

DECEMBER

2020

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Reviewed by:		
CEO:	ASB OFFICER:	SCHOOL BOARD APPROVAL:

QUICKBOOKS REPORT

Encore High Schools Debit Account Transaction List by Date December 2020

Date	Transaction Type	Num	Posting	Name	Memo/Description	Account	Split	Amount
12/01/2020	Expense		Yes	Wix.com		Platinum Business Checking (1118)	Website Advertising	-23.00
12/01/2020	Expense		Yes	Facebook		Platinum Business Checking (1118)	Advertising - Hesperia	-5.64
12/02/2020	Expense		Yes	Google		Platinum Business Checking (1118)	Advertising - Hesperia	-40.56
12/02/2020	Expense		Yes	Constant Contact		Platinum Business Checking (1118)	Parent Communication H	-125.00
12/02/2020	Check		Yes			Platinum Business Checking (1118)	NHS	-40.00
12/03/2020	Expense		Yes	Box Inc.		Platinum Business Checking (1118)	Calcards	-15.00
12/04/2020	Expense		Yes	Costco Gas		Platinum Business Checking (1118)	Transportation H	-51.99
12/07/2020	Expense		Yes	Adobe		Platinum Business Checking (1118)	Office Supplies & Software	-14.99
12/07/2020	Expense		Yes	Wix.com		Platinum Business Checking (1118)	Website Advertising	-59.00
12/08/2020	Expense		Yes	Quickbooks		Platinum Business Checking (1118)	Office Supplies & Software	-70.00
12/08/2020	Expense		Yes	High Desert Fasteners		Platinum Business Checking (1118)	Maintenance - Hesperia	-8.47
12/09/2020	Expense		Yes	Shop N Go		Platinum Business Checking (1118)	Transportation H	-90.00
12/10/2020	Bill		Yes			Accounts Payable (AP)	Mock Trial	98.00
12/10/2020	Bill Payment (Check)	6864	Yes			Platinum Business Checking (1118)	Accounts Payable (AP)	-98.00
12/10/2020	Expense		Yes	Quickbooks		Platinum Business Checking (1118)	Office Supplies & Software	-25.00
12/10/2020	Expense		Yes	Bank Card Fee		Platinum Business Checking (1118)	Bank Charges & Fees	-65.00
12/10/2020	Expense		Yes	Bank Card Fee		Platinum Business Checking (1118)	Bank Charges & Fees	-115.00
12/10/2020	Expense		Yes	Call Em All		Platinum Business Checking (1118)	Parent Communication H	-450.00
12/10/2020	Expense		Yes	Staples		Platinum Business Checking (1118)	Accounting	-84.52
12/10/2020	Expense		Yes	Encore High School Hesperia		Platinum Business Checking (1118)	Daily Deposit	2,070.96
12/14/2020	Deposit		Yes	Staples		Platinum Business Checking (1118)	Bookkeeping	-61.86
12/14/2020	Expense		Yes	Dunn-Edwards		Platinum Business Checking (1118)	Maintenance - Hesperia	-288.92
12/15/2020	Expense		Yes	Arco		Platinum Business Checking (1118)	Transportation H	-44.00
12/15/2020	Expense		Yes	MadRooster.com		Platinum Business Checking (1118)	Office Supplies & Software	-41.47
12/17/2020	Deposit		Yes	Pay Pal Transfer		Platinum Business Checking (1118)	Paypal Transfer	267.09
12/17/2020	Expense		Yes	Autzone		Platinum Business Checking (1118)	Transportation H	-6.45
12/17/2020	Expense		Yes	Costco Gas		Platinum Business Checking (1118)	Transportation H	-47.00
12/18/2020	Bill		Yes	Alissa Roseborough		Accounts Payable (AP)	ASB	3,816.25
12/18/2020	Bill Payment (Check)	6865	Yes	Alissa Roseborough		Platinum Business Checking (1118)	Accounts Payable (AP)	-3,816.25
12/21/2020	Expense		Yes	Adobe		Platinum Business Checking (1118)	Office Supplies & Software	-23.89
12/21/2020	Expense		Yes	MadRooster.com		Platinum Business Checking (1118)	Office Supplies & Software	-12.49
12/21/2020	Expense		Yes	Instacart		Platinum Business Checking (1118)	ASB	-9.99
12/21/2020	Expense		Yes	LearnWorlds		Platinum Business Checking (1118)	Curriculum	-999.00
12/22/2020	Expense		Yes	Wix Deposit		Platinum Business Checking (1118)	Payout	502.09
12/22/2020	Deposit		Yes	Harbor Freight		Platinum Business Checking (1118)	Maintenance - Hesperia	-7.49
12/22/2020	Expense		Yes	Monthly Service Fee		Platinum Business Checking (1118)	Bank Charges & Fees	-40.00

Commercial Basic Checking

December 31, 2020 ■ Page 1 of 4



ENCORE EDUCATION CORPORATION
DEBIT ACCOUNT
16955 LEMON ST
HESPERIA CA 92345-5139

Questions?

Call your Customer Service Officer or Client Services

1-800-AT WELLS (1-800-289-3557)

5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (114)

P.O. Box 6995

Portland, OR 97228-6995

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Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to wellsfargo.com/biz or call the number above if you have questions or if you would like to add new services.

Business Online Banking

Online Statements

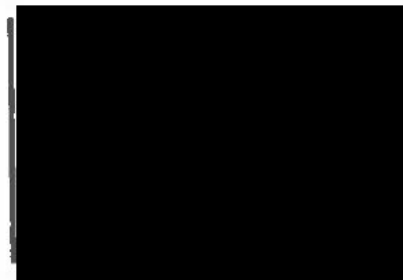
Business Bill Pay

Business Spending Report

Overdraft Protection

Statement period activity summary

Beginning balance on 12/1	\$9,948.72
Deposits/Credits	2,840.14
Withdrawals/Debits	- 8,244.41
Ending balance on 12/31	\$4,544.45



Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
12/1		Recurring Payment authorized on 11/30 Wix.Com Premium-PI WWW.Wix.Com CA S380335675312634 Card 0914		23.00	
12/1		Purchase authorized on 11/30 Facebk Dgqrxnvx2 650-5434800 CA S580335800928025 Card 0914		5.64	9,920.08
12/2		Recurring Payment authorized on 12/01 Eig*Constantcontac 855-2295506 MA S460336297729328 Card 7974		125.00	
12/2		Purchase authorized on 12/01 Google*Ads75499021 Internet CA S380336758650925 Card 0914		40.56	
12/2	6839	Check		40.00	9,714.52
12/3		Recurring Payment authorized on 12/02 Box, Inc. 877-7294269 CA S460337685465793 Card 0914		15.00	9,699.52
12/4		Purchase authorized on 12/04 Costco Gas #1010 Victorville CA P00460340019291275 Card 7120		51.99	9,647.53
12/7		Recurring Payment authorized on 12/04 Adobe Inc 800-8336687 CA S300339333013222 Card 0914		14.99	
12/7		Recurring Payment authorized on 12/04 Wix.Com*819556431 800-6000949 NY S380339727278856 Card 0914		59.00	9,573.54
12/8		Recurring Payment authorized on 12/07 Int*Quickbooks Onl 800-446-8848 CA S580342501188859 Card 7974		70.00	
12/8		Purchase authorized on 12/08 HI Desert Fasteners Hesperia CA P00380343592991328 Card 7120		6.47	9,497.07
12/9		Purchase authorized on 12/09 Shop N Go Hesperia CA P0000000082875703 Card 7120		90.00	9,407.07
12/10		Purchase authorized on 12/07 Call-Ern-All 972-668-1920 TX S580343217525364 Card 7974		450.00	
12/10		Recurring Payment authorized on 12/09 Int*Quickbooks Onl 800-446-8848 CA S580344486094584 Card 0914		25.00	
12/10		Bankcard Fee - 0329286721		65.00	
12/10		Bankcard Fee - 0329285918		115.00	
12/10		Purchase authorized on 12/10 Staples Apple Valley CA P00580345653955594 Card 7974		64.52	8,687.55
12/14		Deposit	2,070.96		
12/14		Purchase authorized on 12/10 Staples Direct 800-3333330 MA S580345732312761 Card 7974		61.86	10,696.65
12/15		Purchase authorized on 12/15 Dunn-Edwards Corp #53 Victorville CA P00300350585205241 Card 7120		296.92	
12/15		Purchase authorized on 12/15 Arco42318001 Hesperia CA P00000000134451416 Card 7120		44.00	
12/15	6864	Check		98.00	10,257.73
12/16		Purchase authorized on 12/15 Madrooster.Com 888-623-7667 TN S300250396479678 Card 0914		41.47	
12/16	6863	Check		1,478.44	8,737.82
12/17		Paypal Transfer 201217 1011579994765	267.09		
12/17		Purchase authorized on 12/17 Autozone 5615 17115 Main Hesperia CA P00380352829688868 Card 7120		6.45	
12/17		Purchase authorized on 12/17 Costco Gas #1010 Victorville CA P00460353063067009 Card 7120		47.00	8,951.46
12/21		Recurring Payment authorized on 12/17 Adobe Exportpdf Su 408-536-6000 CA S380352527858125 Card 0914		23.88	
12/21		Purchase authorized on 12/18 Madrooster.Com 888-623-7667 TN S580353396445150 Card 0914		12.49	
12/21		Recurring Payment authorized on 12/19 Instacart Subscrip Httosinstacar CA S580354299173691 Card 0914		9.99	
12/21		Purchase authorized on 12/19 Learnworlds CY L Limassol Cyp S460354606266603 Card 0914		999.00	7,906.10
12/22		Wix.Com EDI Pymnts TX7320210211XINte*Inv*Wix Payments\	502.09		
12/22		Ref*TN*TX7320210211XINte*Inv*Wix Payments\		7.49	8,400.70
12/22		Purchase authorized on 12/22 Harbor Freight Tools 6 Hesperia CA P00000000470505225 Card 7120			



Transaction history (continued)

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
12/29	6865	Check		3,816.25	4,584.45
12/31		Monthly Service Fee		40.00	4,544.45
Ending balance on 12/31					4,544.45
Totals			\$2,840.14	\$8,244.41	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Summary of checks written (checks listed are also displayed in the preceding Transaction history)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
6839	12/2	40.00	6864	12/15	98.00	6865	12/29	3,816.25
6863 *	12/16	1,478.44						

* Gap in check sequence.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 12/01/2020 - 12/31/2020	Standard monthly service fee \$40.00	You paid \$40.00
How to avoid the monthly service fee	Minimum required	This fee period
Have any ONE of the following account requirements		
Average ledger balance	\$25,000.00	\$8,628.00 <input type="checkbox"/>

Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	20,000	0	0.0030	0.00
Transactions	8	500	0	0.50	0.00
Total service charges					\$0.00



Wix.com LTD
40 Namal Tel Aviv, 6350671
Israel

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
Date: Nov 30 2020

Issued to:
Denise Griffin
16955 Lemon Street Hesperia
US-CA United States
Encore Education Corporation

Invoice #816262171 | Nov 30, 2020 | Paid

Description	Site	Billing Period	Quantity	Amount
Premium Plan Unlimited	Mysite 6	Monthly Nov 30, 2020 - Dec 30, 2020	1	\$23.00

Payment Method: Visa **** 0914

Subtotal \$23.00

Total \$23.00

WEBSITE
ADVERTISING

APPROVED
Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

APPROVED
Encore First Approval - Administration
Julia Dolf
Dean of Academics

001883

Receipt for Denise Griffin

EXPENSE



PRE-APPROVED BY

Name: Denise Griffin

Date: 11-30-20

Invoice/Payment Date
Nov 30, 2020, 2:14 PM

Payment Method
Visa*0914
Reference Number: DGQXRNVX2

Paid

\$5.64 USD

Remaining ad costs at the end of the month.

