

Organizational
Thursday, July 18, 2019 5:30 PM

KRESA Service Center - Conference Rooms B
& C
1819 East Milham Avenue
Portage, Michigan 49002

Agenda

- I. **CALL TO ORDER**
- II. **ELECTION OF OFFICERS**
- III. **DESIGNATE TIME AND PLACE FOR REGULAR MEETINGS**
Superintendent recommends that all Board of Education Meetings begin at 5:30 p.m., at the Service Center, unless otherwise stated and approved by the Board of Education. All unscheduled special meetings would be pre-approved by the Board and posted in compliance with the Michigan Open Meetings Act.
- IV. **DESIGNATE SIGNATORY, SAFETY DEPOSIT BOX AUTHORIZER AND ELECTRONIC TRANSFER OFFICER**
- V. **DESIGNATE ACTING BOARD SECRETARY IN THE ABSENCE OF ELECTED BOARD SECRETARY**
- VI. **DESIGNATE PERSONS AUTHORIZED TO SIGN CONTRACTS AND PURCHASE ORDERS**
- VII. **DESIGNATE BOARD OF EDUCATION REPRESENTATIVE TO THE HEAD START POLICY COUNCIL**
- VIII. **DESIGNATE BOARD OF EDUCATION REPRESENTATIVE TO THE KALAMAZOO RESA FOUNDATION BOARD**
- IX. **DESIGNATE DEPOSITORIES FOR SCHOOL FUNDS**
 - IX.A. General Education Fund - Fifth Third Bank & Michigan Liquid Asset Fund
 - IX.B. Special Education Fund - Fifth Third Bank & Michigan Liquid Asset Fund
 - IX.C. Payroll Funds - Fifth Third Bank
 - IX.D. Treasury Funds - Fifth Third Bank
 - IX.E. Capital Projects Funds - Michigan Liquid Asset Fund
 - IX.F. Internal Service Funds - Fifth Third Bank
 - IX.G. Debt Retirement Fund - Fifth Third Bank
 - IX.H. Enterprise Fund - Fifth Third Bank
- X. **TREASURER'S BOND**
Treasurer's Bond for the Superintendent and Treasurer is included as part of the Crime Coverage - Employee Dishonesty Blanket Bond in the amount of \$500,000.
- XI. **DESIGNATE LEGAL ADVISORS TO KALAMAZOO RESA**
Superintendent recommends that the following be designated legal advisors to Kalamazoo RESA:
 - XI.A. Miller, Johnson, Snell & Cummiskey, P.L.C.
 - XI.B. Thrun Law Firm, P.C.
 - XI.C. Clark Hill PLC
 - XI.D. Warner, Norcross & Judd, LLP

XI.E. Varnum, Riddering, Schmidt & Howlett, LLP

XI.F. Miller, Canfield, Paddock & Stone, P.L.C.

XII. **SELECTION OF AUDITOR FOR 2019-2020**

XIII. **ADJOURNMENT OF ORGANIZATIONAL MEETING**

XIV. **CALL TO ORDER REGULAR MEETING**

XV. **COMMENTS FROM AUDIENCE**

XVI. **CONSENT AGENDA**

XVI.A. Approval of Board of Education Minutes - June 13, 2019

**Board of Education
June 13, 2019 - 5:30 PM
KRESA Service Center - Conference Rooms B & C
REGULAR MEETING MINUTES**

MEMBERS PRESENT:	Mr. Virgil "Skip" Knowles, Mr. David Webster, Dr. Delores Myers, Ms. Lynne Cowart, Mr. Randy Van Antwerp
MEMBERS ABSENT:	None
ADMINISTRATION/STAFF:	Mr. David Campbell, Ms. Deb Miller, Mr. Scott Thomas, Mr. Tom Zahrt, Dr. Diane Owen-Rogers, Ms. Rachel Roberts, Mr. Eric Stewart, Ms. Angela Telfer, Mr. Bryan Schupbach, Ms. Kelly Kuhlmann, Ms. Angie Straley
ABSENT:	None
OTHERS PRESENT:	None

I. CALL TO ORDER - BUDGET HEARING

Mr. Knowles called the Budget Hearing to order at 5:32 p.m.

A. 2019-2020 Projected Preliminary Budget Resolutions

Mr. Thomas presented the projected 2019-2020 General Fund and Special Education Fund budgets, highlighting changes from the 2018-2019 budgets.

II. CLOSE BUDGET HEARING AND RESUME REGULAR MEETING

There being no public comment, Mr. Knowles closed the budget hearing at 5:55 p.m.

III. COMMENTS FROM AUDIENCE

None

IV. CONSENT AGENDA

- A. Approval of Board of Education Regular Meeting Minutes - May 16, 2019
- B. Approval of Board of Education Closed Session Meeting Minutes - May 16, 2019
- C. Approval of 2018-2019 Sixth Enhancement Millage Payout to Local Districts - \$483,068.55
- D. Approval of Charter Township of Kalamazoo, Notice of Public Hearing for IFT - Kalsec, Inc. - May 28, 2019 at 7:30 p.m.
- E. Approval of 2018-2019 Title VI Effective Use of Technology Grant
- F. Personnel Matters
 - 1. Approval of New Hire
 - 2. Approval of New Positions
 - 3. Approval of Employee for Youth Opportunities Unlimited

Mr. Van Antwerp moved; Ms. Cowart supported to approve the consent agenda.
Motion carried unanimously.

V. PROGRAM AND/OR CONFERENCE REVIEW

A. Youth Advancement Academy Charter School Monitoring Reports & Presentation - Dr. Diane Owen-Rogers

Dr. Owen-Rogers presented the Youth Advancement Academy Charter School Monitoring reports, highlighting the increase in student enrollment this year, student achievements, barriers that students face getting to school, and the positive feedback received through recent interviews with students and staff.

VI. ADMINISTRATIVE REPORTS

A. Business Services Report - Mr. Scott Thomas

1. Monthly Financial Report

Mr. Thomas indicated that during the period from May 1, 2019 through May 31, 2019, the following transactions were processed: payments totaling \$7,720,338; investments totaling \$1,000,000; for a grand total of \$8,720,338.

Mr. Thomas reviewed the General Fund Statement of Revenues and Expenditures for the eleventh month period ending 5/31/2019. The report showed revenues received at 89% of budgeted amounts and total expenditures at 85%. He also reviewed the Special Education Statement of Revenues and Expenditures for the same period, which showed revenues at 96% and expenditures at 88%. Total investments were \$13,229,100 through May 31, 2019. The breakdown is General Education \$7,951,208 and Special Education, \$5,277,892.

2. Michigan School Business Officials Certificates

a. Ramona Shugars

b. Carrie Wesley

Mr. Thomas recognized Ramona Shugars and Carrie Wesley for recently earning Michigan School Business Officials Certificates. Mr. Thomas praised staff for their efforts in pursuing certifications.

B. Instructional Report - Ms. Rachel Roberts/Dr. Diane Owen-Rogers

1. Monthly Head Start Update - Ms. Rachel Roberts

Ms. Roberts presented a head start overview for the year that featured program achievements, new strategies for dealing with behavioral issues, and the teacher evaluation process.

2. Unified Vision/Structure for Preschool Programs - Rachel Roberts

Ms. Roberts reported that Head Start and GSRP have been combined in an effort to create greater collaboration, additional supports, and professional development among staff.

3. STEAM Academy Collaboration & Grant - Dr. Diane Owen-Rogers

Dr. Owen-Rogers reported on the new summer STEAM program for middle school aged kids. The program was funded by a Shared Prosperity Kalamazoo Grant for the next 3 years and is a collaboration of several Kalamazoo community organizations.

4. Anti-Biased/Anti-Racism Training & Collaboration with the Kalamazoo Public Library - Dr. Diane Owen-Rogers

Dr. Owen-Rogers reported that on June 24, 2019 an Anti-Bias/Anti-Racism Training will be held at the Kalamazoo Public Central Library from 3-5 p.m. The training is a collaboration between KRESA, ABAR Leadership Team, Kalamazoo Public Library, and ERACCE (a local anti-racism training group) the training is free and open for anyone to attend. For more information follow the [link](#).

C. Special Education Report - Ms. Angela Telfer

1. Intensive Support Team Update - Ms. Angela Telfer

Ms. Telfer reported that the Intensive Support Teams have been implemented for a full year. The goal of the Intensive Support Teams is to help keep kids in their local districts. Ms. Telfer reported that the data for the year show the teams have been successful.

Ms. Telfer highlighted the WoodsEdge Learning Center Data Portfolio Rubric; this is the tool used to score teachers on student achievement. Revisions were made this year to further define the criteria with a focus on continuous improvement.

D. Secondary Programming Report - Ms. Deb Miller

1. EFE Special Populations and Demographic Data

Ms. Miller discussed the Ethnicity and Special Populations reports provided in the agenda packet. Ms. Miller reported that data is being collected and they are working on publishing it into a readable format.

E. Human Resources/Operations Report - Mr. Tom Zahrt

1. 2019-2020 Contract Renewal Process

Mr. Zahrt reviewed the current process for contract renewal. The process is constantly evolving to stay current and treat employees right.

2. CTE Redesign Project Follow-Thru

Mr. Zahrt reported that they are currently reviewing group discussions to come up with a staffing model in line with Design Team recommendations, taking into consideration our current staffing and assets.

F. Technology Report - Mr. Brian Schubbach

1. New Time Keeping Module in MiSuite

Mr. Schubbach reported that the MiSuite group is currently pilot testing with four districts (including KRESA) on a new Time Keeping module. When complete, this new module will save partner districts over \$75,000 per year in third party licensing fees.

2. Effective Use of Technology Grant renewed and increased to \$230,000

Mr. Schubbach reported that the Title IV – “Effective Use of Technology Grant” was renewed and increased from \$90,000 to \$230,000. These funds will be used to develop and implement student level badging, train teachers in integrating Minecraft EDU in their curriculum, and create and promote Open Educational Resources (OER’s).

G. Superintendent Report - Mr. Dave Campbell

1. CTE System Redesign

Mr. Campbell reported that board meetings as well as meetings with community leaders are going well, there is strong support for the CTE System Redesign.

2. Launch Michigan

Mr. Campbell shared that the four key legislative leaders (Quadrant) in the Governor’s office are waiting for the recommendation from Launch Michigan.

3. Back to School Breakfast

Mr. Campbell discussed the progress being made to plan the 2019-2020 Back to School Breakfast. The guest speaker will be Beth Washington, Director of Diversity & Inclusion at Bronson. The theme will build on last year's theme, "Together is Better".

4. Youth Advancement Academy Update

Mr. Campbell gave an update regarding concerns/complications with the program as well as the contract negotiations currently in progress.

5. Other

Mr. Campbell announced that a new superintendent for Gull Lake has been hired, Raphael Rittenhouse.

6. Correspondence

- a. Thrun Law Notes – Informational

VII. ITEMS FOR DISCUSSION AND/OR ACTION

A. 2018-2019 FINAL BUDGET AMENDMENT RESOLUTIONS [roll call vote]

Discussion: Approval of the final budget amendment resolution for 2018-2019 General Education fund and 2018-2019 Special Education fund.

Mr. Van Antwerp moved, Ms. Cowart supported to approve the 2018-2019 final budget amendment resolutions, as presented.

Motion was carried unanimously by roll call vote.

B. TAX LEVY RESOLUTION [roll call vote]

Superintendent recommends that the Board of Education approve the resolution to levy taxes within the Kalamazoo RESA boundaries.

Ms. Cowart moved, Mr. Van Antwerp supported to approve the resolution to levy taxes within the Kalamazoo RESA boundaries.

Motion was carried unanimously by roll call vote.

C. 2019-2020 PROJECTED PRELIMINARY BUDGET RESOLUTIONS [roll call vote]

Superintendent recommends that the Board of Education approve the preliminary budget resolution for 2019-2020 General Education fund and 2019-2020 Special Education fund, as presented.

Ms. Myers moved, Mr. Webster supported to approve the 2019-2020 preliminary budget resolutions for the General Education fund and the Special Education fund.

Motion was carried unanimously by roll call vote.

D. APPROVAL TO PURCHASE RICOH C7200SL COLOR COPIER

Mr. Webster moved, Ms. Cowart supported to approve the purchase of a Ricoh C7200SL color copier.

Motion was carried unanimously by roll call vote.

E. APPROVAL OF RE-APPOINTMENT OF THE FOLLOWING BOARD MEMBERS: WILLIAM BRENNAN, HAL JENSON, AND LATONIA RAINES FOR A THREE-YEAR TERM, 7/1/2019 - 6/30/2022 TO THE YOUTH ADVANCEMENT ACADEMY BOARD.

Mr. Webster moved, Ms Cowart supported to approve the re-appointment of William Brennan, Hal Jenson, and Latonia Raines for a three-year term to the Youth Advancement Academy Board.

Motion was carried unanimously by roll call vote.

F. APPROVAL OF SECOND READING AND ADOPTION OF KRESA BOARD POLICIES, AS PRESENTED

1. Policy 0100 Bylaws-Definitions [REVISION]
2. Policy 0167.2 Bylaws-Closed Session [REVISION]
3. Policy 1422.01 Administration-Drug-Free Workplace [NEW POLICY]
4. Policy 2414 Program-Reproductive Health [REVISION]
5. Policy 3120 Professional Staff-Employment of Professional Staff [REVISION]
6. Policy 3120.04 Professional Staff-Employment of Substitutes [REVISION]
7. Policy 6321 Finances-New School Construction, Renovation [REVISION]
8. Policy 6605 Finances-Crowdfunding [REVISION]
9. Policy 8400 Operations-School Safety Information [REVISION]
10. Policy 8402 Operations-Emergency Operations Plan [NEW]
11. Policy 8500 Operations-Food Services [REVISION]

Ms. Cowart moved, Mr. Webster supported to approve the second reading and adoption of KRESA Board policies 2-11, as presented.

Motion was carried unanimously by roll call vote.

The board agreed table the approval of Policy 0100 Bylaws-Definitions and discuss it at the July Board meeting.

VIII. SUPERINTENDENT REQUESTS THAT THE BOARD OF EDUCATION ADJOURN INTO CLOSED SESSION TO DISCUSS SUPERINTENDENT EVALUATION

Ms. Cowart moved, Mr. Webster support to adjourn into closed session at 8:00 p.m.

IX. ADJOURNMENT

There being no further business, Mr. Knowles adjourned the meeting at 9:08 p.m.

Respectfully submitted,

Lynne Cowart
Board Secretary

Angie Straley
Recording Secretary

Minutes
Approved on _____

XVI.B. Approval of Board of Education Closed Session Meeting - June 13, 2019

**KALAMAZOO RESA
Board of Education
June 13, 2019
CLOSED SESSION MINUTES**

MEMBERS PRESENT: Mr. Virgil "Skip" Knowles, Mr. David Webster, Dr. Delores Myers, Ms. Lynne Cowart, Mr. Randy Van Antwerp

MEMBERS ABSENT: None

The closed session meeting began at 8:10 p.m.

ITEM FOR DISCUSSION:

A. Superintendent David Campbell's Evaluation

The Board did not vote on Superintendent Campbell's final rating as they requested more information about student achievement data and plan to vote at the July Board Meeting.

Ms. Cowart moved, Mr. Webster supported to return to open session at 9:08 p.m.

Motion carried unanimously.

Respectfully submitted,

Lynne Cowart
Board Secretary

Angie Straley
Recording Secretary

Minutes
Approved on _____

XVI.C. Approval of New Hire - July 2019

To: Kalamazoo RESA Board of Education and David Campbell, Superintendent
From: Tom Zahrt, Assistant Superintendent of Human Resources and Operations
Date: July 18, 2019
Re: New Hire Recommendation for Board Action

The following new hires are being recommended for Board approval:

First Name	Last Name	Position	Location	Budget Impact
Alexa	McFarland	Speech & Language Pathologist	W Campus Early Childhood	replacement
Michelle	Veenstra	Teacher, Special Ed	W Campus YAP	replacement
Alicia	Osborn	Teacher, Special Ed-ASD	WELC	replacement
Meghan	Feeman	Music Therapist	WELC	Grade change from 11 to 17. Adding to revised 2019-20 budget.
Patricia	Nikolich	Family Advocate II	Head Start	replacement

Thank you.

Tom Zahrt
Assistant Superintendent, Human Resources

XVI.D.Approval of New Position - July 2019

To: Kalamazoo RESA Board of Education and
David Campbell, Superintendent
From: Tom Zahrt, Assistant Superintendent of Human Resources, Communications & Facilities
Date: July 18, 2019
Re: New Position

The following new hires are being recommended for Board approval:

Position	Location	Budget Impact
Music Therapist	WoodsEdge	Move from JG 11 to JG 17. Potential for increased benefit cost. Adding to revised budget.

Thank you,

Tom Zahrt
Assistant Superintendent, Human Resources and Communication

XVI.E. Approval of Tenure-Omission from May 2019 Listing

To: Kalamazoo RESA Board of Education
David Campbell, Superintendent

From: Tom Zahrt, Assistant Superintendent of Human Resources & Operations

Date: July 18, 2019

Re: Notification of Tenure-omission from May 2019 listing

The following teachers are eligible to gain tenure in June 2019.

First Name	Last Name	Position	Location	Tenure Date
Audrey	Helsom	Teacher, Special Ed – EI	Juvenile Home School	6/14/2019

Thank you.

Tom Zahrt
Assistant Superintendent

XVII. PROGRAM AND/OR CONFERENCE REVIEW

XVIII. ADMINISTRATIVE REPORTS

XVIII.A. Business Services Report - Mr. Scott Thomas

XVIII.A.1. Monthly Financial Report

Kalamazoo Regional Educational Service Agency

1819 E. Milham Avenue

Portage, MI 49002-3035

During the period of time from June 1, 2019, through June 30, 2019, the following payments have been processed:

	<u>Payments</u>	<u>Investments</u>	<u>Total</u>
*Special Education	\$ 285,256	\$ -	\$ 285,256
*General Education	\$ 1,833,460	\$ -	\$ 1,833,460
*Tech Consortium	\$ 3,058	\$ -	\$ 3,058
*Payroll	\$ 4,487,621	\$ -	\$ 4,487,621
General Capital Project	\$ -	\$ -	\$ -
Special Ed Capital Project	\$ -	\$ -	\$ -
Debt	\$ 238	\$ -	\$ 238
	<u>\$ 6,609,633</u>	<u>\$ -</u>	<u>\$ 6,609,633</u>

* I hereby certify that the above claims set forth are lawful against the 2018-2019 budget for the Kalamazoo Regional Educational Service Agency and were incurred for the purpose and in the amounts shown.



Scott Thomas, Assistant Superintendent for Business Services
Kalamazoo Regional Educational
Service Agency

11-Jul-19

**GENERAL FUND
STATEMENT OF REVENUES & EXPENDITURES
FOR THE TWELFTH MONTH PERIOD ENDING 06/30/2019
UNAUDITED**

<u>Revenues:</u>	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	1,149,996	1,154,984	100%	100%
State Aid - SEC 81	1,286,949	1,091,304	85%	81%
Other	1,194,151	1,166,329	98%	94%
Technology Services	6,628,070	5,900,364	89%	89%
Seeds For Success	872,995	944,057	108%	91%
Great Start Readiness Program	8,011,006	6,756,587	84%	84%
REMC - Media	275,000	235,229	86%	101%
Print Center	530,000	541,471	102%	102%
Instructional Center & Leadership	3,134,533	3,030,173	97%	89%
Education for Arts (EFA)	1,822,942	1,790,058	98%	104%
Education for Employment (EFE)	2,286,266	2,258,038	99%	87%
Youth Opportunities Unlimited (YOU)	4,706,292	3,397,902	72%	71%
Regional Transportation (RTSI)	403,107	374,037	93%	102%
Head Start	5,748,174	5,356,544	93%	89%
Enhancement Millage	11,914,443	12,020,061	101%	100%
Total Revenues	49,963,924	46,017,139	92%	90%

<u>Expenditures</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Board of Education	87,875	58,852	67%	73%
Superintendent	415,723	402,601	97%	100%
Public Information	126,535	122,180	97%	97%
Human Resources	195,300	189,649	97%	97%
Business Office	1,036,269	1,025,542	99%	96%
Maint. & Operation	840,437	462,930	55%	87%
Subtotal Admin & Maintenance	2,702,139	2,261,754	84%	93%
Technology Services	6,882,950	6,446,305	94%	81%
Seeds For Success	933,602	812,654	87%	90%
Great Start Readiness Program	8,011,006	7,520,703	94%	92%
REMC - Media	277,380	257,793	93%	93%
Print Center	514,486	476,266	93%	91%
Instructional Center & Leadership	3,443,608	2,979,671	87%	95%
Education for Arts (EFA)	1,920,286	1,831,454	95%	89%
Education for Employment (EFE)	2,578,618	2,389,160	93%	84%
Youth Opportunities Unlimited (YOU)	4,706,292	3,476,919	74%	62%
Regional Transportation (RTSI)	431,506	365,387	85%	88%
Head Start	5,748,174	5,506,856	96%	98%
Enhancement Millage	11,914,443	12,016,298	101%	100%
Total Expenditures	50,064,490	46,341,219	93%	90%

Revenue over Expenditures	(100,566)	(324,079)	
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SPECIAL EDUCATION
STATEMENT OF REVENUES & EXPENDITURES
FOR THE TWELFTH MONTH PERIOD ENDING 06/30/2019
UNAUDITED

REVENUES:	<u>Budget</u>	<u>Revenues</u>	<u>Percent Received</u>	<u>Last Year</u>
Property Taxes	35,086,916	35,140,821	100%	100%
Section 51a & 51a3 SE Funding	1,707,893	1,468,056	86%	86%
Sec 51a(2) & 54 Foundations	4,264,104	3,481,918	82%	82%
Section 24	616,951	496,703	81%	78%
IDEA	8,390,334	6,245,894	74%	71%
Other	478,108	482,717	101%	103%
County Juvenile Home	230,000	230,000	100%	100%
MPSERS UAAL Offset	3,661,224	2,995,247	82%	100%
Early On Grant	394,927	297,872	75%	57%
School Based Health Services	2,185,151	2,359,456	108%	107%
Other Grants	280,000	334,402	119%	67%
TOTAL REVENUE	<u>57,295,608</u>	<u>53,533,085</u>	93%	93%

EXPENDITURES	<u>Budget</u>	<u>Expenditures</u>	<u>Percent Expended</u>	<u>Last Year</u>
Young Adult Program (YAP)	3,501,701	3,359,204	96%	97%
WoodsEdge Learning Center (WELC)	8,968,452	8,524,179	95%	94%
Preprimary Evaluation Team (PET)	1,256,009	1,254,556	100%	97%
MPSERS UAAL	3,661,224	2,995,247	82%	101%
Central Services	4,707,970	4,240,018	90%	90%
Juvenile Home Schools	2,071,206	1,934,388	93%	97%
Valley Center School	1,479,144	1,412,733	96%	98%
Deaf/Hard of Hearing Program (DHH)	1,619,705	1,553,406	96%	98%
Early On	3,092,759	2,857,417	92%	98%
Operations/Maintenance	3,636,826	3,044,014	84%	96%
Subtotal KRESA Programs	33,994,996	31,175,161	92%	95%
Payout for Local Programs	22,977,657	22,977,657	100%	100%
Prior Year Local Payout Adjustment	-	-	0%	0%
Other	234,728	226,736	97%	93%
Other Grants	281,094	216,507	77%	58%
TOTAL EXPENDITURES	<u>57,488,475</u>	<u>54,596,061</u>	95%	97%

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	(192,867)	(1,062,975)
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**Kalamazoo Regional Educational Service Agency
Investment Rate/Cash Data
As of 06/30/2019**

<u>Special Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third	Op	1,091,322		
Milaf	M	<u>3,125,817</u>	2.34	OPEN
<i>Special Education Total</i>		<u>4,217,139</u>		
<u>General Education</u>	<u>Type</u>	<u>Amount</u>	<u>Rate (%)</u>	<u>Maturity Date</u>
Fifth-Third	Op	5,403,472		
Milaf	M	<u>4,260,602</u>	2.34	OPEN
<i>General Education Total</i>		<u>9,664,074</u>		
TOTAL		<u><u>13,881,213</u></u>		

M = MAX-MILAF
 Op = Operating Account
 CP = Commercial Paper
 CD = Cert. of Deposit
 + = Plus Savers Acct
 MM = Money Market
 F = Fixed Investments

- XVIII.B. Instructional Programs and Services Report - Ms. Mindy Miller,
Ms. Lisa Jenkins-Meredith, Ms. Angela Telfer
- XVIII.B.1. Preschool Programming Update
 - XVIII.B.1.a. Head Start Update

Special Sort Budget Summary

ASN	Description	Full Account	Budget (Beginning)	Encumbrance (to date)	Current Activity (Month To Date)	Current Activity (Year To Date)	Balance (Rev: Bud + YTD - Enc (Exp: Bud - YTD - Enc)
64340	SALARY - TEACHERS "ODD"	11-1-118-1240-102-7231-02226-0000	\$742,723.00	\$0.00	\$112,687.89	\$490,918.27	\$251,804.73
64341	SALARY - ASSOC TEACHER "ODD"	11-1-118-1630-102-7231-02226-0000	\$357,954.00	\$0.00	\$57,472.27	\$251,313.47	\$106,640.53
64342	SALARY - PARAPROS "ODD"	11-1-118-1630-102-7231-02226-0001	\$37,034.00	\$0.00	\$9,731.77	\$38,498.31	(\$1,464.31)
64350	GRP INS - TEACHERS "ODD"	11-1-118-2130-104-7231-02226-0000	\$353,793.00	\$0.00	\$41,421.55	\$285,683.56	\$68,109.44
64353	RETIRE - TEACHERS "ODD"	11-1-118-2820-104-7231-02226-0000	\$304,856.00	\$0.00	\$48,376.71	\$205,800.18	\$99,055.82
64355	FICA - TEACHERS "ODD"	11-1-118-2830-104-7231-02226-0000	\$87,036.00	\$0.00	\$13,185.79	\$56,330.19	\$30,705.81
64354	W/C - TEACHERS "ODD"	11-1-118-2840-104-7231-02226-0000	\$6,989.00	\$0.00	\$1,188.11	\$5,389.60	\$1,599.40
64344	PESG - SUBS "ODD"	11-1-118-3110-102-7231-02226-0000	\$27,179.00	\$0.00	\$4,931.81	\$17,249.11	\$9,929.89
64380	PURCH SERV - TEACHERS "ODD"	11-1-118-3190-106-7231-02226-0000	\$26,865.00	\$0.00	\$0.00	\$23,897.95	\$2,967.05
64370	TRAVEL - TEACHERS "ODD"	11-1-118-3210-106-7231-02226-0000	\$200.00	\$0.00	\$0.00	\$7.36	\$192.64
64371	CONFERENCES - TEACHERS "ODD"	11-1-118-3220-106-7231-02226-0000	\$85.00	\$0.00	\$0.00	\$85.00	\$0.00
64360	SUPPLIES - TEACHERS "ODD"	11-1-118-5110-106-7231-02226-0000	\$9,875.00	\$411.75	\$517.33	\$5,823.56	\$3,639.69
64940	SALARY - FAM ADVOCATES "ODD"	11-1-212-1220-121-7231-02226-0000	\$314,615.00	\$0.00	\$48,409.99	\$256,831.50	\$57,783.50
64950	GRP INS - FAMILY ADV. "ODD"	11-1-212-2130-122-7231-02226-0000	\$70,923.00	\$0.00	\$7,140.70	\$57,451.07	\$13,471.93
64953	RETIRE - FAMILY ADV. "ODD"	11-1-212-2820-122-7231-02226-0000	\$84,134.00	\$0.00	\$12,909.87	\$68,452.58	\$15,681.42
64955	FICA - FAMILY ADV. "ODD"	11-1-212-2830-122-7231-02226-0000	\$24,069.00	\$0.00	\$3,587.01	\$19,127.99	\$4,941.01
64954	W/C - FAMILY ADVOCATES "ODD"	11-1-212-2840-122-7231-02226-0000	\$1,103.00	\$0.00	\$210.55	\$1,107.37	(\$4.37)
64980	PURCH SERV - FAM ADV. "ODD"	11-1-212-3190-123-7231-02226-0000	\$800.00	\$0.00	\$138.90	\$176.40	\$623.60
64970	TRAVEL - FAMILY ADV. "ODD"	11-1-212-3210-123-7231-02226-0000	\$2,000.00	\$0.00	\$406.69	\$1,018.88	\$981.12
64960	SUPPLIES - FAMILY ADV. "ODD"	11-1-212-5910-123-7231-02226-0000	\$2,750.00	\$0.00	\$51.60	\$2,669.47	\$80.53
64640	SALARY-HEALTH/DIS COORD "ODD"	11-1-213-1450-111-7231-02226-0000	\$39,414.00	\$0.00	\$6,821.63	\$32,094.82	\$7,319.18
64641	SALARY - HEALTH SECR. "ODD"	11-1-213-1620-111-7231-02226-0000	\$19,920.00	\$0.00	\$3,447.61	\$17,488.06	\$2,431.94
64650	GRP INS - HEALTH/DIS "ODD"	11-1-213-2130-112-7231-02226-0000	\$8,808.00	\$0.00	\$1,073.72	\$7,690.52	\$1,117.48
64653	RETIRE - HEALTH/DIS "ODD"	11-1-213-2820-112-7231-02226-0000	\$16,622.00	\$0.00	\$3,076.69	\$14,813.18	\$1,808.82
64655	FICA - HEALTH/DIS "ODD"	11-1-213-2830-112-7231-02226-0000	\$4,539.00	\$0.00	\$776.91	\$3,732.51	\$806.49
64654	W/C - HEALTH/DIS "ODD"	11-1-213-2840-112-7231-02226-0000	\$208.00	\$0.00	\$37.38	\$179.50	\$28.50
64680	PURCH SERV - HEALTH/DIS "ODD"	11-1-213-3130-113-7231-02226-0000	\$4,000.00	\$0.00	\$0.00	\$615.00	\$3,385.00
64670	TRAVEL - HEALTH/DIS "ODD"	11-1-213-3210-113-7231-02226-0000	\$400.00	\$0.00	\$147.61	\$281.50	\$118.50
64660	SUPPLIES - HEALTH/DIS "ODD"	11-1-213-5910-113-7231-02226-0000	\$8,000.00	\$0.22	\$1,508.05	\$7,618.73	\$381.05

64630	EQUIP (DEPR)-HEALTH/DIS "ODD	11-1-213-6410-113-7231-02226-0000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
64631	EQUIP(NONDE)-HEALTH/DIS ODD	11-1-213-6420-113-7231-02226-0000	\$0.00	\$0.00	\$0.00	\$22.44	(\$22.44)
64740	SALARY-MENTAL/BEHAV HEA "ODD	11-1-214-1430-112-7231-02226-0000	\$12,353.00	\$0.00	\$2,336.43	\$11,082.89	\$1,270.11
64741	SALARY - P/T MENT HLTH "ODD"	11-1-214-1850-112-7231-02226-0000	\$12,019.00	\$0.00	\$3,966.62	\$23,986.10	(\$11,967.10)
64750	GRP INS - MENTAL/BEHAV "ODD"	11-1-214-2130-113-7231-02226-0000	\$482.00	\$0.00	\$31.04	\$164.24	\$317.76
64753	RETIRE - MENTAL/BEHAV "ODD"	11-1-214-2820-113-7231-02226-0000	\$3,298.00	\$0.00	\$881.02	\$3,333.34	(\$35.34)
64755	FICA - MENTAL/BEHAVIOR "ODD"	11-1-214-2830-113-7231-02226-0000	\$1,865.00	\$0.00	\$476.65	\$2,653.92	(\$788.92)
64754	W/C - MENTAL/BEHAVIOR "ODD"	11-1-214-2840-113-7231-02226-0000	\$86.00	\$0.00	\$22.07	\$122.26	(\$36.26)
64770	TRAVEL - MENTAL/BEHAV "ODD"	11-1-214-3210-114-7231-02226-0000	\$400.00	\$0.00	\$61.78	\$194.31	\$205.69
64440	SALARY-CURRICULUM COORD "ODD	11-1-221-1210-107-7231-02226-0000	\$49,413.00	\$0.00	\$7,548.47	\$30,799.92	\$18,613.08
64450	GRP INS-CURRICULUM COOR "ODD	11-1-221-2130-107-7231-02226-0000	\$5,459.00	\$0.00	\$530.84	\$3,715.16	\$1,743.84
64453	RETIRE-CURRICULUM COORD "ODD	11-1-221-2820-107-7231-02226-0000	\$12,925.00	\$0.00	\$1,976.19	\$8,042.57	\$4,882.43
64455	FICA -CURRICULUM COORD "ODD"	11-1-221-2830-107-7231-02226-0000	\$3,780.00	\$0.00	\$544.45	\$2,170.28	\$1,609.72
64454	W/C -CURRICULUM COORD "ODD"	11-1-221-2840-107-7231-02226-0000	\$173.00	\$0.00	\$26.43	\$103.68	\$69.32
64470	TRAVEL - CURR. COORD "ODD"	11-1-221-3210-108-7231-02226-0000	\$1,200.00	\$0.00	\$496.82	\$716.30	\$483.70
64431	EQUIP(NONDEP)-CURR CORD "ODD	11-1-221-6420-108-7231-02226-0000	\$0.00	\$0.00	\$0.00	\$13.85	(\$13.85)
64041	SALARY - PROGRAM SEC. "ODD"	11-1-226-1130-099-7231-02226-0000	\$59,891.00	\$0.00	\$11,358.89	\$52,284.61	\$7,606.39
64040	SALARY - PROGRAM ADMIN "ODD"	11-1-226-1160-098-7231-02226-0000	\$68,004.00	\$0.00	\$13,837.17	\$60,435.89	\$7,568.11
64050	GRP INS - ADMIN "ODD"	11-1-226-2130-099-7231-02226-0000	\$19,783.00	\$0.00	\$2,815.04	\$19,193.56	\$589.44
64053	RETIREMENT - ADMIN "ODD"	11-1-226-2820-099-7231-02226-0000	\$33,831.00	\$0.00	\$6,713.48	\$28,961.82	\$4,869.18
64055	FICA - ADMIN "ODD"	11-1-226-2830-099-7231-02226-0000	\$9,784.00	\$0.00	\$1,870.20	\$8,114.81	\$1,669.19
64054	W/C - ADMIN "ODD"	11-1-226-2840-099-7231-02226-0000	\$463.00	\$0.00	\$100.63	\$425.69	\$37.31
64081	HIRING EXPENSES "ODD"	11-1-226-3140-100-7231-02226-0000	\$2,000.00	\$0.00	\$141.00	\$1,021.60	\$978.40
64080	PURCHASE SERV - ADMIN "ODD"	11-1-226-3190-100-7231-02226-0000	\$5,342.00	\$0.00	\$0.00	\$5,341.50	\$0.50
64070	TRAVEL - ADMIN "ODD"	11-1-226-3210-100-7231-02226-0000	\$500.00	\$0.00	\$0.00	\$103.44	\$396.56
64060	SUPPLIES - ADMIN "ODD"	11-1-226-5910-100-7231-02226-0000	\$6,000.00	\$32.70	\$916.31	\$5,886.30	\$81.00
64463	ASSESSMENTS -CURR COORD "ODD	11-1-227-5110-108-7231-02226-0000	\$0.00	\$0.00	\$0.00	\$400.00	(\$400.00)
64240	SALARY - SITE SUPERVIS "ODD"	11-1-241-1150-102-7231-02226-0000	\$160,604.00	\$0.00	\$26,133.02	\$114,766.32	\$45,837.68
64250	GRP INS - SITE SUPERVI "ODD"	11-1-241-2130-103-7231-02226-0000	\$53,544.00	\$0.00	\$5,876.99	\$41,429.51	\$12,114.49
64253	RETIRE - SITE SUPERVIS "ODD"	11-1-241-2820-103-7231-02226-0000	\$42,297.00	\$0.00	\$6,898.59	\$30,020.63	\$12,276.37
64255	FICA - SITE SUPERVISOR "ODD"	11-1-241-2830-103-7231-02226-0000	\$12,286.00	\$0.00	\$1,845.34	\$7,869.78	\$4,416.22

