000000000	SGCC	AP	BOX - MEDIUM/TAPE	B	06/02/2025	09/26/2025	W	$336.00
							25-26		202500139		$336.00
	1	BOX - MEDIUM/TAPE						1.00			$336.00
	44E452 6910 00000 000 0000 0000		44784	2024 B&S Movers		NONEM					$336.00
TWO MEN 000	TWO MEN AND A TRUCK	71386-I	0000000000	SGCC	AP	BOX - MEDIUM/TAPE	B	06/04/2025	09/26/2025	W	$486.00
							25-26		202500139		$486.00
	1	BOX - MEDIUM/TAPE						1.00			$486.00
	44E452 6910 00000 000 0000 0000		44784	2024 B&S Movers		NONEM					$486.00
						NUMBER OF INVOICES: 3					**$1,938.00**

TOTAL NUMBER OF BATCH INVOICES:	17		**$19,455.49**
		17 WIRE TRAN CHECK INVOICES	$19,455.49
TOTAL INVOICES:	17		**$19,455.49**

BANK TOTALS:	BANK	BANK ACCOUNT #	INVOICE AMOUNT	NET AMOUNT
	AP	**A101 0002 00000 001 0000 1005	$19,455.49	$19,455.49

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

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: August, 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/12	Spotify	Band subscription	$11.99	64584	no
8/19	MME	McDonald conference	$305.00	VAB Title II	x
8/20	Home Depot	Drill bits	$65.59	29361	x
8/21	Meijer	Science supplies	$186.05	15172	x
8/21	Exactmats	Art furniture supplies	$713.41	15171	x
8/26	Meijer	School store supplies	$155.76	64599	x
8/26	Sam's Club	School store supplies	$467.72	64599	x
		Total Amount of Purchases	$1,905.52		

Summary by ASN #	ASN #	Total	ASN #	Total
	15171	$713.41	VAB Title II	$305.00
	15172	$186.05		$0.00
	29361	$65.59		$0.00
	64584	$11.99		$0.00
	64599	$623.48		$0.00
		$0.00		$0.00
		$0.00		$0.00
		$0.00		$0.00

$1,905.52

Employee Signature Denise D Berry Supervisor Signature Matthew A. Hawkins

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 - August **2025**

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8-13-25	Amazon	School supplies	$ 37.22	18401	Y
8-13-25	Amazon	School supplies	$ 23.24	18401	Y
8-20-25	Walmart	School supplies	$ 34.34	18401	Y
		Total Amount of Purchases	$ 94.80		

Summary by ASN #	ASN #	Total	ASN #	Total	
	18401	$ 94.80	18381	$ -	
	18397		18383	$ -	
	18384		18385		
	Total	$ 94.80			

Employee Signature Heather Batchelor Supervisor Signature Kelli Keller

Instruction: Record pruchases 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	$	94.80
Total above	$	94.80
Difference	$	-

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Amie M McCaw

Purchases for: Sunset Lake- Master Card

Statement Date: 8/27/25

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
6-Aug-25	SP Curvevera-Sheridan WY	Mistakenly charge by Brenda Austin-reimbursing with a personal check	$51.98	64519	Y
20-Aug-25	Taco Bob's Vicksburg	Teacher Luncheon	$719.50	#22187 $500/ #64508 $219.50	Y
25-Aug-25	Planbook.com	Phillips- online teacher planbook	$20.00	12170	Y
25-Aug-25	The Home Depot-Portage	Buell- Innovation Grant-Greenhouse Project	$105.68	64210	Y
27-Aug-25	Gordon Water Systems-Kalamazoo	Staff Lounge watercooler	$22.79	24270	Y
27-Aug-25	KalBlue Group	Office- window clings for dismissal time	$226.40	24270	Y
27-Aug-25	Schoolmate.com	Student planners	$400.00	12170	Y
		Total Amt. of Purchases	**$1,546.35**		