Product Type
Facebook

Campaigns

[10/15/2020] Promoting www.hallofreak.com		\$5.64
From Oct 30, 2020, 12:00 AM to Oct 31, 2020, 11:59 PM		
[10/15/2020] Promoting www.hallofreak.com	1,033 Impressions	\$5.64

ADVERTISING

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux
Student Services Manager

APPROVED

Encore First Approval - Administration

Julia Dolf
Dean of Academics

001885

Encore Education Corporation
Attn.: Ashlin Barkdull
16955 Lemon Street
Hesperia, CA 92345
US
760-605-3343

EXPENSE
PRE-APPROVED BY
Name: Denise Griffin
Date: Continues

Today's Date: December 1, 2020
Payment Date: December 1, 2020
Payment Method: Visa (last 4 digits: 7974)
User Name: ceo@officerteam.com

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 7974	\$125.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the [My Account](#) link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

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We appreciate your business.
Best Regards,
Constant Contact Billing
[1601 Trapelo Road, Suite 329 - Waltham, MA 02451](#)

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APPROVED

Encore Second Approval - Senior Management
Ashlin Barkdull
General Executive Manager

Parent
Communication

APPROVED

Encore Final Approval - Board / CEO
Denise Griffin
Chief Executive Officer

001877



EXPENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 12-1-20

Payment Receipt

Google LLC 1600 Amphitheatre Pkwy Mountain View, CA 94043 United States



Encore Education Corporation Denise Griffin HESPERIA, CA 92345 United States

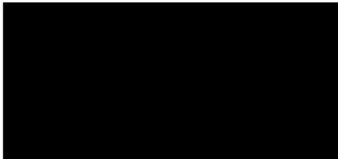
Payment date

Dec 1, 2020



Payment method

Visa ****0914



Description

Payment amount \$40.56

ADVERTISING

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager *JK*

APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academics

001884

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 8/12/2020



me: _____
ate: _____

PURCHASE ORDER/CHECK REQUEST FORM

Date: 8/12/20

Location: HESPERIA/RIVERSIDE

Advisor's Name: John Parker

Team/Group/Class Account: NHS

Date Needed By: 8/30/20

Item Description: Must attach invoice & image(s) NHS Scholarship Winner

By Internet

Website Info: _____

User Name: _____ Password: _____

Invoice/Order Number: _____ Total: \$ _____

By Phone

Contact Name: _____ Contact Phone #: _____

Reference #: _____ Total: \$ _____

By Check

Payable to: _____ Total: \$ \$40

Give check to the Advisor? Yes/No Mail check to company? Yes/No

Address: _____

Please attach any other information needed. Please submit to Ms. Joelle Schwarck. Please allow two weeks for processing.

OFFICE USE ONLY

APPROVED

Approved/Denied

APPROVED

Encore First Approval - Administration

Administrators Signature:

Kiara Sampson

Associated Student Body Manager

Encore First Approval - Administration

Kelsey White

Date: _____
Central Bookkeeping Manager

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull
General Executive Manager

Corporate Office, 16955 Lemon Street, Hesperia, CA 92345. 760.949.2036. www.encorehighschool.com

Encore Education Corporation

Debit Card Account
16955 Lemon Street
Hesperia, CA 92345
760-956-2632

WELLS FARGO BANK, NA
17442 Main St
Hesperia, CA 92345
11-4288/1210

6839

08/13/2020

PAY TO THE
ORDER OF



\$ **40.00

Forty and 00/100*****

DOLLARS



ENCORE
HIGH SCHOOL



MEMO



Encore Education Corporation
08/13/2020



6839

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		40.00	40.00	40.00
			Check Amount		40.00

ENCORE
HIGH SCHOOL

Platinum Business C

40.00

Encore Education Corporation
08/13/2020



6839

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		40.00	40.00	40.00
			Check Amount		40.00

Platinum Business C

40.00



INVOICE

INV08489541

PO Number:

Sold To:
dg@officerteam.com
Denise Griffin

Account Number: [REDACTED]
Invoice Number: INV08489541
PO Number:

Bill To:
dg@officerteam.com
Denise Griffin
16955 Lemon Street

EXPENSE
PRE-APPROVED BY
Name: CONTRACT
Date: _____

Invoice Date: 12/02/2020
Payment Due By: 12/02/2020
Payment Terms: Due Upon Receipt
Payment Method: CreditCard

Hesperia California 92345
United States

CALPADS

Service	Unit Price	Quantity	Subtotal	Tax	TOTAL
Starter Licenses Service Period: 12/02/2020-01/01/2021	\$5.00	3	\$15.00	\$0.00	\$15.00
				Invoice Subtotal:	\$15.00
				Tax:	\$0.00
				Total:	\$15.00
				Balance Due:	\$0.00
				Currency:	USD

Payments and Adjustments				
Transaction Date	Transaction Number	Transaction Type	Notes	Applied Amount
12/02/2020	P-09586424	Payment		(\$15.00)
			Balance Due:	\$0.00

Please note that failure to pay this invoice by the due date provided may result in suspension of services and the accrual of a late fee as outlined in the Box Service Agreement.

Payments remitted without reference to relevant invoice number(s) will not be processed and will be returned.

Need to Update your Credit Card?
Submit new billing information securely
online at: <https://www.box.com/update>
(be sure to login as the Box
administrator)

Account Number: [REDACTED]
Invoice Date: 12/02/2020
Invoice Number: INV08489541
Payment Due Date: 12/02/2020
Total Amount Due: \$0.00
Amount Enclosed: _____

APPROVED
Encore First Approval - Administration
Julia Dolf
Dean of Academic

APPROVED
Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

Copy of our W-9: billing.app.box.com/W-9

001886

General billing inquiries: <https://community.box.com/>
For additional billing assistance or to pay by credit card, submit a case by visiting:
<https://cloud.box.com/SubmitCase> or call us at:
1-877-729-4269

EXPENSE

PRE-APPROVED BY

Name: Johnny Griffin
Date: 12-4-20

Circle One:
ASB / General Fund

TAPE RECEIP

PLACE RECEIPTS HERE



;) AND NO STAPLES

Costco #1010
14555 Valley Center Dr
Victorville, CA 92392

Member# 111748605283
Invoice# 7928
Date: 12/04/20
Time: 16:34
Auth# 383365

DB Acct #
*****120

Pump	Gallons	Price
7	16.078	\$ 2.799

Product	Amount
Regular	\$ 45.00

Car Wash	\$ 6.99
Total Sale	\$ 51.99

SALE- Chip Read
Approved
TranID# 033907007928

US DEBIT
Payment Network 48
A0000000980840
Verified by PIN
Mode: ISSUER

Thank you
For your purchase of
Kirkland Signature
Fuel
Visit Costco.com
Search: Fuel

VENDOR:

COSTCO WHOLESALE

DATE OF PURCHASE:

12-04-20

AMOUNT:

\$51.99

REIMBURSE TO / ACCOUNT:

DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:

Fuel

FIRST APPROVAL

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux
Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
Chief Operations Officer

698100



Denise, welcome to your trial of Acrobat Pro DC!

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EXPENSE

PRE-APPROVED BY

Name: Denise

Date: _____

Your 7-day free trial



Recurring billing starts only after your 7-day free trial ends.



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Trial details

SOFTWARE

Order number: ADD056367357

Ordered: November 26, 2020



Acrobat Pro DC
Annual plan, paid monthly

US\$14.99/mo

Subtotal

US\$14.99/mo

Tax/VAT 0.00%

US\$0.00/mo

STARTING DEC 03

US\$14.99/mo



Cancellation details

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APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academics

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager *JT*



001887

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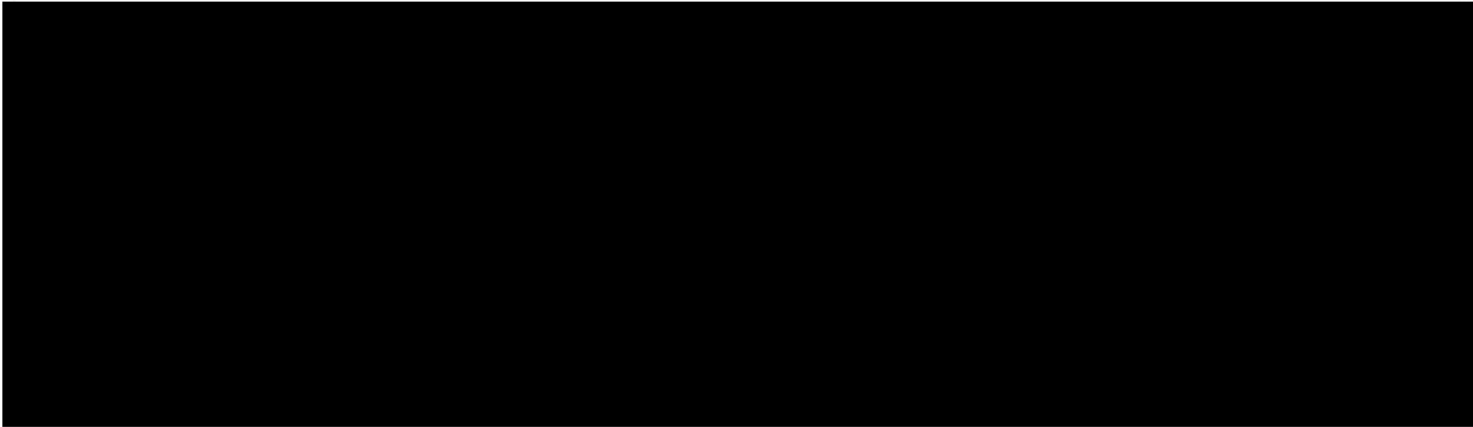
You can cancel your subscription anytime via your Adobe Account page or by contacting Customer Support*. If you cancel within 14 days of your initial order, you'll be fully refunded. Should you cancel

after 14 days, you'll be charged a lump sum amount of 50% of your remaining contract obligation and your service will continue until the end of that month's billing period.

* Specific countries require cancellations to be made only by contacting Customer Support. See the list of countries [here](#).

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Adobe, 345 Park Avenue, San Jose, CA 95110 USA





Wix.com LTD
40 Namal Tel Aviv, 6350671
Israel

EXPENSE

PRE-APPROVED BY

Name: Denise
Date: _____

Issued to:
Denise Griffin
16955 Lemon Street Hesperia
US-CA United States
Encore Education Corporation

Advertising

Invoice #819556431 | Dec 4, 2020 | Paid

Description	Site	Billing Period	Quantity	Amount
Ascend	encorehighschool.com	Monthly	1	\$59.00
Ascend Unlimited		Dec 4, 2020 - Jan 4, 2021		

Payment Method: Visa **** 0914

Subtotal \$59.00

Total \$59.00

APPROVED
Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer

APPROVED
Encore First Approval - Administration
Julia Dolf
Dean of Academics

001888



Invoice

Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice number: 1000176371359
Total: \$70.00
Date: Dec 7, 2020
Payment method: VISA ending 7974

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
Date: Continuous

Bill to

Ashlin Barkdull
Encore High Schools Debit Account
16955 Lemon St
Hesperia, CA 92345-5139
US

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Plus	1	\$70.00	\$70.00
Sales tax - Exempt:			\$0.00
Total invoice:			\$70.00

Tax reporting information

Period for monthly fees:	Dec 7, 2020 - Jan 7, 2021
Total without tax:	\$70.00
Total tax:	\$0.00

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

All dates and times are Pacific Standard Time (PST).

Bookkeeping

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull
General Executive Manager

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin
Chief Executive Officer



Pre-Approved Expense
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-8-20

Circle One:
ASB / General Fund

PLACE RECEIPTS HERE

TAPE RECEIPT(S) FLAT – DO NOT FOLD RECEIPT(S) AND NO STAPLES

 HI DESERT FASTENERS
 11286 I AVENUE
 HESPERIA, CA 92345
 760-949-1919

R E C E I P T
 CUSTOMER COPY

PRINTED: 12/08/20 08:28
 12/08/20 08:27 POS STATION 01
 INVOICE NO. 154330
 CLERK: RYAN

102185 FENDERWASHER 1/4X1-1/4 ZP
 100 @ 0.060 6.00 T
 REGULAR 0.080

TOTAL ORDERED : 100
 TOTAL TAKEN : 100

SUB TOTAL 6.00
 SALES TAX 0.47
 PURCHASE TOTAL 6.47

LESS VISA 6.47

 DEBIT CD : Unknown
 CC NUMBER: XXXXXXXXXXXXX7120 EXP: XX/XX
 AUTH: 085206 AMOUNT: \$6.47

 REGULAR PRICE 8.00
 YOUR PRICE 6.00

YOUR SAVINGS 2.00
 THAT'S A 25.0% SAVINGS

 THANK YOU FOR SHOPPING WITH US!