64254	W/C - SITE SUPERVISOR "ODD"	11-1-241-2840-103-7231-02226-0000	\$562.00	\$0.00	\$91.47	\$391.87	\$170.13
64270	TRAVEL - SITE SUPERVIS "ODD"	11-1-241-3210-105-7231-02226-0000	\$2,190.00	\$0.00	\$227.64	\$1,715.02	\$474.98
64260	SUPPLIES - SITE SUPERV "ODD"	11-1-241-5910-105-7231-02226-0000	\$1,500.00	\$13.42	\$20.85	\$1,530.85	(\$44.27)
64231	EQUIP(NONDEPR)-SITE SUP "ODD"	11-1-241-6420-105-7231-02226-0000	\$55.00	\$0.00	\$0.00	\$55.40	(\$0.40)
64140	SALARY - ACCOUNTANT "ODD"	11-1-252-1310-099-7231-02226-0000	\$20,120.00	\$0.00	\$3,482.31	\$17,177.71	\$2,942.29
64150	GRP INS - ACCOUNTANT "ODD"	11-1-252-2130-100-7231-02226-0000	\$1,685.00	\$0.00	\$74.54	\$518.58	\$1,166.42
64153	RETIRE - ACCOUNTANT "ODD"	11-1-252-2820-100-7231-02226-0000	\$5,239.00	\$0.00	\$911.67	\$4,360.56	\$878.44
64155	FICA - ACCOUNTANT "ODD"	11-1-252-2830-100-7231-02226-0000	\$1,539.00	\$0.00	\$258.41	\$1,274.17	\$264.83
64154	W/C - ACCOUNTANT "ODD"	11-1-252-2840-100-7231-02226-0000	\$79.00	\$0.00	\$13.65	\$65.84	\$13.16
64160	SUPPLIES - ACCOUNTANT "ODD"	11-1-252-5910-101-7231-02226-0000	\$9.00	\$0.00	\$0.00	\$8.59	\$0.41
64131	EQUIP (NONDEPR) ACCT. "ODD"	11-1-252-6420-101-7231-02226-0000	\$23.00	\$0.00	\$0.00	\$22.44	\$0.56
64540	SALARY- OPERATIONS SUP "ODD"	11-1-261-1170-109-7231-02226-0000	\$46,811.00	\$0.00	\$8,101.93	\$38,978.05	\$7,832.95
64550	GRP INS - OPERATION SUP "ODD"	11-1-261-2130-109-7231-02226-0000	\$11,439.00	\$0.00	\$1,269.24	\$9,204.36	\$2,234.64
64553	RETIRE - OPERATION SUP "ODD"	11-1-261-2820-109-7231-02226-0000	\$13,838.00	\$0.00	\$2,604.63	\$10,892.57	\$2,945.43
64555	FICA - OPERATIONS SUP "ODD"	11-1-261-2830-109-7231-02226-0000	\$3,916.00	\$0.00	\$731.31	\$3,078.92	\$837.08
64554	W/C - OPERATIONS SUP "ODD"	11-1-261-2840-109-7231-02226-0000	\$200.00	\$0.00	\$37.79	\$156.27	\$43.73
64580	PURCH SERV -OPERATIONS "ODD"	11-1-261-3190-109-7231-02226-0000	\$16,096.00	\$0.00	\$1,406.03	\$14,691.19	\$1,404.81
64573	TELEPHONE - OPERATIONS "ODD"	11-1-261-3410-110-7231-02226-0000	\$9,100.00	\$0.00	\$958.22	\$6,768.22	\$2,331.78
64575	INTERNET - OPERATIONS "ODD"	11-1-261-3490-110-7231-02226-0000	\$3,960.00	\$0.00	\$496.79	\$4,156.07	(\$196.07)
64578	MAINTENANCE REPAIRS "ODD"	11-1-261-4110-110-7231-02226-0000	\$5,633.00	\$4,738.02	\$0.00	\$900.79	(\$5.81)
64576	JANITORIAL -OPERATIONS "ODD"	11-1-261-4190-110-7231-02226-0000	\$15,904.00	\$0.00	\$0.00	\$6,469.68	\$9,434.32
64572	FACILITIES RENT - PRIV "ODD"	11-1-261-4210-110-7231-02226-0000	\$108,000.00	\$0.00	\$13,500.00	\$94,500.00	\$13,500.00
64513	UTILITIES - OPERATIONS "ODD"	11-1-261-5510-110-7231-00000-0000	\$11,928.00	\$0.00	\$1,426.64	\$8,928.18	\$2,999.82
64560	SUPPLIES - OPERATIONS "ODD"	11-1-261-5910-110-7231-02226-0000	\$741.00	\$0.00	\$8.82	\$764.87	(\$23.87)
64563	MAINTENANCE SUPPLIES "ODD"	11-1-261-5990-110-7231-02226-0000	\$1,257.00	\$0.00	\$122.11	\$1,239.65	\$17.35
64531	EQUIP(NONDEPR) - OPER "ODD"	11-1-261-6420-110-7231-02226-0000	\$9.00	\$0.00	\$0.00	\$8.59	\$0.41
64574	FACILITIES RENT -LEA'S "ODD"	11-1-261-8220-110-7231-02226-0001	\$48,000.00	\$0.00	\$6,000.00	\$42,000.00	\$6,000.00
64583	CONTRACT TRANSP - PRIV "ODD"	11-1-271-3310-109-7231-02226-0000	\$329,981.00	\$0.00	\$36,753.14	\$200,786.22	\$129,194.78
64585	CONT FIELD TRIPS -PRIV "ODD"	11-1-271-3310-109-7231-02226-0001	\$2,000.00	\$0.00	\$95.74	\$764.83	\$1,235.17
64586	CONT BUS REPAIRS/MAINT "ODD"	11-1-271-4130-109-7231-02226-0000	\$2,600.00	\$0.00	\$190.00	\$1,330.00	\$1,270.00
64587	TRANSPORTATION FUEL "ODD"	11-1-271-5710-109-7231-02226-0000	\$19,692.00	\$0.00	\$1,334.70	\$11,579.29	\$8,112.71

64541	SALARY - COMMUNICATIONS ODD	11-1-282-1590-109-7231-00000-0000	\$4,383.00	\$0.00	\$1,534.18	\$1,759.18	\$2,623.82
64577	ADVERTISING-OPERATIONS "ODD"	11-1-282-3510-110-7231-02226-0000	\$3,333.00	\$0.00	\$0.00	\$1,435.38	\$1,897.62
64090	ENROLLMENT - ADMIN "ODD"	11-1-289-4910-100-7231-02226-0000	\$800.00	\$0.00	\$0.00	\$553.55	\$246.45
64840	SALARY -FAM SERV COORD "ODD"	11-1-311-1440-120-7231-02226-0000	\$2,525.00	\$0.00	\$0.00	\$2,525.00	\$0.00
64842	SALARY-P COUNCIL CHLD CR "ODD"	11-1-311-1990-120-7231-02226-0000	\$301.00	\$0.00	\$76.70	\$178.97	\$122.03
64853	RETIRE -FAM SERV COORD "ODD"	11-1-311-2820-121-7231-02226-0000	\$782.00	\$0.00	\$0.00	\$782.31	(\$0.31)
64855	FICA - FAM SERV COORD "ODD"	11-1-311-2830-121-7231-02226-0000	\$198.00	\$0.00	\$0.00	\$198.20	(\$0.20)
64854	W/C - FAM SERV COORD "ODD"	11-1-311-2840-121-7231-02226-0000	\$10.00	\$0.00	\$0.00	\$9.64	\$0.36
64880	PURCH SERV - FAM SERV "ODD"	11-1-311-3190-122-7231-02226-0000	\$1,250.00	\$0.00	\$497.17	\$1,194.03	\$55.97
64881	PARENT SUPPORT "ODD"	11-1-311-3190-122-7231-02226-0001	\$5,000.00	\$84.75	\$24.66	\$3,634.81	\$1,280.44
64860	SUPPLIES - FAM SERV "ODD"	11-1-311-5910-122-7231-02226-0000	\$919.00	\$0.00	\$0.00	\$946.41	(\$27.41)
64861	POLICY COUNCIL MTG EXP "ODD"	11-1-311-5990-122-7231-02226-0000	\$2,800.00	\$0.00	\$0.00	\$795.03	\$2,004.97
64199	INDIRECT - ADMIN "ODD"	11-1-611-9900-101-7231-02226-0000	\$255,381.00	\$0.00	\$0.00	\$115,424.71	\$139,956.29
Total Expenditure Account Values:			\$4,096,464.00	\$5,280.86	\$558,913.95	\$2,949,478.36	\$1,141,704.78
Total Fund 11(General) (-Rev) + Exp) Values:			\$4,096,464.00	\$5,280.86			\$1,141,704.78

Special Sort Budget Summary

ASN	Description	Full Account	Budget (Beginning)	Encumbrance (to date)	Current Activity (Month To Date)	Current Activity (Year To Date)	Balance (Rev: Bud + YTD - Enc (Exp: Bud - YTD - Enc)
65080	PURCH SERVICES - INS "ODD"	11-1-221-3120-124-7233-02226-0000	\$5,800.00	\$0.00	\$0.00	\$4,421.65	\$1,378.35
65070	TRAVEL - INS "ODD"	11-1-221-3210-124-7233-02226-0000	\$0.00	\$0.00	\$38.28	\$38.28	(\$38.28)
65071	CONFERENCES - INS "ODD"	11-1-221-3220-124-7233-02226-0000	\$1,500.00	\$0.00	\$0.00	\$2,070.00	(\$570.00)
65060	SUPPLIES - INS "ODD"	11-1-221-5910-124-7233-02226-0000	\$4,000.00	\$0.00	\$0.00	\$3,041.19	\$958.81
65082	PURCH SERV - NON INS "ODD"	11-1-283-3120-124-7233-02226-0000	\$1,800.00	\$0.00	\$0.00	\$250.00	\$1,550.00
65072	TRAVEL - NON INS "ODD"	11-1-283-3210-124-7233-02226-0000	\$5,500.00	\$0.00	\$914.34	\$9,802.76	(\$4,302.76)
65073	CONFERENCES - NON INS "ODD"	11-1-283-3220-124-7233-02226-0000	\$8,000.00	\$0.00	(\$152.00)	\$6,071.38	\$1,928.62
65062	SUPPLIES - NON INS "ODD"	11-1-283-5910-124-7233-02226-0000	\$500.00	\$0.00	\$0.00	\$19.65	\$480.35
Total Expenditure Account Values:			\$27,100.00	\$0.00	\$800.62	\$25,714.91	\$1,385.09
Total Fund 11(General) (-Rev) + Exp Values:			\$27,100.00	\$0.00			\$1,385.09

KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874



2-001821 STATEMENT OF ACCOUNT as of 05/15/19

Make Check Payable to:
 KALAMAZOO OIL CO.

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53/gals. @ .00000 .00
 Balance if discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

49703

TERMS: NET 15 DAYS Balance due by 5/30/19
 KALAMAZOO REGIONAL EDUC SERVICES

REMITTANCE Amount enclosed: \$ _____
 ... Detach Here ...

Date	Reference	Due Date	Charges	Credits	Balance
	Balance Forward				5,946.92
05/15/19	Adjustment 82401				
	RETAIL ACCESS FEE	05/30/19	24.30		5,971.22
05/15/19	Invoice 1913501	05/30/19	3,068.99		9,040.21
05/15/19	Payment 843800			2,466.35CR	6,573.86
	INVOICE 4/15		<u>3093.29</u>		

DEF NOW AVAILABLE AT COVINGTON: PUMP #9
 PLEASE CALL OUR OFFICE IF YOU HAVE ANY QUESTIONS.

PROMPT PAY VOLUME DISCOUNT SCHEDULE
 100 TO 499 gallons = .02000 \$ per gallon
 500 TO 1,499 gallons = .03000 \$ per gallon
 1,500 TO 2,999 gallons = .04000 \$ per gallon
 3,000 TO 4,999 gallons = .05000 \$ per gallon
 5,000 AND OVER gallons = .07000 \$ per gallon

Balance 6,573.86
 Discount (if paid by 5/26/19) 82.53 /gals. @
 Balance if Discount earned 6,573.86

2-01821 KALAMAZOO REGIONAL EDUC SERVICES				Beginning			Ending
Aging Summary				Balance	Charges	Credits	Balance
0 - 30	31 - 60	61 - 90	91 & Over				
6,573.86				5,946.92	3,093.29	2,466.35CR	6,573.86

An independent franchisee of



18/19 West Campus HS-ECSE Fuel Invoices										enter amounts		
Route	Bus#/ Driver Name	Breakdown	# ON BUS				Route Totals	%	Invoice # 1913501			
			AM	NOON IN	NOONOUT	PM						
										3,093.29		
1	33 HS Susan	ECSE	7 4	0 4	0 6	13 3	HS ECSE	20 17	54.1% 45.9%	214.72	116.06 98.66	
2	37 HS Tamela	ECSE	0 6	0 3	0 3	0 4	HS ECSE	0 16	0.0% 100.0%	342.64	0.00 342.64	
3	32 HS LaShawn	ECSE	15 5	0 5	0 2	0 4	HS ECSE	15 16	48.4% 51.6%	200.99	97.25 103.74	
4	23 HS Jessica	ECSE	18 2	0 6	0 5	19 2	HS ECSE	37 15	71.2% 28.8%	242.16	172.31 69.85	
5	40 HS Shannon	ECSE	13 4	0 3	0 5	20 1	HS ECSE	33 13	71.7% 28.3%	118.27	84.85 33.42	
23									Total West Car	1,118.78	-	1,118.78
32									Total HS/GSRP	1,974.51		
33										3,093.29		
37												
40								ASN 12067	ECSE Total	ECSE Total	648.31	2,444.98
								ASN 64587	HS Total	HS Total	1,691.93	
								ASN 04982	GSRP Total	GSRP Total	753.05	
											3,093.29	

KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19 Page 1

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
1020	UNIT 20							98930			Opening Odometer
893513	JESSICA SOLAN										
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/06/19	16:36	99024		UNL 10 Ex-Tax	12.696 G		2.22832	28.29
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/07/19	16:31	99158		UNL 10 Ex-Tax	14.950 G		2.20945	33.03
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/09/19	16:35	99312		UNL 10 Ex-Tax	25.567 G		2.13398	54.56
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/14/19	16:39	99512		UNL 10 Ex-Tax	27.052 G		2.30379	62.32
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/15/19	16:31	99605		UNL 10 Ex-Tax	12.171 G		2.28492	27.81
Vehicle Totals		675 miles /	92.436 gals. =	7.30 MP				92.436			206.01
1021	UNIT 21							61508			Opening Odometer
893453	TERRY WHITE										
BJG8:	BATTLE CREEK MI;	1439 MICHIGAN AVE W	05/02/19	14:33	61735		UNL 10 Ex-Tax	20.000 G		2.35096	47.02
BJG8:	BATTLE CREEK MI;	1439 MICHIGAN AVE W	05/02/19	14:33	61735		RETAIL	1.000-E		1.00000	1.00-
P5:	Kalamazoo MI;	2601 North Burdick Street	05/06/19	15:39	61859		UNL 10 Ex-Tax	19.400 G	D	2.30851	44.79
		Misc. 21									
P5:	Kalamazoo MI;	2601 North Burdick Street	05/09/19	15:37	62129		UNL 10 Ex-Tax	15.900 G	D	2.25474	35.85
		Misc. 21									
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/14/19	12:45	62298		UNL 10 Ex-Tax	20.675 G		2.36040	48.80
Driver Totals								75.975			175.46
893533	TYRONE BAILEY										
BQZ6:	PARCHMENT MI;	648 N RIVERVIEW	05/08/19	9:14	62002		UNL 10 Ex-Tax	17.905 G		2.20002	39.39
Driver Totals								17.905			39.39
Vehicle Totals		790 miles /	93.880 gals. =	8.41 MP				93.880			214.85
1024	UNIT 24							91249			Opening Odometer
893390	DONNA HARGER										
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/01/19	13:05	91402		UNL 10 Ex-Tax	23.816 G		2.39813	57.11
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/06/19	10:15	91531		UNL 10 Ex-Tax	18.499 G		2.24719	41.57
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/08/19	10:11	91666		UNL 10 Ex-Tax	21.090 G		2.20945	46.60
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/13/19	9:59	91801		UNL 10 Ex-Tax	20.989 G		2.05851	43.21

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19

Page 2

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount	
BIG7:	PORTAGE MI;	5974 S PORTAGE	05/15/19	12:30	91951		UNL 10 Ex-Tax	21.806 G		2.25662	49.21	
Vehicle Totals		702 miles / 106.200 gals. =	6.61 MP					106.200			237.70	
1030	UNIT 30							83336	Opening Odometer			
893390	DONNA HARGER											
ATY:	Kalamazoo MI;	3320 Ravine Road	05/01/19	13:04	83464		UNL 10 Ex-Tax	15.347 G	D	2.38870	36.66	
Driver Totals		Misc. 30										36.66
893402	SHANNON DUNN											
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/06/19	12:16	83695		UNL 10 Ex-Tax	16.507 G		2.30379	38.03	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/07/19	12:27	83821		UNL 10 Ex-Tax	15.368 G		2.24719	34.53	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/08/19	12:29	83995		UNL 10 Ex-Tax	14.141 G		2.20945	31.24	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/09/19	12:24	84080		UNL 10 Ex-Tax	14.496 G		2.11511	30.66	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/13/19	12:28	84266		UNL 10 Ex-Tax	21.112 G		2.39813	50.63	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/14/19	12:26	83387		UNL 10 Ex-Tax	14.050 G		2.36040	33.16	
ATY:	Kalamazoo MI;	3320 Ravine Road	05/15/19	12:57	84506		UNL 10 Ex-Tax	14.009 G	D	2.39530	33.56	
Driver Totals		Misc. 0										251.81
893550	NICOLE HAYWOOD											
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/02/19	10:50	83547		UNL 10 Ex-Tax	10.001 G		2.36040	23.61	
Driver Totals												23.61
Vehicle Totals		1,170 miles / 135.031 gals. =	8.66 MP					135.031			312.08	
1032	UNIT 32							79248	Opening Odometer			
893677	JOHN HOBSON											
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/01/19	16:39	79360		UNL 10 Ex-Tax	13.838 G		2.39813	33.19	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/06/19	8:08	79441		UNL 10 Ex-Tax	9.142 G		2.30379	21.06	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/07/19	8:09	79526		UNL 10 Ex-Tax	10.391 G		2.24719	23.35	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/08/19	8:11	79610		UNL 10 Ex-Tax	10.539 G		2.20945	23.29	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/09/19	8:12	79691		UNL 10 Ex-Tax	10.558 G		2.11511	22.33	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/13/19	8:10	79843		UNL 10 Ex-Tax	14.968 G		2.05851	30.81	

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19 Page 3

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/14/19	8:09	79922		UNL 10 Ex-Tax	10.645 G		2.36040	25.13	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/15/19	8:07	80003		UNL 10 Ex-Tax	9.553 G		2.28492	21.83	
Vehicle Totals		755 miles /	89.634 gals. =		8.42 MP			89.634			200.99	
1033 UNIT 33		67484 Opening Odometer										
893596 SUSAN KEMP												
BGWA:	PORTAGE MI;	8379 PORTAGE RD	05/06/19	15:43	67729		UNL 10 Ex-Tax	27.461 G		2.14342	58.86	
BG3X:	KALAMAZOO MI;	3700 SPRINKLE RD	05/08/19	9:40	67959		UNL 10 Ex-Tax	25.912 G		2.08681	54.07	
BG3X:	KALAMAZOO MI;	3700 SPRINKLE RD	05/09/19	9:35	68136		UNL 10 Ex-Tax	19.275 G		2.08681	40.22	
BN5X:	VICKSBURG MI;	223 W PRAIRIE ST	05/13/19	12:25	653079		UNL 10 Ex-Tax	25.675 G		2.39813	61.57	
Vehicle Totals		585,595 miles /	98.323 gals. =		955.83 MP			98.323			214.72	
1039 UNIT 39		26054 Opening Odometer										
893559 ZIENA MCMILLIAN												
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/01/19	12:50	26562		UNL 10 Ex-Tax	9.164 G		2.39813	21.98	
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/02/19	12:41	26211		UNL 10 Ex-Tax	18.400 G		2.36040	43.43	
BQZ6:	PARCHMENT MI;	648 N RIVERVIEW	05/06/19	11:01	26275		UNL 10 Ex-Tax	6.540 G		2.30379	15.07	
BQZ6:	PARCHMENT MI;	648 N RIVERVIEW	05/07/19	11:17	26375		UNL 10 Ex-Tax	12.456 G		2.24719	27.99	
BQZ6:	PARCHMENT MI;	648 N RIVERVIEW	05/08/19	11:10	26480		UNL 10 Ex-Tax	12.879 G		2.20002	28.33	
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/09/19	16:59	26616		UNL 10 Ex-Tax	14.176 G		2.13398	30.25	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/13/19	7:56	26716		UNL 10 Ex-Tax	20.001 G		2.05851	41.17	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/14/19	7:49	27654		UNL 10 Ex-Tax	12.291 G		2.36040	29.01	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/15/19	7:54	26855		UNL 10 Ex-Tax	12.060 G		2.28492	27.56	
Vehicle Totals		801 miles /	117.967 gals. =		6.79 MP			117.967			264.79	
1040 UNIT 40		24744 Opening Odometer										
893533 TYRONE BAILEY												
BIGJ:	KALAMAZOO MI;	6150 STADIUM DR	05/06/19	15:25	24849		UNL 10 Ex-Tax	12.844 G		2.22832	28.62	
Driver Totals											12.844	28.62

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19

Page 4

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount	
893549	TONYA SWAPSY											
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/08/19	9:13	24935		UNL 10 Ex-Tax	11.951 G		2.20945	26.41	
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/13/19	14:40	25046		UNL 10 Ex-Tax	14.881 G		2.05851	30.63	
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/15/19	14:13	25159		UNL 10 Ex-Tax	14.270 G		2.28492	32.61	
Driver Totals								41.102			89.65	
Vehicle Totals								415 miles /	53.946 gals. =	7.69 MP	53.946	118.27
1116	UNIT 16						94318 Opening Odometer					
893550	NICOLE HAYWOOD											
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/06/19	11:09	94487		UNL 10 Ex-Tax	21.732 G		2.30379	50.07	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/07/19	10:40	94621		UNL 10 Ex-Tax	17.002 G		2.24719	38.21	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/08/19	10:22	94755		UNL 10 Ex-Tax	17.034 G		2.20945	37.64	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/09/19	10:29	94892		UNL 10 Ex-Tax	18.018 G		2.11511	38.11	
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/13/19	11:00	95024		UNL 10 Ex-Tax	16.002 G		2.39813	38.37	
Driver Totals								89.788			202.40	
Vehicle Totals								2,104 miles /	137.385 gals. =	15.31 MP	137.385	313.02
1122	UNIT 22						61152 Opening Odometer					
893390	DONNA HARGER											
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/15/19	15:49	38547		UNL 10 Ex-Tax	9.803 G		2.26606	22.21	
Driver Totals								9.803			22.21	
893533	TYRONE BAILEY											
JK:	Battle Creek MI;	2200 W. Dickman Road	05/13/19	10:13	61321		UNL 10 Ex-Tax	17.880 G	D	2.24900	40.21	
Misc. 22												

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19

Page 5

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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Driver Totals								17.880			40.21
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893550 NICOLE HAYWOOD

BJ5D:KALAMAZOO MI; 3700 GULL RD	05/14/19	10:42	61413		UNL 10	Ex-Tax	9.004 G	2.36040		21.25
BJ5D:KALAMAZOO MI; 3700 GULL RD	05/15/19	11:06	61545		UNL 10	Ex-Tax	16.028 G	2.28492		36.62

Driver Totals								25.032			57.87
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Vehicle Totals	22,605 miles /	52.715 gals. =	428.82 MP				52.715			120.29
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1123 UNIT 23

67956 Opening Odometer

893390 DONNA HARGER

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/06/19	16:06	68905		UNL 10	Ex-Tax	14.474 G	2.22832		32.25
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/07/19	16:05	68239		UNL 10	Ex-Tax	15.399 G	2.20945		34.02
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/08/19	16:04	68372		UNL 10	Ex-Tax	14.648 G	2.20945		32.36
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/09/19	16:02	68510		UNL 10	Ex-Tax	14.307 G	2.13398		30.53
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/13/19	16:07	68715		UNL 10	Ex-Tax	21.977 G	2.05851		45.24
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/14/19	15:59	68853		UNL 10	Ex-Tax	14.659 G	2.30379		33.77
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/15/19	16:00	68992		UNL 10	Ex-Tax	14.876 G	2.28492		33.99

Vehicle Totals	1,036 miles /	110.340 gals. =	9.39 MP				110.340			242.16
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1126 UNIT 26

60325 Opening Odometer

893393 KRISTEN LOOMIS HILL

BJGG:PORTAGE MI; 507 W MILHAM ST	05/01/19	9:22	60356		UNL 10	Ex-Tax	11.513 G	2.20002		25.33
BJGG:PORTAGE MI; 507 W MILHAM ST	05/02/19	9:25	60429		UNL 10	Ex-Tax	11.065 G	2.39813		26.54
BJGG:PORTAGE MI; 507 W MILHAM ST	05/06/19	9:31	60581		UNL 10	Ex-Tax	10.785 G	2.19058		23.63
BJGG:PORTAGE MI; 507 W MILHAM ST	05/07/19	9:31	60685		UNL 10	Ex-Tax	12.808 G	2.15285		27.57
BJGG:PORTAGE MI; 507 W MILHAM ST	05/08/19	9:35	60783		UNL 10	Ex-Tax	12.260 G	2.13398		26.16
BJGG:PORTAGE MI; 507 W MILHAM ST	05/09/19	9:32	60889		UNL 10	Ex-Tax	12.565 G	2.08681		26.22
BJGG:PORTAGE MI; 507 W MILHAM ST	05/13/19	9:24	6093		UNL 10	Ex-Tax	11.321 G	2.04908		23.20
BJGG:PORTAGE MI; 507 W MILHAM ST	05/14/19	9:23	61079		UNL 10	Ex-Tax	11.483 G	2.38870		27.43
BJGG:PORTAGE MI; 507 W MILHAM ST	05/15/19	9:23	61117		UNL 10	Ex-Tax	11.456 G	2.36040		27.04

An independent franchisee of



KALAMAZOO OIL CO. 02- 1821
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

*** INVOICE #001821-1913501 *** 05/15/19 Page 6

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
 Discount (if paid by 5/26/19)
 82.53 /gals. @
 Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
Vehicle Totals		792 miles / 105.256 gals. =	7.52 MP					105.256			233.12
1136	UNIT 36							32805 Opening Odometer			
893390	DONNA HARGER										
BIG7:PORTAGE MI;	5974 S PORTAGE		05/14/19	9:58	32985		UNL 10 Ex-Tax	20.987 G		2.30379	48.35
Vehicle Totals		180 miles / 20.987 gals. =	8.58 MP					20.987			48.35
1237	UNIT 37							53926 Opening Odometer			
893395	TAMELA STEWART										
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/06/19	8:30	54052		UNL 10 Ex-Tax	5.501 G		2.24719	12.36
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/07/19	8:38	54295		UNL 10 Ex-Tax	21.048 G		2.22832	46.90
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/08/19	8:34	54534		UNL 10 Ex-Tax	22.218 G		2.20945	49.09
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/09/19	8:32	54723		UNL 10 Ex-Tax	17.710 G		2.13398	37.79
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/13/19	8:31	54964		UNL 10 Ex-Tax	21.952 G		2.05851	45.19
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/14/19	8:32	55502		UNL 10 Ex-Tax	21.597 G		2.36040	50.98
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/15/19	8:33	55437		UNL 10 Ex-Tax	20.431 G		2.28492	46.68
Driver Totals								130.457			288.99
893559	ZIENA MCMILLIAN										
BIVI:KALAMAZOO MI;	1250 S DRAKE RD		05/02/19	17:32	53994		UNL 10 Ex-Tax	22.729 G		2.36040	53.65
Driver Totals								22.729			53.65
Vehicle Totals		1,511 miles / 153.186 gals. =	9.86 MP					153.186			342.64
Total Fuel Purchases								1,367.286			3,069.99
Total Non-Fuel Purchases								1.000-			1.00-
Total ALL Purchases								1,366.286			3,068.99
Type 'D' transactions: Fuel Purchases included in Volume Discount								82.536			

Unless labeled as OFF ROAD, Diesel purchases on this invoice do not contain visible evidence of dye.

An independent franchisee of



KALAMAZOO OIL CO.
EIN #38-1473116
2601 N. BURDICK ST.
KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1913501 *** 05/15/19 Page 7

Terms: NET 15 DAYS due 05/30/19

269-342-9638

Balance 6,573.86
Discount (if paid by 5/26/19)
82.53 /gals. @
Balance if Discount earned 6,573.86

KALAMAZOO REGIONAL EDUC SERVICES
REBECCA
1819 E. MILHAM
38-1709020
KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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Any transaction labeled as OFF ROAD is DYED DIESEL FUEL, NONTAXABLE USE ONLY, PENALTY FOR TAXABLE USE.

Balance \$6,573.86
Discount (if paid by 5/26/19) 82.53 /gals. @
Balance if Discount earned \$6,573.86

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02-001821

269-342-9638

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ Veh.ID	State	Product	Tax Type	Units Fuel	Unit N/Fuel Meas	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
1020 UNIT 20											
MI	UNL 10		Ex-Tax	92.43	GAL	206.01					206.01
Vehicle Total Miles:		675 MPG	7.30	92.43		206.01					206.01
				MPG Gals.	92	Cost/Mile:	.305				

1021 UNIT 21											
MI	RETAIL		Sales Tx	1.00-	EACH	.94-			.06-		1.00-
MI	UNL 10		Ex-Tax	93.88	GAL	215.85					215.85
Vehicle Total Miles:		790 MPG	8.41	93.88	1.00-	214.91			.06-		214.85
				MPG Gals.	94	Cost/Mile:	.273				

1024 UNIT 24											
MI	UNL 10		Ex-Tax	106.20	GAL	237.70					237.70
Vehicle Total Miles:		702 MPG	6.61	106.20		237.70					237.70
				MPG Gals.	106	Cost/Mile:	.339				

1030 UNIT 30											
MI	UNL 10		Ex-Tax	135.03	GAL	312.08					312.08
Vehicle Total Miles:		1170 MPG	8.66	135.03		312.08					312.08
				MPG Gals.	135	Cost/Mile:	.267				

1032 UNIT 32											
MI	UNL 10		Ex-Tax	89.63	GAL	200.99					200.99
Vehicle Total Miles:		755 MPG	8.42	89.63		200.99					200.99
				MPG Gals.	90	Cost/Mile:	.266				

1033 UNIT 33											
MI	UNL 10		Ex-Tax	98.32	GAL	214.72					214.72
Vehicle Total Miles:		585595 MPG	955.83	98.32		214.72					214.72

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02-001821

269-342-9638

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ Veh.ID	State	Product	Tax Type	Units	Unit Meas	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
				MPG Gals.	98	Cost/Mile:					
1039		UNIT 39									
	MI	UNL 10	Ex-Tax		GAL	117.96					264.79
Vehicle Total	Miles:	801	MPG	6.79		117.96					264.79
			MPG Gals.	118	Cost/Mile:	.331					
1040		UNIT 40									
	MI	UNL 10	Ex-Tax		GAL	53.94					118.27
Vehicle Total	Miles:	415	MPG	7.69		53.94					118.27
			MPG Gals.	54	Cost/Mile:	.285					
1116		UNIT 16									
	MI	UNL 10	Ex-Tax		GAL	137.38					313.02
Vehicle Total	Miles:	2104	MPG	15.31		137.38					313.02
			MPG Gals.	137	Cost/Mile:	.149					
1122		UNIT 22									
	MI	UNL 10	Ex-Tax		GAL	52.71					120.29
Vehicle Total	Miles:	22605	MPG	428.82		52.71					120.29
			MPG Gals.	53	Cost/Mile:	.005					
1123		UNIT 23									
	MI	UNL 10	Ex-Tax		GAL	110.34					242.16
Vehicle Total	Miles:	1036	MPG	9.39		110.34					242.16
			MPG Gals.	110	Cost/Mile:	.234					
1126		UNIT 26									
	MI	UNL 10	Ex-Tax		GAL	105.25					233.12
Vehicle Total	Miles:	792	MPG	7.52		105.25					233.12

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02-001821

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KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ Veh.ID	State	Product	Tax Type	Units Fuel	Unit N/Fuel Meas	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
				MPG Gals.	105	Cost/Mile: .294					
1136 UNIT 36											
MI	UNL 10	Ex-Tax		20.98	GAL	48.35					48.35
Vehicle Total Miles:		180 MPG	8.58	20.98		48.35					48.35
				MPG Gals.	21	Cost/Mile: .269					
1237 UNIT 37											
MI	UNL 10	Ex-Tax		153.18	GAL	342.64					342.64
Vehicle Total Miles:		1511 MPG	9.86	153.18		342.64					342.64
				MPG Gals.	153	Cost/Mile: .227					
***** FLEET TOTALS *****											
MI	UNL 10	Ex-Tax		1,367.28		3,069.99					3,069.99
MI	RETAIL	Sales Tx		1.00-		.94-		.06-			1.00-
Fleet Total Miles:		619131 MPG	452.82	1367.28	1.00-	3,069.05		.06-			3,068.99
				MPG Gals.	1367	Cost/Mile: .005					



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

2-001821 STATEMENT OF ACCOUNT as of 05/31/19

49703

Make Check Payable to:
 KALAMAZOO OIL CO.