Summary by ASN #

ASN #	Total	ASN #	Total
64519	51.98		
22187	500.00		
64508	219.50		
12170	420.00		
64210	105.68		
24270	249.19		

Employee Signature B Austin Supervisors Signature Amie McCaw

INFO ONLY

Total by summary	$1,546.35
Total above	$1,546.35
Difference	$0.00

Card Holder: Karen McKinstry
August 27, 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7/29/25	DOLLAR TREE	DRIVER MEETING SUPPLIES	$45.85	27177	Y
7/30/25	HOBBY LOBBY	DRIVER MEETING SUPPLIES	$38.54	27177	Y
8/1/25	VICKSBURG HARDWARE	CLEANING SUPPLIES	$11.65	27177	Y
8/1/25	DOLLAR GENERAL	CLEANING SUPPLIES	$37.84	27177	Y
8/12/25	DOLLAR TREE	DRIVERS MEETING SUPPLIES	$14.58	27177	Y
8/15/2025	QDOBA	DRIVERS MEETING SUPPLIES	$489.50	27177	Y
8/21/25	QDOBA	REFUND FOR MISSING FOOD	($6.00)	27177	Y
8/21/25	FIRST CHOICE	VAN #3 WINDSHIELD	$971.94	27176	Y
8/22/25	DOLLAR GENERAL	CLEANING SUPPLIES	$15.90	27177	Y
8/26/25	AMAZON	OFFICE SUPPLIES	$16.07	27179	Y
8/26/25	AMAZON	OFFICE SUPPLIES	$ 99.95	27179	Y
ASN #	**TOTAL**				
27177	647.86				
27176	971.94				
27179	116.02				
	1735.82				
		TOTAL	$ 1,735.82		

Employee Signature ____________ Supervisor Signature KMcKinstry

Instruction: Record pruchases 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

ccrecociliation/rebecca

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Keevin O'Neill
Purchases for: August 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
8/21/2025	Erbelli's	opener lunch	$ 1,401.52	23263	Y
		Total Amount of Purchases	$ 1,401.52		

Summary by ASN #	ASN #	Total	ASN #	Total
	23263	$ 1,401.52		
		$ 1,401.52		

Employee Signature [signature]

Supervisor Signature [signature]

Instruction: Record pruchases 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

8-28-25

VICKSBURG COMMUNITY SCHOOLS CREDIT CARD RECONCILIATION FORM

Card Holder: Lourdes Puzevic
Purchases for: AUGUST 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7/31/2025	EasyKeys	Replacement File Cabinet Key	$ 14.47	28370	Y
8/5/2025	MDE	CTE Permit--Hayman	$ 40.00	25760	Y
8/6/2025	Amazon	New Hire Packet Supplies	$ 31.17	28370	Y
8/27/2025	MSBO	Membership Renewal--Lafferty	$ 150.00	28361	Y
		Total Amount of Purchases	$ 235.64		

Summary by ASN #	ASN #	Total	ASN #	Total
	25760	$ 40.00		
	28361	$ 150.00		
	28370	$ 45.64		
		$ 235.64		

Employee Signature ______ Supervisor Signature ______ 9-2-25

Instruction: Record pruchases 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