VENDOR:
HI DESERT FASTENER

DATE OF PURCHASE:
12-08-20

AMOUNT:
\$ 6.47

REIMBURSE TO / ACCOUNT:
Debit Card

ADMIN APPROVAL ONLY

PURPOSE:
Maintenance

FIRST APPROVAL
APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL
APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001870

ENCORE

Junior & Senior High School for the Arts

Pre-Approval Stamp
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-9-20

Circle One:
ASB / General Fund

PLACE RECEIPTS HERE

TAPE RE **NO STAPLES**

SHOP N GO
 8865145364001
 11254 - AVE
 HESPERIA, CA
 92345
 12/09/2020 36030/587
 11:10:53 AM

XXXXXXXXXXXX 1211
 Debit
 INVOICE 079625
 AUTH 683732

*** REPRINT *** REPRINT *** REPRINT ***
 PUMP# 3
 Regular CR 29.230G
 PRICE/GAL \$3.079

FUEL TOTAL \$ 90.00
 *** REPRINT *** REPRINT *** REPRINT ***

DEBIT \$ 90.00

=====
 Customer-activated Purchase/Capture
 Site #: 000000009923392
 Shift Number 1
 Sequence Number 25201
 Swiped
 APPROVED 683732
 =====

tell us about
 your visit ! Visit
 www.myexxonmobil
 visit.com

VENDOR:
STOP N GO Mobil

DATE OF PURCHASE:
12-09-20

AMOUNT:
\$90.00

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Fuel

FIRST APPROVAL

APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001871



EXPENSE

PRE-APPROVED BY

Ashlin Barkdull <abarkdull@encorehighschool.com>

Name: Denise Griffin

Date: Continuans

Monthly Subscription Payment Confirmation

Text-Em-All <billing@text-em-all.com>
To: ceo@officerteam.com
Cc: abarkdull@encorehighschool.com

Mon, Dec 7, 2020 at 10:02 PM



Monthly Subscription Payment Confirmation

Hello Denise,

This email confirms your Text-Em-All subscription payment. Your monthly subscription is now active until 01/08/2021. Please note that your subscription will automatically renew on this date if you do not cancel before then.

Transaction Details & Receipt

Username: ceo@officerteam.com
Name on Card: Ashlin Barkdull
Date & Time: 12/08/2020 12:02:32 AM
Confirmation Number: 8D89B0C8F8E8F15
Credit Card Number: XXXXXXXXXXXXX7974

Text-Em-All Monthly Subscription 450.00
Group Size of 2500 numbers 0.00
Active until 01/08/2021

Total 450.00

Encore Second Approval - Senior Management

APPROVED

Ashlin Barkdull

General Executive Manager

Happy to help!

We pride ourselves on the reliability of our service and dedication to providing the best experience possible. If you need help or have any questions about your monthly Text-em-All subscription, please don't hesitate to contact our team.

The Customer Experience Team
support@text-em-all.com
(877) 226-3080

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin
Chief Executive Officer

Parent Communication

001879



EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
Date: 12-9-20

Bookkeeping

Payment success

Denise Griffin, thank you for your payment.

Invoice number:
1000176676023
Invoice date: 12/09/2020
Total: \$25.00
Payment method: VISA ending in 0914

Sign in to QuickBooks where you can see your billing history and view, save, and print your invoice.

[View billing history](#)

Account details

Billed to: Encore ASB
Company ID ending: 1556
Items on this invoice: QuickBooks Online Simple Start

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

APPROVED
Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer



APPROVED
Encore First Approval - Administration
Julia Dolf
Dean of Academics

001889

BANK CHARGE FORM

Date: 12/10/20
Bank Charge: 65.00
Reason: Bankcard Fee
Completed by: Kelsey White

Reviewed by:		
FIRST APPROVAL:	SECOND APPROVAL:	
APPROVED Encore First Approval - Administration Joseph Thibodeaux Student Services Manager <i>JPT</i>	APPROVED Encore Second Approval - Senior Management Ashlin Barkdull General Executive Manager	

Scanned by:	
Submission Date:	

BANK CHARGE FORM

Date: 12/10/20
Bank Charge: 115.00
Reason: Bankcard Fee
Completed by: Kelsey White

Reviewed by:		
FIRST APPROVAL:	SECOND APPROVAL:	
APPROVED Encore First Approval - Administration Joseph Thibodeaux Student Services Manager	APPROVED Encore Second Approval - Senior Management Ashlin Barkdull General Executive Manager	

Scanned by:	
-------------	---

Submission Date:	
------------------	---

EXPENSE

PRE-APPROVED BY

Name: Denise

Date: 12/19/2020

Circle One:
ASB / General Fund

TAPE RECEIPT

O STAPLES



19201 A Bear Valley Road
 APPLE VALLEY, CA 92308
 (760) 961-6472

QTY SKU PRICE
 * DUPLICATE COPY *

Not Valid for Refund

REWARDS NUMBER 2772083214

5	INSERTABLE TAB DIV		
	372782119034	4.990ea	24.1
	STPLS STAN VIEW BN *		
	18103325295	4.990ea	29.
	YELLOW HAND SANITI		
	14566016237		1
	pon No. 91106		-1
	TAL		54
	Standard Tax 7.7500%		2
			\$5
			6

change

****STAPLES COUPONS REDEEM*****
 Coupon No. 91106 -1.99
 Spend \$30.00, get a Free Mellow
 8oz Hand Sanitizer
 Expiration Date: 12/19/20

* DUPLICATE COPY *
 Not Valid for Refund

TOTAL ITEMS 12

*Item is currently on promotion. Some
 coupons are only valid on regular priced
 items.

VENDOR:
Staples

DATE OF PURCHASE:
12/19/2020

AMOUNT:
\$ 64.52

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:
Accounting
 FIRST APPROVAL

APPROVED
 Encore First Approval - Administration
Kelsey White
 Central Bookkeeping Manager

SECOND APPROVAL

APPROVED
 Encore Final Approval - Board / CEO
Denise Griffin
 Chief Executive Officer

001880

DEPOSIT TICKET

11-4288/1210 6499

DATE 12/14/20

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL		
	DOLLARS	CENTS
CURRENCY		
COINS		
CHECKS LIST EACH SEPARATELY		
1 1076512	1,152	00
2 69111	918	96
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
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31		
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33		
34		
TOTAL BACKSIDE OR ATTACHED LIST		
PLEASE RE-ENTER TOTAL HERE	TOTAL	2070 96

USE OTHER SIDE FOR ADDITIONAL LISTING. PLEASE BE SURE ALL ITEMS ARE PROPERLY ENCOUNTERED.

Wells Fargo Bank
Transaction Receipt

Branch #0008945 14 Deposit

Account Number XXXXXX1118

CHK 00114

Serial #

Number of Checks 2

Check Listings

\$1,152.00

\$918.96

Total Checks Amount ~~\$2,070.96~~

Total Deposit \$2,070.96

Deposit Availability

\$1,318.96 of your deposit is included in your available balance.

\$752.00 will be available on

Tuesday, 12/15/20

Transaction # 020 0022

01:17PM 12/14/20

Deposit Credit Date: 12/14/20

Thank you, NICOLE



\$

2070.96

USE RETURNED SLIP WHEN YOU CHECK FOR AN UNDEPOSITED PAYMENT. CHECKS AND OTHER ITEMS ARE RETURNED TO THE PAYOR. THE DUMP ONLY CHECKS ARE NOT. ALL APPLICABLE COLLECTIONS ARE APPLIED.



EXPENSE

Order# 9824989682

Order placed: December 10, 2020

PRE-APPROVED BY

Name: Denise Griffin

Date: 12/10/2020

Invoice # 272100973

CHARGED on December 11, 2020

Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
2661502	Staples Standard 2" 3-Ring View Binders, Black, 6/Carion (26443CT)	\$29.47	1	-\$4.38	\$25.09
486149	Avery Big Tab Insertable Plastic Dividers with Pockets, 8-Tab, Multicolor (11903)	\$7.23	7	-\$18.29	\$32.32

Method of payment
VISA ending in *7974 - \$61.86

Subtotal: \$80.08
 Discounts: -\$22.67
 Shipping/Fees: \$0.00
 Tax: \$4.45
 Total: \$61.86

Bookkeeping

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull

General Executive Manager

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

001881

ENCORE

Junior & Senior High School for the Arts

EXPENSE

Pre-Approval Stamp
PRE-APPROVED BY

Name: Johnny Griffin

Date: 12-15-20

Circle One:
ASB / General Fund

TAPE RECEI

Dunn-Edwards Paints
 Victorville Store
 12475 Mariposa Rd Ste B
 (760) 246-2442
 ** Cash Take **

STAPLES



ITEM	QTY	PRICE
SSHL10-0-L-5 SPARTASHIELD Ext FL L Base [DE] DE 6364 GRAY WOLF	1	119.69T
PCF-R-L-5 AB 1343 Recovery Fee	1	1.60T
EVSH30-3-U-6 EVERSHIELD Ext ES U Base [DE] DET 401 JAZZ BERRY JAM (A)@	1	162.66T
PCF-R-L-5 AB 1343 Recovery Fee	1	1.60T

Subtotal \$276.55
 Sales Tax \$21.37
 Total \$296.92

Debit Card \$296.92
 Auth Code: 002837
 DEBIT *7120

EMV Data:
 Entry Mode: Chip Read
 App ID (AID): A0000000980840
 App Resp Code: 00
 Term Verif Results: 8080048000
 Trans Status Indicator: 6800
 Issuer App Data (IAD): 06010A03600000
 Mode: ISSUER
 Verification Method: PIN

Change \$0.00

Purchaser: ALICIA ANDERSON
 PON: encore

*** CUSTOMER COPY ***

Location: 005-1-1 Trans: 5374881
 12/20/20 08:15 Cashier: Dan



053-05374881

VENDOR:
Dunn-Edwards Paint

DATE OF PURCHASE:

12-15-20

AMOUNT:

\$ 296.92

REIMBURSE TO / ACCOUNT:

Debit Card

ADMIN APPROVAL ONLY

PURPOSE:

Maintenance

FIRST APPROVAL

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
 Chief Operations Officer

001872



Pre-Approval Stamp
EXPENSE

PRE-APPROVED BY
Name: Johnny Griffin
Date: 12-15-20

Circle One:
ASB / General Fund

PLACE RECEIPTS HERE

TAPE RECEIPT(S) FLAT – DO NOT FOLD RECEIPT(S) AND NO STAPLES

ARCO GASOLINE
ARCO AMPM 42318
18815 MAIN ST
HEPERIA CA
ARCO42318001

DATE 12/15/20 10:02
TRAN# 9064188
PUMP# 06
SERVICE LEVEL: SELF
PRODUCT: REGULAR
GALLONS: 14.554
PRICE/G: \$2.999
FUEL SALE \$43.65
debitfee \$0.35
DEBIT \$44.00

FinalSale Receipt
DEBIT \$44.00
Payment from Primary
Account
*****7120
Auth #: 058762
Odometer:
Resp Code: 000
Stan: 0160584564
Reference:2090
APPNAME US DEBIT
AID : A0000000980840
APP CRYPTOGRAM :
ARQC 9EF5EC4CB97898E
F
ENTRY : Insert
PIN USED

SITE ID: ARCO4231800
1

THANK YOU
THANK YOU
FOR CHOOSING ARCO
COMMENTS?
CALL 1800-322-2726

VENDOR:

ARCO GASOLINE

DATE OF PURCHASE:

12-15-20

AMOUNT:

\$ 44.00

REIMBURSE TO / ACCOUNT:

DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:

Fuel

FIRST APPROVAL

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer

001873

EXPENSE

PRE-APPROVED BY

Name: Denise

Date: 12/11/2020



PURCHASE ORDER/CHECK REQUEST FORM

Date: 12/5/20

Location: HESPERIA/RIVERSIDE

Advisor's Name: Dylan Zamanis

Team/Group/Class Account: Mock Trial

Date Needed By: Prior to Winter Break, 12/11/20 if possible

Item Description: **Must attach invoice & image(s)** _____

Payment for In-N-Out gift cards. Mock Trial has a tradition of getting In-N-Out after each round.
I would like to send one to each student by Mock Trial season's end

By Internet

Website Info: _____

User Name: _____ Password: _____

Invoice/Order Number: _____ Total: \$ _____

By Phone

Contact Name: _____ Contact Phone #: _____

Reference #: _____ Total: \$ _____

By Check

Payable to: _____ Total: \$ 98.00

Give check to the Advisor? Yes/No

Mail check to company? Yes/No

Address: _____

Please attach any other information needed. Please submit to Ms. Joelle Schwarck. Please allow two weeks for processing.