269-342-9638

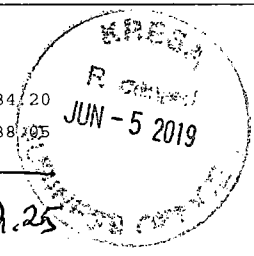
Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88/gals. @ .02000 3.20
 Balance if discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

TERMS: NET 15 DAYS Balance due by 6/15/19
 KALAMAZOO REGIONAL EDUC SERVICES

REMITTANCE Amount enclosed: \$ _____
 Detach Here

Date	Reference	Due Date	Charges	Credits	Balance
	Balance Forward				6,573.86
05/31/19	Adjustment 82501	06/15/19	34.20		6,608.06
05/31/19	Invoice 1915101	06/15/19	3,838.05		10,446.11



DEF NOW AVAILABLE AT COVINGTON: PUMP #9
 PLEASE CALL OUR OFFICE IF YOU HAVE ANY QUESTIONS.

PROMPT PAY VOLUME DISCOUNT SCHEDULE
 100 TO 499 gallons = .02000 \$ per gallon
 500 TO 1,499 gallons = .03000 \$ per gallon
 1,500 TO 2,999 gallons = .04000 \$ per gallon
 3,000 TO 4,999 gallons = .05000 \$ per gallon
 5,000 AND OVER gallons = .07000 \$ per gallon

Balance 10,446.11
 Discount (if paid by 6/13/19) 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

2-01821 KALAMAZOO REGIONAL EDUC SERVICES				Beginning		Ending	
Aging Summary				Balance	Charges	Credits	Balance
0 - 30	31 - 60	61 - 90	91 & Over				
6,965.54	3,480.57			6,573.86	3,872.25	.00	10,446.11

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 1

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount		
1020	UNIT 20							99605	Opening Odometer				
893513	JESSICA SOLAN												
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/16/19	16:34	99697		UNL 10 Ex-Tax	12.466 G		2.24719	28.01		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/17/19	16:30	99784		UNL 10 Ex-Tax	12.149 G		2.20945	26.84		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/20/19	16:32	99881		UNL 10 Ex-Tax	13.290 G		2.09625	27.86		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/21/19	16:33	99976		UNL 10 Ex-Tax	13.114 G		2.09625	27.49		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/22/19	16:41	100075		UNL 10 Ex-Tax	13.740 G		2.39813	32.95		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/23/19	16:31	100171		UNL 10 Ex-Tax	13.010 G		2.31323	30.10		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/24/19	16:30	100262		UNL 10 Ex-Tax	11.873 G		2.28492	27.13		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/28/19	15:19	100373		UNL 10 Ex-Tax	13.818 G		2.11511	29.23		
ATY:	Kalamazoo MI;	3320 Ravine Road	05/30/19	8:44	100544		UNL 10 Ex-Tax	22.341 G	D	2.38964	53.39		
		Misc. 20											
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/30/19	16:36	100651		UNL 10 Ex-Tax	12.362 G		2.32266	28.71		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/31/19	16:31	100782		UNL 10 Ex-Tax	16.273 G		2.26606	36.88		
Vehicle Totals								1,177 miles /	154.436 gals. =	7.62 MP		154.436	348.59
1021	UNIT 21							62298	Opening Odometer				
893400	LATINA TUCKER												
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/16/19	10:50	62454		UNL 10 Ex-Tax	19.663 G		2.28492	44.93		
Driver Totals											19.663	44.93	
893559	ZIENA MCMILLIAN												
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/17/19	10:05	62505		UNL 10 Ex-Tax	6.500 G		2.20945	14.36		
Driver Totals											6.500	14.36	
Vehicle Totals								207 miles /	26.163 gals. =	7.91 MP		26.163	59.29
1024	UNIT 24							91951	Opening Odometer				
893716	DELTA PRITCHETT												
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/20/19	10:03	92067		UNL 10 Ex-Tax	17.757 G		2.11511	37.56		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/22/19	10:21	92205		UNL 10 Ex-Tax	21.481 G		2.05851	44.22		
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/28/19	10:15	92343		UNL 10 Ex-Tax	20.390 G		2.20945	45.05		

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 2

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/30/19	10:15	92477		UNL 10 Ex-Tax	19.421 G		2.36040	45.84
Vehicle Totals		526 miles /	79.049 gals. =	6.65 MP				79.049			172.67
1030 UNIT 30								84506	Opening Odometer		
893402 SHANNON DUNN											
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/16/19	12:30	82628		UNL 10 Ex-Tax	14.850 G		2.26606	33.65
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/17/19	12:24	84743		UNL 10 Ex-Tax	13.096 G		2.20945	28.93
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/20/19	12:32	84858		UNL 10 Ex-Tax	13.634 G		2.17172	29.61
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/21/19	12:34	84974		UNL 10 Ex-Tax	13.092 G		2.13398	27.94
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/22/19	12:28	85086		UNL 10 Ex-Tax	13.200 G		2.39813	31.66
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/23/19	12:24	85205		UNL 10 Ex-Tax	14.008 G		2.36040	33.06
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/24/19	12:38	85323		UNL 10 Ex-Tax	14.232 G		2.36040	33.59
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/28/19	12:28	85438		UNL 10 Ex-Tax	13.039 G		2.20945	28.81
	BIGJ:KALAMAZOO MI;	6150 STADIUM DR	05/29/19	11:12	85539		UNL 10 Ex-Tax	12.897 G		2.39813	30.93
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/30/19	12:27	856622		UNL 10 Ex-Tax	13.143 G		2.36040	31.02
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/31/19	12:27	85781		UNL 10 Ex-Tax	13.768 G		2.30379	31.72
Vehicle Totals		1,275 miles /	148.959 gals. =	8.56 MP				148.959			340.92
1032 UNIT 32								80003	Opening Odometer		
893677 JOHN HOBSON											
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/16/19	8:07	80082		UNL 10 Ex-Tax	10.320 G		2.26606	23.39
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/17/19	8:14	80098		UNL 10 Ex-Tax	11.613 G		2.20945	25.66
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/17/19*15:00		80242		UNL 10 Ex-Tax	18.043 G		2.20945	39.87
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/21/19	8:07	80340		UNL 10 Ex-Tax	12.319 G		2.13398	26.29
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/22/19	8:08	80424		UNL 10 Ex-Tax	10.560 G		2.11511	22.34
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/23/19	8:06	80506		UNL 10 Ex-Tax	10.169 G		2.39813	24.39
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/24/19	14:50	80602		UNL 10 Ex-Tax	12.677 G		2.28492	28.97
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/29/19	8:09	80691		UNL 10 Ex-Tax	11.060 G		2.17172	24.02
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/30/19	8:08	80774		UNL 10 Ex-Tax	10.306 G		2.36040	24.33
	P5:Kalamazoo MI;	2601 North Burdick Street	05/31/19	13:54	80854		UNL 10 Ex-Tax	10.500 G	D	2.38964	25.09

An independent franchisee of



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02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 3

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
Vehicle Totals		851 miles /	117.567 gals. =		7.24 MP			117.567			264.35
1033	UNIT 33						653079 Opening Odometer				
893533	TYRONE BAILEY										
BIGJ:	KALAMAZOO MI;	6150 STADIUM DR	05/24/19	14:58	69458		UNL 10 Ex-Tax	19.268 G		2.28492	44.03
Driver Totals								19.268			44.03
893596	SUSAN KEMP										
BN5X:	VICKSBURG MI;	223 W PRAIRIE ST	05/20/19	12:23	68716		UNL 10 Ex-Tax	22.384 G		2.09625	46.92
BGWA:	PORTAGE MI;	8379 PORTAGE RD	05/21/19	15:36	68975		UNL 10 Ex-Tax	25.582 G		2.08681	53.38
BGWA:	PORTAGE MI;	8379 PORTAGE RD	05/22/19	15:29	69118		UNL 10 Ex-Tax	18.276 G		2.39813	43.83
BGWA:	PORTAGE MI;	8379 PORTAGE RD	05/23/19	15:38	69271		UNL 10 Ex-Tax	16.809 G		2.30379	38.72
BGWA:	PORTAGE MI;	8379 PORTAGE RD	05/28/19	15:31	69580		UNL 10 Ex-Tax	14.486 G		2.06794	29.96
BG3X:	KALAMAZOO MI;	3700 SPRINKLE RD	05/30/19	9:39	69811		UNL 10 Ex-Tax	25.849 G		2.37926	61.50
ACE:	Portage MI;	9950 Shaver Road	05/31/19	15:32	60071		UNL 10 Ex-Tax	24.977 G	D	2.38964	59.69
Driver Totals								148.363			334.00
893677	JOHN HOBSON										
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/17/19	9:56	68507		UNL 10 Ex-Tax	14.472 G		2.20945	31.98
Driver Totals								14.472			31.98
Vehicle Totals		593,008 miles /	182.103 gals. =		256.44 MP			182.103			410.01
1034	UNIT 34						36283 Opening Odometer				
893390	DONNA HARGER										
BIBA:	PORTAGE MI;	5012 S WESTNEDGE ST	05/29/19	11:13	83256		UNL 10 Ex-Tax	17.426 G		2.39813	41.79
Driver Totals								17.426			41.79
893395	TAMELA STEWART										
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/23/19	8:49	36849		UNL 10 Ex-Tax	5.722 G		2.36040	13.51
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/23/19	*14:42	36964		UNL 10 Ex-Tax	11.161 G		2.37926	26.55
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/24/19	8:31	37029		UNL 10 Ex-Tax	6.368 G		2.30379	14.67
BI6H:	KALAMAZOO MI;	6434 GULL ROAD	05/24/19	*15:30	37197		UNL 10 Ex-Tax	15.053 G		2.30379	34.68

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 02- 1821
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*** INVOICE #001821-1915101 *** 05/31/19 Page 4

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KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/28/19	8:33	372665		UNL 10 Ex-Tax	6.269 G		2.20945	13.85
	Driver Totals										103.26
	893400	LATINA TUCKER									
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/30/19	11:03	37513		UNL 10 Ex-Tax	10.663 G		2.36040	25.17
	Driver Totals										25.17
	893533	TYRONE BAILEY									
	ATY:Kalamazoo MI;	3320 Ravine Road	05/21/19	8:44	36365		UNL 10 Ex-Tax	9.061 G	D	2.25474	20.43
		Misc. 34									
	ATY:Kalamazoo MI;	3320 Ravine Road	05/22/19	8:43	36608		UNL 10 Ex-Tax	21.048 G	D	2.19530	46.21
		Misc. 34									
	ATY:Kalamazoo MI;	3320 Ravine Road	05/22/19	16:49	36788		UNL 10 Ex-Tax	15.351 G	D	2.19530	33.70
		Misc. 34									
	Driver Totals										100.34
	Vehicle Totals 1,230 miles /		118.122 gals. =		10.41 MP			118.122			270.56
	1039	UNIT 39					26855 Opening Odometer				
	893559	ZIENA MCMILLIAN									
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/16/19	7:52	26960		UNL 10 Ex-Tax	12.679 G		2.26606	28.73
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/17/19	7:47	27060		UNL 10 Ex-Tax	12.293 G		2.26606	27.86
	BQZ6:PARCHEMENT MI;	648 N RIVERVIEW	05/20/19	11:18	27168		UNL 10 Ex-Tax	13.637 G		2.16228	29.49
	BQZ6:PARCHEMENT MI;	648 N RIVERVIEW	05/21/19	11:14	27273		UNL 10 Ex-Tax	13.171 G		2.13398	28.11
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/23/19	6:28	27426		UNL 10 Ex-Tax	18.773 G		2.39813	45.02
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/23/19	15:11	27516		UNL 10 Ex-Tax	10.431 G		2.31323	24.13
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/28/19	12:33	27677		UNL 10 Ex-Tax	14.185 G		2.20945	31.34
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/29/19	7:54	27742		UNL 10 Ex-Tax	15.841 G		2.17172	34.40
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/30/19	8:00	27840		UNL 10 Ex-Tax	12.244 G		2.36040	28.90
	BJ5D:KALAMAZOO MI;	3700 GULL RD	05/31/19	7:42	27937		UNL 10 Ex-Tax	11.958 G		2.34153	28.00
	Driver Totals										305.98
	893716	DELTA PRITCHETT									
	BIVI:KALAMAZOO MI;	1250 S DRAKE RD	05/24/19	16:24	27608		UNL 10 Ex-Tax	11.288 G		2.28492	25.79

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02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 5

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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Driver Totals								11.288			25.79
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Vehicle Totals		1,082 miles /	146.500 gals. =	7.39 MP				146.500			331.77
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1040 UNIT 40 25159 Opening Odometer

893549 TONYA SWAPSY

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/17/19	9:15	25270	UNL 10	Ex-Tax	13.573 G	2.20945	29.99
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/21/19	9:13	25381	UNL 10	Ex-Tax	14.813 G	2.09625	31.05
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/23/19	6:39	25464	UNL 10	Ex-Tax	10.945 G	2.39813	26.25
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/29/19	6:45	25642	UNL 10	Ex-Tax	22.620 G	2.11511	47.84
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/31/19	7:01	25763	UNL 10	Ex-Tax	15.126 G	2.30379	34.85

Vehicle Totals		604 miles /	77.077 gals. =	7.84 MP				77.077			169.98
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1116 UNIT 16 96422 Opening Odometer

893400 LATINA TUCKER

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/22/19	12:45	95727	UNL 10	Ex-Tax	18.762 G	2.39813	44.99
ATY:Kalamazoo MI; 3320 Ravine Road	05/24/19	14:49	95844	UNL 10	Ex-Tax	15.911 G	D 2.25568	35.89

Misc. 16

Driver Totals								34.673			80.88
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893596 SUSAN KEMP

BGWA:PORTAGE MI; 8379 PORTAGE RD	05/16/19	15:32	95572	UNL 10	Ex-Tax	18.187 G	2.16228	39.33
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Driver Totals								18.187			39.33
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Vehicle Totals		578 miles /	52.860 gals. =	10.93 MP				52.860			120.21
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1122 UNIT 22 38547 Opening Odometer

893550 NICOLE HAYWOOD

BJ5D:KALAMAZOO MI; 3700 GULL RD	05/16/19	10:26	61702	UNL 10	Ex-Tax	8.001 G	2.26606	18.13
BJ0Q:KALAMAZOO MI; 208 RIVER STREET	05/16/19*15:44		611761	UNL 10	Ex-Tax	8.500 G	2.25662	19.18
BJ0Q:KALAMAZOO MI; 208 RIVER STREET	05/17/19	14:06	61850	UNL 10	Ex-Tax	10.001 G	2.16228	21.62
BJ5D:KALAMAZOO MI; 3700 GULL RD	05/20/19	12:44	61939	UNL 10	Ex-Tax	10.233 G	2.17172	22.22

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 6

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/20/19	15:52	61989		UNL 10 Ex-Tax	6.873 G		2.09625	14.41
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/21/19	16:00	62126		UNL 10 Ex-Tax	15.697 G		2.05851	32.31
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/22/19	15:46	62263		UNL 10 Ex-Tax	17.002 G		2.39813	40.77
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/23/19	15:45	62396		UNL 10 Ex-Tax	16.303 G		2.37926	38.79
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/24/19	14:09	62483		UNL 10 Ex-Tax	10.001 G		2.30379	23.04
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/28/19	12:37	62571		UNL 10 Ex-Tax	10.528 G		2.20945	23.26
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/29/19	10:44	62683		UNL 10 Ex-Tax	13.750 G		2.39813	32.97
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/29/19	15:52	62746		UNL 10 Ex-Tax	8.791 G		2.39813	21.08
BJ5D:	KALAMAZOO MI;	3700 GULL RD	05/30/19	10:49	62815		UNL 10 Ex-Tax	7.829 G		2.36040	18.48
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/30/19	15:48	62880		UNL 10 Ex-Tax	8.874 G		2.37926	21.11
BJ0Q:	KALAMAZOO MI;	208 RIVER STREET	05/31/19	14:10	62968		UNL 10 Ex-Tax	9.669 G		2.30379	22.28
Vehicle Totals								24,421 miles / 162.052 gals. = 150.70 MP		162.052	369.65
1123 UNIT 23						68992 Opening Odometer					
893390 DONNA HARGER											
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/16/19	16:04	69128		UNL 10 Ex-Tax	14.161 G		2.24719	31.82
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/20/19	8:51	69301		UNL 10 Ex-Tax	18.768 G		2.11511	39.70
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/20/19	15:58	69405		UNL 10 Ex-Tax	11.459 G		2.09625	24.02
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/21/19	16:08	69546		UNL 10 Ex-Tax	15.307 G		2.09625	32.09
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/22/19	16:07	69681		UNL 10 Ex-Tax	14.744 G		2.39813	35.36
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/23/19	16:07	69822		UNL 10 Ex-Tax	15.813 G		2.31323	36.58
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/24/19	16:06	69960		UNL 10 Ex-Tax	14.762 G		2.28492	33.73
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/29/19	16:03	70244		UNL 10 Ex-Tax	14.337 G		2.39813	34.38
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/30/19	16:02	70382		UNL 10 Ex-Tax	14.250 G		2.32266	33.10
Driver Totals								133.601			300.78
893533 TYRONE BAILEY											
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/28/19	16:01	70104		UNL 10 Ex-Tax	15.020 G		2.11511	31.77
BIVI:	KALAMAZOO MI;	1250 S DRAKE RD	05/31/19	16:04	70520		UNL 10 Ex-Tax	14.384 G		2.26606	32.60
Driver Totals								29.404			64.37
Vehicle Totals								1,528 miles / 163.005 gals. = 9.37 MP		163.005	365.15

An independent franchisee of



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 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 7

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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1126 UNIT 26 61117 Opening Odometer

893390 DONNA HARGER

BJGG:PORTAGE MI; 507 W MILHAM ST	05/20/19	8:57	58708	UNL 10	Ex-Tax	11.005 G	2.15285	23.69
BJGG:PORTAGE MI; 507 W MILHAM ST	05/28/19	8:54	89012	UNL 10	Ex-Tax	11.219 G	2.16228	24.26
Driver Totals						22.224		47.95

893393 KRISTEN LOOMIS HILL

BJGG:PORTAGE MI; 507 W MILHAM ST	05/16/19	9:22	61273	UNL 10	Ex-Tax	12.250 G	2.30379	28.22
BJGG:PORTAGE MI; 507 W MILHAM ST	05/21/19	9:23	61446	UNL 10	Ex-Tax	10.868 G	2.08681	22.68
BJGG:PORTAGE MI; 507 W MILHAM ST	05/22/19	9:28	61535	UNL 10	Ex-Tax	11.079 G	2.07738	23.02
BJGG:PORTAGE MI; 507 W MILHAM ST	05/23/19	9:21	61624	UNL 10	Ex-Tax	11.219 G	2.39813	26.90
BJGG:PORTAGE MI; 507 W MILHAM ST	05/29/19	9:20	61830	UNL 10	Ex-Tax	12.887 G	2.06794	26.65
BJGG:PORTAGE MI; 507 W MILHAM ST	05/30/19	9:26	619922	UNL 10	Ex-Tax	11.201 G	2.39813	26.86
Driver Totals						69.504		154.33

Vehicle Totals 558,805 miles / 91.728 gals. = 91.98 MP 91.728 202.28

1136 UNIT 36 32985 Opening Odometer

893400 LATINA TUCKER

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/21/19	11:04	33140	UNL 10	Ex-Tax	19.164 G	2.09625	40.17
Driver Totals						19.164		40.17

893559 ZIENA MCMILLIAN

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/21/19*17:14		33181	UNL 10	Ex-Tax	4.683 G	2.09625	9.82
Driver Totals						4.683		9.82

Vehicle Totals 196 miles / 23.847 gals. = 8.22 MP 23.847 49.99

1235 UNIT 35 28617 Opening Odometer

893533 TYRONE BAILEY

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/29/19	11:43	28716	UNL 10	Ex-Tax	13.916 G	2.39813	33.37
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An independent franchisee of



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 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 8

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
 Discount (if paid by 6/13/19)
 159.88 /gals. @ .02000 3.20
 Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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Vehicle Totals		99 miles /	13.916 gals. =	7.11 MP				13.916			33.37
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1237 UNIT 37

55437 Opening Odometer

893395 TAMELA STEWART

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/29/19	8:27	56449	UNL 10	Ex-Tax	12.186 G	2.11511	25.77
BI6H:KALAMAZOO MI; 6434 GULL ROAD	05/29/19	*15:41	56569	UNL 10	Ex-Tax	14.057 G	2.39813	33.71
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/30/19	8:30	56681	UNL 10	Ex-Tax	6.749 G	2.36040	15.93
BI6H:KALAMAZOO MI; 6434 GULL ROAD	05/30/19	*15:26	56723	UNL 10	Ex-Tax	13.872 G	2.34153	32.48
BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/31/19	8:28	56906	UNL 10	Ex-Tax	6.368 G	2.30379	14.67
BI6H:KALAMAZOO MI; 6434 GULL ROAD	05/31/19	*15:24	57070	UNL 10	Ex-Tax	14.350 G	2.26606	32.52
Driver Totals						67.582		155.08

893533 TYRONE BAILEY

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/16/19	8:30	55669	UNL 10	Ex-Tax	20.487 G	2.28492	46.81
ATY:Kalamazoo MI; 3320 Ravine Road	05/17/19	8:42	55909	UNL 10	Ex-Tax	19.997 G	D 2.25474	45.09
					Misc. 37			
ATY:Kalamazoo MI; 3320 Ravine Road	05/20/19	8:44	56147	UNL 10	Ex-Tax	20.697 G	D 2.25474	46.67
					Misc. 37			
Driver Totals						61.181		138.57

893677 JOHN HOBSON

BIVI:KALAMAZOO MI; 1250 S DRAKE RD	05/21/19	17:13	56334	UNL 10	Ex-Tax	16.987 G	2.09625	35.61
Driver Totals						16.987		35.61

Vehicle Totals		1,633 miles /	145.750 gals. =	11.20 MP				145.750			329.26
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Total Fuel Purchases	1,703.134	3,838.05
Total Non-Fuel Purchases		
Total ALL Purchases	1,703.134	3,838.05
Type 'D' transactions: Fuel Purchases included in Volume Discount	159.883	

Unless labeled as OFF ROAD, Diesel purchases on this invoice do not contain visible evidence of dye.

An independent franchisee of



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EIN #38-1473116
2601 N. BURDICK ST.
KALAMAZOO, MI 49007-1874

02- 1821

*** INVOICE #001821-1915101 *** 05/31/19 Page 9

Terms: NET 15 DAYS due 06/15/19

269-342-9638

Balance 10,446.11
Discount (if paid by 6/13/19)
159.88 /gals. @ .02000 3.20
Balance if Discount earned 10,442.91

KALAMAZOO REGIONAL EDUC SERVICES
REBECCA
1819 E. MILHAM
38-1709020
KALAMAZOO, MI 49002

Card#	Name	Location of Purchase	Date	Time	ODOM	MPG	Product	Quantity	Discount	Price	Amount
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Any transaction labeled as OFF ROAD is DYED DIESEL FUEL, NONTAXABLE USE ONLY, PENALTY FOR TAXABLE USE.

Balance \$10,446.11
Discount (if paid by 6/13/19) 159.88 /gals. @ .02000 \$3.20
Balance if Discount earned \$10,442.91

An independent franchisee of



KALAMAZOO OIL CO.
 EIN #38-1473116
 2601 N. BURDICK ST.
 KALAMAZOO, MI 49007-1874

02-001821

269-342-9638

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ Veh.ID	State	Product	Tax Type	Units Fuel	Unit N/Fuel Meas	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
1020 UNIT 20											
	MI	UNL 10	Ex-Tax	154.43	GAL	348.59					348.59
Vehicle Total Miles:		1177 MPG	7.62	154.43		348.59					348.59
		MPG Gals.	154	Cost/Mile:	.296						
1021 UNIT 21											
	MI	UNL 10	Ex-Tax	26.16	GAL	59.29					59.29
Vehicle Total Miles:		207 MPG	7.91	26.16		59.29					59.29
		MPG Gals.	26	Cost/Mile:	.286						
1024 UNIT 24											
	MI	UNL 10	Ex-Tax	79.04	GAL	172.67					172.67
Vehicle Total Miles:		526 MPG	6.65	79.04		172.67					172.67
		MPG Gals.	79	Cost/Mile:	.328						
1030 UNIT 30											
	MI	UNL 10	Ex-Tax	148.95	GAL	340.92					340.92
Vehicle Total Miles:		1275 MPG	8.56	148.95		340.92					340.92
		MPG Gals.	149	Cost/Mile:	.267						
1032 UNIT 32											
	MI	UNL 10	Ex-Tax	117.56	GAL	264.35					264.35
Vehicle Total Miles:		851 MPG	7.24	117.56		264.35					264.35
		MPG Gals.	118	Cost/Mile:	.311						
1033 UNIT 33											
	MI	UNL 10	Ex-Tax	182.10	GAL	410.01					410.01
Vehicle Total Miles:		593008 MPG	256.44	182.10		410.01					410.01
		MPG Gals.	182	Cost/Mile:	.001						

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 KALAMAZOO, MI 49007-1874

02-001821

269-342-9638

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ State Veh.ID	Product	Tax Type	Units Fuel	Unit N/Fuel Meas	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
1034 UNIT 34										
MI UNL 10		Ex-Tax	118.12	GAL	270.56					270.56
Vehicle Total Miles:		1230 MPG	10.41	118.12	270.56					270.56
		MPG Gals.	118	Cost/Mile:	.220					
1039 UNIT 39										
MI UNL 10		Ex-Tax	146.50	GAL	331.77					331.77
Vehicle Total Miles:		1082 MPG	7.39	146.50	331.77					331.77
		MPG Gals.	147	Cost/Mile:	.307					
1040 UNIT 40										
MI UNL 10		Ex-Tax	77.07	GAL	169.98					169.98
Vehicle Total Miles:		604 MPG	7.84	77.07	169.98					169.98
		MPG Gals.	77	Cost/Mile:	.281					
1116 UNIT 16										
MI UNL 10		Ex-Tax	52.86	GAL	120.21					120.21
Vehicle Total Miles:		578 MPG	10.93	52.86	120.21					120.21
		MPG Gals.	53	Cost/Mile:	.208					
1122 UNIT 22										
MI UNL 10		Ex-Tax	162.05	GAL	369.65					369.65
Vehicle Total Miles:		24421 MPG	150.70	162.05	369.65					369.65
		MPG Gals.	162	Cost/Mile:	.015					
1123 UNIT 23										
MI UNL 10		Ex-Tax	163.00	GAL	365.15					365.15
Vehicle Total Miles:		1528 MPG	9.37	163.00	365.15					365.15
		MPG Gals.	163	Cost/Mile:	.239					

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02-001821

269-342-9638

KALAMAZOO REGIONAL EDUC SERVICES
 REBECCA
 1819 E. MILHAM
 38-1709020
 KALAMAZOO, MI 49002

Card#/ Veh.ID	State	Product	Tax Type	Units	Unit	Ex-Tax Amount	Federal Excise	State Excise	State Other	Local Excise	Amount
1126 UNIT 26											
	MI	UNL 10	Ex-Tax	91.72	GAL	202.28					202.28
Vehicle Total Miles:		558805	MPG	91.98		91.72	202.28				202.28
		MPG Gals.		92	Cost/Mile:						
1136 UNIT 36											
	MI	UNL 10	Ex-Tax	23.84	GAL	49.99					49.99
Vehicle Total Miles:		196	MPG	8.22		23.84	49.99				49.99
		MPG Gals.		24	Cost/Mile:	.255					
1235 UNIT 35											
	MI	UNL 10	Ex-Tax	13.91	GAL	33.37					33.37
Vehicle Total Miles:		99	MPG	7.11		13.91	33.37				33.37
		MPG Gals.		14	Cost/Mile:	.337					
1237 UNIT 37											
	MI	UNL 10	Ex-Tax	145.75	GAL	329.26					329.26
Vehicle Total Miles:		1633	MPG	11.20		145.75	329.26				329.26
		MPG Gals.		146	Cost/Mile:	.202					
***** FLEET TOTALS *****											
	MI	UNL 10	Ex-Tax	1,703.13		3,838.05					3,838.05
Fleet Total Miles:		187220	MPG	109.93		1703.13	3,838.05				3,838.05
		MPG Gals.		1703	Cost/Mile:	.021					

An independent franchisee of



Kalamazoo RESA

HEAD START MATCH REPORT

May 2019

MONTHLY BREAKDOWN													SUMMARY		
UNIT	NOV '18	DEC '18	JAN '19	FEB '19	MAR '19	APR '19	MAY '19	JUN '19	JUL '19	AUG '19	SEP '19	OCT '19	YTD	SUGGESTED UNIT ANNUAL REQUIREMENT*	MONTHLY GOAL
ADMIN/ OPS	\$ 6,216	\$ 61,827	\$ 6,935	\$ 27,051	\$ 41,396	\$ 27,244	\$ 21,901						\$ 192,568	\$ 220,749	\$ 18,396
EDUC	\$ 115,016	\$ 87,256	\$ 84,106	\$ 83,717	\$ 84,498	\$ 96,795	\$ 120,331						\$ 671,719	\$ 1,275,125	\$ 106,260
HEALTH	\$ 7,028	\$ 1,099	\$ 63	\$ -	\$ -	\$ 2,253	\$ 2,815						\$ 13,259	\$ 1,472	\$ 123
FCP	\$ 675	\$ -	\$ 722	\$ 641	\$ -	\$ -	\$ 1,000						\$ 3,038	\$ 55	\$ 5
TOTAL	\$ 128,934	\$ 150,182	\$ 91,826	\$ 111,409	\$ 125,894	\$ 126,292	\$ 146,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 880,584	\$ 1,497,401	\$ 124,783

LESS MATCH EXPECTATION THROUGH May '19 \$ 873,483.72

* The annual requirement only needs to be met in total, not in each of the 4 units

OVER(UNDER): \$ 7,101

Kalamazoo RESA Purchasing Card Reconciliation Form

Staff Member: Norma Ash

Card Number: 2182

PURCHASES

Date*	Vendor	Description/Purpose	Amount	ASN #	Receipt Attached?
05/09/19	Meijer	Supplies for Abriendo Puertas Parent Meeting	\$ 62.28	64881	Yes
05/09/19	Hobby Lobby	Craft supplies for Abrienda Puertas	\$ 76.66	64881	Yes
05/16/19	Home Depot	Boxes for for classrooms, site supervisor and GSRP ECS	\$ 424.00		Yes
Total of Amount of Purchases			\$ 562.94		

Summary By ASN #:	ASN <u>64881</u> \$ <u>138.94</u>	ASN <u>65360</u> \$ <u>211.98</u>
	ASN 700.66 \$ -	ASN <u>02360</u> \$ <u>70.66</u>
	ASN <u>64360</u> \$ <u>70.66</u>	ASN <u>64260</u> \$ <u>70.70</u>

*Cut Off Date is the 21st of Each Month

Employee Signature *Norma Ash* Supervisor Signature *R. [Signature]*

Instructions: Record purchases as they are made throughout the month up to the 21st. When you receive your purchasing account statement (around the 25th of the month) 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, and receipts for all purchases to the **Business Office by the 30th of the month.**

Mu



FIFTH THIRD BANK

FIFTH THIRD BANK
PO BOX 740523
CINCINNATI OH 45274-0523



24741410 - 000366 - 0001 - 0001 - 7

MEMO STATEMENT

ACCOUNT NUMBER	XXXX XXXX XXXX 2182
STATEMENT DATE	05-21-19
TOTAL ACTIVITY	\$562.94

**** MEMO STATEMENT ONLY **
DO NOT REMIT PAYMENT**



NORMA ASH
TAX EXEMPT ORGANIZATION
C/O SCOTT THOMAS
1819 E MILHAM AVE
PORTAGE MI 49002-3035

**N0000975

CARDHOLDER SUMMARY

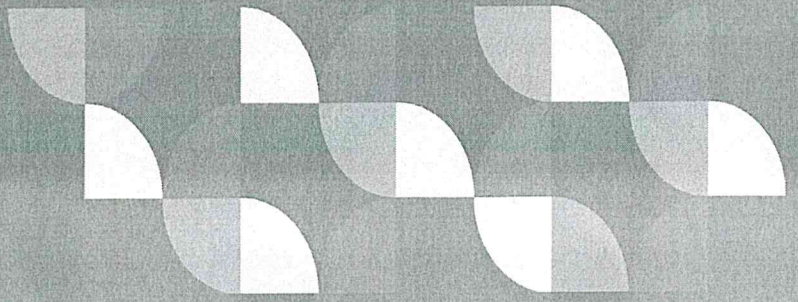
NORMA ASH XXXX XXXX XXXX 2182	Purchases And Other Debits	+	Cash Advances	-	Credits	=	Total Activity
	Cardholder Total		\$562.94		\$0.00		\$0.00

CARDHOLDER ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
05-09	05-07	05436849128100087560080	MEIJER INC #119 Q01 KALAMAZOO MI		62.28
05-09	05-07	05436849128200040074474	HOBBY LOBBY #309 KALAMAZOO MI		76.66
05-16	05-14	55541869135010186663949	THE HOME DEPOT #2728 PORTAGE MI		424.00

CUSTOMER SERVICE CALL 1-800-375-1747 LOST/STOLEN CARDS CALL 1-800-375-1747	ACCOUNT NUMBER XXXX-XXXX-XXXX-2182	ACCOUNT SUMMARY PURCHASES & OTHER CHARGES \$562.94 CASH ADVANCES .00 CASH ADVANCE FEES .00 CREDITS .00 TOTAL ACTIVITY \$562.94
	STATEMENT DATE 05/21/19	
SEND INQUIRIES TO: FIFTH THIRD BANK PO BOX 740523 CINCINNATI OH 45274-0523	CREDIT LIMIT \$1,000.00	
	DISPUTED AMOUNT \$0.00	

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



6660 W. Main St.
 Kalamazoo, MI 49009 - #119
 (269)372-9100 meijer.com

The Meijer Team appreciates your business
 05/07/19
 Your checkout was provided by GAVIN

MEIJER SAVINGS
 SPECIALS 8.05
 SAVINGS TOTAL 8.05

SALE
 GENERAL MERCHANDISE
 88909250765 STICKERS 1.00 CT
 88909250766 STICKERS 1.00 CT
 88909250782 STICKERS 1.00 CT
 1117123894 CLEAN ALL 3.99 CT
 1117123895 CLEAN ALL 4.99 CT
 2120052041 4PK SPONGES 4.99 CT
 7314921079 LAUNDRY BASKET 7.49 CT
 *8656913890 HAND TOWEL
 was 6.99 now 4.19 CT
 *8656913887 BATH TOWEL
 was 10.99 now 6.59 CT

DRUGSTORE
 71373322040 HAND SOAP 1.59 N
 71373322042 HAND SOAP 1.59 N
 => 40% off 1.59 -.64 N

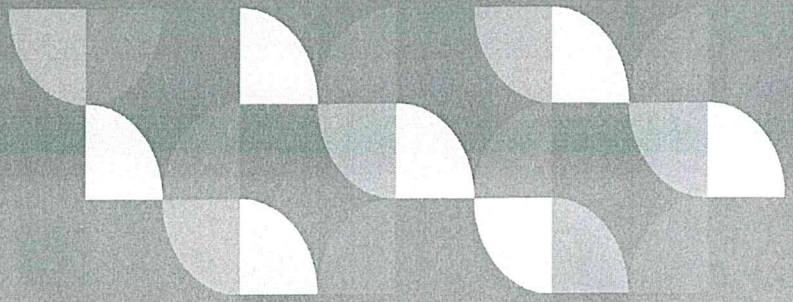
GROCERY
 1920075055 TOILET CLEANER 1.99 I
 1920075352 AP CLEANER 2.59 I
 3700097056 DAWN DISH SOAP 3.95 I
 3700008885 LIQUID LAUNDRY 11.99 I
 *3700080070 DRYER SHEETS
 was 4.19 now 3.98 T

TOTAL TOTAL TAX .00
 TOTAL 62.28

PAYMENTS TENDER 62.28
 CREDIT CARDS (C)
 XXXXXXXXXXXXX2182
 APPROVAL CODE 010974
 MASTERCARD
 AID A0000000041010
 TC 8AFOF205DOE990A7
 PIN VERIFIED OFFLINE

NUMBER OF ITEMS 16
 I1 ITEM VALUE EXEMPTED 62.28
 T1 TAX EXEMPTED 3.74
 T4 ITEM VALUE EXEMPTED .00
 T4 TAX EXEMPTED .00
 T5 ITEM VALUE EXEMPTED .00
 T5 TAX EXEMPTED .00

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

HOBBY LOBBY

Super Savings, Super Selection!