Card Holder: Mike Roy
Purchases for: August 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7/27	Holiday Inn	Volleyball lodging	$165.37	64713	x
7/27	Holiday Inn	Volleyball lodging	$165.37	64713	x
7/27	Holiday Inn	Volleyball lodging	$165.37	64713	x
7/27	Holiday Inn	Volleyball lodging	$165.37	64713	x
7/31	Cheddar Up	Cross Country registration	$208.06	42161	x
8/2	AHA Shop CPR	Mike CPR training	$18.50	15198	x
8/4	AHA Shop CPR	Adam CPR Training	$18.50	15198	x
8/4	AHA Shop CPR	Cody CPR Training	$18.50	15198	x
8/4	Golf Team Products	Girls Golf Balls	$245.50	64652	x
"	"	"	$245.50	42148	x
8/5	AHA Shop CPR	Mohney CPR Training	$18.50	15198	x
8/7	Motor Mouth	Football meal	$720.00	64635	x
8/18	MHSAA	Coach training	$60.00	42139	x
8/19	MIAAA	DeVries conference & membership	$213.20	42135	x
8/18	Sam's Club	Concession supplies	$287.00	64593	x
8/19	MIAAA	AD conference & membership	$338.00	42135	x
8/20	SW's Donuts	Girls Golf GK food	$59.17	42161	x
8/20	MIVCA	Volleyball membership	$83.20	64713	x
8/21	Hungry Howies	Volleyball Tournament food	$55.37	42161	x
8/22	Hungry Howies	Volleyball Tournament food	$84.96	42161	x
		Total Amount of Purchases	$3,335.44		

Summary by ASN #	ASN #	Total	ASN #	Total
	15198	$74.00	64652	$245.50
	42135	$551.20	64713	$744.68
	42139	$60.00		$0.00
	42148	$245.50		$0.00
	42161	$407.56		$0.00
	64593	$287.00		$0.00
	64635	$720.00		$0.00
				$3,335.44

Employee Signature Denise D Bery 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.

August 2025
Jennifer Teall, Curriculum

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt
8//18/25	Hungry Howies	New Staff Luncheon	$176.48	23273	1

Heather Simmons 9/3/25
Employee Signature

9/4/25
Supervisor Signature

ASN #	SUM of Am
	$0.00
23273	$176.48
Grand Total	**$176.48**

Card Holder: Alyssa Thompson
Purchases for August 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7/31/2025	Family Fare	Summer Kids Klub	$30.72	20170	y
7/31/2025	Cinderella's Food truck	Summer Kids Klub	$387.00	20170	y
8/25/2025	Amazon	Tailgate	$14.99	~~1312~~ 64925	y RD
8/25/2025	Teaching Strategies	GSRP Curriculum All 3 schools	$731.11	11476	y
8/26/2025	Amazon	Summer Kids Klub	$78.65	20170	y
8/26/2025	Teaching Strategies	GSRP Curriculum All 3 schools	$8,656.13	11476	y
8/27/2025	Amazon	Tobey GSRP	$306.09	11475	y

Summary by ASN #	ASN #	Total	ASN #	Total
	20170	$496.37		
64925 RD	~~1312~~	$14.99		
	11476	$9,387.24		
	11475	$306.09		

$10,204.69

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 $10,204.69
Total above
Difference