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull

General Executive Manager

OFFICE USE ONLY

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

Approved/Denied

Administrators Signature: Joelle Schwarck

Date: 12/7/20

Denise approved via text 12/7/20

Encore Education Corporation
 Debit Card Account
 16955 Lemon Street
 Hesperia, CA 92345
 760-956-2632

WELLS FARGO BANK NA
 17442 Main St
 Hesperia, CA 92345
 11-4288/1210

6864

12/10/2020

PAY TO THE
 ORDER OF



\$**98.00

Ninety-eight and 00/100

DOLLARS

ENCORE
 JUNIOR/SENIOR
 HIGH SCHOOL



MEMO

Encore Education Corporation
 12/10/2020

6864

Date	Type	Reference	Original Amount	Balance Due	Payment
12/10/2020	Bill		98.00	98.00	98.00
		Check Amount			98.00

ENCORE
 JUNIOR/SENIOR
 HIGH SCHOOL ARTS

Platinum Business C

98.00

Encore Education Corporation
 12/10/2020

6864

Date	Type	Reference	Original Amount	Balance Due	Payment
12/10/2020	Bill		98.00	98.00	98.00
		Check Amount			98.00

PAYMENT
 RECORD

Platinum Business C

98.00



CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

ACTIVATION
CARD A/C NUMBER: *****9133
TRANSACTION AMOUNT: 7.00
CURRENT BALANCE: 7.00

Approval Stamp

EXPENSE
PRE-APPROVED BY
Name: Denise
Date: 12-11-20
Circle One:
ASB / General Fund

TAPE

CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

ACTIVATION
CARD A/C NUMBER: *****7960
TRANSACTION AMOUNT: 7.00
CURRENT BALANCE: 7.00

AND NO STAPLES

VENDOR:

DATE OF PURCHASE:

AMOUNT: Check # 918.00
104.84

REIMBURSE TO / ACCOUNT:

CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

ACTIVATION
CARD A/C NUMBER: *****9056
TRANSACTION AMOUNT: 7.00
CURRENT BALANCE: 7.00

ADMIN APPROVAL ONLY

CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

ACTIVATION
CARD A/C NUMBER: *****3889
TRANSACTION AMOUNT: 7.00
CURRENT BALANCE: 7.00

PURPOSE:

CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

FIRST APPROVAL

ACTIVATION
CARD A/C NUMBER: *****5361
TRANSACTION AMOUNT: 7.00
CURRENT BALANCE: 7.00

APPROVED

Encore First Approval - Administrator

Kelsey White

Central Bookkeeping Manager

CHECK YOUR GIFT CARD BALANCE
ONLINE AT www.in-n-out.com

CHARGE DETAIL

SECOND APPROVAL

SALE
Name: [REDACTED]
Card Type: Visa
Account: ***** [REDACTED]
Auth Code: 054113
Trans #: 6003
Auth Ref: 1022050710
AUTH AMT: \$104.84
AID: A000000031010
TVR: 8000008000
TSI: 6800
App Name: VISA DEBIT
ARQC: C363EF2F260D07B8

pg 2 of 2

APPROVED

Encore Second Approval - Senior Manager

Ashlin Barkdull

General Executive Manager

THANK YOU!

Questions/Comments: Call 800-786-1000



madRooster.com
 FUN NAME ...
 SERIOUS SOLUTIONS

Website

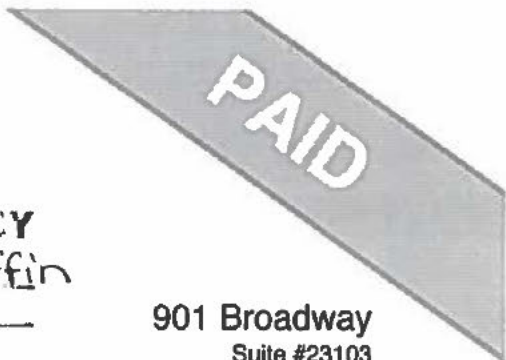
PENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 12-15-20

901 Broadway
 Suite #23103
 Nashville, TN 37203



Invoice #1007123

Invoice Date: 10/31/2020

Due Date: 12/15/2020



APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academics

Description	Total
Domain Renewal - encoresite.com - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$12.49 USD
Domain Renewal - encoresite.net - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$12.49 USD
Domain Renewal - encoresite.org - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$16.49 USD
Sub Total	\$41.47 USD
Credit	\$0.00 USD
Total	\$41.47 USD

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin

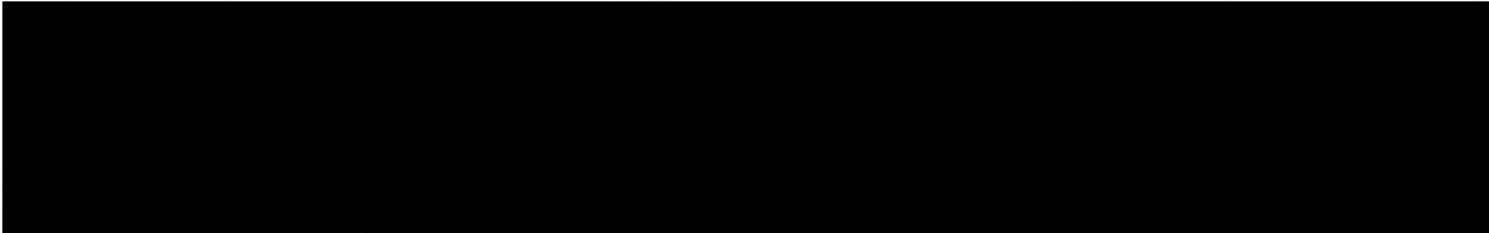
Chief Operations Officer

Transactions

Transaction Date	Gateway	Transaction ID	Amount
12/15/2020	Credit Card		\$41.47 USD
Balance			\$0.00 USD

Custom Ink Orders - Encore Education Corporation

13 messages



Order #	Date	Time	Company	Units	Amount
40561549	5/27/2020	15:03	6/2/2020 15:55 Encore Education Corporation	148	1,026.08
40561361	5/27/2020	15:00	6/1/2020 11:10 Encore Education Corporation	149	2,061.40
40197709	5/13/2020	13:41	5/21/2020 15:07 Encore Education Corporation	160	1,180.36
40197612	5/13/2020	13:39	5/19/2020 8:29 Encore Education Corporation	162	1,478.44

The total due is \$5,746.28. Payments can be sent to:

Custom Ink
PO Box 759439
Baltimore, MD 21275-9439
Attn: Accounts Receivable

Please make checks payable to Custom Ink and reference your invoice numbers when submitting payment. We really appreciate you continuing your relationship with us, and hope that you are staying safe and healthy.

Sincerely,



Director of Accounting
2910 District Avenue
Suite 300
Fairfax, VA 22031
Secret Code: JAR3000

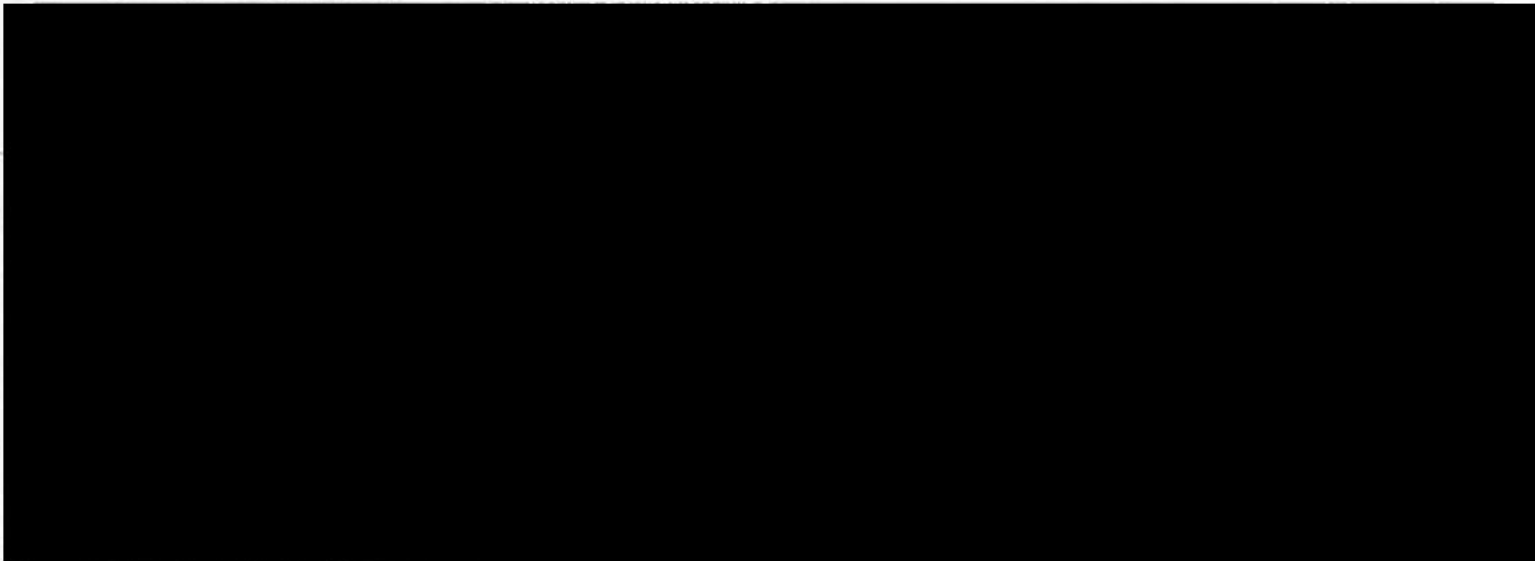
4 attachments

- Custom Ink Order Invoice - Order #40561361.pdf
159K
- Custom Ink Order Invoice - Order #40561549.pdf
158K
- Custom Ink Order Invoice - Order #40197709.pdf
159K
- Custom Ink Order Invoice - Order #40197612.pdf
159K

EXPENSE
PRE-APPROVED BY
Name: Denise
Date: 11-20-20

APPROVED
Encore Second Approval - Senior Management
Ashlin Barkdull
General Executive Manager

APPROVED
Encore First Approval - Administration
Kelsey White
Central Bookkeeping Manager



Encore Education Corporation
Debit Card Account
16955 Lemon Street
Hesperia, CA 92345
760-956-2632

WELLS FARGO BANK, NA
17442 Main St
Hesperia, CA 92345
11-4288/1210

6863

11/20/2020

PAY TO THE ORDER OF Custom Ink

\$**1,478.44

One thousand four hundred seventy-eight and 44/100

DOLLARS

ENCORE JUNIOR/SENIOR HIGH SCHOOL

MEMO

Encore Education Corporation
11/20/2020

Custom Ink

6863

Date
11/20/2020

Type
Bill

Reference

Original Amount
5,746.28

Balance Due
5,746.28

Payment
1,478.44
1,478.44

Check Amount

ENCORE JUNIOR/SENIOR HIGH SCHOOL ARTS

Platinum Business C

1,478.44

Encore Education Corporation
11/20/2020

Custom Ink

6863

Date
11/20/2020

Type
Bill

Reference

Original Amount
5,746.28

Balance Due
5,746.28

Payment
1,478.44
1,478.44

Check Amount

PAYMENT RECORD

Platinum Business C

1,478.44



Pay Pal
Deposit

12/1/20 - 12/31/20

Transaction History - USD

Date	Description	Name \ Email	Gross	Fee	Net
12/4/20	Payment Refund	[REDACTED]	-40.00	0.00	-40.00
12/4/20	PayPal Here Payment	[REDACTED]	150.00	-5.40	144.60
12/14/20	General Payment	[REDACTED]	40.00	-1.46	38.54
12/17/20	General Withdrawal - Bank Account	[REDACTED]	-267.09	0.00	-267.09

To report an unauthorized transaction or other error NOT involving your debit card: call (402-938-3614) or write to us (Attn: Error Resolution Department, P.O. Box 45950, Omaha, NE 68145-0950).

To report an unauthorized transaction or other error concerning your debit card: call (402-938-3614), fax (303-395-2855) or write to us (PayPal Debit Card Department, P.O. Box 45950, Omaha, NE 68145-0950).

To cancel a pre-authorized or recurring payment or determine whether a pre-authorized or recurring transfer has been made: call us at 1-877-896-6383 (please note that only calls pertaining to pre-authorized or recurring payments will be accepted at this number).