5030 W. Main St.

Kalamazoo, MI 49009

Hobby Lobby Store #309 (269) 342-9408

S-309 R-2 T-0232 MELANIE B SALE

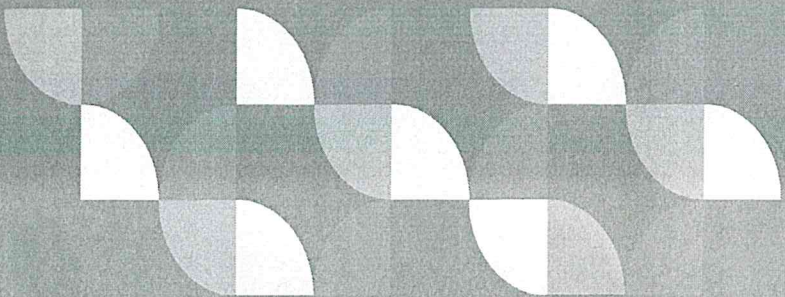
105100000	Paper Crafts	10.78
10 % Off Schl/Church (5.99-0.60)		
2 @ 5.39 ea		
105000000	Crafts	8.07
10 % Off Schl/Church (2.99-0.30)		
3 @ 2.69 ea		
101000000	Art	6.29
10 % Off Schl/Church (6.99-0.70)		
108000000	Sewing	8.99
10 % Off Schl/Church (9.99-1.00)		
105100000	Paper Crafts	3.14
50 % Off (6.99-3.50)		
10 % Off Schl/Church (3.49-0.35)		
105100000	Paper Crafts	2.69
50 % Off (5.99-3.00)		
10 % Off Schl/Church (2.99-0.30)		
105000000	Crafts	32.36
10 % Off Schl/Church (8.99-0.90)		
4 @ 8.09 ea		

SUBTOTAL	72.32
TAX TOTAL	4.34
TOTAL	76.66

M/C 76.66

ACCOUNT #: *****2182
AUTH#: 006407
ACCT: MASTERCARD INSERTED
MASTERCARD
CARD # *****2182 EXP **/**
REF # AUTH # RESP 00
135905071042 006407 ISO 00
AID: A0000000041010
TSI: E800 ARC:00 CUR:0840
TVR: 0000008000
APP: MASTERCARD
IAD: 0110A700030200000000000000000000
00FF
Verified by PIN

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

\$424.00

Purchase of moving boxes for:

West campus 3, 64360

Comstock North 1,2 and 3, 05360

GSRP Early Childhood Specialist, Carla Osborn, 02360

Site supervisors. 64260

Administrator's Signature





Order #WA53163526

Placed on: May 14, 2019

Billing Information

Norma Ash
1819 Milham Ave
PORTAGE MI 49002

Payment Method: MC ***2182

Item	Price/Item	Qty	Line Total
Store Pickup (3 items) 6685 S Westnedge Ave #2728, Portage, MI 49002			
Items picked up from store #2728			
The Home Depot 16 in. L x 12 in. W x 12 in. D Small Moving Box	\$0.88	100	\$88.00
Available: Today			
The Home Depot 18 in. L x 18 in. W x 24 in. D Large Moving Box	\$1.68	100	\$168.00
Available: Today			
The Home Depot 22 in. L x 16 in. W x 15 in. D Medium Moving Box	\$1.44	100	\$144.00
Available: Today			
Subtotal			\$400.00
Pick Up In Store			FREE
Sales Tax			\$24.00
Total			\$424.00

Need help?

Online Customer Support:
1-800-430-3376

Call 7 days a week:
6 a.m. to 2 a.m. EST

Kalamazoo RESA Purchasing Card Reconciliation Form

Staff Member: Bethany Foote

Card Number: 6968

PURCHASES

Date*	Vendor	Description/Purpose	Amount	ASN #	Receipt Attached?
04/24/19	Pizza Hut	Pizza for Comstock's April Parent Meeting	\$ 46.10	64881	Yes
04/26/19	Little Casear	Pizza for West Campus's April Parent Meeting	\$ 47.06	64881	Yes
04/29/19	Eventbrite	Registration fee for Latieca to Human Trafficking seminar	\$ 59.00	65073	Yes
05/01/19	Little Casear	Pizza for Curious Kids Parent meeting/ Science Fair	\$ 76.48	64881	Yes
05/02/19	Meijer	Water & Juice for Portage Comm.'s Parent Meeting	\$ 14.58	64881	Yes
05/06/19	Gordons Food Store	Water & Juice for Policy Council and Parent Meetings	\$ 36.45	64861	Yes
05/13/19	MIOTTAWA	Registration fee for Wendy Sines to attend a workshop	\$ 11.00	65071	Yes
05/13/19	Candlewood Suites	Hotel accommodations for Bethany to attend PFCE Institute	\$ 96.05	65072	Yes
05/13/19	Candlewood Suites	Hotel accommodations for Megyn to attend PFCE Institute	\$ 96.05	65072	Yes
05/15/19	Little Casear	Pizza for North Park & First Pres. Parent Meeting	\$ 27.75	64881	Yes
05/15/19	Little Casear	Pizza for St. Joe, Millwood & Winchell's Parent Meeting	\$ 29.42	64881	Yes
05/15/19	United Way Battle Creek	Registration fee for Maura to attend a Trauma Training	\$ 50.00	65073	Yes
05/15/19	Little Casear	Pizza for West Main's Parent Meeting	\$ 70.60	64881	Yes
05/16/19	Meijer	Food for First Presbyterian & North Park Parent Meeting	\$ 35.30	64881	Yes
05/17/19	Eventbrite	Registration fee for Samantha to attend Human Trafficking sem.	\$ 59.00	60573	Yes
05/20/19	Meijer	Food for Parent Workshop	\$ 46.90	64881	Yes
		Total of Amount of Purchases	\$ 801.74		

Summary By ASN #:	ASN 64881 \$ 394.19	ASN 65071 \$ 11.00
	ASN 65073 \$ 116.00	ASN 65072 \$ 192.10
	ASN 64861 \$ 36.45	ASN \$ -

*Cut Off Date is the 21st of Each Month

Employee Signature Bethany Foote Supervisor Signature [Signature]

Instructions: Record purchases as they are made throughout the month up to the 21st. When you receive your purchasing account statement (around the 25th of the month) 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, and receipts for all purchases to the **Business Office by the 30th of the month.**

[Signature]



FIFTH THIRD BANK
 PO BOX 740523
 CINCINNATI OH 45274-0523



24741410 - 000401 - 0001 - 0001 - 7

MEMO STATEMENT

ACCOUNT NUMBER	XXXX XXXX XXXX 6968
STATEMENT DATE	05-21-19
TOTAL ACTIVITY	\$801.74

**** MEMO STATEMENT ONLY **
 DO NOT REMIT PAYMENT**



BETHANY FOOTE
 TAX EXEMPT ORGANIZATION
 C/O SCOTT THOMAS
 1819 E MILHAM AVE
 PORTAGE MI 49002-3035

**N0000940

CARDHOLDER SUMMARY

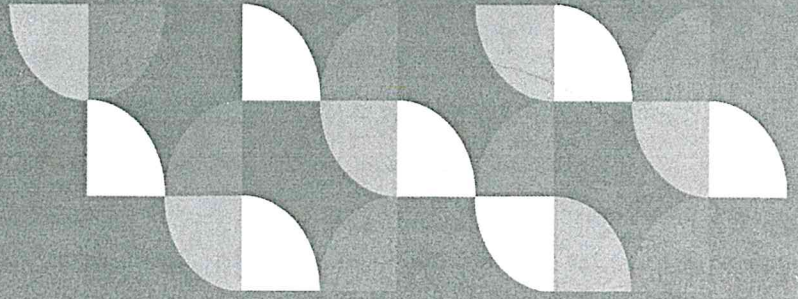
BETHANY FOOTE XXXX XXXX XXXX 6968	Purchases And Other Debits	+	Cash Advances	-	Credits	=	Total Activity
Cardholder Total	\$801.74		\$0.00		\$0.00		\$801.74

CARDHOLDER ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
04-24	04-22	55310209113400364000028	PIZZA HUT 26012 KALAMAZOO MI		46.10
04-26	04-25	05436849116500177439281	LITTLE CAESARS 1338 00 KALAMAZOO MI		47.06
04-29	04-26	55429509116715625820833	EB KALAMAZOO MI-HUMAN 8014137200 CA		59.00
05-01	04-30	05436849121600036679995	LITTLE CAESARS 1338 00 269-782-2802 MI		76.48
05-02	04-30	05436849121100100494918	MEIJER INC #022 Q01 PORTAGE MI		14.58
05-06	05-03	05436849124200044666501	GFS STORE #0492 PORTAGE MI		36.45
05-13	05-11	55432869131200000982825	MIOTTAWA.ORG 616-994-4501 MI		11.00
05-13	05-09	55310209130708755711550	CANDLEWOOD SUITES LANS LANSING MI 11449377 ARRIVAL: 05-08-19		96.05
05-13	05-09	55310209130708755713085	CANDLEWOOD SUITES LANS LANSING MI 11453373 ARRIVAL: 05-08-19		96.05
05-15	05-14	05436849135500159457803	LITTLE CAESARS 1338 00 KALAMAZOO MI		27.75
05-15	05-14	05436849135500159457647	LITTLE CAESARS 1338 00 KALAMAZOO MI		29.42
05-15	05-13	55207399134910230815284	UNITED WAY OF THE BATT KALAMAZOO MI		50.00
05-15	05-14	05436849135500159457720	LITTLE CAESARS 1338 00 KALAMAZOO MI		70.60
05-16	05-14	05436849135100083659176	MEIJER INC #119 Q01 KALAMAZOO MI		35.30
05-17	05-16	55429509136719987651741	EB KALAMAZOO MI-HUMAN 8014137200 CA		59.00
05-20	05-16	05436849137100091072923	MEIJER INC #021 Q01 KALAMAZOO MI		46.90

CUSTOMER SERVICE CALL 1-800-375-1747 LOST/STOLEN CARDS CALL 1-800-375-1747	ACCOUNT NUMBER XXXX-XXXX-XXXX-6968	ACCOUNT SUMMARY PURCHASES & OTHER CHARGES \$801.74
	STATEMENT DATE 05/21/19	
SEND INQUIRIES TO: FIFTH THIRD BANK PO BOX 740523 CINCINNATI OH 45274-0523	CREDIT LIMIT \$1,000.00	CASH ADVANCES .00
	DISPUTED AMOUNT \$0.00	CASH ADVANCE FEES .00
		CREDITS .00
		TOTAL ACTIVITY \$801.74

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Gull Rd. Pizza Hut# 026012
5625 Gull Rd
Kalamazoo, Mi
(269)385-1818
SALE

Server: KAITLYN
04/22/19
M
*****6968
APPR CODE: 079774

Ticket #11
4:48 PM

Invoice #11
46.10

AMOUNT:

TIP:

Total:

I agree to pay above total amount
according to card issuer agreement.

Signature _____

Customer Copy

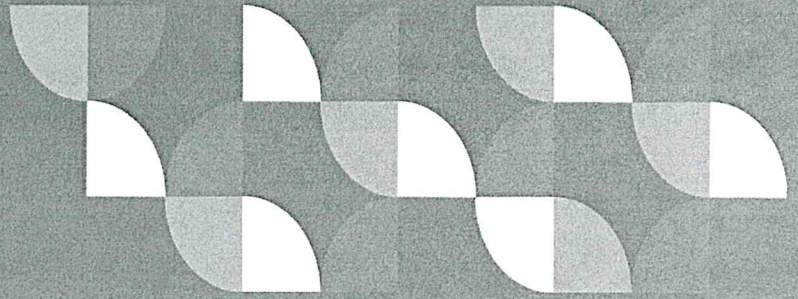
Thank you! :)
Please come back again.

MAIN ENTRANCE

01	1	\$FiveLU Hand toss Cheese Pepperoni SquareCut	11.24
02	1	\$FiveLU Hand toss Cheese SquareCut	9.99
03	1	\$FiveLU Hand toss Cheese SquareCut	9.99
04	1	\$FiveLU Hand toss Cheese SquareCut	9.99
<hr/>			
05	1	TuscanIBDB BigDinBx Relang Pan Cheese	19.99
06	1	BigDinBx Relang Pan Cheese Pepperoni	
07	1	BigDinBx TusMeaty	
08	1	Order BreadStx	
		COUPON (F6)	21.21
		Subtotal	39.99
		Delivery Charge	3.50
		SALES TAX	2.61
		Balance Due	46.10
		Amt Tendered	
		Credit Card	46.10
		Amt Due	0.00

Comstock
April Parent Mting
FOOD

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Little Caesars
Kalamazoo, MI
Store ID 01338-00003
Phone 269-345-7200

Order #331
HEADSTART

Thu, Apr 25, 2019 04:09pm

Promised for Thu, Apr 25, 2019 05:15pm
Your Cashier Today is MEGAN S.

SALE

Item	Price
(5) Classic Cheese Note: party cut	\$27.75
(3) Classic Pepperoni Note: party cut	\$16.65
Item Count	8
Taxable Total	\$44.40

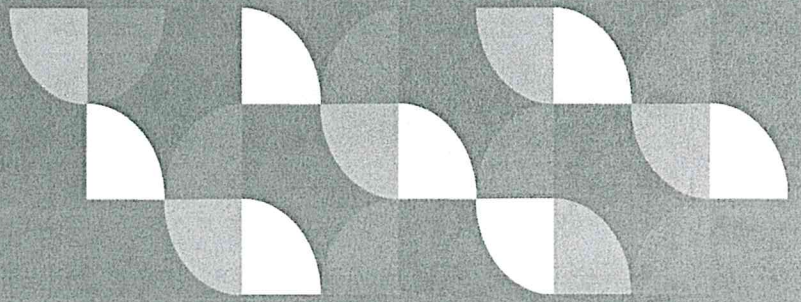
Sales Tax \$2.66
Total \$47.06

Account: MASTERCARD*****6968
Cardholder: BETHANY FOOTE
Result: CAPTURED
Authorization Code: 004120
Approved Amount: 47.06
Application Label: MASTERCARD
Chip Indicator: Chip Read
CVN: PIN
Sequence #001-50008-0
TVR: 040008000
TSI: E800
AID: A0000000041010
IAD: 01106510030200
ARC: 00
TID: 012
Mode: issuer

West Campus
April Parent
Meeting
Food

(Bethany)

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

**Kalamazoo, MI -Human Trafficking Training - Medical,
Mental Health, Education Professionals and general public
Attendee Fee for One \$59.00**



Fetzer Center, 1903 W. Michigan Ave., Kalamazoo, MI 49008

Friday, June 7, 2019 from 9:45 AM to 1:00 PM (EDT)

Eventbrite Completed

Order Information

Order #940608165. Ordered by Latieca Williams on April
26, 2019 9:32 AM



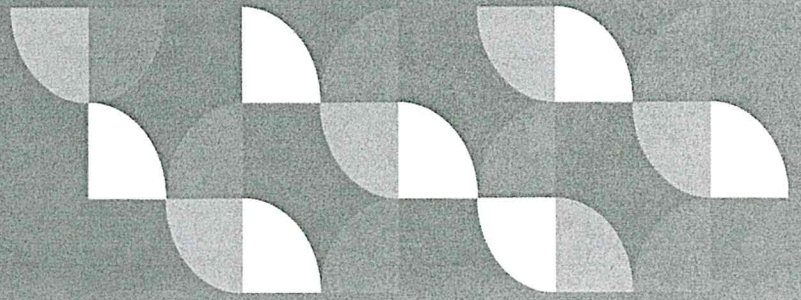
9406081651187878277001

Do you organize events?

Start selling in minutes with Eventbrite!

www.eventbrite.com

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Bethany Foote

From: onlineordering@littlecaesars.com
Sent: Tuesday, April 30, 2019 10:38 AM
To: Bethany Foote
Subject: Little Caesars Pizza Receipt

*****ATTENTION:** This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.***

Dear Bethany F,

Store Information

Address: Little Caesars Pizza
6011 S WESTNEDGE
PORTAGE
MI - 49002 ,US

Phone Number: (269) 323 - 3000

www.littlecaesars.com

Order Information

Order Number: 578
Store Order ID: 209744
Customer Name: Bethany F
Account Number: xxxx xxxx xxx
Pickup Date Time: 04/30/2019
Date of Sale: 04/30/2019 10:37
Authorization Code: 021059
Transaction Type: EPay

For PCR's
Parent mtg/
(April)
Science Fair

- Bethany

Qty	Menu item	Price
7	Classic Cheese (1950 Cal Each):	\$38.85
6	Classic Pepperoni (2210 Cal Each):	\$33.30
	Sub Total:	\$72.15
	Taxes:	\$4.33
	Total:	\$76.48

Count of ordered item(s) : 13

Terms and Conditions: [Click here](#)

TELL US HOW WE DID & ENTER FOR A CHANCE TO WIN FREE PIZZA FOR A YEAR!*
Go to LittleCaesarsListens.com for full details and to take our survey.

*NO PURCHASE NECESSARY. LEGAL RESIDENTS OF THE 50 UNITED STATES (D.C.) 18 YEARS AND OLDER. VOID WHERE PROHIBITED. Sweepstakes ends 12/31/19.

For Official Rules, mail-in method of entry, prize descriptions and odds disclosure, visit LittleCaesarsListens.com.

Sponsor: Little Caesar Enterprises, Inc., 2211 Woodward, Detroit, MI 48201. Monthly prizes awarded as 52 Little Caesars Gift Cards in the amount of \$10 each.

*** This is an automatically generated email, please do not reply ***

This email was sent to you by Little Caesar Enterprises, Inc. for itself and for Little Caesar of Canada ULC.
2211 Woodward Ave., Detroit, MI 48201

CONFIRMATION NUMBER: 578



Order Confirmation

**6011 S WESTNEDGE
PORTAGE, MI 49002**

☎ (269) 323 - 3000

We plan to have your order ready at:

5:00PM, TUESDAY 30TH 2019

Confirmation Number: 578

Payment Method:



XXXX-XXXX-XXXX-6968 0921

Order Details:

CLASSIC CHEESE	7 for \$38.85 1950 Cal. Each
CLASSIC PEPPERONI	6 for \$33.30 2210 Cal. Each

Subtotal	\$72.15
Taxes	\$4.33
Order Total	\$76.48



[Shop](#) [Legal](#) [Terms of Service](#) [California Privacy Policy](#) [Our Family](#)

*Claim of Most Cheese & Most Common Toppings at Nation's Best Prices is based on comparison of the following pizzas for the top four national pizza chains – Little Caesar's EXTRAMOSTBESTEST® Custom Topped Pizzas (with up to four of our toppings) and the other three pizza chains' comparable large round standard menu custom topped pizzas, sold at every day menu prices.

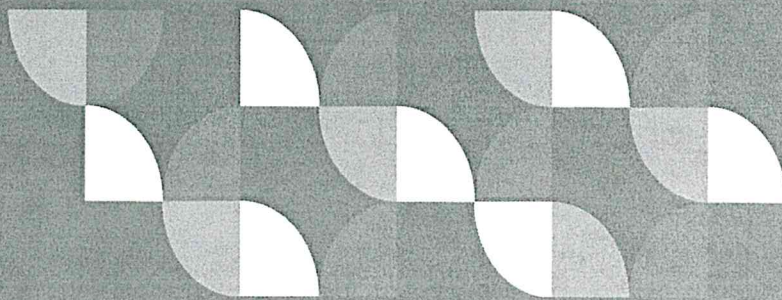
The Little Caesars® Pizza name, logos and related marks are trademarks licensed to Little Caesar Enterprises, Inc. ©2003-2019 Little Caesar Enterprises, Inc. All rights reserved.

If you are using a screen reader and having difficulty please call 1-800-722-3727

Español?



Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



5121 S. Westnedge Ave.
 Portage, MI 49002 - #22
 (269)381-3465 meijer.com

The Meijer Team appreciates your business
 04/30/19
 Your checkout was provided by Fastlane103

MEIJER SAVINGS
 SPECIALS .40
SAVINGS TOTAL .40

SALE
GROCERY
 8768400095 CAPRI SUN 9.00 F
 4 @ 2.25
 *4125003204 MEIJER WATER
 2 @ 2.79
 was 5.98 now 5.58 N

TOTAL
 TOTAL TAX .00
 TOTAL 14.58

PAYMENTS
 CREDIT CARDS TENDER 14.58
 XXXXXXXXXXXXX6968 (C)
 APPROVAL CODE 020455
 MASTERCARD
 AID A0000000041010
 TC A237EF6EFD596036
 PIN VERIFIED OFFLINE

NUMBER OF ITEMS 6

For information on Meijer return policy
 visit meijer.com



A#22#M2XL3PYSS

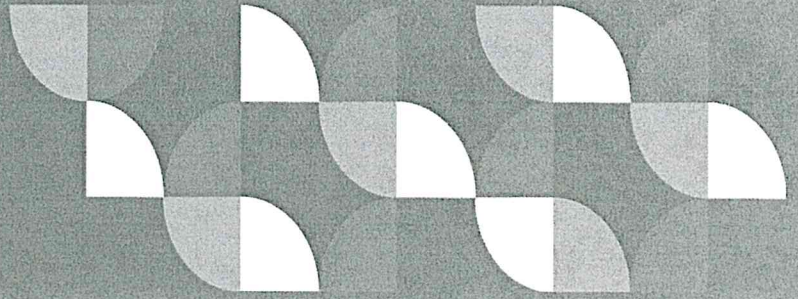
Tx:233 Op:554 Tm:103 St:22 13:40:57

H2O + Juice
 for April
 Parent
 Mtg
 (PCC)

-Bethany

We value your feedback.
 Share your experience by emailing:
 Customer.Feedback@meijer.com

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

CASH DRAWER 1 RECEIPT

Gordon[®]

FOOD SERVICE STORE

Portage
7421 S. Westnedge
Portage, MI 49002
(269) 324-5125
www.gfsstore.com

Kalamazoo Resa
349380013

Invoice Number 912237704

Cashier: NANCY

4 @ 6.49	
Water Springs 30-10	25.96
8597700	
Capri Sun Vrtly Pk	10.49
7843500	
TAX	0.00
**** BALANCE	36.45

Card: *****6968 - C
Approval Code: 090780 S5
Purchase

MASTERCARD

AID: A0000000041010
AC: 17CC4291A459A2F0
TVR: 0000081000
TID: 5

MasterCard 36.45
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 5
05/03/19 08:12am 492 5 22 2799



Store 492 Lane 5
Transaction 22 Operator 2799

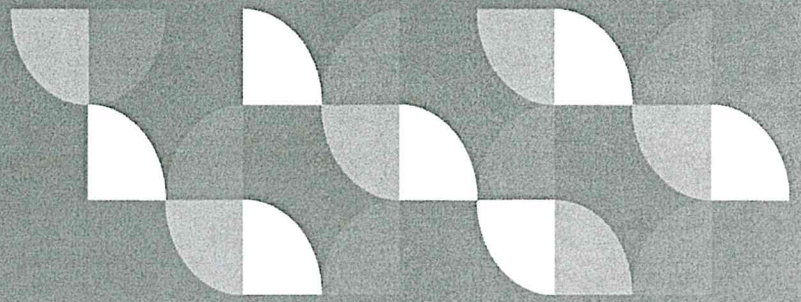
*H2O / Juice
for Policy
Council +
Parent
Mtngs*

Be part of it.
Search our jobs on
careers

**TELL US HOW WE'RE DOING!
YOU COULD WIN
\$1,000!**

...to be entered...

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: Nateshia Carson
Sent: Friday, May 10, 2019 1:59 PM
To: Wendy Sines
Cc: Bethany Foote
Subject: Fwd: Ottawa County Challenge of Children

You are all set.

Respectfully,
Nateshia S Carson
Administrative Assistant/ Head Start

Kalamazoo Regional Educational Service Agency
Phone # 269-250-9849 Fax # 269-250-9868
"Together is Better"

From: support@webtecsinc.com
Sent: Friday, May 10, 2019 1:58 PM
To: Nateshia Carson; support@webtecsinc.com
Subject: Ottawa County Challenge of Children

ATTENTION: This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

Thank you for registering for the Challenge of Children workshops.

Conference materials will be available for pick up at 8 am at the Hope College Maas Center on the day of the conference. For directions, please go here: <https://goo.gl/maps/kkvWGkuJJEy>

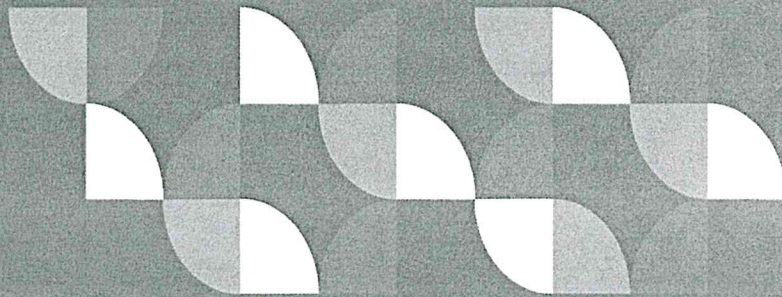
Your confirmation number is 4327.

Date: May 16, 2019.
Name: Wendy Sines
Session 1: 11-Effective Strategies for Supporting Trauma Affected Children
Session 2: 4-Connecting to Emotional Well-Being
Cost: \$11.00
Total: \$11.00
Please arrive 5 minutes prior to class starting time.

PLEASE DO NOT REPLY TO THIS EMAIL.

For help, please refer to the <[a href="http://www.challengeofchildren.org/about.htm"](http://www.challengeofchildren.org/about.htm)>About Us page for Challenge of Children.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature





05-09-19

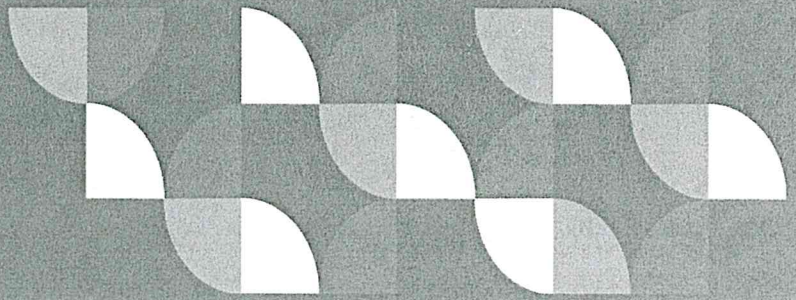
Bethany Foote	Folio No. :	180595	Room No. :	118
United States	A/R Number :		Arrival :	05-08-19
Portage 49002	Group Code :	PFE	Departure :	05-09-19
United States	Company :	University Club	Conf. No. :	22812136
	Membership No. :		Rate Code :	
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
05-08-19	*Accommodation	85.00	
05-08-19	State Sales Tax - Room	5.10	
05-08-19	Occupancy Tax - Room	4.25	
05-08-19	Convention / Tourism Assessm	1.70	
05-09-19	MasterCard XXXXXXXXXXXXX6968		96.05
Total		96.05	96.05
Balance		0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Hotel accommodations for Megyn to attend the Parent, Family and Community Engagement Institute

Administrator's Signature





05-09-19

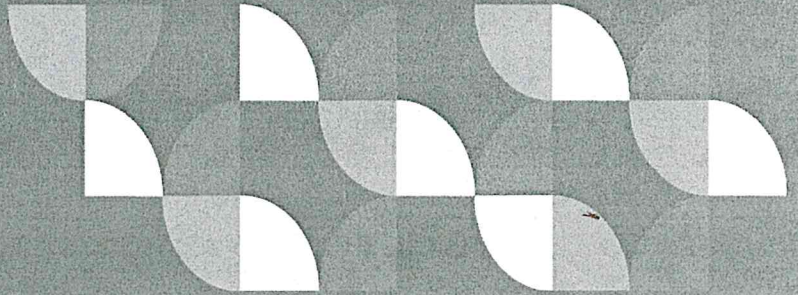
Bethany Foote	Folio No. :	180594	Room No. :	116
United States	A/R Number :		Arrival :	05-08-19
Portage 49002	Group Code :	PFE	Departure :	05-09-19
United States	Company :	University Club	Conf. No. :	26604416
	Membership No. :		Rate Code :	
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
05-08-19	*Accommodation	85.00	
05-08-19	State Sales Tax - Room	5.10	
05-08-19	Occupancy Tax - Room	4.25	
05-08-19	Convention / Tourism Assessm	1.70	
05-09-19	MasterCard XXXXXXXXXXXXX6968		96.05
Total		96.05	96.05
Balance		0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Little Caesars

Store 10 01338-00013
Phone

Order #152152

Kal Park And Rec-cynthia Moore Kal Park And Rec - Cynth
ia Moore 269-377-0000

Tue, May 14, 2019 04:01pm

Promised for Tue, May 14, 2019 05:15pm
Your Cashier Today is James B.

SALE

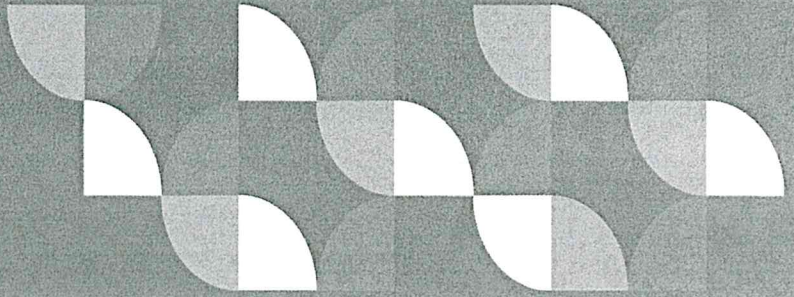
Item	Price
(2) Classic Pepperoni Note: party cut	\$11.10
(3) Classic Cheese Note: party cut	\$16.65
Item Count	5
Taxable Total	\$27.75
Sales Tax	\$0.00
Total	\$27.75

May Parent Meeting Food

(Bethany's Card)

Account: MASTERCARD*****6968
 Cardholder: BETHANY FOOTE
 Result: CAPTURED
 Authorization Code: 051580
 Approved Amount: 27.75
 Application Label: MASTERCARD
 Chip Indicator: Chip Read
 CVN: PIN
 Sequence #001-11360-0
 TVR: 0000001000
 TSI: E800
 AID: A000000041010
 IAD: 01106770030200
 ARC: 00
 TID: 003
 Mode: issuer

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase


Administrator's Signature

Little Caesars

Kalamazoo, MI

Store ID 01338-00003

Phone 269-345-7200

Order #339 

BETHANY FOOTE

Tue, May 14, 2019 04:22pm

Your Cashier Today is HANNA J.

SALE

Item	Price
(3) Classic Cheese Note: all party cut	\$16.65
(2) Classic Pepperoni Note: all party cut	\$11.10
Item Count	5
Taxable Total	\$27.75

Sales Tax \$1.67
Total \$29.42

Account: MASTERCARD*****6968

Cardholder: BETHANY FOOTE

Result: CAPTURED

Authorization Code: 072115

Approved Amount: 29.42

Application Label: MASTERCARD

Chip Indicator: Chip Read

CVM: PIN

Sequence #001-51027-0

TVR: 0000001000

TSI: E800

AID: A000000041010

IAD: 01106770030200

ARC: 00

TID: 012

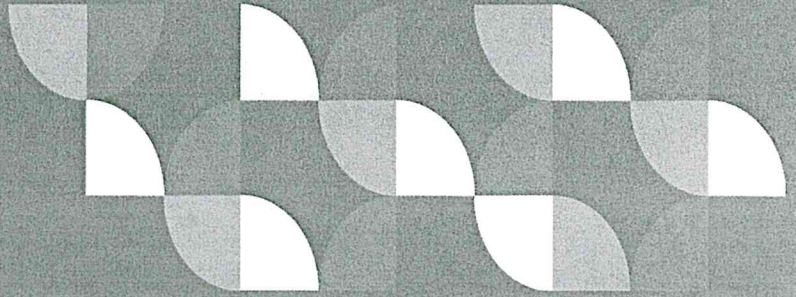
Made: issuer

May PM

Food

(Bethany's Card)

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

From: Ian Magnuson
To: Nateshia Carson
Subject: Receipt
Date: Monday, June 10, 2019 10:12:24 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)

*****ATTENTION:** This email was sent from an *external source*. Please be extra vigilant when opening attachments or clicking links.***

Good morning Nateshia,

I got your phone call and figured I can just send you the receipt right away. I'll be at my desk all morning if you have additional questions. Feel free to email or call.