August 2025
Gail VanDaff - Curriculum

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt
7/29/25	Amazon	Art - Biernacki - Refund - Item(s) not received - IL	$ (29.99)	11181	1
7/29/25	Amazon	Art - Biernacki - Refund - Item(s) not received - TY	$ (29.99)	13181	1
7/28/25	Amazon	Art - Biernacki - Refund - Item(s) not received - IL	$ (33.43)	11181	2
7/28/25	Amazon	Art - Biernacki - Refund - Item(s) not received - IL	$ (33.42)	13181	2
7/28/25	Amazon	Art - Biernacki - Refund - Item(s) not received - IL	$ (51.55)	11181	3
7/28/25	Amazon	Art - Biernacki - Refund - Item(s) not received - IL	$ (51.54)	13181	3
7/29/25	Form Approvals	Subscription Renewal	$ 168.00	22179	4
7/30/25	Sci-Supply	VHS Science Materials Purchase	$ 65.96	15181	5
7/31/25	Amazon	VHS Social Studies Material Return - DVD	$ (13.88)	15181	6
8/5/25	Teachers Pay Teachers	VHS SS Interactive Notebook/Modern-Am Bundle	$ 133.60	15181	7
8/5/25	Fly Leaf	EL Reading Series 1 and 2 Book Sets	$ 798.08	13466	8
8/7/25	Flinn Scientific	VHS Science Materials Purchase	$ 74.63	15181	9
8/7/25	Michigan Assoc of Adrian	MASFPS Membership - J.Teall	$ 85.00	22166	10
8/6/25	WIRIS	MathType Yearly Subscription	$ 153.48	15181	11
8/7/25	Pitsco	VMS PLTW - Barnhart - Glue HD II Bond	$ 56.90	14169	12
8/7/25	Mi Alliance Envir	2025 MAEOE Conference K.Christiansen	$ 160.00	14169	13
8/11/25	Sam's Club	C&I supplies -Water	$ 12.98	22179	14
8/11/25	Sam's Club	C&I Supplies - Snacks	$ 56.38	22179	15
8/13/25	EB Special Population	2025 Special Population Conference-Teall/Spanhak	$ 540.00	22166	16
8/19/25	Great Minds	Eureka Math - Kit - SL	$ 344.93	12181	17
8/20/25	School Specialty	VMS- PLTW Materials- Barnhart	$ 82.88	14169	18
8/21/25	Walmart	VMS - Science Materials	$ 260.21	14181	19
8/24/25	Walmart	VMS - Science Materials - Refund-Wrong Item Sent	$ (28.41)	14181	20

Heather Simmons 9/4/25
Employee Signature

9/4/25
Supervisor Signature

ASN #	SUM of Amount
11181	$ (114.97)
12181	$ 344.93
13181	$ (114.95)
13466	$ 798.08
14169	$ 299.78
14181	$ 231.80
15181	$ 413.79
22166	$ 625.00
22179	$ 237.36
Grand Total	**$ 2,720.82**

VICKSBURG COMMUNITY SCHOOLS
CREDIT CARD RECONCILIATION FORM

Card Holder: Adam Wallace
Purchases July 28, 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
07/29/25	PLAUD	1-year subscription for PLAUD Device	$ 99.99	28463	X
07/31/25	PLAUD	PLAUD Note/Pin Cosmic Gray Device	$ 159.00	28470	X
08/01/25	AMAZON MKTPL	2- Microsoft Surface laptops for staff	$ 1,587.60	28499	X
08/04/25	AMAZON MKTPL	100 Pcs Clear Plastic Name Badge Hold	$ 16.98	28470	X
08/07/25	COMCAST	OEC Internet Service (Monthly charge)	$ 76.56	28474	X
08/14/25	AMAZON MKTPL	Logitech wireless keyboard and mouse	$ 33.99	28470	X
08/15/25	AMAZON MKTPL	100 FT Super VGA Cable for classroom	$ 39.39	28470	X
08/15/25	DNH*GoDaddy*	VCS Domain SSL Certificate(yearly)	$ 99.99	28463	X
08/18/25	AMAZON MKTPL	MS Surface Laptop for Pupil Acct.	$ 1,107.87	28499	X
08/18/25	AMAZON MKTPL	MS Surface Laptop for Tobey Principal	$ 1,133.73	28499	X
08/19/25	BAV INN LODGE	Room Deposit for MPAAA Conference	$ 184.30	28462	X
08/19/25	FSP MPAAA LANSING	MPAAA Registration Fee	$ 450.00	28462	X
08/25/25	AMAZON.COM	75 feet VGA/SVGA Monitor cable for c	$ 32.24	28470	X
08/27/25	GRAN TRAV RESORT	Room Deposit for MAEDS Conference	$ 165.00	28462	X
08/27/25	GRAN TRAV RESORT	Room Deposit for MAEDS Conference	$ 165.00	28462	X
08/27/25	GRAN TRAV RESORT	Room Deposit for MAEDS Conference	$ 165.00	28462	X
		Total Amount of Purchases	$ 5,516.64		