Pre-Approval Stamp
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-17-20

Circle One:
ASB / General Fund

PLACE RECEIPTS HERE
TAPE RECEIPT(S) FLAT – DO NOT FOLD RECEIPT(S) AND NO STAPLES

Thu Dec 17 15:02:54 2020


AutoZone 5615
 17115 MAIN ST
 HESPERIA, CA
 (760) 948-1140

#0000168	D 89LL	5.99 P
89LL	ania	
Long L	Bulbs, 2 PK	

SUBTOTAL	5.99
TOTAL TAX @ 7.750%	0.46
SALE TOTAL	6.45
XXXX XXXXX7120 DEBIT	6.45

Data Source: CHIP
 AppName: label: US DEBIT
 AID: A0000980840
 TC (A6): #381380A0F2
 PIN On: Verified

REG #12 CSR #08 RECEIPT #213786
 STR TRANS #700351
 STORE #5615
 DATE 12/17/2020 15:02
 # 0 ITEMS SOLD 1



VENDOR:
Auto Zone

DATE OF PURCHASE:
12-17-20

AMOUNT:
\$ 6.45

REIMBURSE TO / ACCOUNT:
Debit Card

ADMIN APPROVAL ONLY

PURPOSE:
Transportation

FIRST APPROVAL
APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL
APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001874

ENCORE

Junior & Senior High School for the Arts

EXPENSE

PRE-APPROVED BY

Name: Johnny Griffin
Date: 12-17-20

Circle One:
ASB / General Fund

TAPE RECEIP

5) AND NO STAPLES



Costco #1010
14555 Valley Center Dr
Victorville, CA 92392

Member# [REDACTED]
Invoice# 9446
Date: 12/17/20
Time: 17:48
Auth# 764750

DB Acct #
*****7120

Pump	Gallons	Price
3	16.790	\$ 2.799

Product	Amount
Regular	\$ 47.00

Total Sale \$ 47.00

SALE- Chip Read
Approved
TranID# 035203009446

US DEBIT
Payment Network 48
A0000000980840
Verified by PIN
Mode: ISSUER

Thank you
For your purchase of
Kirkland Signature
Fuel
Visit Costco.com
Search: Fuel

VENDOR:

Costco Wholesale

DATE OF PURCHASE:

12-17-20

AMOUNT:

\$47.00

REIMBURSE TO / ACCOUNT:

DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:

Fuel

FIRST APPROVAL

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

SECOND APPROVAL

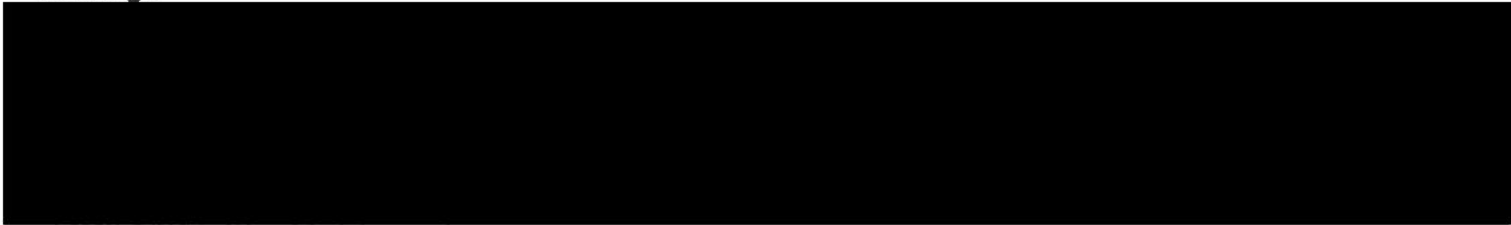
APPROVED

Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer

001875

Fwd: Thanks for your purchase

1 message



From: Adobe <store@adobe.com>
Date: Tue, Dec 17, 2019 at 8:27 AM
Subject: Thanks for your purchase
To: <ceo@officerteam.com>



EXPENSE

PRE-APPROVED BY

Name: Denise
Date: 12-17-20

Software

Thanks for your purchase, Denise.

Click below to download and get started with your new products.

Get started

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
Chief Operations Officer

APPROVED

Encore First Approval - Administration

Julia Dolf
Dean of Academics

Order details

Order number: ADD043661243
Ordered: December 17, 2019



Adobe Export PDF
Annual plan, prepaid

US\$23.88/yr

Subtotal US\$23.88/yr

Tax/VAT 0.00% US\$0.00/yr

TOTAL US\$23.88/yr

001891

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Visit Adobe Account Management to verify or edit any changes to your plans and products, security and privacy settings, or any Adobe communications. [Learn more.](#)

Get answers to your questions

Check out Adobe Forums to meet the experts behind the answers, learn about our products, get inspiration, or pick up new tips and tricks. [Learn more.](#)

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Your subscription begins as soon as your initial payment is processed. You will be charged, in one lump sum, the annual rate stated at the time of purchase, plus applicable taxes. Your subscription will automatically renew on your annual renewal date until you cancel. You authorize us to store your payment method(s) and to automatically charge your payment method(s) every year until you cancel. We will automatically charge you the then-current rate for your plan, plus applicable taxes (such as VAT or GST if the rate does not include it), every year upon renewal until you cancel.

We may change your plan's rate each annual renewal term, and we will notify you of any rate change with the option to cancel. If the applicable VAT or GST rate (or other included tax or duty) changes during your one-year term, we will accordingly adjust the tax-inclusive price for your plan mid-term on your next billing date.

If your primary payment method fails, you authorize us to charge any other payment method in your account. If you have not provided us a backup payment method(s) and you fail to provide payment, or if all payment methods in your account fail, we may suspend your subscription. You can edit your payment information anytime in your Adobe Account page.

For European Economic Area customers, your bank may require you to authenticate your initial purchase using a password, a one-time code sent to your mobile number, or biometric recognition. When you authenticate, you also authorize us to charge your payment method for your additional purchases without providing us further payment information or other instructions (i.e., we will initiate future payments independently). Such additional purchases may occur when we automatically charge your payment method in connection with a recurring subscription or when you add or change licenses or products.

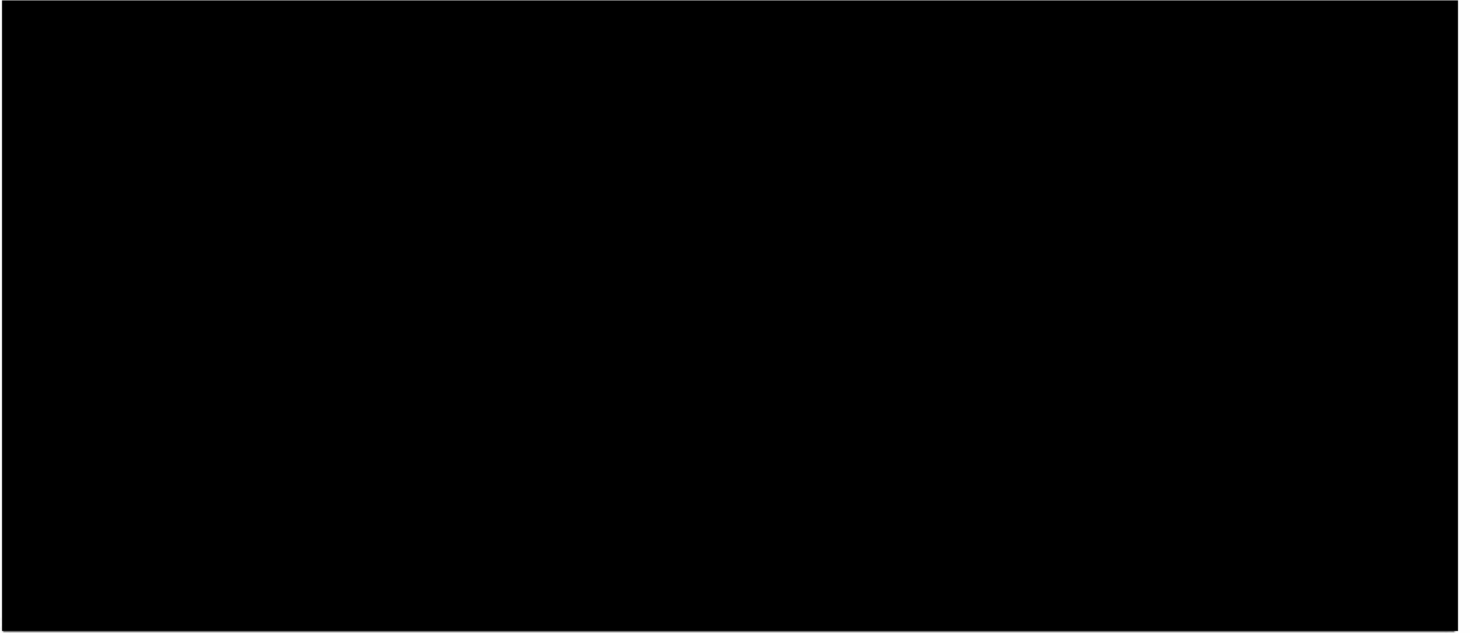
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* Specific countries require cancellations to be made only by contacting Customer Support. See the list of countries here.

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Adobe Inc., 345 Park Ave., San Jose, CA 95110 USA





madRooster.com
 FUN NAME ...
 SERIOUS SOLUTIONS

EXPENSE

PRE-APPROVED BY

Name: Renis
 Date: 12-18-20

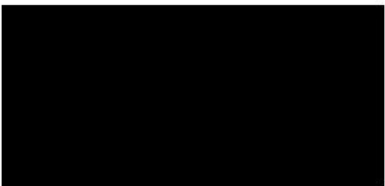
901 Broadway
 Suite #23103
 Nashville, TN 37203



Invoice #1008619

Invoice Date: 11/03/2020

Due Date: 12/18/2020



APPROVED
 Encore First Approval - Administration
Julia Dolf
 Dean of Academics

APPROVED
 Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

Description	Total
Domain Renewal - encorehighschool.com - 1 Year/s (01/17/2021 - 01/16/2022) + DNS Management + Email Forwarding	\$12.49 USD
Sub Total	\$12.49 USD
Credit	\$0.00 USD
Total	\$12.49 USD

Transactions

Transaction Date	Gateway	Transaction ID	Amount
12/18/2020	Credit Card		\$12.49 USD
Balance			\$0.00 USD

PDF Generated on 12/18/2020

*Software
 Website*

001892



EXPENSE

PRE-APPROVED BY

Name: [Signature]
Date: 2/1/2021

Thanks for signing up for Instacart Express

PAYMENT RECEIPT

Payment Date: 12/19/2020
Billed To: jayleen@encorehighschool.com
Amount Received: \$9.99
Credit Card: Ending in 0914

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

If you have any questions, please visit our help center at ht
- The Instacart Team

APPROVED

Encore Second Approval - Senior Management
Ashlin Barkdull
General Executive Manager

001893

R E P R I N T
Encore High School

16955 Lemon St.
Hesperia, CA 92345
(760) 956-2632

Ticket #10125580 User: Ms. Kelsey
Sales: Ms. Kelsey
2/1/21, 10:36 AM

Customer Name: Jayleen Gibson

Item Description	Qty	Price	Total
Return Deposits Bank related	1	9.99	9.99
Return Deposits Bank related	1	9.99	9.99

Subtotal 19.98
Tax 0.00

Total 19.98

Tender: CASH 19.98

Number of line items purchased: 2

Thank you for supporting Encore Jr/Sr High School for the Arts - Hesperia!
*****4-6 weeks to process a refund.
There are no refunds on mealtime or for ticketed events*****



* 2 1 0 2 0 1 1 0 1 2 5 5 8 0 *

Accidental Purchase - Paid back



LearnWorlds (CY) Ltd
 Gladstonos 120
 Foloune Building,
 2nd Floor, B1
 Limassol 3032
 Cyprus

BILLED TO
 Denise Griffin
 Encore Education Corporation
 16955 Lemon Street
 Hesperia, California 92345
 United States
 760-949-2036

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
 Date: 12-19-20

Curriculum

INVOICE

Invoice # 3001-25005
 Invoice Date Dec 19, 2020
 Invoice Amount \$999.00 (USD)

PAID

SUBSCRIPTION
 Billing Period Dec 19, 2020 to Jan 19, 2021
 Next Billing Date Jan 19, 2021
 School URL <https://www.encestudent.com>

DESCRIPTION	AMOUNT (USD)
Enterprise Plan	\$999.00
Total \$999.00	
Payments (\$999.00)	
Amount Due (USD) \$0.00	

PAYMENTS

\$999.00 was paid on 19 Dec, 2020 16:50 UTC by Visa card ending 0914.