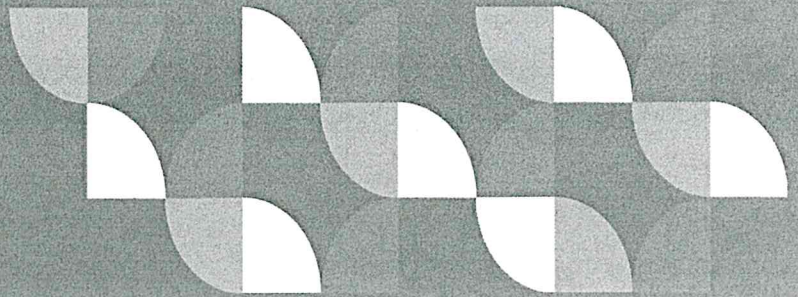
UNITED WAY OF THE BATTLE CREEK AND KALAMAZOO REGION	
709 S Westnedge Ave Kalamazoo, MI 49007 US	
Merchant ID	uwbckr
Return Codes	
Request ID	5577655859706485404236
Result Code	SOK - Request was processed successfully.
Order Information	
Total Amount	50.00 USD
Transaction Type	Sale
Transaction Date	May 13 2019 09:39:46 AM PDT
Authorization Date	May 13 2019 09:39:46 AM PDT
Customer Information	
Name	BETHANY FOOTE
Credit Card Type	MasterCard
Credit Card Number	XXXX XXXX XXXX 6968
Billing Address	BETHANY FOOTE 1819 E Milham Rd Portage , MI 49002 US

Best!

Ian

Ian Magnuson | Database Associate

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase


Administrator's Signature

Little Caesars

Kalamazoo, MI

Store ID 01338-00003

Phone 269-345-7200

Order #339 

BETHANY FOOTE

Tue, May 14, 2019 04:25pm

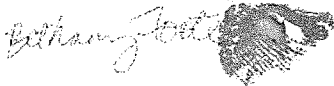
Your Cashier Today is HANNA J.

Parent Mtg food
(May)

SALE

Item	Price
(7) Classic Cheese Note: all party cut	\$38.85
(5) Classic Pepperoni Note: all party cut	\$27.75
Item Count	12
Taxable Total	\$66.60

Sales Tax \$4.00
Total \$70.60



Account: MASTERCARD*****6968

Cardholder: BETHANY FOOTE

Result: CAPTURED

Authorization Code: 061851

Approved Amount: 70.60

Application Label: MASTERCARD

Chip Indicator: Chip Read

CVM: PIN

Sequence #001-51028-6

TUR: 0000001000

TSI: E800

AID: A0000000041010

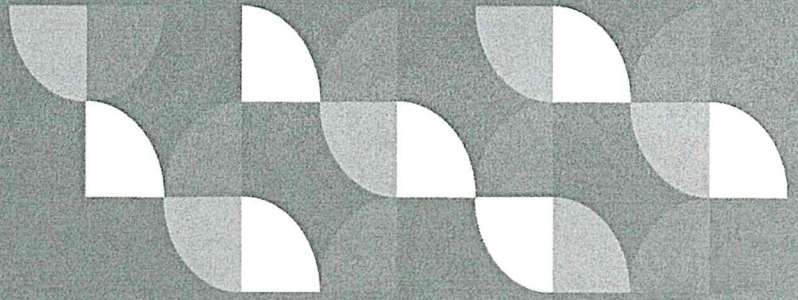
IAD: 01106770030200

ARC: 00

TID: 012

Mode: issuer

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

meijer

6660 W. Main St.
Kalamazoo, MI 49009 - #119
(269)372-9100 meijer.com

The Meijer Team appreciates your business
05/14/19
Your checkout was provided by Fastlane104

MEIJER SAVINGS
SPECIALS 8.98
SAVINGS TOTAL 8.98

SALE
GROCERY
8768400095 CAPRI SUN 11.25 F
5 @ 2.25
71373371931 SPRING WATER 11.07 N
3 @ 3.69
5410722101 CLEMENTINES 21.96 F
4 @ 5.49
=> 1.00 Sale price -4.49 N
=> 1.00 Sale price -4.49 N

TOTAL
TOTAL TAX .00
TOTAL 35.30

PAYMENTS
CREDIT CARDS TENDER 35.30
XXXXXXXXXXXXXXXXXXXX (C)
APPROVAL CODE 008299
MASTERCARD
AID A0000000041010
TC 5101740ABF387286
PIN VERIFIED OFFLINE

NUMBER OF ITEMS 12

For information on Meijer return policy
visit meijer.com



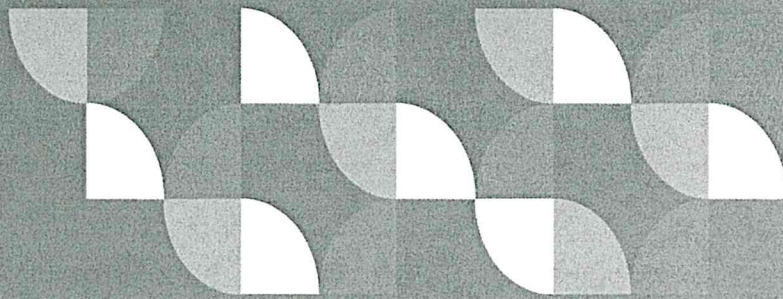
ix:57 Op:555 Tm:104 St:119 08:18:35

May PM
Food
(FP/NP)

(Belkman's Card)

We value your feedback.
Share your experience by emailing:
Customer.Feedback@meijer.com

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

**Kalamazoo, MI -Human Trafficking Training - Medical,
Mental Health, Education Professionals and general public
Attendee Fee for One \$59.00**



Fetzer Center, 1903 W. Michigan Ave., Kalamazoo, MI 49008

Friday, June 7, 2019 from 9:45 AM to 1:00 PM (EDT)

Eventbrite Completed

Order Information

Order #952293075. Ordered by Samantha Tefft on May 16,
2019 9:48 AM



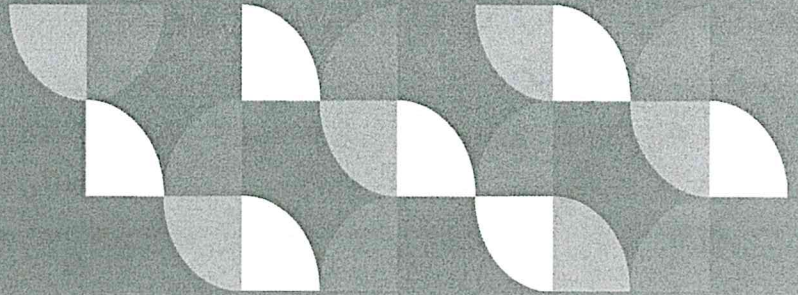
9522930751206580799001

Do you organize events?

Start selling in minutes with Eventbrite!

www.eventbrite.com

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

meijer

5800 Gull Road
Kalamazoo, MI 49048 - #21
(269)382-6250 meijer.com

The Meijer Team appreciates your business
05/16/19
Your checkout was provided by BELLE

MEIJER SAVINGS
SPECIALS 2.96
SAVINGS TOTAL 2.96

DATE
GROCERY
#1928346186 MINI SUB 5.98 F
2 @ 2.99
#1928346189 MINI SUB 11.96 F
4 @ 2.99
#1928340944 ITALIAN SUB 19.96 F
4 @ 4.99
#1928340944 POTATO CHIPS
1 @ 2 / 4.00
was 3.29 now 2.00 N
#1928341412 POTATO CHIPS
1 @ 2 / 4.00
was 3.29 now 2.00 N
#143000933 SALAD MIX
2 @ 2 / 5.00
was 5.38 now 5.00 F

TOTAL
TOTAL TAX .00
TOTAL 46.90

PAYMENTS
CREDIT CARDS TENDER 46.90
XXXXXXXXXXXX6968 (C)
APPROVAL CODE 030205
MASTERCARD
ATD A0000000041010
TC 34AB874246BE6FD8
NO CVM REQUIRED

NUMBER OF ITEMS 14

For information on Meijer return policy
visit meijer.com



Op:2158175 Tm:15 St:21 14:59:04

Last
Parent
Wkshop
(food)

- Bethany

We value your feedback.
Share your experience by emailing:
Customer.Feedback@meijer.com

Kalamazoo RESA Purchasing Card Reconciliation Form

Staff Member: Megyn Forest

Card Number: 0858

PURCHASES

Date*	Vendor	Description/Purpose	Amount	ASN #	Receipt Attached?
04/30/19	The Honest Company	Pull Ups for Head Start classrooms	\$ 58.03	64660	Yes
05/06/19	Hilton Hotel	Hotel accommodations for Megyn to attend Health Conf.	\$ 663.72	65072	Yes
Total of Amount of Purchases			\$ 721.75		

Summary By ASN #:	ASN <u>64660</u> \$ <u>58.03</u>	ASN	\$	-
	ASN <u>65072</u> \$ <u>663.72</u>	ASN	\$	-
	ASN _____ \$ _____	ASN	\$	-

*Cut Off Date is the 21st of Each Month

Employee Signature Megyn Forest Supervisor Signature [Signature]

Instructions: Record purchases as they are made throughout the month up to the 21st. When you receive your purchasing account statement (around the 25th of the month) 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, and receipts for all purchases to the **Business Office by the 30th of the month.**



FIFTH THIRD BANK
 PO BOX 740523
 CINCINNATI OH 45274-0523



MEMO STATEMENT

ACCOUNT NUMBER	XXXX XXXX XXXX 0858
STATEMENT DATE	05-21-19
TOTAL ACTIVITY	\$721.75

**** MEMO STATEMENT ONLY **
 DO NOT REMIT PAYMENT**

MEGYN FOREST
 TAX EXEMPT ORGANIZATION
 C/O SCOTT THOMAS
 1819 E MILHAM AVE
 PORTAGE MI 49002-3035

**N0000931

CARDHOLDER SUMMARY

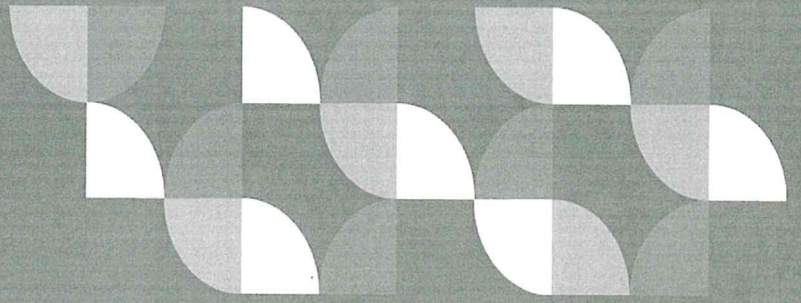
MEGYN FOREST XXXX XXXX XXXX 0858	Purchases And Other Debits	+	Cash Advances	-	Credits	=	Total Activity
Cardholder Total	\$721.75		\$0.00		\$0.00		\$721.75

CARDHOLDER ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
04-30	04-29	55429509119717870262056	THE HONEST COMPANY, IN 3109179199 CA		58.03
05-06	05-04	55310209125036015480072	HILTON HOTELS COSTA ME COSTA MESA CA 1548007 ARRIVAL: 05-04-19		663.72

CUSTOMER SERVICE CALL 1-800-375-1747 LOST/STOLEN CARDS CALL 1-800-375-1747	ACCOUNT NUMBER XXXX-XXXX-XXXX-0858	ACCOUNT SUMMARY	
	STATEMENT DATE 05/21/19		
SEND INQUIRIES TO: FIFTH THIRD BANK PO BOX 740523 CINCINNATI OH 45274-0523	CREDIT LIMIT \$500.00	CASH ADVANCES .00	
	DISPUTED AMOUNT \$0.00	CASH ADVANCE FEES .00	
		CREDITS .00	
		TOTAL ACTIVITY \$721.75	

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Order Date April 26, 2019

Shipping Address

Megyn Forest
422 E. South St
Kalamazoo, MI 49007
(269) 250-9874

Payment



Ending in 0858
Exp. 09/2022

Megyn Forest
1819 E. Milham Ave
Kalamazoo, MI 49002

Shipping

Ground: \$0.00

Estimated Delivery By: May 7

Order Summary

Training Pants

Quantity: 2

- Size 4T/5T
- Print Animal ABCs

\$21.90

Training Pants

Quantity: 1

- Size 2T/3T
- Print Animal ABCs

\$10.95

Training Pants

Quantity: 2

- Size 3T/4T
- Print Animal ABCs

\$21.90

Subtotal

\$54.75

Tax

\$3.28

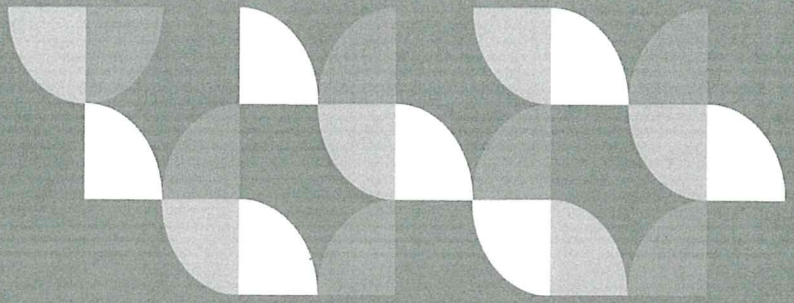
Shipping & Handling

FREE

Order Total

\$58.03

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



HILTON ORANGE COUNTY/COSTA MESA
 HILTON ORANGE COUNTY/COSTA MESA,3050
 BRISTOL
 COSTA MESA, CA 92626
 United States of America
 TELEPHONE 714-540-7000 • FAX 714-540-9176
 Reservations
 www.hilton.com or 1 800 HILTONS

Forest, Megyn

Room No: 540/Q2
 Arrival Date: 4/30/2019 11:29:00 AM
 Departure Date: 5/4/2019 4:45:00 AM
 Adult/Child: 1/0
 Cashier ID: KIMBERLY
 Room Rate: 149.00
 AL:
 HH # 404644859 BLUE
 VAT #
 Folio No/Che 1548007 A

Confirmation Number: 3532777485

HILTON ORANGE COUNTY/COSTA MESA 5/4/2019 4:44:00 AM

DATE	REF NO	DESCRIPTION	CHARGES
4/30/2019	8315669	GUEST ROOM	\$149.00
4/30/2019	8315669	OCCUPANCY TAX	\$11.92
4/30/2019	8315669	BUSINESS IMPROVEMENT ASSESSMNT	\$4.47
4/30/2019	8315669	CA TOURISM ASSESSMENT	\$0.54
5/1/2019	8316789	GUEST ROOM	\$149.00
5/1/2019	8316789	OCCUPANCY TAX	\$11.92
5/1/2019	8316789	BUSINESS IMPROVEMENT ASSESSMNT	\$4.47
5/1/2019	8316789	CA TOURISM ASSESSMENT	\$0.54
5/2/2019	8317757	GUEST ROOM	\$149.00
5/2/2019	8317757	OCCUPANCY TAX	\$11.92
5/2/2019	8317757	BUSINESS IMPROVEMENT ASSESSMNT	\$4.47
5/2/2019	8317757	CA TOURISM ASSESSMENT	\$0.54
5/3/2019	8318744	GUEST ROOM	\$149.00
5/3/2019	8318744	OCCUPANCY TAX	\$11.92
5/3/2019	8318744	BUSINESS IMPROVEMENT ASSESSMNT	\$4.47
5/3/2019	8318744	CA TOURISM ASSESSMENT	\$0.54
5/4/2019	8318998	MC *0858	(\$663.72)
BALANCE			\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 5,000 hotels and resorts in 100 countries, please visit Honors.com

Thank you for choosing Hilton. You'll get more when you book directly with us - more destinations, more points, and more value. Book your next stay at hilton.com.

CREDIT CARD DETAIL

APPR CODE	055251	MERCHANT ID	64659
CARD NUMBER	MC *0858	EXP DATE	09/22
TRANSACTION ID	8318998	TRANS TYPE	Sale

6/7/19

Kalamazoo RESA Purchasing Card Reconciliation Form

Staff Member: Rachel Roberts

Card Number: 8022

PURCHASES

Date*	Vendor	Description/Purpose	Amount	ASN #	Receipt Attached?
03/27/19	Expedia	Expedia Booking fee for Stacy and Rachel Roberts	\$ 6.37	65072	Yes
03/27/19	Expedia	Cancellation Plan fee for Stacy Housmans flight	\$ 54.00	65072	Yes
03/27/19	Expedia	Cancellation Plan fee for Rachel Roberts flight	\$ 58.00	65072	Yes
03/28/19	Goodwill	Registration fee for Lavoda Agnew to attend an event	\$ 20.00	65073	Yes
03/28/19	American Airlines	Airfare for Stacy Housman to attend NAEYC Conference	\$ 336.20	65072	Yes
03/28/19	Delta	Airfare for Stacy Housman's return from the NAEYC Con.	\$ 403.20	65072	Yes
03/28/19	Delta	Airfare for Rachel to attend the NAEYC Conference	\$ 800.01	65072	Yes
04/03/19	Hyatt	Hotel reservations for Rachel Roberts to attend NAEYC Con.	\$ 275.24	65072	Yes
04/04/19	Hyatt	Hotel reservations for Stacy Housman to attend NAEYC Con.	\$ 275.24	65072	Yes
04/04/19	United Airlines	Airfare for Megyn Forest to attend the IHA Health Conference	\$ 454.00	65072	Yes
04/10/19	Hayneedle	Two chairs for Rachel's office.	\$ 239.05	64060	Yes
04/12/19	Hayneedle	Credit for wrong chair being delivered.	\$ (119.53)	64060	Yes
04/12/19	Hayneedle	Purchase of one chair for Rachel Roberts office.	\$ 107.56	64060	Yes
04/17/19	Teachstone	CLASS certification renewal fee for Stacy Housman	\$ 275.00	64663	Yes
Total of Amount of Purchases			\$ 3,184.34		

Summary By ASN #:	ASN <u>65072</u> \$ <u>2662.26</u>	ASN <u>64663</u> \$ <u>275.00</u>
	ASN <u>65073</u> \$ <u>20.00</u>	ASN \$ -
	ASN <u>64060</u> \$ <u>227.08</u>	ASN

*Cut Off Date is the 21st of Each Month

Employee Signature [Signature] Supervisor Signature Mindy Miller

Instructions: Record purchases as they are made throughout the month up to the 21st. When you receive your purchasing account statement (around the 25th of the month) 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, and receipts for all purchases to the **Business Office** by the **30th** of the month.



[Signature]



FIFTH THIRD BANK

FIFTH THIRD BANK
 PO BOX 740523
 CINCINNATI OH 45274-0523



MEMO STATEMENT

ACCOUNT NUMBER	XXXX XXXX XXXX 8022
STATEMENT DATE	04-22-19
TOTAL ACTIVITY	\$3,184.34

**** MEMO STATEMENT ONLY **
 DO NOT REMIT PAYMENT**



RACHEL ROBERTS
 TAX EXEMPT ORGANIZATION
 C/O SCOTT THOMAS
 1819 E MILHAM AVE
 PORTAGE MI 49002-3035

**N0001107

CARDHOLDER SUMMARY

RACHEL ROBERTS XXXX XXXX XXXX 8022	Purchases And Other Debits	+	Cash Advances	-	Credits	=	Total Activity
Cardholder Total	\$3,303.87		\$0.00		\$119.53		\$3,184.34

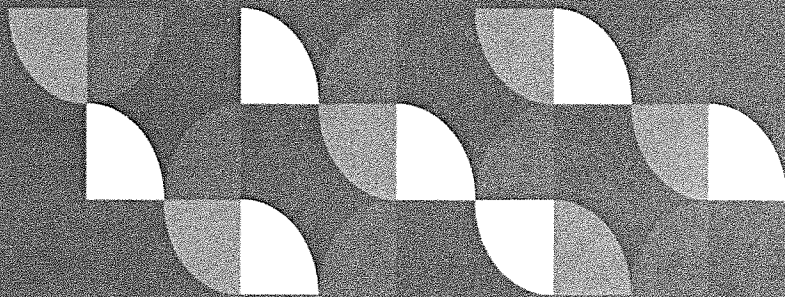
CARDHOLDER ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	VCN	Amount
03-27	03-26	55432869085200668880531	EXPEDIA 7422364467012 EXPEDIA.COM WA		6.37
03-27	03-26	55432869085200668880523	EXPEDIA 7422364467012 EXPEDIA.COM WA		54.00
03-27	03-26	55432869085200668871670	EXPEDIA 7422362020176 EXPEDIA.COM WA		58.00
03-28	03-26	85456679086900015705659	GOODWILL IND OF SWMI 269-3820490 MI		20.00
03-28	03-26	55417349086870863571431	AMERICAN 00173437985335 BELLEVUE WA HOUSMAN/STACY M		336.20
03-28	03-26	55417349086870864861666	GRR AA B ORD AA B PHX AA B LGB DELTA 006734378985345 BELLEVUE WA HOUSMAN/STACY M		403.20
03-28	03-26	55417349086870864860916	LGB DL K SLC DL K DTW DL K GRR DELTA 006734378985345 BELLEVUE WA ROBERTS/RACHEL		800.01
04-03	04-02	55310209092722579257530	DTW DL K SLC DL K LGB DL Q SLC DL Q DTW HYATT REGENCY LONG BEA 8885884384 CA 29228267 ARRIVAL: 06-01-19		275.24
04-04	04-03	55310209093722573459016	HYATT REGENCY LONG BEA 8885884384 CA 29234733 ARRIVAL: 06-02-19		275.24
04-04	04-02	55432869093200436941748	UNITED 01624464769056 800-932-2732 TX FOREST/MEGYN		454.00
04-10	04-09	55432869099200878116779	GRR UA L DEN UA L SNA UA W DEN UA W GRR HAYNEEDLE 888-880-4884 NE		239.05
04-12	04-11	55432869102200325114695	HAYNEEDLE 888-880-4884 NE		119.53 CR
04-15	04-12	55432869102200555019507	HAYNEEDLE 888-880-4884 NE		107.56
04-18	04-17	55429509107637099855759	TEACHSTONE TRAINING 8669988352 VA		275.00

CUSTOMER SERVICE CALL 1-800-375-1747 LOST/STOLEN CARDS CALL 1-800-375-1747	ACCOUNT NUMBER XXXX-XXXX-XXXX-8022	ACCOUNT SUMMARY PURCHASES & OTHER CHARGES \$3,303.87 CASH ADVANCES .00 CASH ADVANCE FEES .00 CREDITS 119.53 TOTAL ACTIVITY \$3,184.34
	STATEMENT DATE 04/22/19	
SEND INQUIRIES TO: FIFTH THIRD BANK PO BOX 740523 CINCINNATI OH 45274-0523	CREDIT LIMIT \$5,000.00	
	DISPUTED AMOUNT \$0.00	



Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Price summary

Flight 1: GRR to LGB

Traveler 1: Adult \$336.20

Flight \$287.44

Taxes & Fees \$48.76

Flight 2: LGB to GRR

Traveler 1: Adult \$403.20

Flight \$349.77

Taxes & Fees \$53.43

Expedia Booking Fee \$6.37

Cancellation Plan \$54.00

Subtotal \$799.77

Total \$799.77

All prices are quoted in USD.

Cancellation Plan

Sun, Jun 2 - Thu, Jun 6

Itin # 7422364467012

Policy # 1212023546

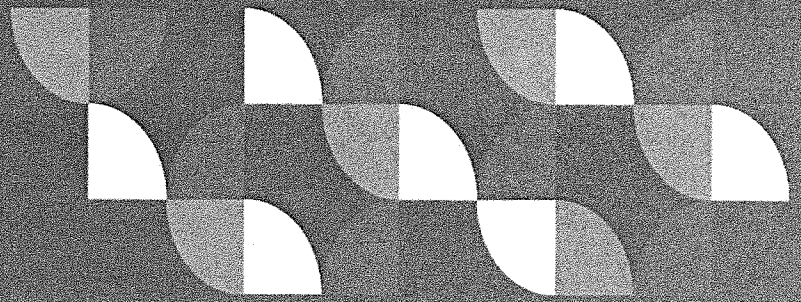
You have purchased the travel protection plan. Please refer to your itinerary number when calling to ask or file a claim.

Additional information

Flight 1: GRR to LGB

Additional fees

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Price summary

Flight 1: GRR to LGB

Traveler 1: Adult \$336.20

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Cancellation Plan

Sun, Jun 2 - Thu, Jun 6

Itin # 7422364467012

Policy # 1212023546

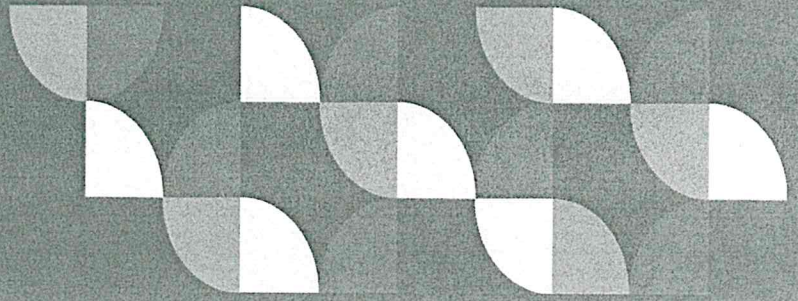
You have purchased the travel protection plan. Please refer to your itinerary number when calling to ask or file a claim.

Additional information

Flight 1: GRR to LGB

Additional fees

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Traveler 1: RACHEL ROBERTS (Adult)	\$800.01
Flight	\$701.40
Taxes & fees	\$98.61

Cancellation Plan **\$58.00**

Total **\$858.01**

The total price includes all mandatory taxes and fees.
Unless specified otherwise, rates are quoted in US dollars.



**Access your itinerary
anytime, anywhere**

Stay in-the-know with important travel alerts when
you need them.

GET THE APP

Cancellation Plan

You have purchased the Cancellation Plan. Please refer to your itinerary number when calling to ask questions or file a claim.

Sat, Jun 1 - Thu, Jun 6

Itin #7422362020176

Policy #1212023091

[View Plan](#)

[File a claim](#)

+1 800-397-3342

Additional information

Departing flight • Detroit (DTW) to Long Beach (LGB)

Additional fees

The airline may charge additional fees (Opens in a new window.) for checked baggage or other optional services.

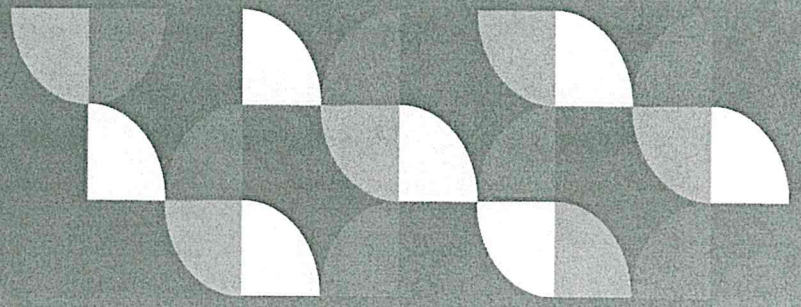
Return flight • Long Beach (LGB) to Detroit (DTW)

Additional fees

The airline may charge additional fees (Opens in a new window.) for checked baggage or other optional services.

Airline rules and restrictions

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Your Transaction is Complete.

Thank you, Lavoda, for your payment of \$20.00 to Goodwill Industries of Southwestern Michigan. Your generous donation will enable us to raise funds and continue our mission of good works.

The Goodwill Industries of Southwestern Michigan is a 501(c)(3) organization and so your donation may be tax deductible. Please consult with your accountant.

Your credit card will show a charge to: **Goodwill Ind SWMI.**

Please print this page for your records. You will also receive a receipt by email.

Qty	Description	Amount	Total
1	Non-Employees Ticket(s) <i>You will be charged only once for the above items.</i>	\$20.00	\$20.00

Total: \$20.00

Meal Choice: Grilled Chicken Monterey

PAYER DETAILS

Name: Lavoda Agnew

Address: 1819 Milham
Portage, MI 49002
USA

Telephone: 269-250-9849

E-mail: nateshia.carson@kresa.org

YOUR PAYMENT INFORMATION

Name On Card: Rachel Roberts

Card Type: MasterCard

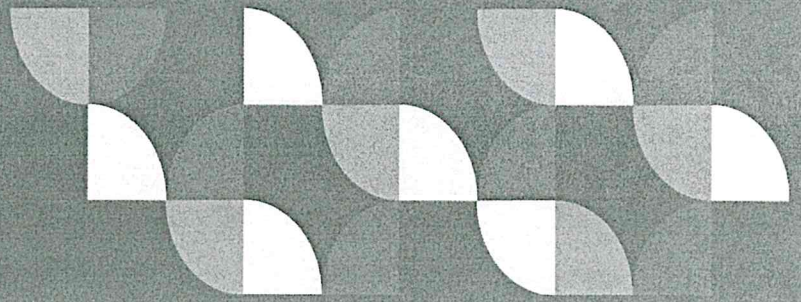
Card Number: *****8022

Expiration Date: 9/2020



Copyright © 2004 - 2019, Acceptiva. All rights reserved.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Price summary

Flight 1: GRR to LGB

Traveler 1: Adult \$336.20

Flight \$287.44

Taxes & Fees \$48.76

Flight 2: LGB to GRR

Traveler 1: Adult \$403.20

Flight \$349.77

Taxes & Fees \$53.43

Expedia Booking Fee \$6.37

Cancellation Plan \$54.00

Subtotal \$799.77

Total \$799.77

All prices are quoted in USD.

Cancellation Plan

Sun, Jun 2 - Thu, Jun 6

Itin # 7422364467012

Policy # 1212023546

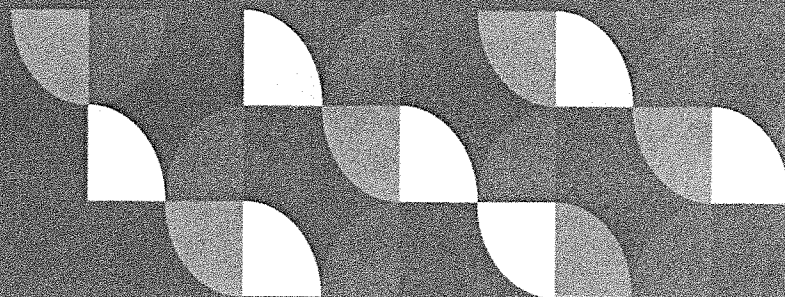
You have purchased the travel protection plan. Please refer to your itinerary number when calling to ask or file a claim.

Additional information

Flight 1: GRR to LGB

Additional fees

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Airfare for Stacy Housman to return home from the NAEYC Conference in Long Beach, California.

Administrator's Signature

Mindy Miller

Price summary

Flight 1: GRR to LGB

Traveler 1: Adult \$336.20

Flight \$287.44

Taxes & Fees \$48.76

Flight 2: LGB to GRR

Traveler 1: Adult \$403.20

Flight \$349.77

Taxes & Fees \$53.43

Expedia Booking Fee \$6.37

Cancellation Plan \$54.00

Subtotal \$799.77

Total \$799.77

All prices are quoted in USD.

Cancellation Plan

Sun, Jun 2 - Thu, Jun 6

Itin # 7422364467012

Policy # 1212023546

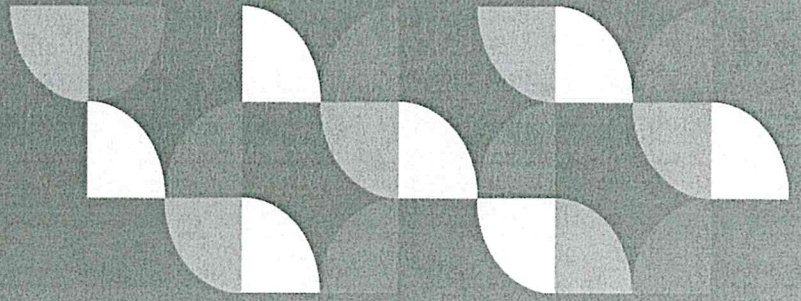
You have purchased the travel protection plan. Please refer to your itinerary number when calling to ask or file a claim.

Additional information

Flight 1: GRR to LGB

Additional fees

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Traveler 1: RACHEL ROBERTS (Adult)	\$800.01
Flight	\$701.40
Taxes & fees	\$98.61

Cancellation Plan **\$58.00**

Total **\$858.01**

The total price includes all mandatory taxes and fees.
Unless specified otherwise, rates are quoted in US dollars.



**Access your itinerary
anytime, anywhere**

Stay in-the-know with important travel alerts when you need them.



Cancellation Plan

You have purchased the Cancellation Plan. Please refer to your itinerary number when calling to ask questions or file a claim.

Sat, Jun 1 - Thu, Jun 6

Itin #7422362020176

Policy #1212023091

[View Plan](#)

[File a claim](#)

+1 800-397-3342

Additional information

Departing flight • Detroit (DTW) to Long Beach (LGB)

Additional fees

The airline may charge additional fees (Opens in a new window.) for checked baggage or other optional services.

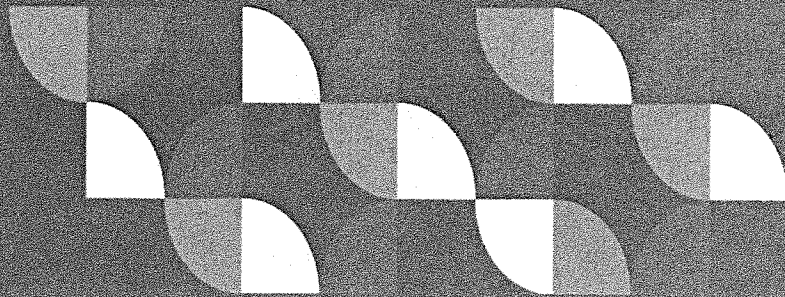
Return flight • Long Beach (LGB) to Detroit (DTW)

Additional fees

The airline may charge additional fees (Opens in a new window.) for checked baggage or other optional services.