Summary by ASN #	ASN #	Total	ASN #	Total	
			28474	$ 76.56	
			28499	$ 3,829.20	
			28470	$ 281.60	
			28462	$ 1,129.30	
			28463	$ 199.98	
			Total	$ 5,516.64	

Employee Signature Chris L Allen Supervisor Signature [illegible]

Instruction: Record pruchases 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

VICKSBURG COMMUNITY SCHOOLS
CREDIT CARD RECONCILIATION FORM

Card Holder: Dewey Waterman
Purchases for: August 2025

Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
7/29/2025	Amazon	Swivel pendant for light fixture	$18.51	26771	
7/29/2025	Amazon	LED lights, swivel pendant for light fixture	$64.67	26771	
8/1/2025	MacAllister	Sissor lift and trailer rental	$603.70	26762	
8/6/2025	Amazon	Xmark wheels	$135.99	26771	
8/6/2025	Sprinkler Whse	Sprinkler heads	$246.90	26771	
8/8/2025	MacAllister	**Refund** Early return	-$86.25	26762	
8/8/2025	Amazon	SS duct clamps	$9.69	26771	
8/8/2025	Amazon	8' of 6" Dia. Aluminum duct	$21.99	26771	
8/12/2025	Amazon	**Refund**	-$2.44	26771	
8/12/2025	Amazon	**Refund**	-$4.55	26771	
8/12/2025	Amazon	Spray paint, wind direction flags for goal posts	$134.77	26973	
8/11/2025	Amazon	2 - GFIC extension chords, 25' & 50'	$171.70	26771	
8/11/2025	Amazon	3.5" drain valve, drain waste tool, drive belt for Xmark	$176.36	26771	
8/20/2025	Amazon	Ink pens	$19.47	26770	
8/21/2025	Amazon	4-64oz bottles of Rid-O-Rust	$90.99	26670	
8/22/2025	Amazon	TV wall mount	$46.98	26771	
8/25/2025	Generali	Insurance policy for VRBO	$89.00	26730	
8/25/2025	VRBO	VRBO for MSBO conference at Crystal Mtn.	$481.00	26730	
8/26/2025	Amazon	Stair climbing dolly	$126.98	26771	
			$2,345.46		

Summary by ASN #	ASN #	Total	ASN #	Total
	26770	$19.47	26730	$570.00
	26771	$1,012.78		
	26670	$90.99		
	26762	$517.45		
	26973	$134.77		

Employee Signature Dewey Waterman

Supervisor Signature

Instruction: Record pruchases 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: August, 2025

	Date	Vendor	Description/Purpose	Amount	ASN #	Receipt?
1	8/7	Buddy's Pizza	Meal during Conference	$ 119.06	Innovation	Y
2	8/6	Huntington Place	Meal during Conference	$ 126.00	Innovation	Y
3	8/8	Bulk Office Supply	Binders For Math Department	$ 420.84	14170	Y
4	8/8	Crown Plaza Parking	Parking for Conference	$ 135.00	Innovation	Y
5	8/10	Amazon	Supplies for Staff Supply Closet	$ 544.29	14172	Y
6	8/8	Wyndham Detroit	Hotel Stay for Conference	$ 866.52	Innovation	Y
7	8/19	Dollar General	Cleaning Supplies	$ 17.76	24470	Y
8	8/19	Dollar General	Mold Clean Up Supplies	$ 65.19	Maintenance	Y
9	8/20	School Specialty	Supplies for Staff Supply Closet	$ 547.25	14172	Y
10						
11						
12						
13						
14						
15						
16						
17						
			Total Amount of Purchases	$2,841.91		

Summary by ASN #	ASN #	Total	ASN #	Total
	14170	$ 420.84		
	14172	$ 1,091.54		
	24470	$ 17.76		
	Innovation	$ 1,246.58		
	Maintenance	$ 65.19		

Employee Signature Brenda Peters

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	$	2,841.91
Total above	$	2,841.91
Difference	$	(0.00)