NOTES

LearnWorlds (CY) Ltd is incorporated in Cyprus, European Union, with Company registration Number HE380294

APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

APPROVED
 Encore First Approval - Administration
Julia Dolf
 Dean of Academics

001894

WIX DEPOSIT

December 20, 2020 Payout

ARRIVED **\$502.09**

Funds should have arrived in your bank account, though exact timing depends on your bank. Learn more

Summary

Amount	Fees	Net
Credits		
Refunds		
Adjustments ¹		
Reserve Released		
Total		\$502.09

Credits

Refunds

Adjustments ¹

Reserve Released

Total

Transactions

[Download detailed table](#)

Transaction Date	Type	Transaction ID	Amount	Fee	Net
Nov 20, 2020	Reserve Release	fc32c19d-f2f7-49e8-8826-30b7e838f3ff	\$502.09	\$0.00	\$502.09

ENCORE

Junior & Senior High School for the Arts

Pre-Approved **EXPENSE**
PRE-APPROVED BY
 Name: Jonny Griffin
 Date: 12-22-20

Circle One:
ASB / General Fund

HARBOR FREIGHT TOOLS
 Quality Tools at Remarkably Low Prices

TA HESPERIA CA #00006
 11940 HESPERIA RD
 HESPERIA, CA 92345
 Telephone: (760) 949-0558

AND NO STAPLES

SALE

Customer Name: Joe Thibodeaux
 Customer Number: [REDACTED]

63237 GROMMET REPAIR KIT \$4.49
 69526 BRUSH SET DETAIL 6PK \$2.46

Subtotal \$6.95
 Sales Tax 7.750% \$0.54
Total \$7.49

Debit \$7.49
 Card No. XXXXXXXXXXXX7120
 Auth. No. 000759
 US DEBIT
 Chip Read
 Verified By PIN
 Mode: Issuer
 AID: A0000000980840
 TVR: 8080048000
 IAD: 06010A03608000
 TSI: 6800
 ARC: 00

Please Retain for Your Records

Store: 00006 Reg: 01 Tran: 850078
 Date: 12/22/2020 1:19:34 PM Assoc: XXXXXX
 Ticket: 01850078

Item(s) Sold: 2
 Item(s) Returned: 0

Joanna served you today.
 Thank you for shopping at
 HESPERIA CA #00006

Proof of Purchase Required for Returns/
 Exchanges Within 90 Days of Purchase

VENDOR:
HARBOR FREIGHT TOOLS

DATE OF PURCHASE:
12-22-20

AMOUNT:
\$7.49

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Maintenance

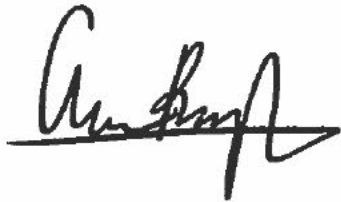
FIRST APPROVAL

APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001876



EXPENSE

PRE-APPROVED BY

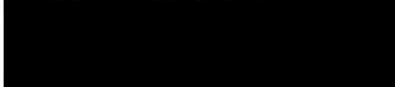
Name: Denise via Text

Date: 12/18/20

INVOICE

525

Alissa Roseborough



Date: Dec 7, 2020

Payment Terms: Check made payable to
Alissa Roseborough

Due Date: Dec 31, 2020

Bill To:

Encore Education Corporation

Balance Due: \$3,816.25

Item	Quantity	Rate	Amount
Senior Portrait Photography Service -day 1	1	\$600.00	\$600.00
Senior Portrait Photography Service -day 2	1	\$725.00	\$725.00
Senior Portrait Photography Service -day 3	1	\$675.00	\$675.00
Senior Portrait Photography Service -day 4	1	\$750.00	\$750.00
Senior Portrait Photography Service -day 5	1	\$800.00	\$800.00

Subtotal: \$3,550.00

Tax (7.5%): \$266.25

Total: \$3,816.25

Notes:

The subtotal represents travel, setup of equipment and the time and talent of the photographer. Images will be delivered via internet proofing gallery to each student where full resolution digital files can be downloaded. An entire gallery will be sent to school for direct download of all students.

Terms:

Payment should be received on or before the due date stated on this invoice.

APPROVED

Encore First Approval - Administration

Kiara Sampson

Associated Student Body Manager

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull

General Executive Manager

001860

Encore Education Corporation

Debit Card Account
16955 Lemon Street
Hesperia, CA 92345
760-956-2632

WELLS FARGO BANK, NA
17442 Main St
Hesperia, CA 92345
11-4288/1210

6865

12/18/2020

PAY TO THE
ORDER OF

Alissa Roseborough

\$**3,816.25

Three thousand eight hundred sixteen and 25/100

DOLLARS

ENCORE JUNIOR SENIOR HIGH SCHOOL



MEMO



Encore Education Corporation
12/18/2020

Alissa Roseborough

6865

Date
12/18/2020

Type
Bill

Reference

Original Amount
3,816.25

Balance Due
3,816.25

Payment
3,816.25
3,816.25

Check Amount

ENCORE JUNIOR SENIOR HIGH SCHOOL ARTS

Platinum Business C

3,816.25

Encore Education Corporation
12/18/2020

Alissa Roseborough

6865

Date
12/18/2020

Type
Bill

Reference

Original Amount
3,816.25

Balance Due
3,816.25

Payment
3,816.25
3,816.25

Check Amount

PAYMENT RECORD



Platinum Business C

3,816.25

BANK CHARGE FORM

Date: 12/31/20
Bank Charge: 40.00
Reason: Monthly Service Fee
Completed by: Kelsey White

Reviewed by:		
FIRST APPROVAL:	SECOND APPROVAL:	
<p>APPROVED Encore First Approval - Administration Joseph Thibodeaux Student Services Manager <i>JK</i></p>	<p>APPROVED Encore Second Approval - Senior Management Ashlin Barkdull General Executive Manager</p>	

Scanned by:	
Submission Date:	

MONTHLY CHECKING REPORT

- **BANK STATEMENT**
- The activity placed behind the bank statement is chronological based on bank statement activity. Each transaction is serialized for easy tracking.
- Credit card charges from WEPAY, WIX, Deposits, and Bank Fees do not require approvals.
- All other activities should be approved as follows:
 - **PREAPPROVAL:** Pre-Approval Stamp, Approved Check Request, OR Approved Pre-Approval Form. (Expenses under \$1,000 can be made by any level manager. Pre-Approved Single expenses under \$9,999 under can be approved by anyone with a Second Level Approval Status, Executive Level.)
 - **FIRST APPROVAL:** Any level manager can make the first approval.
 - **SECOND APPROVAL:** Second or third level manager can make the second approval. The first and second approval cannot be the same person.
 - **THIRD APPROVAL:** Is required for any purchase or expense over \$5,000. Third approval can be given by the CEO or the School Board. For single expenses over \$15,000 Board approval is required.
- **Missing Documentation:** When any expense is missing the appropriate backup, the staff member that incurred the expense is required to fill out a lost receipt form. If the staff member has a consistent loss of receipts, discipline will begin.

DEBIT CARD USAGE REPORTS BY CARD NUMBER

The student services debit account is used for on campus purchases where other means of purchasing (invoice, check, etc.) is not feasible. Each debit card is reconciled monthly by the assigned user of the debit card. It is important to note that other people might use the debit cards contained in these reports, but it is the responsibility of the assigned card holder to reconcile the card every month. The following reports outline each individual card.

Each card report will have the following information:

The reconciliation report compiled using the bank statement

Receipts / backup documentation for each debit or credit (chronologically)

Name: Denise Griffin		Credit Card: 0914	
Reconciliation Month: December 2020			
Date	Vendor	Purpose	Amount
12/1/2020	Wix.com	ADVERTISING	23.00
12/1/20	Facebook	ADVERTISING	5.64
12/2/20	Google Ads	ADVERTISING	40.56
12/3/20	Box Inc.	CALPADS	15.00
12/7/20	Adobe Inc.	SOFTWARE	14.99
12/7/20	Wix.com	ADVERTISING	59.00
12/10/20	QuickBooks	BOOKKEEPING	25.00
12/16/20	Madrooster.com	WEBSITE	41.47
12/21/20	Adobe	SOFTWARE	23.88
12/21/20	Madrooster.com	WEBSITE	12.49
12/21/20	Instacart Subscription	REFUND CHARGE	9.99
12/21/20	Learnworlds	CURRICULUM	999.00



Wix.com LTD
 40 Namal Tel Aviv, 6350671
 Israel

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
 Date: Nov 30 2020

Issued to:
 Denise Griffin
 16955 Lemon Street Hesperia
 US-CA United States
 Encore Education Corporation

Invoice #816262171 | Nov 30, 2020 | Paid

Description	Site	Billing Period	Quantity	Amount
Premium Plan Unlimited	Mysite 6	Monthly Nov 30, 2020 - Dec 30, 2020	1	\$23.00

Payment Method: Visa **** 0914

Subtotal \$23.00

Total \$23.00

WEBSITE
ADVERTISING

APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager *[Signature]*

APPROVED
 Encore First Approval - Administration
Julia Dolf
 Dean of Academic

001883

Receipt for Denise Griffin



EXPENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 11-30-20



Invoice/Payment Date
Nov 30, 2020, 2:14 PM

Payment Method
Visa*0914
Reference Number: DGQXRNVX2



Product Type
Facebook

Paid

\$5.64 USD

Remaining ad costs at the end of the month.

Campaigns

[10/15/2020] Promoting www.hallofreak.com

From Oct 30, 2020, 12:00 AM to Oct 31, 2020, 11:59 PM

\$5.64

[10/15/2020] Promoting www.hallofreak.com

1,033 Impressions

\$5.64

ADVERTISING

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager *JTA*

APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academics

001885



EXPENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 12-1-20

Payment Receipt

Google LLC 1600 Amphitheatre Pkwy Mountain View, CA 94043 United States



Encore Education Corporation Denise Griffin HESPERIA, CA 92345 United States

Payment date

Dec 1, 2020



Payment method

Visa ****0914



Description

Payment amount \$40.56

ADVERTISING

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager *JTK*

APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academic

001884



INVOICE

INV08489541
PO Number:

Sold To:
dg@officerteam.com
Denise Griffin

Account Number: [REDACTED]
Invoice Number: INV08489541
PO Number:

Bill To:
dg@officerteam.com
Denise Griffin
16955 Lemon Street

EXPENSE
PRE-APPROVED BY
Name: CONTRACT
Date: _____

Invoice Date: 12/02/2020
Payment Due By: 12/02/2020
Payment Terms: Due Upon Receipt
Payment Method: CreditCard

Hesperia California 92345
United States

CALPADS

Service	Unit Price	Quantity	Subtotal	Tax	TOTAL
Starter Licenses <i>Service Period: 12/02/2020-01/01/2021</i>	\$5.00	3	\$15.00	\$0.00	\$15.00
				Invoice Subtotal:	\$15.00
				Tax:	\$0.00
				Total:	\$15.00
				Balance Due:	\$0.00
				Currency:	USD

Payments and Adjustments				
Transaction Date	Transaction Number	Transaction Type	Notes	Applied Amount
12/02/2020	P-09586424	Payment		(\$15.00)
			Balance Due:	\$0.00

Please note that failure to pay this invoice by the due date provided may result in suspension of services and the accrual of a late fee as outlined in the Box Service Agreement.

Payments remitted without reference to relevant invoice number(s) will not be processed and will be returned.

Need to Update your Credit Card?
Submit new billing information securely
online at: <https://www.box.com/update>
(be sure to login as the Box administrator)

Account Number: [REDACTED]
Invoice Date: 12/02/2020
Invoice Number: INV08489541
Payment Due Date: 12/02/2020
Total Amount Due: \$0.00
Amount Enclosed: _____

APPROVED

Encore First Approval - Administration
Julia Dolf
Dean of Academic

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

Copy of our W-9: billing.app.box.com/W-9

001886

General billing inquiries: <https://community.box.com/>
For additional billing assistance or to pay by credit card, submit a case by visiting:
<https://cloud.box.com/SubmitCase> or call us at:
1-877-729-4269

Fwd: Thanks for your trial order

1 message

----- Forwarded message -----
From: **Adobe** <store@adobe.com>
Date: Thu, Nov 26, 2020 at 9:15 AM
Subject: Thanks for your trial order
To: <dg@officerteam.com>



Denise, welcome to your trial of Acrobat Pro DC!

After the trial ends on December 2, 2020, you will be charged US\$14.99 (plus tax) monthly. At the end of your one-year term, your subscription will automatically renew monthly until you cancel (price subject to change). Cancel before your trial ends and you won't be charged. No annual commitment required after the first year. Cancel anytime via Adobe Account or Customer Support.

As a reminder, your Adobe ID is dg@officerteam.com. Use it to access all your Adobe products and services.

[Get started](#)



If you have any questions, we're here for you.

Contact Adobe Customer Support to chat with a representative.

EXPENSE

PRE-APPROVED BY

Name: Denise

Date: _____

Your 7-day free trial



Recurring billing starts only after your 7-day free trial ends.



Cancel your annual subscription before Dec 17 to get a full refund and avoid a fee. [Learn more.](#)

Trial details

SOFTWARE

Order number: ADD056367357

Ordered: November 26, 2020



Acrobat Pro DC
Annual plan, paid monthly

US\$14.99/mo

Subtotal

US\$14.99/mo

Tax/VAT 0.00%

US\$0.00/mo

STARTING DEC 03

US\$14.99/mo



Cancellation details

Cancel your annual subscription before Dec 17 to get a full refund and avoid a fee. You can cancel your subscription anytime via your Adobe Account page or by contacting Customer Support.