Airline rules and restrictions

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Thank you for choosing to stay with Hyatt Hotels & Resorts

Confirmation: # 27079480

Hyatt Regency Long Beach

200 South Pine Avenue Long Beach, 90802 United States

Tel: +1 562 491 1234

Reservation Summary

Check-in	Sat, Jun 1, 2019 04:00 PM
Checkout	Thu, Jun 6, 2019 12:00 PM
Guests	1 Guest
Rate	Natl Asson Ed... - G- NAYC/NAYC
Room	(1) One King Bed

Guest Details

Name	Ms. RACHEL ROBERTS
Email	NATESHIA.CARSON@KRES A.ORG
Address	1819 E. Milham Rd Portage, MI 49002 US
Phone Number	2692509849

Payment Details

MasterCard xxxx8022
Exp 9/2020

Summary of Charges

Sat, Jun 1	\$239.00 USD
Sun, Jun 2	\$239.00 USD
Mon, Jun 3	\$239.00 USD
Tue, Jun 4	\$239.00 USD
Wed, Jun 5	\$239.00 USD
Subtotal	\$1,195.00 USD
Tourism Tax	\$35.85 USD
Ca Tourism Fee	\$1.95 USD
Occupancy Tax	\$143.40 USD
Total Taxes & Fees	\$181.20 USD
Total Per Room*	\$1,376.20 USD

*Changes in taxes or fees will affect the total price.

Need help with your reservation? Contact Hyatt Customer Service 1 800 233 1234



Special Requests

Nonsmoking Room

Terms & Conditions

Deposit Policy

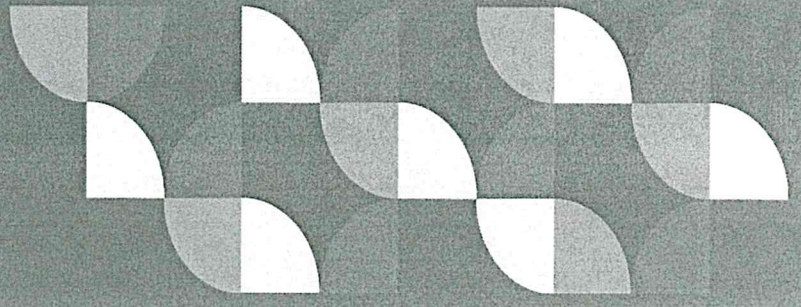
Credit Card Guarantee Required

Cancellation Policy

One Night Deposit Due 14d After Bkng. Refund If Cancel

Need help with your reservation? Contact Hyatt Customer Service 1 800 233 1234

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Thank you for choosing to stay with Hyatt Hotels & Resorts

Confirmation: # 27173242

Hyatt Regency Long Beach

200 South Pine Avenue Long Beach, 90802 United States

Tel: +1 562 491 1234

Reservation Summary

Check-in	Sun, Jun 2, 2019 04:00 PM
Checkout	Thu, Jun 6, 2019 12:00 PM
Guests	1 Guest
Rate	Natl Asson Ed... - G- NAYC/NAYC
Room	(1) One King Bed

Guest Details

Name	Ms. STACY HOUSMAN
Email	NATESHIA.CARSON@KRES A.ORG
Address	1819 E Milham Rd Portage, MI 49002 US
Phone Number	2692509849

Payment Details

MasterCard xxxx8022
Exp 9/2020

Summary of Charges

Sun, Jun 2	\$239.00 USD
Mon, Jun 3	\$239.00 USD
Tue, Jun 4	\$239.00 USD
Wed, Jun 5	\$239.00 USD
Subtotal	\$956.00 USD
Ca Tourism Fee	\$1.56 USD
Tourism Tax	\$28.68 USD
Occupancy Tax	\$114.72 USD
Total Taxes & Fees	\$144.96 USD
Total Per Room*	\$1,100.96 USD

*Changes in taxes or fees will affect the total price.

Need help with your reservation? Contact Hyatt Customer Service 1 800 233 1234



Special Requests

Add a special request.

Terms & Conditions

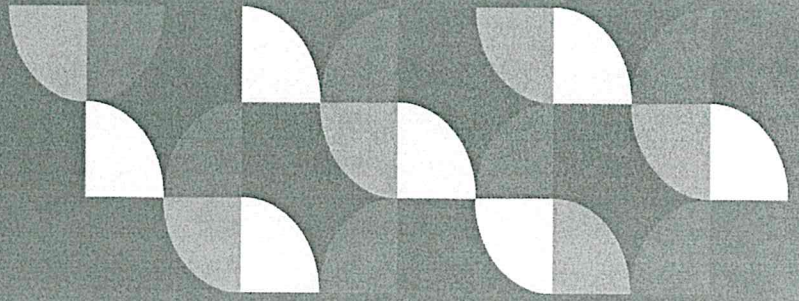
Deposit Policy

Credit Card Guarantee Required

Cancellation Policy

One Night Deposit Due 14d After Bkng. Refund If Cancel

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

✓ A confirmation email has been sent to: nateshia.carson@kresa.org

Trip information

Confirmation number: Grand Rapids, MI, US (GRR) to Orange County, CA, US (SNA)

MVDPHX

This Basic Economy ticket is nonrefundable and can't be changed. Learn more about our [24-hour flexible booking policy \(https://www.united.com/web/en-US/apps/mileageplus/promotions/registrationDetails.aspx?promoCode=A5753\)](https://www.united.com/web/en-US/apps/mileageplus/promotions/registrationDetails.aspx?promoCode=A5753).

Purchase summary

1 adult (18-64)	\$379.54
Taxes and fees	\$74.46
1 adult (18-64):	\$74.46 /person
U.S. Transportation Tax	\$10.60
U.S. Transportation Tax	\$17.86
September 11th Security Fee	\$5.60
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$4.20
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$4.20
September 11th Security Fee	\$5.60
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$4.20
U.S. Passenger Facility Charge	\$4.50
U.S. Flight Segment Tax	\$4.20
Total	\$454.00

Credit card payment: \$454.00 (MasterCard-**8022)

Trip summary

Basic Economy restrictions apply, including:

No complimentary seat selection

- Advance seat assignments may be available for purchase during booking and up until check-in opens
- Complimentary seat assigned prior to boarding
- No group or family seating
- No Premier[®] member seating benefits

No full-sized carry-on bag on board* ()

- Check bags before airport security for the applicable fee
- Bags brought to the gate incur an additional \$25 gate handling charge


* This restriction does not apply to MileagePlus Premier members, primary cardmembers of qualifying MileagePlus credit cards or Star Alliance™ Gold members.

Tuesday, April 30, 2019

7:15 am	✈	10:48 am	Basic Economy	1 Connection
Grand Rapids, MI, US (GRR)		Orange County, CA, US (SNA)		6h 33m total
Grand Rapids, MI, US (GRR) to Denver, CO, US (DEN)			United Economy (N)	

7:15 am - 8:12 am (2h 57m)

Snacks for Purchase

 UA 2255 | Airbus A319


1h 13m connection

Denver, CO, US (DEN) to Orange County, CA, US (SNA)

United Economy (N)

9:25 am - 10:48 am (2h 23m)

Snacks for Purchase

 UA 403 | Boeing 737-800

Saturday, May 04, 2019

6:45 am



3:26 pm

Basic Economy

1 Connection

Orange County, CA, US (SNA)

Grand Rapids, MI, US (GRR)


5h 41m total

Orange County, CA, US (SNA) to Denver, CO, US (DEN)

United Economy (N)

6:45 am - 9:58 am (2h 13m)

Snacks for Purchase

 UA 2401 | Boeing 737-800


57m connection

Denver, CO, US (DEN) to Grand Rapids, MI, US (GRR)

United Economy (N)

10:55 am - 3:26 pm (2h 31m)

Snacks for Purchase

 UA 5798 | Canadair Regional Jet 700

Operated By SKYWEST DBA UNITED EXPRESS

Travelers

Megyn Forest

GRR to DEN
DEN to SNA
SNA to DEN
DEN to GRR

Date of birth: 5/12/1988

Gender: F

Email address: nateshia.carson@kresa.org

Home phone: +1 2698234480

Important travel information

The U.S. government raised the security alert level and implemented extra restrictions to assure the security of air travel. Certain changes in airport procedures and restrictions on items allowed on board aircraft are detailed on the Travel Alert: Elevated Security (<http://www.united.com/web/en-US/content/news/travelnoticesecurity.aspx>) page.

Any changes to your flight reservations may incur additional charges.

Airlines require government issued photo identification upon check-in, such as a driver's license or passport.

Passport, visa and health requirements (<http://www.united.com/web/en-US/content/travel/destination/international/passport.aspx>) may apply for this itinerary. Each passenger must ensure that he or she has all required travel documents as stated in Rule 19 of the Contract of Carriage (<http://www.united.com/web/en-US/content/contract.aspx>). Information on this site is provided as a courtesy and should be verified by the passenger before travel. Other resources include the consulate of the destination country and the U.S. Department of State (<http://www.travel.state.gov/>)

~\$MOBILEPASS\$~

Please read important information governing airline baggage liability limitations (<http://www.united.com/web/en-US/content/travel/baggage/liability.aspx>).

You will be contacted with any changes or additional information such as schedule changes, itinerary changes, etc.

Special services are on a request basis and cannot be guaranteed.

Special meal requests must be received at least 24 hours before the departure of your flight and cannot be guaranteed.

The price displayed includes up to a 7.5% U.S. Federal Transportation Tax on the base amount of the fare on itineraries wholly within the United States. This tax also applies to certain itineraries between the United States and Canada or Mexico. You will not earn PQD or award miles for the full amount of the displayed price for these itineraries because the U.S. Federal Transportation tax is not eligible to earn PQD or miles.

Mileage accrued will vary depending on the terms and conditions of your frequent flyer program. United MileagePlus mileage accrual and other benefits of MileagePlus associated with air travel are subject to the rules of the MileagePlus program.

The award miles and Premier qualifying dollars displayed are calculated using the base fare and any applicable carrier-imposed surcharges for the itinerary. The initial calculation of MileagePlus earnings in the flight search results may be different than the final calculation shown on the Review Trip Itinerary page.

Basic Economy onboard bag policy

Carry-on bags: You're allowed a small personal item that fits under the seat in front of you, such as a shoulder bag, purse, laptop bag or other small item, 9 inches x 10 inches x 17 inches (22 cm x 25 cm x 43cm) or less. Mobility aids and other assistive devices are also permitted. You're not allowed a full-sized carry-on bag unless you're a MileagePlus Premier® member, primary cardmember of a qualifying MileagePlus credit card or Star Alliance™ Gold member. If you bring a full-sized carry-on bag to the gate, your bag will be subject to the applicable checked bag fee plus a \$25 gate handling charge.

Due to FAA regulations, operating carriers may have different carry-on requirements. Please check with the operating carrier for more information or go to [united.com/baggage \(https://www.united.com/web/en-US/content/travel/baggage/default.aspx\)](https://www.united.com/web/en-US/content/travel/baggage/default.aspx).

Checking bags for this itinerary

Checked baggage service charges are collected at any point in the itinerary where bags are checked. The bag service charges below reflect a maximum outside linear dimension of 62 linear inches (157 cm).

First and second baggage service charges per traveler as listed below:

	1 st bag	2 nd bag	Weight per bag
Tue, Apr 30, 2019			
Grand Rapids, MI, US (GRR) to Orange County, CA, US (SNA)	\$30 ^{per} traveler	\$40 ^{per} traveler	50 lbs (23 kgs)
Sat, May 04, 2019			
Orange County, CA, US (SNA) to Grand Rapids, MI, US (GRR)	\$30 ^{per} traveler	\$40 ^{per} traveler	50 lbs (23 kgs)

These amounts represent an estimate of the first and second checked baggage service charges that may apply to your itinerary. If your itinerary contains multiple travelers, the service charges may vary by traveler, depending on status or memberships.

First and second bag service charges do not apply to active-duty members of the U.S. military and their accompanying dependents. For additional information regarding baggage charges, allowances, weight/size restrictions, exceptions or embargoes, or charges for overweight, oversized, excess, odd-sized baggage, special items or sporting equipment, visit [united.com/baggage\(https://www.united.com/ual/en/us/fly/travel/baggage.html\)](https://www.united.com/ual/en/us/fly/travel/baggage.html).

Check Your First Bag for Free



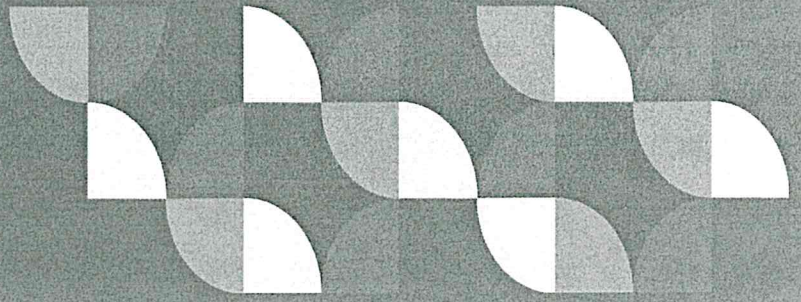
Save up to \$120 per roundtrip. The primary Cardmember and one companion on the same reservation can check their first standard bag free on United-operated flights when purchasing tickets with their Explorer Card. Terms apply.

(https://www.theexplorercard.com/MPExplorerSpecialOffer?cell=mm8&int_source=loyalty&mode=d&int_medium=uacom2&int_ca

11-

00

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

PORCH & PATIO EVENT

SPRING FEVER EVENT

LIVING ROOM

BAR STOOLS & DINING CHAIRS

Thank you! Your order has been submitted.

Order Number: 6589480362131 [PRINT](#)

Home Rewards

Create an account now and earn \$11.28 in rewards on this order!

Email: nateshia.carson@kresa.org

Password

Must have a special character and at least 8 characters

JOIN FOR FREE

By creating an account you agree to our [Terms of Use](#) & [Privacy Policy](#).



Rewards for Purchases



Rewards for Reviews



Members-Only Sales

[Learn More](#)

Shipping Address

Rachel Roberts
Kalamazoo RESA Head Start
422 east south street
Portage, MI 49002
United States
(269) 250-9849

Email Address

nateshia.carson@kresa.org

Delivery Method

FedEx Ground

Billing Address

Rachel Roberts
Kalamazoo RESA
1819 Milham
Portage, MI 49002
United States
(269) 250-9849

Payment Method

Mastercard **** 8022

Order Total

Subtotal (2 items):	\$225.52
Shipping:	FREE
Estimated Tax:	\$13.53
Total	\$239.05

DISCOVER NEW FAVORITES +

ENJOY 10% OFF

Use code: 5M6JTE3

Offer good for 30 days. Some [exclusions](#).

Order Summary

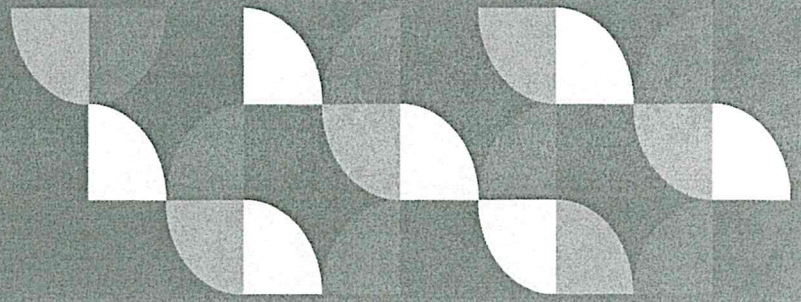


#FLSH1446-1

Flash Furniture Darby 31.5 in. Mahogany and Vinyl Slat Back Restaurant Bar Stool Qty: 2 \$225.52

Arrives: April 11 Delivery Method: FedEx Ground

Credit Card Purchase Request



Personal Information

First Name

Last Name

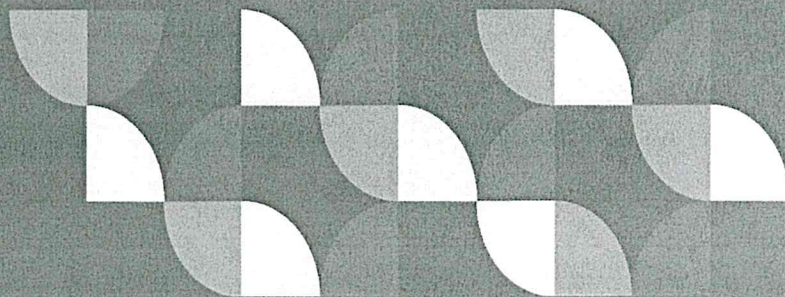
Details

Date of Request

Reason for Purchase

Administrator's Signature

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: customer_service@hayneedle.com
Sent: Saturday, April 13, 2019 2:01 AM
To: Nateshia Carson
Subject: Hayneedle Customer Service order 6589480379734

*****ATTENTION:** This email was sent from an external source. Please be extra vigilant when opening attachments or clicking links.***



Rachel Roberts,

Below you will find a summary of all items that have shipped on your Hayneedle order and the related charges that will appear on your method of payment.

Items Shipped				
Qty	Item Name	Carrier	Tracking ID	Ship Date
1	Flash Furniture Darby 31.5 in. Mahogany and Vinyl Slat Back Restaurant Bar Stool <ul style="list-style-type: none">• Finish: Mahogany/Black	FEDERAL EXPRESS	786597030611	04/12/2019

Your Recent Charges	
Amount	Charge Date
\$107.56	04/12/2019

If you have any questions, feel free to [contact us](#) or call us at 1-888-880-4884.

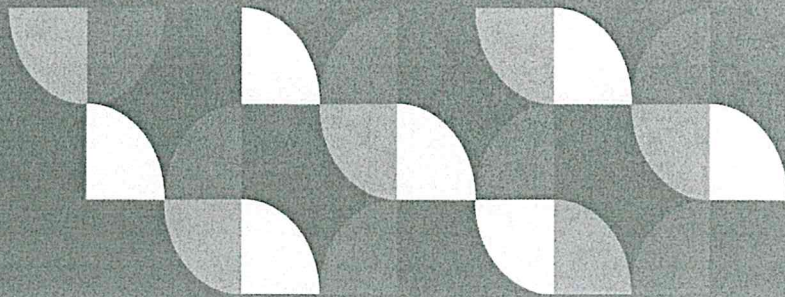
You can track this package by clicking on the link above or by visiting our [Order Status](#) page.

Thanks again,

Your friends at hayneedle.com

Order Number: 6589480379734

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Nateshia Carson

From: Rachel Roberts
Sent: Wednesday, April 17, 2019 12:08 PM
To: Stacy Housman; Nateshia Carson
Subject: RE: Your Teachstone Store Order Confirmation (#61520)

Thank you Stacy!

From: Stacy Housman <stacy.housman@kresa.org>
Sent: Wednesday, April 17, 2019 9:38 AM
To: Nateshia Carson <Nateshia.Carson@kresa.org>
Cc: Rachel Roberts <rachel.roberts@kresa.org>
Subject: FW: Your Teachstone Store Order Confirmation (#61520)

Nateshia-

Attached in my receipt for the credit card purchased for my CLASS renewal. 😊

Stacy



Thank you for your order from the Teachstone store and your commitment to improving education with CLASS®.

**please allow one (1) business day for order processing*

🔗 Your order ID is #61520.

Shipping Address

Billing Address

Rachel Roberts	Rachel Roberts
Kalamazoo RESA Head Start	Kalamazoo RESA Head Start
1819 Milham	1819 Milham
Portage, Michigan 49024	Portage, Michigan 49024
United States	United States
2692545861	2692545861
Sales Person	Sales Person

Your Order Contains...

Cart Items	SKU	Qty	Item Price	Item Total
------------	-----	-----	------------	------------

Trainer Recertification (Age Level: Pre-K)	01-030- RECERTTTT	1	\$275.00 USD	\$275.00 USD
				Subtotal: \$275.00 USD
				Shipping: \$0.00 USD
				Grand Total: \$275.00 USD
Payment Method: Credit/Debit Card				

Have a question? We're happy to help! Just send us an email or give us a call (866-998-8352).

We wish you all the best on your CLASS journey. Thanks again!

Teachstone Store
<http://store.teachstone.com/>



FIFTH THIRD BANK

FIFTH THIRD BANK
PO BOX 740523
CINCINNATI OH 45274-0523

MEMO STATEMENT

ACCOUNT NUMBER XXXX XXXX XXXX 8022
STATEMENT DATE 05-21-19
TOTAL ACTIVITY \$549.83

** MEMO STATEMENT ONLY **
DO NOT REMIT PAYMENT



RACHEL ROBERTS
TAX EXEMPT ORGANIZATION
C/O SCOTT THOMAS
1819 E MILHAM AVE
PORTAGE MI 49002-3035

**N0000977

CARDHOLDER SUMMARY

Table with columns: RACHEL ROBERTS XXXX XXXX XXXX 8022, Purchases And Other Debits, Cash Advances, Credits, Total Activity. Row 1: Cardholder Total, \$549.83, \$0.00, \$0.00, \$549.83

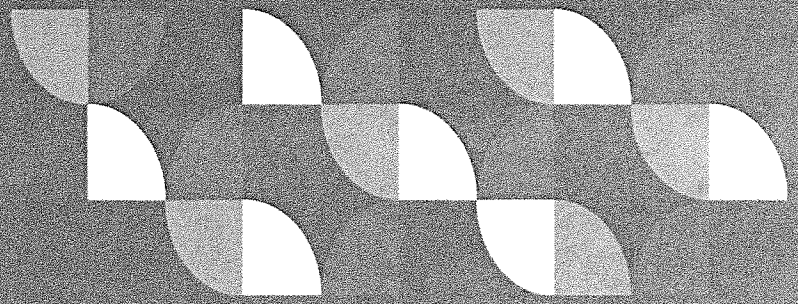
CARDHOLDER ACTIVITY

Table with columns: Post Date, Tran Date, Reference Number, Transaction Description, VCN, Amount. Rows include transactions for AMAZON.COM, HYATT HOTELS, and MEIJER INC.



Table with columns: CUSTOMER SERVICE CALL, LOST/STOLEN CARDS CALL, SEND INQUIRIES TO, ACCOUNT NUMBER, STATEMENT DATE, CREDIT LIMIT, DISPUTED AMOUNT, ACCOUNT SUMMARY. Includes contact info for Fifth Third Bank and account details.

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Details for Order #114-1537119-7257848

[Print this page for your records.](#)

Order Placed: April 25, 2019

Amazon.com order number: 114-1537119-7257848

Order Total: \$131.16

Not Yet Shipped

Items Ordered

	Price
4 of: <i>Powerful Interactions: How to Connect with Children to Extend Their Learning,</i> Dombro, Amy Laura Sold by: Amazon.com Services, Inc Condition: New	\$32.79

Shipping Address:

RACHEL ROBERTS
422 E SOUTH ST
KALAMAZOO, MI 49007-5809
United States

Professional Development/TTA

Shipping Speed:

FREE Shipping

Payment information

Payment Method:

MasterCard | Last digits: 8022

Item(s) Subtotal: \$131.16

Shipping & Handling: \$8.28

Free Shipping: -\$8.28

Billing address

Rachel Roberts
1819 E. Milham
Portage, Michigan 49002
United States

Total before tax: \$131.16

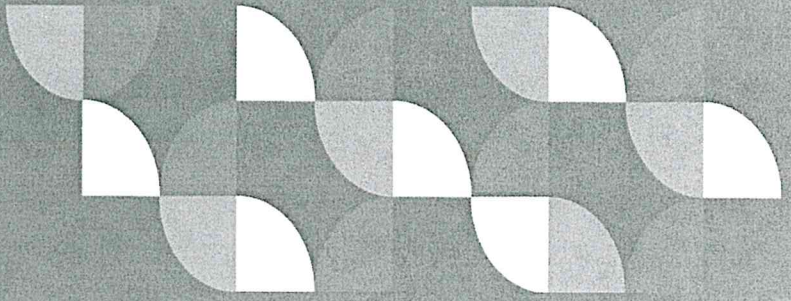
Estimated tax to be collected: \$0.00

Grand Total: \$131.16

To view the status of your order, return to [Order Summary.](#)

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2019, Amazon.com, Inc. or its affiliates

Credit Card Purchase Request



Personal Information

First Name


Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

 Need to modify or cancel this reservation? [Contact us.](#)

Confirmation: # 30700693

Not the reservation you were looking for? [Find another reservation.](#)

Hyatt House Chicago / Oak Brook

Den Guestroom | Two Queen Beds

Sun, Jun 23, 2019 - Mon, Jun 24, 2019



Reservation Summary

Check-in	Sun, Jun 23, 2019 03:00 PM
Checkout	Mon, Jun 24, 2019 12:00 PM
Guests	1 Guest
Rate	Save Up To 20%
View Rate Rules	
Room	(1) Den Guestroom Two Queen Beds
View Room Details	

Summary of Charges

Sun, Jun 23	\$107.10 USD
Subtotal	\$107.10 USD
Occupancy Tax	\$9.64 USD
Total Taxes & Fees	\$9.64 USD
Total Per Room*	\$116.74 USD

*Changes in taxes or fees will affect the total price.

[Hide Full Breakdown](#) 

Guest Details

Name MS NATESHIA CARSON
 Email NATESHIA.CARSON@KRESA.ORG
 Address 422 E South Street
 Kalamazoo, MI 49007 US
 Phone Number 1269-250-9849

Payment Details

MasterCard xxxx8022
 Exp 9/2020

Special Requests

Terms & Conditions

Deposit Policy

Deposit Required By June 4, 2019 Deposit By Credit Card Required 1 Night(S) Deposit Will Be Charged To Credit Card

Cancellation Policy

Full Prepayment/No Refund/No Changes

Den Guestroom | Two Queen Beds

Mon, Jun 24, 2019 - Tue, Jun 25, 2019



Reservation Summary

Check-in Mon, Jun 24, 2019
 03:00 PM
 Checkout Tue, Jun 25, 2019
 12:00 PM
 Guests 1 Guest
 Rate Advance Purchase Rate

View Rate Rules

Room

(1) Den Guestroom | Two Queen Beds

[View Room Details](#)

Summary of Charges

Mon, Jun 24	\$139.92 USD
Subtotal	\$139.92 USD
Occupancy Tax	\$12.59 USD
Total Taxes & Fees	\$12.59 USD
Total Per Room*	\$152.51 USD

*Changes in taxes or fees will affect the total price.

[Hide Full Breakdown](#) ^

Guest Details

Name MS NATESHIA CARSON

Email NATESHIA.CARSON@KRESA.ORG

Address 422 E South Street
Kalamazoo, MI 49007 US

Phone Number 1269-250-9849

Payment Details

MasterCard xxxx8022
Exp 9/2020

Special Requests

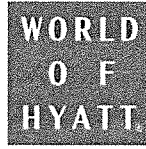
Terms & Conditions

Deposit Policy

Deposit Required By April 30, 2019 Deposit By Credit Card Required 1 Night(S) Deposit Will Be Charged To Credit Card

Cancellation Policy

Full Pre-Payment Required. Refund And Changes



TIMELESS PORTFOLIO

PARK HYATT

M/RAVAL

GRAND HYATT



HYATT



BOUNDLESS PORTFOLIO

ANDAZ

Alila

Coming soon to World of Hyatt



HYATT CENTRIC

exhale.
SPA + FITNESS

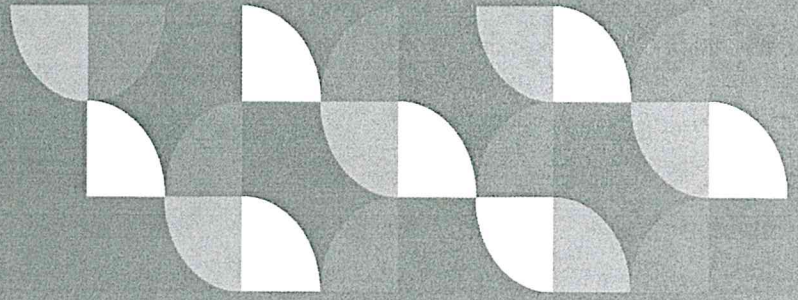
INDEPENDENT COLLECTIONS



Coming soon to World of Hyatt



Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



Details for Order #114-6838725-6145022

Print this page for your records.

Order Placed: April 28, 2019

Amazon.com order number: 114-6838725-6145022

Order Total: \$32.99

Not Yet Shipped

Items Ordered

Price

1 of: *MoKo Microsoft Surface Pro 6 / Pro 5 / Pro 2017 / Pro 4 / Pro LTE Case, All-in-One Protective Rugged Cover Case w/Pen Holder and Hand Strap, Compatible with Type Cover Keyboard - Black* \$32.99

Sold by: BSCstore ([seller profile](#))

Condition: New

Shipping Address:

FOR STACY HOUSMAN'S SURFACE

STACY HOUSMAN
422 E SOUTH ST
KALAMAZOO, MI 49007-5809
United States

Shipping Speed:

FREE Shipping

Payment information

Payment Method:

MasterCard | Last digits: 8022

Item(s) Subtotal: \$32.99

Shipping & Handling: \$7.25

Free Shipping: -\$7.25

Billing address

Rachel Roberts
1819 E. Milham
Portage, Michigan 49002
United States

Total before tax: \$32.99

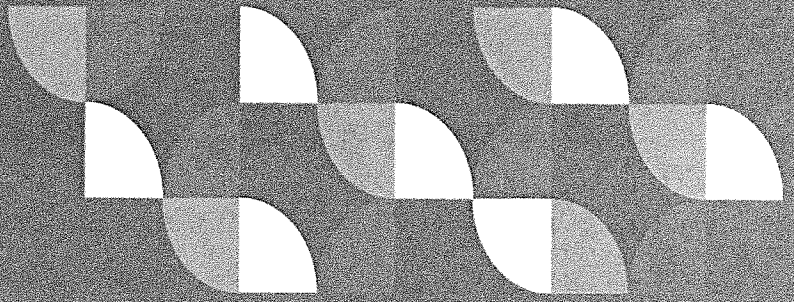
Estimated tax to be collected: \$0.00

Grand Total: \$32.99

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2019, Amazon.com, Inc. or its affiliates

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature

Little Caesars

Store ID 01338-00013
Phone

Order #1507722
RACHEL ROBERTS
Mon, May 6, 2019 05:23pm
Your Cashier Today is Shellie G.

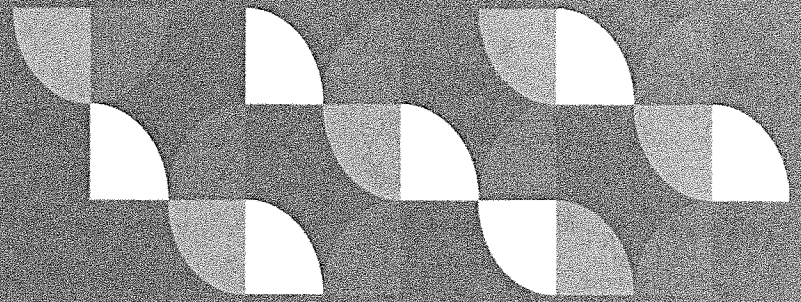
SALE

** RECEIPT Reprint 6/10/19 11:00am **

Item	Price
Classic Pepperoni	\$5.55
Thin Crust Pepperoni EMB	\$6.00
Item Count	2
Taxable Total	\$11.55
Sales Tax	\$0.69
Total	\$12.24

Account: MASTERCARD*****8022
Cardholder: RACHEL ROBERTS
Result: CAPTURED
Authorization Code: 041028
Approved Amount: 12.24
Application Label: MASTERCARD
Chip Indicator: Chip Read
CVN: None Required
Sequence #001-6545-0
TVR: 0800008000
TSI: E800
AID: A000000041010
IAD: 01106010032200
ARC: 00
IID: 005
Mode: issuer

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



5121 S. Westnedge Ave.
 Portage, MI 49002 - #22
 (269)381-3466 meijer.com

The Meijer Team appreciates your business
 05/06/19
 Your checkout was provided by Fastlane103

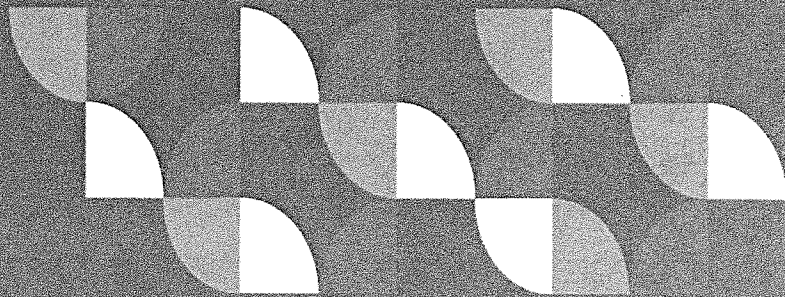
MEIJER SAVINGS
 SPECIALS 3.29
SAVINGS TOTAL 3.29

SALE
GROCERY
 7143000819 SALAD MIX 5.38 F
 2 @ 2.69
 71928346186 MINI SUB 8.97 F
 3 @ 2.99
 71928346189 MINI SUB 8.97 F
 3 @ 2.99
 71928340944 POTATO CHIPS 3.29 N
 71928340949 POTATO CHIPS 3.29 N
 => FREE item -3.29 N
 70882037942 ITALIAN SUB 9.98 F
 2 @ 4.99
 4125016068 POTATO SALAD 11.98 F
 2 @ 5.99

TOTAL
 TOTAL TAX .00
TOTAL 48.57

PAYMENTS
 CREDIT CARDS TENDER 48.57
 XXXXXXXXXXXXX8022 (C)
 APPROVAL CODE 049751
 MASTERCARD
 AID A0000000041010
 TC AAD703C6CB910F33
 PIN VERIFIED OFFLINE

Credit Card Purchase Request



Personal Information

First Name

Last Name

Details

Date of Request

Reason for Purchase

Administrator's Signature



5800 Gull Road
 Kalamazoo, MI 49048 - #21
 (269)382-6250 meijer.com

The Meijer Team appreciates your business
 05/08/19
 Your checkout was provided by Fastlane99

MEIJER SAVINGS
 SPECIALS 1.05
SAVINGS TOTAL 1.05

SALE
GROCERY
 4125000652 STRUDEL BITE 3.49 F
 4125099935 STRUDEL 3.49 F
 4125099936 STRUDEL 3.49 F
 *4125099936 STRUDEL
 was 3.49 now 2.44 F

TOTAL
 TOTAL TAX .00
 TOTAL 12.91

PAYMENTS
 CREDIT CARDS TENDER 12.91
 XXXXXXXXXXXXX6022 (C)
 APPROVAL CODE 093740
 MASTERCARD
 AID A000000041010
 TC 2A9C99673E5FD9BF
 PIN VERIFIED OFFLINE

NUMBER OF ITEMS 4

For information on Meijer return policy
 visit meijer.com



AVV21VL8131YR95



HAPPENINGS

July 2019

#TogetherIsBetter



Head Start students, families and staff wrapped up the school year with fun activities, including Water Play Day, Track and Field Day, Kalamazoo Do-Dah Parade and more! Check out photos and videos from these fun events on the [Kalamazoo RESA Head Start Facebook page!](#)

Curriculum Corner



Thank you for a wonderful school year at Kalamazoo RESA Head Start!