[Learn more](#)

APPROVED

Encore First Approval - Administration

Julia Dolf

Dean of Academics

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager *JT*



001887

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Get answers to your questions

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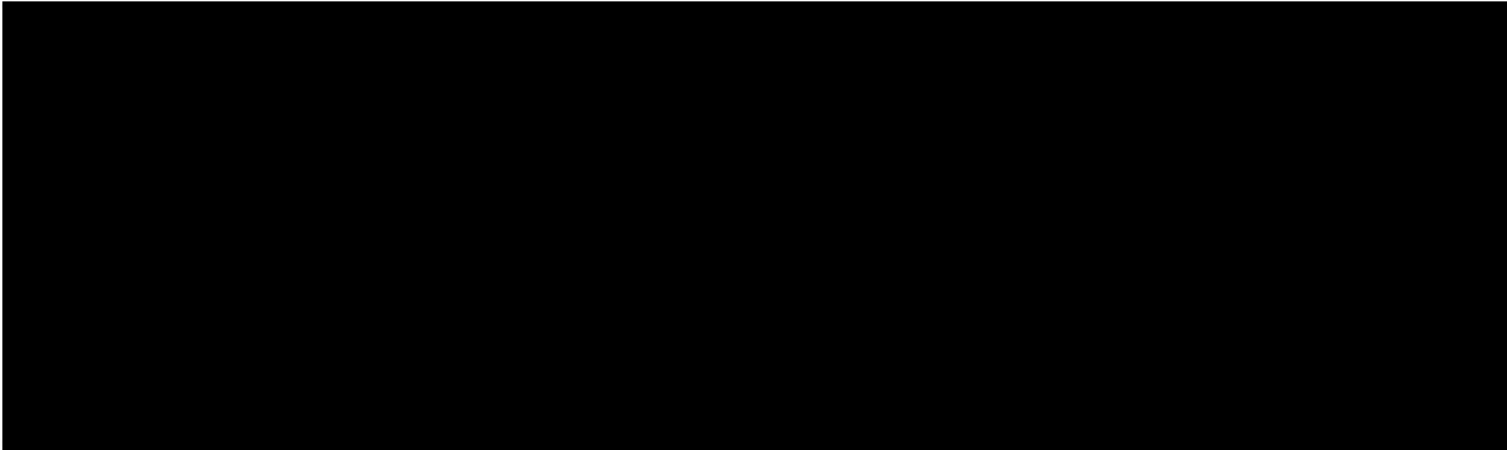
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Adobe, 345 Park Avenue, San Jose, CA 95110 USA





Wix.com LTD
40 Namal Tel Aviv, 6350671
Israel

EXPENSE

PRE-APPROVED BY

Name: Denise
Date: _____

Issued to:
Denise Griffin
16955 Lemon Street Hesperia
US-CA United States
Encore Education Corporation

Advertising

Invoice #819556431 | Dec 4, 2020 | Paid

Description	Site	Billing Period	Quantity	Amount
Ascend Ascend Unlimited	encorehighschool.com	Monthly Dec 4, 2020 - Jan 4, 2021	1	\$59.00

Payment Method: Visa **** 0914

Subtotal \$59.00

Total \$59.00

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
Chief Operations Officer

APPROVED

Encore First Approval - Administration

Julia Dolf
Dean of Academics

001888



EXPENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 12-9-20

Bookkeeping

Payment success

Denise Griffin, thank you for your payment.

Invoice number:
1000176676023
Invoice date: 12/09/2020
Total: \$25.00
Payment method: VISA ending in 0914

Sign in to QuickBooks where you can see your billing history and view, save, and print your invoice.

[View billing history](#)

Account details

Billed to: Encore ASB
Company ID ending: 1556
Items on this invoice: QuickBooks Online Simple Start

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice

APPROVED
Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer

APPROVED
Encore First Approval - Administration
Julia Dolf
Dean of Academics

001889



madRooster.com
 FUN NAME ...
 SERIOUS SOLUTIONS

Website

PENSE

PRE-APPROVED BY

Name: Denise Griffin

Date: 12-15-20

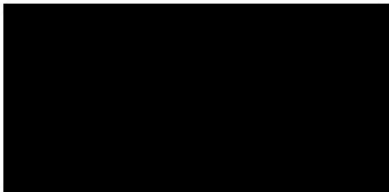
PAID

901 Broadway
 Suite #23103
 Nashville, TN 37203

Invoice #1007123

Invoice Date: 10/31/2020

Due Date: 12/15/2020



APPROVED
 Encore First Approval - Administration
Julia Dolf
 Dean of Academics

Description	Total
Domain Renewal - encoresite.com - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$12.49 USD
Domain Renewal - encoresite.net - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$12.49 USD
Domain Renewal - encoresite.org - 1 Year/s (01/14/2021 - 01/13/2022) + DNS Management + Email Forwarding	\$16.49 USD
Sub Total	\$41.47 USD
Credit	\$0.00 USD
Total	\$41.47 USD

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
 Chief Operations Officer

Transactions

Transaction Date	Gateway	Transaction ID	Amount
12/15/2020	Credit Card	23079950U79160205	\$41.47 USD
Balance			\$0.00 USD

Fwd: Thanks for your purchase

From: Adobe <store@adobe.com>
Date: Tue, Dec 17, 2019 at 8:27 AM
Subject: Thanks for your purchase
To: <ceo@officerteam.com>



EXPENSE

PRE-APPROVED BY

Name: Denise
Date: 12-17-20

Software

Thanks for your purchase, Denise.

Click below to download and get started with your new products.

Get started

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
Chief Operations Officer

APPROVED

Encore First Approval - Administration

Julia Dolf
Dean of Academics

Order details

Order number: ADD043661243
Ordered: December 17, 2019



Adobe Export PDF
Annual plan, prepaid

US\$23.88/yr

Subtotal	US\$23.88/yr
Tax/VAT 0.00%	US\$0.00/yr
TOTAL	US\$23.88/yr

001891

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We may change your plan's rate each annual renewal term, and we will notify you of any rate change with the option to cancel. If the applicable VAT or GST rate (or other included tax or duty) changes during your one-year term, we will accordingly adjust the tax-inclusive price for your plan mid-term on your next billing date.

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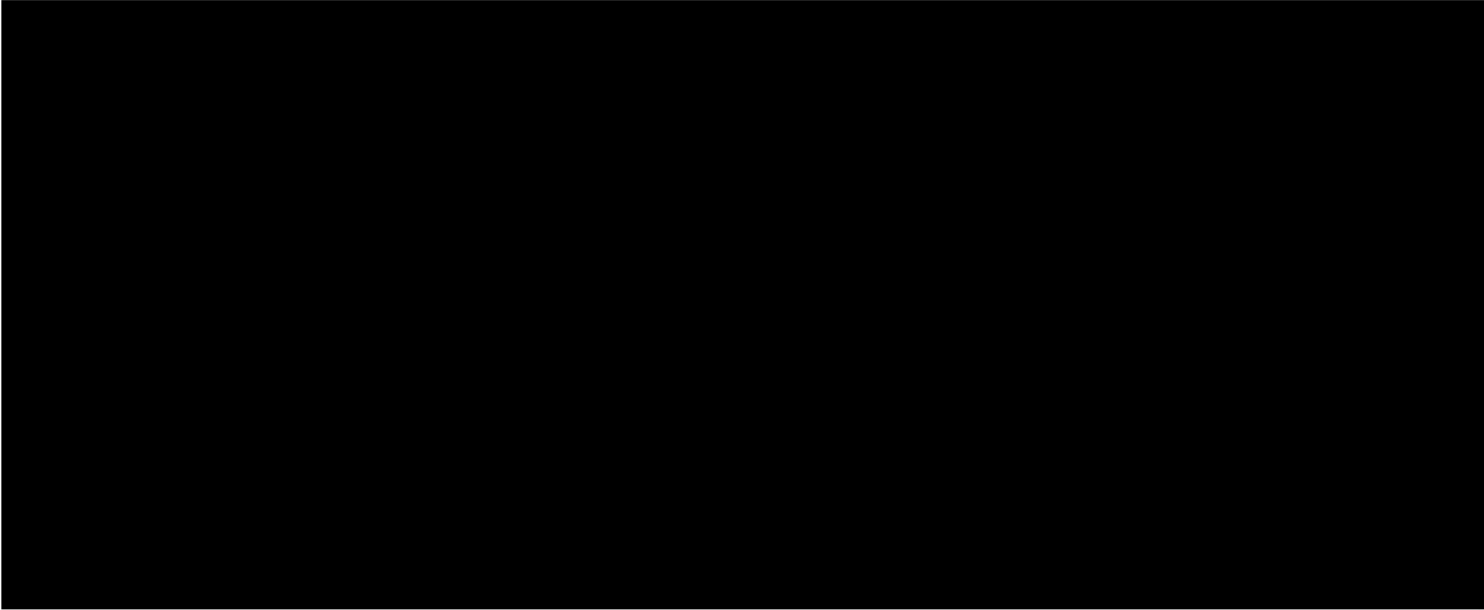
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EXPENSE

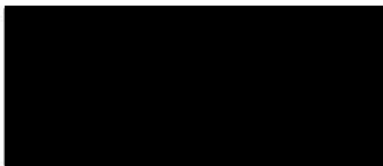
PRE-APPROVED BY

Name: Nemo
 Date: 12-18-20

901 Broadway
 Suite #23103
 Nashville, TN 37203

Invoice #1008619

Invoice Date: 11/03/2020
 Due Date: 12/18/2020



APPROVED
 Encore First Approval - Administration
Julia Dolf
 Dean of Academics

APPROVED
 Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

Description	Total
Domain Renewal - encorehighschool.com - 1 Year/s (01/17/2021 - 01/16/2022) + DNS Management + Email Forwarding	\$12.49 USD
Sub Total	\$12.49 USD
Credit	\$0.00 USD
Total	\$12.49 USD

Transactions

Transaction Date	Gateway	Transaction ID	Amount
12/18/2020	Credit Card	12F712722E131382E	\$12.49 USD
	Balance		\$0.00 USD

PDF Generated on 12/18/2020

Software

001892



EXPENSE

PRE-APPROVED BY

Thanks for signing up for Instacart Express
Name: _____
Date: 2/11/2021

PAYMENT RECEIPT

Payment Date: 12/19/2020
Billed To: jayleen@encorehighschool.com
Amount Received: \$9.99
Credit Card: Ending in 0914

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

If you have any questions, please visit our help center at ht
- The Instacart Team

APPROVED

Encore Second Approval - Senior Management
Ashlin Barkdull
General Executive Manager

001893

R E P R I N T
Encore High School

16955 Lemon St.
Hesperia, CA 92345
(760) 956-2632

Ticket #10125580 User: Ms. Kelsey
Sales: Ms. Kelsey
2/1/21, 10:36 AM

Customer Name: Jayleen Gibson

Item Description	Qty	Price	Total
Return Deposits Bank related	1	9.99	9.99
Return Deposits Bank related	1	9.99	9.99
Subtotal			19.98
Tax			0.00
Total			19.98
Tender: CASH			19.98

Number of line items purchased: 2

Thank you for supporting Encore Jr/Sr High School for the Arts - Hesperia!
*****4-6 weeks to process a refund.
There are no refunds on mealtime or for ticketed events*****



* 2 1 0 2 0 1 1 0 1 2 5 5 8 0 *

Accidental charges - Paid back



LearnWorlds (CY) Ltd
 Gladstonos 120
 Foloune Building,
 2nd Floor, B1
 Limassol 3032
 Cyprus

BILLED TO
 Denise Griffin
 Encore Education Corporation
 16955 Lemon Street
 Hesperia, California 92345
 United States
 760-949-2036

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
 Date: 12-19-20

Curriculum

INVOICE

Invoice # 3001-25005
 Invoice Date Dec 19, 2020
 Invoice Amount \$999.00 (USD)

PAID

SUBSCRIPTION

Billing Period Dec 19, 2020 to Jan 19, 2021
 Next Billing Date Jan 19, 2021
 School URL <https://www.encorestudent.com>

DESCRIPTION	AMOUNT (USD)
Enterprise Plan	\$999.00
Total	\$999.00
Payments	(\$999.00)
Amount Due (USD)	\$0.00

PAYMENTS

\$999.00 was paid on 19 Dec, 2020 16:50 UTC by Visa card ending 0914.