Check out the [Head Start 2018-19 School Year Highlight Video](#) on our [Facebook page!](#)

Health in Head Start

Summertime Safety - Tips for Safe Outdoor Play

Weather - Stay up-to-date on local weather conditions especially, temperature, humidity and air quality.

Sunscreen - Sunscreen (SPF 15, or higher) and shaded areas can help protect kids from the sun's harmful UV rays.

Hydration - Toddlers and preschool children cannot regulate their body temperatures well and need additional water when the weather is hot. Provide regular water breaks and encourage all children to drink during active play.

Water Safety - Sprinkler, hoses and small water basins are safer alternatives than traditional wading pools. Always use active supervision when children are playing in, or near the water.

Playground Safety - Age and developmentally appropriate playgrounds offer many opportunities for outdoor learning and physical activity. Inspect equipment to ensure materials are a safe temperature and well-maintained.

Insects & Insect Repellent - Protect children from insect bites by removing insect nests from areas where children play and always check for ticks after outdoor play. Apply insect repellent to children which contains no more than 30% DEET.



Helmets - All children should wear properly fitted and approved helmets when riding on toys with wheels or using equipment.

Every time you talk with a health care provider

ASK THESE 3 QUESTIONS

1

**What is
my main
problem?**

2

**What do
I need
to do?**

3

**Why is it
important
for me to
do this?**

Ask
Good Questions
for Your Good Health Me³



TOGETHER FOR SAFER CARE

ihi.org/AskMe3

Ask Me 3 is a registered trademark licensed to the Institute for Healthcare Improvement. IHI makes Ask Me 3 materials available for distribution. Use of Ask Me 3 materials does not mean that the distributing organization is affiliated with or endorsed by IHI.

Mental Health Tips



Activities to Promote Resilience

Attachment & Relationships refer to a child's ability to promote and maintain mutual, positive connections with other children and significant adults.

* Hug and cuddle together - Safe and loving touch can help build a bond with your child.

* Talk with your child about things they do well -

Try telling your child each day about several things that you say or heard them do that were positive.

* Help your child make and keep friends - Children do not always know how to play with others. Offer suggestions.

Initiative is a child's ability to use independent thought and action to meet their needs.

* Involve your child in doing simple daily tasks.

* Have fun together every day.

* Find out what is special about your child.

Self-Regulation is a child's ability to express emotions and manage behaviors in healthy ways.

* Talk about it later.

* Practice taking turns.

* Use warning to help your child get ready for change.

Learn more about Resilience online at the [Center for Resilient Children](#).

Love FREE food? Who doesn't?!

Let's Meet Up & Eat Up!

Kalamazoo County's Meet Up & Eat Up summer food program serves FREE meals to kids under the age of 18 - **ALL SUMMER LONG!**

Adults can also eat for only \$2 and it's available to everyone!



View all dates and locations across
Kalamazoo County at kresa.org/meetup.



**Prepared. Respectful.
Empowered. Kind.**

That's the Power of PRE-K!

Not sure if you qualify? We encourage
all families to apply at
DreamBigStartSmall.org, no matter
the circumstances!

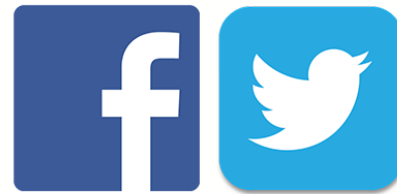
**Don't forget about the PRE-K
Referral Raffle!**

The PRE-K application now allows you to list someone who referred you the
PRE-K program. Once the application period closes, everyone will be entered
into a raffle for some awesome Head Start prizes!

Follow us!

Check us out on [Facebook](#) and [Twitter](#) to
stay up-to-date on all the Head Start
Happenings!

Like, Follow & Tweet us!
[@kresaheadstart](#)



Upcoming Events



- **HSAC Meeting** - Wed, Aug 1, 3:00 - 4:30 p.m.
- **Head Start Ice Cream Social** - Mon, Aug 26, 5:30 - 7:00 p.m.
- **Labor Day** - Mon, Sept 2
- **Head Start Open House** - Thurs, Sept 26, 5:30 - 7:00 p.m.

[View the full Head Start Calendar on our website!](#)

Tuesday, July 18, 2019

Donna Walton, Program Support Specialist
233 North Michigan Ave, Suite 400
Chicago, IL 60601

RE: Grant no. 05CH010699, 2019-2020 Non-Competing Continuation Grant Application

Dear Ms. Walton,

Please accept this letter on behalf of the Kalamazoo RESA Board of Education, as formal acknowledgement of the Policy Board's support and approval of the 2019-2020 Kalamazoo RESA Head Start Non-Competing Continuation Grant Application. I have read and understand the Program and Budget Justification Narrative, SF 424, SF 424A, and SF 424B.

Sincerely,

Virgil "Skip" Knowles, Board President
Kalamazoo RESA



Head Start - Kalamazoo RESA West Campus
4606 Croyden Ave. • Kalamazoo, MI 49006

Head Start – KRESA Commons
5177 W. Main St. • Kalamazoo, MI 49009

Head Start Kalamazoo Administration
422 E. South St. • Kalamazoo, MI 49007

(269) 250-9845

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------

* 3. Date Received: <input type="text"/>	4. Applicant Identifier: 05CH010699
---------------------------------------------	----------------------------------------

5a. Federal Entity Identifier: N/A	5b. Federal Award Identifier: 05CH010699
---------------------------------------	---------------------------------------------

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
-------------------------------------------------	-------------------------------------------------------

8. APPLICANT INFORMATION:

* a. Legal Name: KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY

* b. Employer/Taxpayer Identification Number (EIN/TIN): 38-1709020	* c. Organizational DUNS: 079292330
-----------------------------------------------------------------------	----------------------------------------

d. Address:

* Street1: 1819 E Milham Ave
Street2:
* City: Portage
County/Parish: Kalamazoo County
* State: MI: Michigan
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 49002-3035

e. Organizational Unit:

Department Name: Instructional Center	Division Name: Head Start
------------------------------------------	------------------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: * First Name: Mindy
Middle Name:
* Last Name: Miller
Suffix:

Title: Assistant Superintendent for Instructional Pr

Organizational Affiliation:

* Telephone Number: (269) 250-9321 Fax Number:

* Email: mindy.miller@kresa.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

Other (specify)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

Intermediate School District

*** 10. Name of Federal Agency:**

ACF-Head Start

11. Catalog of Federal Domestic Assistance Number:

93.600

CFDA Title:

Head Start

*** 12. Funding Opportunity Number:**

eGrants-N/A

* Title:

N/A

13. Competition Identification Number:

Not Applicable

Title:

Not Applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

The grantee services 9 School Districts inc

*** 15. Descriptive Title of Applicant's Project:**

This is an application requesting \$5,989,605 in Federal funding to continue the operation of the Kalamazoo RESA Head Start School Readiness Program.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="5,989,605"/>
* b. Applicant	<input type="text" value="41,787"/>
* c. State	<input type="text" value="1,455,614"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="7,487,006"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

**U.S. DEPARTMENT OF HEALTH AND HUMAN
SERVICES COMPENDIUM OF REQUIRED
CERTIFICATIONS AND ASSURANCES**

Office of Head Start

Updated July 29, 2014

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF
REQUIRED CERTIFICATIONS AND ASSURANCE**

Table of Contents

SF424B, Assurances 1
Certification Regarding Lobbying 3
Certification Regarding Level II of the Executive Schedule 3
Certification of Filing and Payment of Federal Taxes 4

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

SF424B Assurances – Non-Construction Programs

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form- LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Regarding Compliance with Compensation Cap (Level II of the Executive Schedule)

Federal funds will not be used to pay any part of the compensation of an individual employed by a Head Start and/or Early Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES COMPENDIUM OF REQUIRED CERTIFICATIONS AND ASSURANCE

Certification of Filing and Payment of Federal Taxes

As required by the Departments of Labor, Health and Human Services, and Education and Related Agencies Appropriation Act, 2008 (Public Law 110-161, Division G, Title V, section 523), as a prospective financial assistance recipient entering into a grant or cooperative agreement of more than \$5,000,000, I, as the duly authorized representative of the applicant, do hereby certify to the best of my knowledge and belief, that:

1. The applicant has filed all Federal tax returns required during the three years preceding this certification
2. The applicant has not been convicted of a criminal offense pursuant to the Internal Revenue Code of 1986 (U.S. Code - Title 26, Internal Revenue Code)
3. The applicant has not, more than 90 days prior to this certification, been notified of any unpaid Federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

Submission Statement

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	<input type="text"/>	* First Name:	<input type="text"/>
Middle Name:	<input type="text"/>		
* Last Name:	<input type="text"/>		
Suffix:	<input type="text"/>		
* Title:	<input type="text"/>		
* Telephone Number:	<input type="text"/>	Fax Number:	<input type="text"/>
* Email:	<input type="text"/>		
* Signature of Authorized Representative:	<input type="text"/>	* Date Signed:	<input type="text"/>
* Submitted by:	<input type="text"/>	Date Submitted:	<input type="text"/>

- XVIII.B.2. Michigan Continuous Improvement Process (MiCIP)
Whole Child Focus
- XVIII.B.3. KRESA Continuous Improvement Core Team Update
- XVIII.B.4. New Teacher Onboarding
- XVIII.B.5. Michigan's Special Education Performance Ranking
- XVIII.C. Secondary Programming Report - Ms. Deb Miller
 - XVIII.C.1. Construction Trades Industry Collaborative - EFE
 - XVIII.C.2. Education Reconnection - YOU
- XVIII.D. Human Resources /Operations Report - Mr. Tom Zahrt
 - XVIII.D.1. CTE Staffing Committee Update
 - XVIII.D.2. Construction/Architectural Firm Meetings
- XVIII.E. Technology Report - Mr. Brian Schupbach
 - XVIII.E.1. GISD/MiSuite Partnership Update
 - XVIII.E.2. Testing begins this month on our new "Bravo" technology automation system.
 - XVIII.E.3. The KRESA Internet Consortium was awarded over \$2 million dollars in grant funds to improve internet connections for schools in our consortium.
- XVIII.F. Superintendent Report - Mr. Dave Campbell
 - XVIII.F.1. CTE Redesign Update
 - XVIII.F.2. New Superintendents
 - XVIII.F.3. Administrative Team Meeting Update
 - XVIII.F.4. Other
 - XVIII.F.5. Correspondence
 - XVIII.F.5.a. Thrun Law Notes



June 2019

GASB 84 Guidance Available July 1

Thrun Law Firm recently finalized a guidance manual (Guidance) on the legal considerations related to the implementation of Governmental Accounting Standards Board Statement No. 84, Fiduciary Activities (GASB 84). The Guidance focuses on legal requirements and practical recommendations related to the widespread changes in school operations after GASB 84's July 1 implementation date. GASB released its Final Implementation Guide on June 17, 2019, thus our analysis is current and includes all available state and federal guidance. [Click here to continue reading.](#)

Title IX: Starting the Investigation

Schools are receiving an overwhelming number of sexual misconduct reports, including both student-to-student and staff-to-student sexual harassment, resulting in an increase in Title IX investigations. Those investigations vary slightly from general misconduct investigations because federal law requires school officials to take specific steps during and after a Title IX investigation. Knowing what triggers a Title IX investigation and what steps to take at the outset may protect your school from legal exposure. [Click here to continue reading.](#)

MDE Issues Special Education Guidance

MDE's Office of Special Education recently issued three guidance documents addressing shortened school days, the Individuals with Disabilities Education Act (IDEA) reevaluation process, and special education discipline requirements. While the reevaluation and discipline guidance documents largely restate federal law, MDE's guidance on shortened school days describes the circumstances under which schools may shorten a school day for a student eligible for special education under the IDEA. [Click here to continue reading.](#)

Refusing to Provide Union Member Contact Information Violates PERA

MERC recently held that a school district violated PERA by refusing to provide a union with the contact information for employees within a bargaining unit represented by the union. *Lapeer Cmty Schs v SEIU Local 517M*, Case No. C18 H-078 (2019). MERC's decision clarifies that when an employer maintains contact information for employees represented by a union, the employer generally has an obligation to share that information with the union upon request. [Click here to continue reading.](#)

Other Articles

Finance

[Bright Spots and Blind Spots of a Power Purchase Agreement Post Budget, Summary of Expenditures, and Other Information on School Website](#)

Student Issues

[U.S. Supreme Court Declines to Review School's Transgender Restroom Policy](#)
[School's Child Abuse Reports Found Not Retaliatory](#)
[Stickers Criticizing School Administrator May Be Protected Free Speech](#)

Labor and Employment

[MDE Approves New Code of Educational Ethics](#)
[Evaluation Tracker: Test Your Knowledge](#)
[Answers to Evaluation Tracker: Test Your Knowledge](#)

Upcoming Speaking Engagements

[Click here to view our events calendar.](#)



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**XIX. SUPERINTENDENT REQUESTS THAT THE BOARD OF EDUCATION
ADJOURN INTO CLOSED SESSION TO DISCUSS SUPERINTENDENT
EVALUATION**

XX. ITEMS FOR DISCUSSION AND/OR ACTION

**XX.A. APPROVAL OF 2019-2020 PROPOSED BOARD AND
SUPERINTENDENT CONFERENCES**

Superintendent recommends that the Board of Education approve the proposed 2019-2020 Board and Superintendent conferences.

**OVERNIGHT TRAVEL PLANS FOR
BOARD OF EDUCATION AND SUPERINTENDENT
2019-2020**

Board

August 16 – 18, 2019
November 8 – 11, 2019
December 4 – 7, 2019

MASB Summer Leadership Institute
MASB Annual Leadership Conference
AESA Annual Conference

Superintendent

September 18 – 20, 2019
November 8 – 11, 2019
December 4 – 7, 2019
January 22 – 24, 2020
February 13 – 15, 2020
March 2020
March 2020
May 2020
June 24 – 26, 2020

MASA Fall Conference (MAISA Quarterly)
MASB Annual Leadership Conference
AESA Annual Conference
MASA Mid-Winter Conference (MAISA)
AASA National Conference
Kalamazoo County Superintendents' Retreat
MAISA Spring Meetings
Mackinac Policy Conference
MAISA Summer Conference

Approved: _____

**XX.B. APPROVAL OF 2019-2020 NON-COMPETING CONTINUATION
GRANT APPLICATION**

Administration recommends that the Board of Education approve the 2019-2020 Head Start Non-Competing Grant Application.

Non-Competing Continuation Grant Application
2019-2020



422 E South Street

Kalamazoo, MI 49007

T: 269-250-9845 F: 269-250-9868

www.kresa.org/headstart



Table of Contents

SECTION I. PROGRAM DESIGN AND APPROACH TO SERVICE DELIVERY...

Sub-Section A: Goals1 – 12

Sub-Section B: Service Delivery12 – 18

- 1. Service and Recruitment Area 12
- 2. Needs of Children and Families 12
- 3. Proposed Program Options and Funded Enrollment Slots 12 - 13
- 4. Centers and Facilities 13 – 15
- 5. Eligibility, Recruitment, Selection, Enrollment, and Attendance..... 15 – 16
- 6. Education and Child Development 16
- 7. Health 16 – 17
- 8. Family and Community Engagement 17
- 9. Services for Children with Disabilities 17
- 10. Transition 17
- 11. Transportation 18

Sub-Section C: Governance, Organizational, and Management Structures.... 18 – 20

- 1. Governance 18
 - Structure
 - Processes
- 2. Human Resources Management 19 – 20
- 3. Program Management and Quality Improvement 21

SECTION II. BUDGET AND BUDJECT JUSTIFICATION NARRATIVE 21 - 24

- 1. Detailed Narrative 21
- 2. Supporting Direct Costs and All Required Services..... 21
- 3. Cost of Living Adjustment Funds..... 22

4. Financial & Property Management System and Internal Controls 22

5. Federal Share Match..... 22 – 23

6. Waiver of Non-Federal Share Match..... 23

7. Waiver of Administrative Costs 23

8. Enrollment Reduction Request 23

9. Conversion Request 23

10. Construction and Major Renovation 23

11. Procurement Method of Equipment..... 24

APPENDENCIES

Appendix A:

- Results of Self-Assessment and Improvement Plan
- Governing Body and Policy Council Decisions
- Selection Criteria
- Training and Technical Assistance Plan
- Annual Report

Appendix B:

- Budget Narrative
- Cost Allocation Plan
- Indirect Cost Rate Agreement
- SF 424
- SF 424A

SECTION I. PROGRAM DESIGN AND APPROACH TO SERVICE DELIVERY

Sub-Section A: Goals

Kalamazoo RESA Head Start recently completed our first year under our second five-year grant. The new grant and project period have allowed us to create program goals that are innovative and personalized to best meet the needs of our students, families and community. Our program goals will remain the same as they are dynamic, responsive to program needs, and capture our desire for continuous improvement. Our program goals include:

1. Being an advocate, leader, and motivational force within our community to eliminate biases and racism.
2. Provide a framework of opportunities and education to assist families with being healthy and ready for school and life.
3. Increase parenting knowledge and skills while providing meaningful connections with staff and other program families.

Although our program goals will not change, there have been changes to objectives. In our continued efforts to make data-informed decisions, we analyzed relevant program data to reflect on the progress made toward achievement of goals and objectives and concluded that changes were needed. Table 1 shows an overview of the long-range program goals, expected outcomes, objectives and actions to demonstrate progress, challenges and opportunities for growth.

Table 1. Overview of Kalamazoo RESA Head Start’s Five-Year Goals

Program Goal 1: We at Kalamazoo RESA Head Start will be an advocate, leader, and motivational force within our community to eliminate biases and racism.	
Expected Outcome: Using the four ABE goals, children, families, and staff will create environments, inside and outside of the classroom, where individuals are valued; engage in shared decision making; share perspectives; trust one another; and, communicate freely and respectfully.	
Year 1	
Objectives	Progress, Outcomes, Challenges

<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase staff’s critical cultural competency. 2. Strengthen staff’s awareness and knowledge of the four Anti-bias Education (ABE) goals. 3. Introduce the four ABE goals to new staff and strengthen their awareness and knowledge of them. 4. Increase self-awareness with all staff. 5. Identify strategies to strengthen the physical environment to implement ABE with fidelity. 6. Identify strategies to strengthen the pedagogical environment to implement ABE with fidelity. 7. Identify strategies to strengthen relationships with families and the community. 	<p>Progress/Outcomes:</p> <ul style="list-style-type: none"> • Twelve new program staff attended a 2.5-day workshop entitled, Understanding & Analyzing Systemic Racism. The workshop’s objective was to increase staff’s cultural competency, increase self-awareness, and assist with strengthening relationships with families and the community. • All program staff attended a training on cultural agility in which staff deepened their understanding of culture, implicit bias, and increased their understanding of their own cultural selves and how everyone’s cultural selves intersect in today’s society. The training also provided staff with a perspective and strategies to strengthen relationships. <p>Challenges:</p> <ul style="list-style-type: none"> • Due to time constraints and less professional development opportunities due to the program calendar, we were unable to dig deeper in the four Anti-bias Education goals and how to incorporate them in the classroom through various strategies and modalities. • A poster of the ABE goals was not completed to post in all classrooms and site locations. This will be implemented in Year-2. <p>Opportunities for Growth:</p> <ul style="list-style-type: none"> • In year two, we will be innovative with how to incorporate professional development opportunities to meet our objectives for this goal. For instance, we will utilize monthly curriculum meetings to dig deeper in the four ABE goals and how to intentionally and authentically incorporate the various components in the daily schedule.
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Year 2

Objectives	Progress, Outcomes, Challenges
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<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase new staff’s critical cultural competency, awareness of implicit bias, and knowledge of the four ABE goals. 2. Strengthen staff’s knowledge of the four ABE goals. 3. Identify strategies to strengthen the physical environment to implement ABE with fidelity. 	
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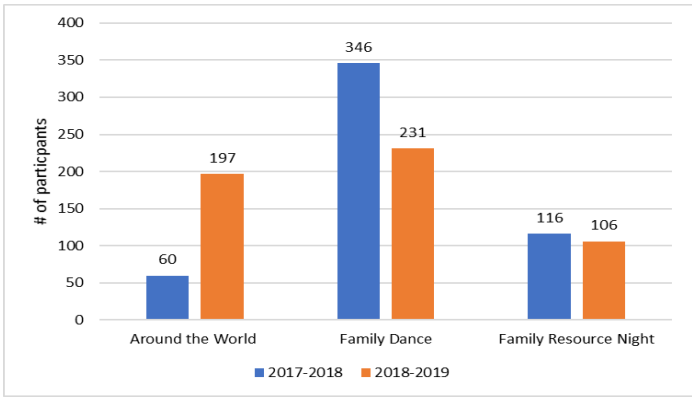
<ol style="list-style-type: none"> 4. Identify strategies to strengthen the pedagogical environment to implement ABE with fidelity. 5. Identify strategies for relationships with families and the community. 	
Year 3	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase new staff’s critical cultural competency. 2. Strengthen staff’s awareness and knowledge of Anti-bias Education (ABE). 3. Strengthen families’ critical cultural competency and introduce the four goals of ABE. 4. Implement at least 25% of identified strategies to the physical environment. 5. Implement at least 25% of identified strategies to the pedagogical environment. 6. Implement at least 25% of identified strategies for relationships with families and the community. 	
Year 4	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase new staff’s critical cultural competency. 2. Implement at least 50% of identified strategies to the physical environment. 3. Implement at least 50% of identified strategies to the pedagogical environment. 4. Implement at least 50% of identified strategies for relationships with families and the community. 5. Identify strategies families can implement the four goals of 	

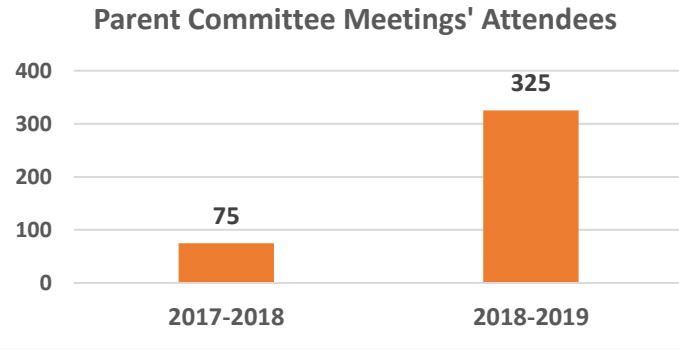
<p>ABE at home and within the community.</p>	
<p>Year 5</p>	
<p>Objectives</p>	<p>Progress, Outcomes, Challenges</p>
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase new staff’s critical cultural competency. 2. Implement at least 75% identified strategies to the physical environment. 3. Implement at least 75% identified strategies to the pedagogical environment. 4. Implement at least 75% identified strategies for relationships with families and the community. 5. Provide tools and resources for families to implement the four ABE goals at home and within the community. 	
<p>Activities or Action Steps that Support the Program Goal and Objectives Above:</p>	
<ol style="list-style-type: none"> 1. Establish professional development plan for program staff focused on critical cultural competency and anti-bias education. 2. Create parent workshops and parent committee meeting calendar to identify when education on critical cultural competency and ABE will be taught and reflected upon. 3. Provide Professional Learning Communities (PLCs) focused on ABE during monthly curriculum meetings. 4. Utilize the book, <i>Anti-Bias Education for Young Children and Ourselves</i> for staff and families to assist with implementing ABE curriculum planning and implementation. 5. Review current core curriculum and consider adding ABE supplements to ensure it’s responsive to children, families, and our community. 6. Provide a poster of KRESA Head Start’s ABE Statement to place in all classrooms and centers. 	
<p>Data, Tools, or Methods for Tracking Progress Above:</p>	
<ol style="list-style-type: none"> 1. Utilize <i>Self-Study Guide for Reflecting on Anti-Bias Curriculum Planning and Implementation</i> as a self-assessment for implementing the physical and pedagogical environments, and relationships with families and the community. 2. Family surveys to demonstrate an increase in knowledge and implementation of ABE, as well as perceptual data on program and community climate toward inclusiveness and respect. 3. Track family involvement with program events, activities, and volunteering to inform families’ level of comfort and value. 4. Informal and Formal observations of classrooms and home visits. 	
<p>Program Goal 2: We, KRESA Head Start, will provide a framework of opportunities and education to assist families with being healthy and ready for school and life.</p>	

<p>Expected Outcome: Families will make healthy lifestyle choices a habit, and children will enter kindergarten physically, mentally, and socially healthy to learn and grow.</p>	
<p>Year 1</p>	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase the number of children meeting the 90-day health requirement of dental exams from 65% to 75%. 2. Decrease the number of families with no health insurance from 16% to 5%. 3. Increase families’ knowledge of health partners and resources throughout the community. 4. Increase program staff’s awareness of trauma informed practices and strategies. 	<p>Progress/Outcomes:</p> <ul style="list-style-type: none"> • The number of children who met the dental exam requirement increased to 75.5%. Therefore, we met our Year-1 goal. • At the end of a child’s enrollment, the number of families with no health insurance decreased to 6%. Our goal was to decrease to 5%, but there was a significant drop in families without health insurance. We will continue to seek to eliminate the number of families without health insurance at the end of enrollment. • To increase families’ knowledge of health partners and resources throughout the community, we added a Health section to the monthly Head Start Happenings newsletter to provide families more information on health – tips, strategies, community events, and more. We also provided families with health resources and a health folder at the time of enrollment. In addition, we average 18 community partners as vendors at our family events throughout the year. • To increase staff’s awareness of trauma informed practices and strategies, we held an Early Childhood Institute that focused on trauma and a keynote speaker who addressed trauma in early childhood. We have also been intentional to provide staff opportunities to discuss self-care as well as what’s going on in their classrooms during weekly meetings with their family advocates. We have also implemented Tier 3 Challenging Behavior PLC’s with a heavy focus on identifying trauma, and how it can be manifested through challenging behaviors. <p>Challenges:</p> <ul style="list-style-type: none"> • There continues to be an education gap in regard to oral health and the importance of dental exams for preschoolers with families. We continue to educate families on the importance, as well as educate providers on Head Start requirements and the importance of communicating with families to ensure they receive correct documentation of exams.

	<ul style="list-style-type: none"> • In our community we continue to see an increase of traumatic events, as well as systemic trauma on our students, staff, and families. Therefore, we are constantly facing hardships and how to handle them in the moment. We are recognizing more and more, the need to create trauma informed and sensitive classrooms. <p>Opportunities for Growth:</p> <ul style="list-style-type: none"> • We will continue to offer opportunities and provide support to families with acquiring health insurance. • Through the Health Services Advisory Committee, we will continue to work collaboratively with community partners to provide education to families surrounding health and make efforts to decrease or eliminate barriers.
Year 2	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase the number of children meeting the 90-day health requirement of dental exams by 5%. 2. Eliminate the number of families with no health insurance at the end of the year. 3. Increase families’ knowledge and utilization of health partners and resources throughout the community. 4. Increase program staff’s ability to identify appropriate trauma informed practices and strategies for children and families. 	
Year 3	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase the number of children meeting the 90-day health requirement of dental exams by 5%. 2. Increase the number of children receiving preventative oral care every six months by 10%. 	

<ol style="list-style-type: none"> 3. Increase families’ knowledge and utilization of health partners and resources throughout the community. 4. Increase program staff’s ability to identify and implement appropriate trauma informed practices and strategies for children and families. 	
Year 4	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase the number of children meeting the 90-day health requirement of dental exams by 5%. 2. Increase the number of children receiving preventative oral care every six months by 10%. 3. Increase families’ knowledge and utilization of health partners and resources throughout the community. 4. Increase program staff’s ability to identify and implement appropriate trauma informed practices and strategies for children and families. 	
Year 5	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase the number of children meeting the 90-day health requirement of dental exams to 100%. 2. Increase the number of children receiving preventive oral care every six months by 10%. 3. Increase program staff’s ability to implement appropriate trauma informed practices and strategies for children and families with fidelity. 	
Activities or Action Steps that Support the Program Goal and Objectives Above:	
<ol style="list-style-type: none"> 1. Create Parent Committee Meeting Calendar to establish when resources and information about various medical, dental, and mental health agencies will present, be discussed and/or distributed. 2. Conduct family events and parent committee meetings about the importance of Head Start health requirements and the importance of health overall – such as the annual Health and Wellness Fair. 	

<ol style="list-style-type: none"> 3. Identify families in need of health insurance through enrollment appointment and ongoing home visits. 4. Provide information to families regarding health insurance details, and what insurance types various providers accept. 5. Establish professional development plan for staff that incorporates and focuses on trauma informed practices and strategies. 6. Assist families with identifying a medical and dental home for their family. 7. Provide education to staff and families on Body Mass Index (BMI) and how to maintain an appropriate level through various means – physical activity, food consumption, etc. 													
Data, Tools, or Methods for Tracking Progress Above:													
<ol style="list-style-type: none"> 1. Family Events and Parent Committee Meetings’ Sign-in/Sign-out sheets 2. Child Plus Reports – growth assessment, dental and medical home, mental health referrals, and etc. 3. Family Survey 4. Number of goals set and accomplished on the topic of health 													
Program Goal 3: We, KRESA Head Start, will increase parenting knowledge and skills while providing meaningful connections with staff and other program families.													
Expected Outcome: Families will become more involved and engaged in their child’s educational experiences through preschool and life.													
Year 1													
Objectives	Progress, Outcomes, Challenges												
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase families’ participation in family events – increase Around the World participation to 25%, increase Family Dance participation by 10% and increase Family Resource Night by 10%. 2. Ensure each site location has at least one parent representative by the end of October. 3. Increase parent committee meeting and parent workshop participation by 25% for each site location. 4. Increase parent workshop participation by 25%. 	<p>Progress/Outcomes:</p>  <table border="1"> <caption>Participant Data from Chart</caption> <thead> <tr> <th>Event</th> <th>2017-2018</th> <th>2018-2019</th> </tr> </thead> <tbody> <tr> <td>Around the World</td> <td>60</td> <td>197</td> </tr> <tr> <td>Family Dance</td> <td>346</td> <td>231</td> </tr> <tr> <td>Family Resource Night</td> <td>116</td> <td>106</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • As shown above, there was an increase of participants at the Around the World family event by 228%. However, there was a decrease of 33% attendance to the Family Dance and 9% at the Family Resource Night. • The graph below depicts the success in Parent Committee Meetings’ attendance. There was an increase in participation of 333%. 	Event	2017-2018	2018-2019	Around the World	60	197	Family Dance	346	231	Family Resource Night	116	106
Event	2017-2018	2018-2019											
Around the World	60	197											
Family Dance	346	231											
Family Resource Night	116	106											



Challenges:

- We struggled to identify a parent representative at each site location. For the sites that had an identified parent representative, not all participated in an engaging manner.
- Over the past two years, we have struggled with participation at the Family Resource Night. There are many events occurring at the end of the school year, and we find ourselves in competition with other community events. This past program year, we were intentional to not hold the event on any graduation nights or the community-wide Girls on the Run event. A possible reason for the decrease of attendance at the Family Dance, was due to the change in the day of the week. We went from a Thursday evening to a Friday evening. This upcoming year we are moving it back to a Thursday evening to see if there's an impact on attendance.

Opportunities for Growth:

- We will continue to encourage parent participation and engagement, as well as recruiting a parent representative from each site. During enrollment, family advocates will inform families of the opportunity and the benefit. Teachers will then follow up during home visits to also encourage involvement and get commitments from parents. In addition, we will advertise in our Head Start Happenings and at our Back to School Ice Cream Social.
- Due to the low attendance at the Family Resource Night, we have made changes to encourage better participation. For instance, we have changed the name of the event to "Rock 'n Roll" into Summer. Looking at other data and events, we noticed a trend

	<p>of events that sound more entertaining and family oriented have a greater turnout. We will also increase advertisement of the event through social media.</p>
Year 2	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase families’ participation in family events – increase Around the World participation to 50%, increase Family Dance participation by 5%, and increase Family Resource Night by 5%. 2. Ensure each site location has at least one parent representative and alternate by the end of October. 3. Increase parent committee meeting and parent workshop participation to 50% at each site location. 4. Increase parent workshop participation to 50%. 	
Year 3	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase families’ participation in family events – increase Around the World participation to 60%, increase Family Dance participation by 5%, and increase Family Resource Night by 5%. 2. Ensure each site location has at least one parent representative and alternate by the end of September. 3. Increase parent committee meeting and parent workshop participation to 60% at each site location. 4. Increase parent workshop participation to 60%. 	

Year 4	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase families’ participation in family events – increase Around the World participation to 70%, increase Family Dance participation by 5%, and increase Family Resource Night by 5%. 2. Increase parent committee meeting and parent workshop participation to 70% at each site location. 3. Increase parent workshop participation to 70%. 	
Year 5	
Objectives	Progress, Outcomes, Challenges
<p>KRESA Head Start will:</p> <ol style="list-style-type: none"> 1. Increase families’ participation in family events – increase Around the World participation to 80%, increase Family Dance participation by 5%, and increase Family Resource Night by 5%. 2. Increase parent committee meeting and parent workshop participation to 80% at each site location. 3. Increase parent workshop participation to 80%. 	
Activities or Action Steps that Support the Program Goal and Objectives Above:	
<ol style="list-style-type: none"> 1. Conduct an interest survey with families prior to the program year to identify meeting topics, event themes, availability, and what is meaningful to them. 2. Conduct post survey with families on impact of meetings and events. 3. Advertise meetings and events in purposeful, attention-getting manners. 4. Provide meaningful incentives to increase participation. 5. Express the importance of family involvement in children’s lives and education. 6. Create goals around family engagement. 7. Create additional opportunities for families to be involved in decision making and program improvement plans. 	

Data, Tools, or Methods for Tracking Progress Above:
<ol style="list-style-type: none"> 1. Family Events, Parent Committee Meetings and Policy Council's Sign-in/Sign-out sheets. 2. Family Surveys. 3. Number of goals set and accomplished on the topic of family engagement.

No changes have been made to the School Readiness Goals since last year's baseline application.

Sub-Section B: Service Delivery

Service and Recruitment Area

Kalamazoo RESA Head Start embraces and has developed a culture of continuous improvement, to provide a high-quality program while ensuring as many eligible children as possible are being served within the county. Trend data in one area of our county, indicated that a change to the program design was needed. At our Vicksburg Tobey location, where fifteen three-year-old children are served, we have seen a decline of eligible children. In 2017-2018 and 2018-2019, we served three income eligible children both program years. Therefore, we made the difficult decision to relocate this classroom to the South side of Kalamazoo, where there are more income eligible three-year-old children, which is shown through our waiting list.

Needs of Children and Families

There have been no significant changes in countywide data regarding the needs of children and families.

Proposed Program Options and Funded Enrollment Slots

In the 2019-2020 program year, we will continue to serve our funded enrollment of 596, three- to five-year-old children. In addition, we will continue to serve more three-year-old children by blending funding with the state-funded Pre-K program for four-year-old children. Through blending funding and utilizing state funds, we have been able to serve an additional 18 four-year-old children, and this number will increase to 22 children for the upcoming year. Table 2 shows the programming options for children and how many classrooms apply to each option.

Table 3 represents the student enrollment by program option. As mentioned previously, changes have been made to the program design. Over the past two program years we have seen a decline of eligible children in the Comstock community. This past year, we struggled to maintain full enrollment in the half-day three-year-old classroom there. Therefore, we made the data-informed decision to change the program option to school day, Monday through Friday, for 15 children instead of the half-day option for 30 children. This will align with the other school day three-year-old classroom at this site and allow us to move the half-day option to the west side of Kalamazoo where we have a waiting list of income eligible three-year-old children. Furthermore, to assist with congruency, the four-year-old classroom at the Comstock site will also change from a Monday to Thursday option, to a Monday through Friday option. This will assist with transportation and scheduling for parents who have siblings.

For the 2019-2020 year, programs operating half-days, four days per week, will operate 3.5 hours per day, for 133 days. Full-day classrooms operating four days a week will also attend 133 days. Children in full-day classrooms operating five days per week will attend 165 days and meet the required 1,020 hours per year.

Table 2. Number of Classrooms by Program Option

Program Option	Number of Classrooms	Number of Classrooms Meeting Duration
Center-based: Half-day	8	0
Center-based: Full-day	31	25
Totals	39	25

Table 3: Student Enrollment by Program Option

Program Option	Student Enrollment	Student Enrollment Meeting Duration
Center-based: Half-day	120	0
Center-based: Full-day	476	376
Totals	596	63.1%

Centers and Facilities

There have been changes to our overall program design since last year's grant application. Table 4 is reflective of the current program design for the 2019-2020 program year. We are no longer providing services out of Christian Life Center. Their childcare ministry has grown and made the decision to not renew their lease agreement with us so they can utilize the classroom space for their own childcare program. KRESA Head Start desired to remain in the same vicinity of Kalamazoo to continue to serve children on the northside. We were able to establish two new community partners with North Park Reformed Church and Kalamazoo First Presbyterian Church to replace the four classrooms at Christian Life Center to serve the same population. Another facility change is in Comstock. The three classrooms that have been housed at Comstock North elementary are moving to Comstock Public Schools' new Early Learning Academy. Also, we will have one less classroom at our KRESA West Campus site due to changes in the Early Childhood Special Education's program design, and their need to have an additional classroom at this site due to various logistical reasons. The displaced three-year-old classroom at West Campus will be moving to our KRESA Commons site (formerly named West Main). We will continue to serve families in the West Campus route area to minimize any additional transportation costs. This classroom will also be altered to a part-day option, as it's a swap with the aforementioned Comstock classroom that has been changed to a full-day option. In addition, our waitlist data indicates a continued need for more three-year-old classrooms on the westside, so we will be able to alleviate the waitlist by serving fifteen more children in this service area. As mentioned previously, we will no longer service three-year-old children in the Vicksburg community. A collaborative partnership was created with Milwood United Methodist Church on the southside of Kalamazoo to house this three-year-old classroom. We are also partnering with another childcare facility, Milwood Commons, who will be offering and

providing before and after-school care for families. We are in the process of securing community funds to cover the cost for this care, for all Head Start eligible families, as well as utilizing the DHHS childcare subsidy.

Two classrooms at West Campus appear to have fewer children, with only seven represented in Table 4. However, these classrooms will each serve 18 children due to braided funding. We are utilizing state Pre-K funding to provide programming for 22 Head Start eligible children in these two classrooms. Therefore, the seven children indicated in the table are the seven children included in our funded enrollment numbers.

Table 4. Classroom Design Detail

	Site	Program Option Type	Duration	# of Children
1	Comstock Early Learning Academy 1	Full Day	X	16
2	Comstock Early Learning Academy 2	Full Day	X	16
3	Comstock Early Learning Academy 3	Full Day	X	16
4	First Presbyterian Church 1	Full Day	X	14
5	First Presbyterian Church 2	Full Day	X	16
6	KRESA Commons 1	Full Day	X	18
7	KRESA Commons 2	Full Day	X	18
8	KRESA Commons 3	Full Day	X	16
9	KRESA Commons 4	Full Day	X	15
10	KRESA Commons 5	Full Day	X	15
11	KRESA Commons 6	Full Day	X	15
12	KRESA Commons 7	Full Day	X	15
13	KRESA Commons 8	Double Session		30
14	Lincoln	Full Day		16
15	Milwood	Full Day		18
16	Milwood United Methodist Church	Full Day	X	15
17	New Life 1	Full Day		16
18	New Life 2	Double Session		30
19	New Life 3	Full Day		16
20	Northeastern 1	Full Day	X	18
21	Northeastern 2	Full Day	X	15
22	North Park 1	Full Day	X	12
23	North Park 2	Full Day	X	16
24	Portage Curious Kids	Full Day		16
25	Portage Community Center 1	Double Session		30
26	Portage Community Center 2	Full Day		18

	Site	Program Option Type	Duration	# of Children
27	St. Joseph 1	Full Day	X	16
28	St. Joseph 2	Full Day	X	18
29	St. Joseph 3	Full Day	X	15
30	St. Joseph 4	Full Day	X	15
31	West Campus 1	Full Day	X	16
32	West Campus 2	Full Day	X	7
33	West Campus 3	Full Day	X	16
34	West Campus 4	Full Day	X	7
35	Winchell	Double Session		30
Totals		39	25	596

Eligibility, Recruitment, Selection, Enrollment, and Attendance

Since last year's application, there have been no changes to the eligibility, selection, enrollment or attendance processes or procedures. In the spirit of continuous improvement, there have been slight changes to our recruitment efforts. In collaboration with KRESA's Communications Department, and an effort to show our inclusivity, we updated our "Super Hero" campaign with new characters to include children with special needs. We also updated the common application by adding an area for families to indicate how they heard about Kalamazoo County PRE-K, or who referred them. The referral process is a recruitment strategy to incentivize past and current families to make referrals. Upon submission of a family's application, we are documenting who made referrals to the program, as we will be holding a drawing for prizes at the end of the summer. Lastly, all Kalamazoo County PRE-K and community partners are marking the applications they hand out, so when they are submitted, we can capture who furnished the application and where it was received. This data will assist us for the upcoming year's recruitment plan, on the locations and events to focus our recruitment efforts on.

Image 5. Kalamazoo County PRE-K Updated Recruitment Campaign

Education and Child Development

For the 2019 – 2020 program year, there are no changes to the identified curriculum, developmental screenings, or assessments. To supplement the support that is already provided, there will be additional support to staff in implementing the curriculum with fidelity and utilizing data to make informed decisions on instructional practices. Leveraging financial resources from the State funded PRE-K program with Head Start funds, we were able to add a full-time Multi-tier System of Supports (MTSS) Specialist. The MTSS Specialist will provide instructional and classroom management coaching, program-wide data reviews, professional development opportunities and intensive tier 3 supports for academics and behaviors.

Health

There have been no major changes to how Kalamazoo RESA Head Start, in partnership with families, meet the oral health, nutritional, and mental health and social-emotional well-being, and health status and care needs of children. In an effort to provide additional support to families for mental health services, we were able to lessen our Mental Health Specialist's family

advocate caseload, so they're able to dedicate more time to the mental health of our students and families, as well as provide support to staff.

Family and Community Engagement

There have been no major changes to program strategies for building trusting and respectful relationships with families, engagement activities to support parent-child relationships, child development, or family literacy, since last year's application. For the 2019 – 2020 program year, a change has been made to the parenting curriculum and workshops provided. Through some of the engaging parent committee meeting topics, we observed high engagement and positive responses to the presentations that our contract Behavior Specialists provided based on the Social Thinking curriculum. Therefore, we will be offering parent workshops using this curriculum with the Behavior Specialists facilitating. They will be providing parents knowledge around social-emotional learning, while providing hands-on strategies that they will teach, model, and then practice with families and their children. They will also provide families with items they can take home and utilize right away.

Services for Children with Disabilities

Since last year's application, there have been no changes in how Kalamazoo RESA Head Start ensures the full participation in program services and activities for enrolled children with disabilities.

Transition

There have been no changes to the strategies and practices employed to support successful transitions between programs, or from Head Start to kindergarten.

Transportation

There have been no changes to the level of need for child transportation services or strategies we utilize to meet transportation needs for families.

Sub-Section C: Governance, Organizational, and Management Structures

Governance

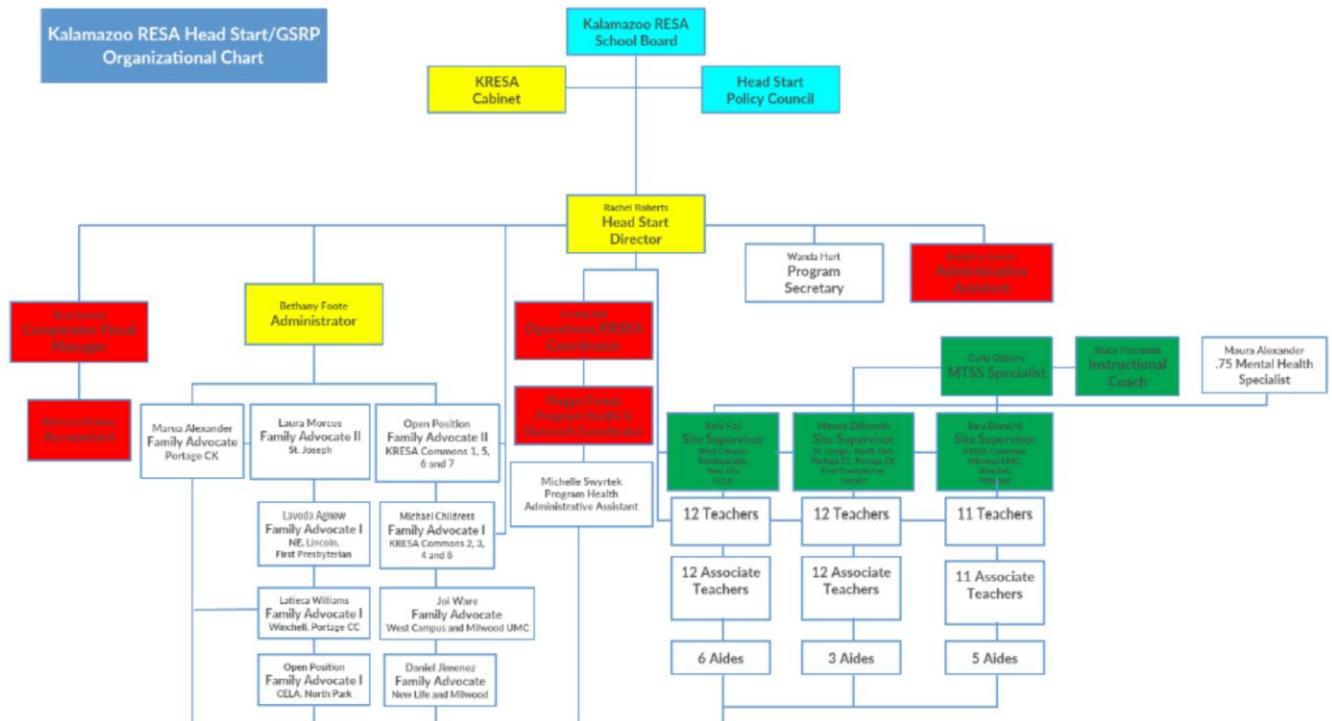
Kalamazoo RESA Head Start has established and maintained a formal structure for program governance as outlined in *45 CFR Part 1301*. There have been no changes to Kalamazoo RESA's Board of Education. Head Start's Policy Council Board did change due to elections. The Policy Council Chairperson remained the same from last year, Karla Macias. New Board members were Elizabeth Edson, parent, and Samantha Young, former parent/community member.

Each month, the governing body continues to receive pertinent information about the program to assist in accomplishing their responsibilities. They are provided with a monthly summary report that outlines data for enrollment, attendance, meal counts, and needed health requirements. They also receive financial documents which includes a summary of the operating and training technical assistance budget. Lastly, each month they receive the Head Start Happenings Newsletter that offers updates, strategies, or tips on ERSEA, curriculum, mental health, physical health, family events, and other important information for that month. During parent committee meetings, the parent representative shares information from policy council meetings, which includes the aforementioned provided documents, to the other families within their center. Families have an opportunity at this time to provide feedback on program policies, activities, and services. The parent representative will then bring feedback to the policy council and program administration. Families also have an opportunity to provide feedback through surveys that are given throughout the program year.

Human Resources Management

Chart 1 represents Kalamazoo RESA Head Start’s updated organizational structure. The groups highlighted in blue represent our governing body. The boxes in yellow represent KRESA administrators. The red and green boxes represent members of Head Start’s operational and instructional leadership teams. The Head Start Principal title has been changed to Director and the Assistant Principal’s title has been changed to Administrator. No changes have been made to their overall Head Start job responsibilities. Due to a site supervisor taking a position with KRESA’s State funded preschool program, we made the decision to not replace the position, which assisted in the addition of the MTSS Specialist. A family advocate also resigned to pursue other opportunities, so we moved from ten to nine family advocates.

Chart 1. Kalamazoo RESA Head Start Organizational Chart



There have been no changes to the developed systems to ensure criminal background checks occur prior to hiring, new staff orientation, or approach to staff training and professional development.

Program Management and Quality Improvement

There have been no changes to our program's systems for ongoing oversight, correction, and assessment of progress towards identified goals.

The Self-Assessment Results and Program Improvement Plan (uploaded into HSES) identifies areas, if any, for improvement and non-compliance. If any areas were identified, a corrective action plan is provided.

SECTION II. BUDGET AND BUDGET JUSTIFICATION NARRATIVE

Detailed Narrative

The Detailed Budget Narrative is uploaded into HSES as a separate document.

Supporting Direct Costs and All Required Services

The Budget Narrative and Justification demonstrates how the provisions of the grant are met because the funds that are allocated to personnel all carry out the mission of Head Start to provide comprehensive services to children and families. Additionally, there is an appropriate amount of funding allocated to support the purchase of classroom supplies, health supplies and transportation of children to and from school to ensure high levels of attendance and participation in the Kalamazoo RESA Head Start program.

Delegate Agency Agreement, Partnership Contract and Single Item Over \$150,000

We do not have any delegate agencies for agreements, partnership contracts, or any single item costing more than \$150,000.

Cost of Living Adjustment Funds

One hundred percent of the Cost of Living Adjustment Funds will be allocated to increase in staff wages and fringe benefits as outlined in our COLA application, submitted for the March 1, 2019 deadline.

Financial Property Management System and Internal Controls

Kalamazoo RESA's financial property management system is saved in the documents section. Our Financial Policies and Procedures Manual documents the financial operations of the organization. It is the main mechanism to formalize accounting policies and selected procedures for the account staff and to document internal fiscal controls. The manual includes the following: general accounting policies, policies associated with revenue and cash receipts, expenditures and disbursements, procurement, assets and liability accounts, financial and tax reporting, financial management, including budgeting and policies associated with Federal awards. The Head Start Accountant, under the oversight of the Kalamazoo RESA Business Office, uses the financial accounting technology to ensure the following information is captured on an ongoing basis. Expenditures: Our program uses the financial account software to capture all program expenditures, including program spend activity, Restricted and Special Purpose Funding, and Expenditure by CAN No. (or Program Account).

Federal Share Match

At least 20% of our program's grant is made up of in-kind contributions. This non-federal share is made up of State Great Start Readiness Program funding and parent volunteer hours, from parent meeting and Policy Council meetings. \$1,455,614 of our non-federal share comes from various costs that are paid for with GSRP Pre-K dollars from the State of Michigan. \$2,160 of non-federal share comes from the professional services and volunteerism of the Policy

Council, and the community members that who elected members. The hourly rate of non-federal share calculated for the policy council members is \$30 per hour, which is the Kalamazoo RESA rate of pay for its Board members for each board meeting. \$39,627 of non-federal share is calculated based on parent volunteer hours associated with parent meetings held by the program and classroom volunteers. Each hour of time that parents volunteer for us at meetings or in the classroom are equated to \$14.28 per hour, which is calculated by the average of classroom aide pay and fringe benefits.

Waiver of Non-Federal Share Match

We are not proposing a waiver of the non-federal share match requirement.

Waiver of Administrative Costs

We are not proposing a waiver of the 15% limitation on development and administrative costs. No more than 15% of our total grant is allocated to administrative expenses, which is tracked on an ongoing basis by the Head Start Accountant and the Kalamazoo RESA Business Office.

Enrollment Reduction Request

We are not requesting an enrollment reduction request.

Conversion Request

We are not requesting a conversion.

Construction and Major Renovation

Kalamazoo RESA Head Start has not had to procure any construction or major renovations of any property occupied.

Procurement Method of Equipment

Kalamazoo RESA's method for procurement of equipment over \$5,000 is that we elicit a minimum of three bids for the item. Upon receiving the bids, we present them along with a recommendation to the School Board and Policy Council. Once the Board and Policy council approve the purchase, we moved forward with procurement.

Grantee: KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY

Head Start Budget and Budget Justification Narrative Duration Funding: November 1, 2019 - October 31, 2020

Budget Narrative	Federal	Federal T/TA	Non-Federal	Total
Personnel				
In-kind: Parent Classroom Volunteers will actively participate in Head Start classrooms assisting with daily operations. (6 classrooms x 5 members x \$14.28/hour x 10 months x 4 hours) \$14.28 per hour is based on the average aide rate plus fringe benefits.			17,136	17,136
Head Start Director (1.0 FTE) will be responsible for day-to-day operation and performance standard compliance.	100,489		17,613	118,102
Program Secretary (2.4 FTE) will ensure record keeping compliance, operating and financial information monitoring, and clerical duties.	89,747		6,405	96,152
Accountant (1.0 FTE) will be responsible for accounts payable, accounts receivable, payroll and compliance with all federal accounting requirements.	32,000		21,189	53,189
Communications Specialist (0.5 FTE) - Public relations and internal/external communications with families and community partners.	19,256			
Site Supervisors (3.0 FTE x Head Start weighted classroom slot percentage & GSRP as In-Kind) will provide instructional and management expertise and ensure performance standard compliance in their assigned classrooms.	100,233		41,349	141,582
Program Health Specialist (1.0 FTE) will ensure record keeping compliance, assist with Health program, self assessment and operations.	62,686			62,686
Program Health Secretary (1.0 FTE) Assist with record keeping compliance, assist with Health program, self assessment and operations.	31,639			31,639
Instructional Coach (1.0) will be providing coaching to all teachers on the implementation of intentional teaching strategies and the prescribed curriculum.	68,341		1,938	70,279
Classroom Teachers (35 FTEs x Head Start blended classroom slot percentage & GSRP as In-Kind) will be responsible for classroom learning environment, lesson planning and implementation including student individualization.	1,043,076		335,790	1,378,866
Assistant Teachers (35 FTE x Head Start blended classroom slot percentage & GSRP as In-Kind) will work as active team members with classroom teachers.	521,370		166,857	688,227
Classroom Aides (10.0 FTE x Head Start blended classroom slot percentage & GSRP as In-Kind) will work as active team members with classroom teachers in classrooms with more that 16 students per classroom.	52,949		52,678	105,627
Family Advocates (7.0 FTE BA level positions and 3.75 FTE MA level positions) will make initial contact with families, support family in completing enrollment, work collaboratively with parents on Individual Family Development Plan progress. (4 MA & 3 BA 11 month/ 3 BA 10 month & .75 MA 10 month)	445,243			445,243
MTSS Specialist (.37 FTE) Data review, assisting differentiating curriculum and managing assessments	32,716		59,090	91,806
Mental Health Specialist (.25 FTE, 10 month) will provide intensive mental health services and interventions and monitor implementation of interventions with staff and families.	17,516			17,516
Part Time Instructional Coaches to provide support to Teachers.	15,520			15,520
Operations Coordinator (1.0 FTE) will be responsible for the day to day operations of all sites including licensing, transportation, food services, ERSEA, and Health performance standards compliance and assisting other program coordinators as needed.	56,649		27,964	84,613

Assistant Administrator (1.0 FTE - Head Start blended classroom slot percentage & GSRP as In-Kind) will be responsible for aligning the curriculum resources to the early learning framework and common core state standards to ensure Kindergarten Readiness.	90,146			90,146
Childcare Support for Policy Council Meetings	376			376
Total Salaries	2,779,952	-	748,009	3,527,961
Fringe Benefits				-
Administration fringe benefits; FICA (7.65%), Mandatory Michigan Public School Employees Retirement System (27.14%), Health Insurance Package, Workman's Compensation. GSRP Blend Benefits as In-Kind.	150,239		3,790	154,029
Educational Staff fringe benefits; FICA (7.65%), Mandatory Michigan Public School Employees Retirement System (27.14%), Health Insurance Package, Workman's Compensation. GSRP Blend Benefits as In-Kind.	1,197,570		359,152	1,556,722
Health Services Staff fringe benefits; FICA (7.65%), Mandatory Michigan Public School Employees Retirement System (27.14%), Health Insurance Package, Workman's Compensation.	56,581			56,581
Social Services Staff fringe benefits; FICA (7.65%), Mandatory Michigan Public School Employees Retirement System (27.14%), Health Insurance Package, Workman's Compensation.	252,143	-		252,143
Total Fringe Benefits	1,656,534	-	362,942	2,019,476
Total Salaries and Fringe Benefits	4,436,485	-	1,110,951	5,547,436
Travel Staff				-
Travel to Head Start Region V Conference & other conferences: lodging \$600 (\$200/day x 5 days) + Meals \$500 (\$60/day X 5 days) x 2 staff = \$2,200		2,600		2,600
Michigan Head Start State Conference 6 staff		600		600
Innovations Conference; Learning of Multi-tiered systems of support in early childhood		300		300
National Head Start Conference Director		639		639
Head Start Meetings (lodging \$100/night + meals \$49/day = \$149 x 1 staff members x 5 meetings).		745		745
Total Travel		4,884	-	4,884
SUPPLIES				-
Administrative Office Supplies: postage, pens, paper etc. for family advocates, administration, accountant, clerical staff etc.	17,453			17,453
Non-Instructional PD - Supplies and Printing		3,400		3,400
Education Supplies: Mailings, classroom copies, and supplies for teachers, instruction, site supervisor and operations. Includes Operations expense of Fuel. GSRP Blended Classrooms as In-Kind.	53,923		8,626	62,549
Instructional PD - Supplies and Printing		12,260		12,260
Health Supplies: First aid and other health services supplies (Head Start Blended %. GSRP as In-Kind)	13,500			13,500
Supplies and Training Materials for Policy Council members. Topics include meeting mechanics, visioning, teaming, child development, response to intervention, etc.	4,500			4,500
Total Supplies	89,376	15,660	8,626	113,662
CONTRACTUAL				-

Dues and Subscriptions (NAEYC, NHSA, MHSA). Child Plus Licensing and Assessment Software	13,721		19,411	33,132
Arts in Head StART	57,738		11,583	
Annual Kalamazoo County Early Childhood Literacy Conference.		1,000		1,000
Training materials and printing for training and development activities.		4,500		4,500
Training & Development - Conference Registrations "Teachers"		10,500		10,500
Non-Instructional PD - Conference Registrations "Admin/non-instructional"		5,200		5,200
Staff CPR Training		1,000		1,000
Annual Back to School PD for Early Childhood Institute 100 Staff		2,000		2,000
National Parent Engagement Conference through NHSA		3,500		3,500
ERRACE Training		15,448		15,448
Licensing and other Operational Costs	17,751		5,000	22,751
Professional services of the Policy Council (6 members x \$30.00/meeting x 12 meetings)			2,160	2,160
Parent Meetings (35 classrooms x 5 members x \$14.28/hour x 9 meetings x 1 hour each).			22,491	22,491
Health services: Dental services and follow up for children	5,000			5,000
Health services: Physicals for newly hired staff and drug testing as needed.	5,000			
Building/Classroom Insurance (WMRMT)	7,000		1,725	
Administrative Offices Parking - monthly fee for Administrative Office parking \$900/month x 12 months	10,800			
Translation Services (Convert forms from English to family home language)	1,000			
Contracted Student Transportation - Transport Head Start students. Fuel & Maintenance Costs. Head Start Blended %. GSRP as In-Kind.	568,641		299,217	867,858
Student Transportation Field Trips (Estimated at 4 trips per year).	5,000		1,000	6,000
Total Contractual	691,651	43,148	362,587	1,097,386
OTHER				-
Facilities Rental Space – funds are requested for 35 classroom sites	205,000			205,000
Communications - cell phones, offsite phone lines and internet service for new staff and classrooms.	30,600		3,902	34,502
Utilities and Janitorial	36,810		6,838	
Student Accident Insurance	2,025		975	3,000
Site Maintenance & Repairs - replace technology, repair classroom buildings, storage (Head Start blend and GSRP as In-Kind.)	14,000		500	14,500
Staff Local Mileage Reimbursement (mileage rate \$0.535) home visits, site visits, local meetings, etc.	16,986		1,364	18,350
Head Start Region V Conference Registration (\$750 per person x 6 staff)		4,500		4,500
Michigan Head Start State Conference 6 staff		1,800		1,800
Substitute Classroom Teachers & Assistant Teachers (Head Start blended classroom slot percentage & GSRP as In-Kind).	37,821		12,323	50,144
Parent support for meetings and training sessions for Childcare and Transportation.	10,000			10,000
Advertising: advertising job positions, recruitment flyers, and enrollment activities based on former grantee experience.	5,000		1,250	6,250
ERSEA Support; Enrollment, data entry, recruitment	1,200		300	1,500
Total Other	359,442	6,300	15,237	380,979

				-
Total Direct Charges	5,576,954	69,992	1,497,401	7,144,348
Indirect Charges (5% State approved rate - 5% requested from grant and 0% in-kind) This approved restricted indirect costs rate will allow for high levels of administrative support and assistance. These costs include business services, personnel services, and technology services.	342,659		-	342,659

**XX.C. APPROVAL OF SECOND READING AND ADOPTION OF KRESA
BOARD POLICY 0100 BYLAWS-DEFINITIONS [REVISION]**

KALAMAZOO RESA

INSPIRING EDUCATIONAL EXCELLENCE

Book	Policy Manual
Section	Vol 33, No. 2 - REVISIONS
Title	Copy of DEFINITIONS
Code	po0100
Status	
Adopted	July 27, 2016
Last Revised	January 19, 2017

0100 - DEFINITIONS

Whenever the following items are used in these bylaws and policies, they shall have the meaning set forth below:

Administrative Guideline

A statement, based on policy, usually written, which outlines and/or describes the means by which a policy should be implemented and which provides for the management cycle of planning, action, and assessment or evaluation.

Apps and Web Services

Apps/web services are software (i.e., computer programs) that support the interaction of personal communication devices (as defined in Bylaw 0100, above) over a network, or client-server applications in which the user interface runs in a web browser. Apps/web services are used to communicate/transfer information/data that allow students to perform actions/tasks that assist them in attaining educational achievement goals/objectives, enable staff to monitor and assess their students' progress, and allow staff to perform other tasks related to their employment. Apps/web services also are used to facilitate communication to, from and among and between, staff, students, and parents.

Board

The Board of Education.

Bylaw

Rule of the Board for its own governance.

Classified or Support Employee

An employee who provides support to the District's program and whose position does not require a professional certificate.

Constituent Local District

The following local school districts which comprise the Kalamazoo Regional Service Agency (KRESA):

Climax-Scotts, Comstock, Galesburg- Augusta, Gull Lake, Kalamazoo, Parchment, Portage, Schoolcraft, Vicksburg

District

Kalamazoo Regional Educational Service Agency (KRESA)

Due Process

Procedural due process requires prior knowledge (a posted discipline code), notice of offense (accusation), and the opportunity to respond.

Procedural due process may require right to counsel and/or confrontation or cross examination of witnesses, depending upon the situation.

Full Board

Authorized number of voting members entitled to govern the District.

Information Resources

The Board defines Information Resources to include any data/information in electronic, audio-visual or physical form, or any hardware or software that makes possible the storage and use of data/information. This definition includes but is not limited to electronic mail, voice mail, social media, text messages, databases, CD-ROMs/DVDs, web sites, motion picture film, recorded magnetic media, photographs, digitized information, or microfilm. This also includes any equipment, computer facilities, or online services used in accessing, storing, transmitting or retrieving electronic communications.

May

This word is used when an action by the Board or its designee is permitted but not required.

Meeting

Any gathering which is attended by or open to all of the members of the Board, held with the intent on the part of the members of the body present to discuss or act as a unit upon the specific public business of that body.

Parent

The natural or adoptive parents, or individuals with a valid power of attorney for the care and custody of the student for purposes other than educational placement. Parent refers to any individual appointed by the State or court as a legal guardian or custodian for the student. Both parents will have equal access to records and rights regarding the student's education absent a court order restricting such rights.

Personal Communication Devices

Personal communication devices ("PCDs") include computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, and/or other web- enabled devices of any type.

Policy

A general, written statement by the governing board which defines its expectations or position on a particular matter and authorizes appropriate action that must or may be taken to establish and/or maintain those expectations.

President

The chief executive officer of the Board of Education. (See Bylaw 0170)

Principal/Director

The educational leader and head administrator of one (1) or more District schools or programs, as designated by the Board of Education. The Principal is responsible for the supervision of the school or program consistent with Board policy and directives of the Superintendent and may delegate responsibilities to subordinates as appropriate.

Professional Staff Member

An employee who implements or supervises one (1) or more aspects of the District's program and whose position requires a professional credential from the State.

Relative

The mother, father, sister, brother, spouse, parent of spouse, child, grandparents, grandchild, or dependent in the immediate household as defined in the negotiated, collectively-bargained agreement.

Secretary

The chief clerk of the Board of Education. (See Bylaw 0170)

Shall

This word is used when an action by the Board or its designee is required. (The word "will" or "must" signifies a required action.)

Student

A person who is officially enrolled in a school or program of the District.

Superintendent

The chief executive officer of the School District. Responsible to supervise all programs and staff of the District and to implement Board policy and follow Board directives. Consistent with Board policies and directives, the Superintendent may delegate responsibility to subordinates as appropriate.

Technology Resources

The Board defines Technology Resources to include computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, web-enabled devices, video and/or audio recording equipment, projectors, software and operating systems that work on any device, copy machines, printers and scanners, information storage devices (including mobile/portable storage devices such as external hard drives, CDs/DVDs, USB thumb drives and memory chips), the computer network, Internet connection, and online educational services and apps.

Treasurer

The chief financial officer of the District. (See Bylaw 0170)

Vice-President

The Vice-President of the Board of Education. (See Bylaw 0170)

Voting

A vote at the meeting of the Board of Education. Board members must be physically present in order to have their vote officially recorded in the board minutes, except to accommodate the absence of any member of the Board due to military duty or in situations where Board members are unable to attend meetings due to circumstances beyond their control with the approval of the Board President.

Participation by teleconferencing requires that a quorum of the Board be present at the meeting location, use of a two-way speaker phone that allows other Board members and the audience of hear the caller's comments and votes, and that all votes be taken by roll call.

~~A vote at a meeting of the Board of Education. Except to accommodate the absence of any member of the Board due to military duty, The law requires that Board members must be physically present in order to have their vote officially recorded in the Board minutes.~~

~~Citations to Michigan Compiled Laws (M.C.L.) are shown as M.C.L. followed by the Section Number (e.g., M.C.L. 380.114). Citations to the Michigan Administrative Code are prefaced A.C. Rule (e.g., A.C. Rule R380.221). Citations to the Federal Register are noted as FR, to the Code of Federal Regulations as C.F.R., and to the United States Code as U.S.C.~~

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**XX.D. APPROVAL OF 2019-2020 CONTRACT FOR SUPERINTENDENT
DAVE CAMPBELL**

**XX.E. APPROVAL OF KALAMAZOO REGIONAL EDUCATIONAL
SERVICE AGENCY AREA CAREER AND TECHNICAL
EDUCATION MILLAGE PROPOSAL**

Superintendent recommends that the Board of Education approve the Kalamazoo Regional Educational Service Agency Area Career and Technical Education Proposal, as presented.

Kalamazoo Regional Educational Service Agency, Michigan (the “Intermediate School District”)

A regular meeting of the board of education of the Intermediate School District (the “Board”) was held in the KRESA Service Center, Conference Rooms B & C, within the boundaries of the Intermediate School District, on the 18th day of July, 2019, at 5:30 o’clock in the p.m.

The meeting was called to order by Virgil “Skip” Knowles , President.

Present: Members Knowles, Webster, Cowart, VanAntwerp, Myers

Absent: Members None

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS:

1. This Board intends to submit a proposition at a special election to be held on Tuesday, November 5, 2019.

2. On or before 4:00 p.m. on Tuesday, August 13, 2019, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the “Election Coordinator”).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. A special election of the electors of the District be called and held on Tuesday, November 5, 2019.

2. The proposition to be voted on at the special election shall be stated on the ballots in substantially the form as set forth in Exhibit A.

3. The Election Coordinator is requested to:

a. Utilize Kalamazoo Gazette, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.

b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set forth in Exhibit B attached hereto.

c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.

4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, August 13, 2019.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Kalamazoo Regional Educational Service Agency, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on July 18, 2019, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

JJS/ssw

EXHIBIT A

KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY AREA CAREER AND TECHNICAL EDUCATION PROPOSAL

Shall Kalamazoo Regional Educational Service Agency, Michigan, come under sections 681 to 690 of the Revised School Code, as amended, and establish an area career and technical education program, which is designed to encourage the operation of area career and technical education programs, if the annual property tax levied for this purpose is limited to 1 mill (\$1.00 on each \$1,000 of taxable valuation) for a period of 20 years, 2020 to 2039, inclusive; the estimate of the revenue the intermediate school district will collect if the millage is approved and levied in 2020 is approximately \$8,264,827 from local property taxes authorized herein?

EXHIBIT B

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

**KALAMAZOO REGIONAL EDUCATIONAL SERVICE AGENCY
AREA CAREER AND TECHNICAL EDUCATION PROPOSAL
1 MILL FOR 20 YEARS**

Full text of the ballot proposition may be obtained at the administrative offices of Kalamazoo Regional Educational Service Agency, 1819 East Milham Avenue, Portage, Michigan 49002-3035, telephone: (269) 250-9202.

XXI. ADJOURNMENT