NOTES

LearnWorlds (CY) Ltd is incorporated in Cyprus, European Union, with Company registration Number HE380294

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin
 Chief Operations Officer

APPROVED

Encore First Approval - Administration

Julia Dolf
 Dean of Academics

001894

ENCORE

Junior & Senior High School for the Arts

EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-4-20

Circle One:
ASB / General Fund

TAPE RECEIP

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AND NO STAPLES

Costco #1010
 14555 Valley Center Dr
 Victorville, CA 92392

Member# [REDACTED]
 Invoice# 7928
 Date: 12/04/20
 Time: 16:34
 Auth# 383365

DB Acct #
 *****120

Pump	Gallons	Price
7	16.078	\$ 2.799

Product	Amount
Regular	\$ 45.00

Car Wash	\$ 6.99
Total Sale	\$ 51.99

SALE- Chip Read
 Approved
 TranID# 033907007920

US DEBIT
 Payment Network 48
 8000000980840
 Verified by PIN
 Mode: ISSUER

Thank you
 For your purchase of
 Kirkland Signature
 Fuel
 Visit Costco.com
 Search: Fuel

VENDOR:
COSTCO WHOLESALE

DATE OF PURCHASE:
12-04-20

AMOUNT:
\$51.99

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Fuel

FIRST APPROVAL
APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL
APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

698100



Pre-Approved Expense
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-8-20

Circle One:
ASB / General Fund

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TAPE RECEIPT(S) FLAT - DO NOT FOLD RECEIPT(S) AND NO STAPLES

H1 DESERT FASTENERS
 11286 I AVENUE
 HESPERIA, CA 92345
 760-949-1919

R E C E I P T
 CUSTOMER COPY

PRINTED: 12/08/20 08:28
 12/08/20 08:27 POS STATION 01
 INVOICE NO. 154330
 CLERK: RYAN

102185 FENDERWASHER 1/4X1-1/4 ZP
 100 @ 0.060 6.00 T
 REGULAR 0.080

TOTAL ORDERED : 100
 TOTAL TAKEN : 100

SUB TOTAL 6.00
 SALES TAX 0.47
 PURCHASE TOTAL 6.47

LESS VISA 6.47

 DEBIT CD : Unknown
 CC NUMBER: XXXXXXXXXXXXX7120 EXP: XX/XX
 AUTH: 085206 AMOUNT: \$6.47

 REGULAR PRICE 8.00
 YOUR PRICE 6.00

YOUR SAVINGS 2.00
 THAT'S A 25.0% SAVINGS

 THANK YOU FOR YOUR BUSINESS

VENDOR:
H1 DESERT FASTENER

DATE OF PURCHASE:
12-08-20

AMOUNT:
\$ 6.47

REIMBURSE TO / ACCOUNT:
Debit Card

ADMIN APPROVAL ONLY

PURPOSE:
Maintenance

FIRST APPROVAL
APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL
APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001870



Pre-Approval Stamp
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-9-20

Circle One:
ASB / General Fund

PLACE RECEIPTS HERE

TAPE RE **NO STAPLES**

SHOP N 60
 7799145364001
 11254
 HESPERIA CA
 92345
 12/09/2020 36030/587
 11:10:53 AM

XXXXXXXXXXXX 1234
 Debit
 INVOICE 0796.25
 AUTH 683732

*** REPRINT *** REPRINT *** REPRINT ***
 PUMP# 3
 Regular CR 29.230G
 PRICE/GAL \$3.079

FUEL TOTAL \$ 90.00
 *** REPRINT *** REPRINT *** REPRINT ***

DEBIT \$ 90.00

 Customer-activated Purchase/Capture
 Site #: 000000009923392
 Shift Number 1
 Sequence Number 25201
 Swiped
 APPROVED 683732

Tell us about
 your visit ! Visit
 www.myexxonmobil
 visit.com

VENDOR:
SHOP N 60 Mobil

DATE OF PURCHASE:
12-09-20

AMOUNT:
\$ 90.00

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Fuel

FIRST APPROVAL

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001871

ENCORE

Junior & Senior High School for the Arts

EXPENSE

Pre-Approval Stamp
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-15-20

Circle One:
ASB / General Fund

TAPE RECEI

Dunn-Edwards Paints
 Victorville Store
 12475 Mariposa Rd Ste B
 (760) 245-2442
 ** Cash Take **

STAPLES

VENDOR:
Dunn-Edwards Paint

DATE OF PURCHASE:
12-15-20

AMOUNT:
\$ 296.92

REIMBURSE TO / ACCOUNT:
Debit Card

ADMIN APPROVAL ONLY

PURPOSE:
Maintenance

FIRST APPROVAL

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

ITEM	QTY	PRICE
SSHL10-0-L-5 SPARTASHIELD Ext FL L Base [DE] DE 6354 GRAY WOLF	1	119.69T
PCF-R-L-5 AB 1343 Recovery Fee	1	1.60T
EVSH30-3-U-5 EVERSHIELD Ext ES U Base [DE] DET 401 JAZZ BERRY JAM (A)E	1	162.66T
PCF-R-L-5 AB 1343 Recovery Fee	1	1.60T

Subtotal \$276.55
 Sales Tax \$21.37
 Total \$296.92

Debit Card \$296.92
 Auth Code: 002837
 DEBIT *7120

EMV Data:
 Entry Mode: Chip Read
 App ID (AID): A0000000980840
 App Resp Code: 00
 Term Verif Results: 8080048000
 Trans Status Indicator: 6800
 Issuer App Data (IAD): 06010A03600000
 Mode: ISSUER
 Verification Method: PIN

Change \$0 00

Purchaser: ALICIA ANDERSON
 PO#: encore

*** CUSTOMER COPY ***

Transaction: 053 1-1 Trans#: 1374761
 01/02/2020 08:15 Cashier: Dan



053-05374881

001872



Junior & Senior High School for the Arts

Pre-Approval Stamp
EXPENSE
PRE-APPROVED BY
Name: Johnny Griffin
Date: 12-15-20

Circle One:
ASB / General Fund

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TAPE RECEIPT(S) FLAT – DO NOT FOLD RECEIPT(S) AND NO STAPLES

ARCO GASOLINE
ARCO ARPM 42318
16815 MAIN ST
HEPERIA CA
ARCO42318001

DATE 12/15/20 10:02
TRAN# 9064188
PUMP# 06
SERVICE LEVEL: SELF
PRODUCT: REGULAR
GALLONS: 14.554
PRICE/G: \$2.999
FUEL SALE \$43.65
debitfee \$0.35
DEBIT \$44.00

FinalSale Receipt
DEBIT \$44.00
Payment from Primary
Account
*****7120
Auth #: 058762
Odometer:
Resp Code: 000
Stan: 0160584564
Reference:2090
APPNAME US DEBIT
AID : A0000000980640
APP CRYPTOGRAM :
AROC 9EF5EC4CB97B98E
F
ENTRY : Insert
PIN USED

SITE ID: ARCO4231800
1

THANK YOU
THANK YOU
FOR CHOOSING ARCO
COMMENTS?
CALL 1800-322-2726

VENDOR:
ARCO GASOLINE

DATE OF PURCHASE:
12-15-20

AMOUNT:
\$ 44.00

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Fuel

FIRST APPROVAL

APPROVED
Encore First Approval - Administration
Joseph Thibodeaux
Student Services Manager

SECOND APPROVAL

APPROVED
Encore Second Approval - Senior Management
Johnny Griffin
Chief Operations Officer

001873



Pre-Approval Stamp
EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-17-20

Circle One:
ASB / General Fund

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Thu Dec 7 15:02:54 2020

AutoZone 5615
 17115 MAIN ST
 HESPERIA, CA
 (760) 948-1140

#0000168	0 89LL	5.99 P
89LL	Long Life Bulbs, 2 PK	
	SUBTOTAL	5.99
	TOTAL TAX @ 7.750%	0.46
	SALE TOTAL	6.45
XXXX	XXXXXX7120 DEBIT	6.45

Data Source: CHIP
 AppName: label: US DEBIT
 AID: A0000980840
 TC: A610A381380A0F2
 PIN: Verified

REG #12 CSR #08 RECEIPT #213786
 STR. TRANS #700351
 STORE #5615
 DATE 12/17/2020 15:02
 # OF ITEMS SOLD 1



VENDOR:
Auto Zone

DATE OF PURCHASE:
12-17-20

AMOUNT:
\$ 6.45

REIMBURSE TO / ACCOUNT:
Debit Card

ADMIN APPROVAL ONLY

PURPOSE:
Transportation

FIRST APPROVAL
APPROVED
 Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL
APPROVED
 Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001874

ENCORE

Junior & Senior High School for the Arts

EXPENSE
PRE-APPROVED BY
 Name: Johnny Griffin
 Date: 12-17-20

Circle One:
ASB / General Fund

TAPE RECEIP

5) AND NO STAPLES



Costco #1010
 14555 Valley Center Dr
 Victorville, CA 92392

Member# [REDACTED]
 Invoice# 9446
 Date: 12/17/20
 Time: 17:48
 Auth# 764750

DB Acct #
 *****7120

Pump	Gallons	Price
3	16.790	\$ 2.799

Product	Amount
Regular	\$ 47.00

Total Sale \$ 47.00

SALE- Chip Read
 Approved
 TranID# 035203009446

US DEBIT
 Payment Network 48
 A0000000980840
 Verified by PIN
 Mode: ISSUER

Thank you
 For your purchase of
 Kirkland Signature
 Fuel
 Visit Costco.com
 Search: Fuel

VENDOR:
Costco Wholesale

DATE OF PURCHASE:
12-17-20

AMOUNT:
\$47.00

REIMBURSE TO / ACCOUNT:
DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:
Fuel

FIRST APPROVAL

APPROVED

Encore First Approval - Administration
Joseph Thibodeaux
 Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management
Johnny Griffin
 Chief Operations Officer

001875



Pre-APPROVED BY

PRE-APPROVED BY

Name: Johnny Griffin

Date: 12-22-20

Circle One:
ASB / General Fund

HARBOR FREIGHT TOOLS

HESPERIA CA #00006
11940 HESPERIA RD
HESPERIA, CA 92345
Telephone: (760) 949-0558

AND NO STAPLES

TA

VENDOR:

HARBOR FREIGHT TOOLS

DATE OF PURCHASE:

12-22-20

AMOUNT:

\$7.49

REIMBURSE TO / ACCOUNT:

DEBIT CARD

ADMIN APPROVAL ONLY

PURPOSE:

Maintenance

FIRST APPROVAL

APPROVED

Encore First Approval - Administration

Joseph Thibodeaux

Student Services Manager

SECOND APPROVAL

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin

Chief Operations Officer

001876

SALE

Customer Name: Joe Thibodeaux
Customer Number: [REDACTED]

63237 GROMMET REPAIR KIT \$4.49
69526 BRUSH SET DETAIL 6PK \$2.46

Subtotal \$6.95
Sales Tax 7.750% \$0.54
Total \$7.49

Debit \$7.49

Card No. XXXXXXXXXXXXX7120
Auth. No. 000759
US DEBIT
Chip Read
Verified By PIN
Mode: Issuer
AID: A0000000980840
TVR: 8080048000
IAD: 06010A0360B000
TSI: 6800
ARC: 00

Please Retain for Your Records

Store: 00006 Reg: 01 Tran: 850078
Date: 12/22/2020 1:19:34 PM Assoc: XXXXXX
Ticket: 01850078

Item(s) Sold: 2
Item(s) Returned: 0

Joanna served you today.
Thank you for shopping at
HESPERIA CA #00006

Proof of Purchase Required for Returns/
Exchanges Within 90 Days of Purchase.



Payment Receipt
for December 1, 2020

Encore Education Corporation
Attn.: Ashlin Barkdull
16955 Lemon Street
Hesperia, CA 92345
US
760-605-3343

EXPENSE
PRE-APPROVED BY
Name: Denise Griffin
Date: Continous

Today's Date: December 1, 2020
Payment Date: December 1, 2020
Payment Method: Visa (last 4 digits: 7974)
User Name: ceo@officerteam.com

Thank you for your payment!

Description	Amount Paid
Payment - Credit Card - 7974	\$125.00

Amounts shown may reflect sales tax which is applicable in certain areas.

Note you can continue to view payment receipts online. Log into your Constant Contact account, click the My Account link in the upper right hand corner of the Home page, and choose the View Payment Receipts option.

You may also use the Opt In/Out of Payment Receipt E-Mails link on the My Account page to opt out of receiving payment receipt emails in the future.

We appreciate your business.
Best Regards,
Constant Contact Billing
1601 Trapelo Road, Suite 329 - Waltham, MA 02451

Questions? Please give us a call!
US / Canada Toll Free: (855) 229-5506
UK Toll Free: 0808-234-0942
Outside US / Canada: 0808-234-0945

Need to cancel your account? Just give us a call!
US / Canada Toll Free: 855-229-5506
UK Toll Free: 0808-234-0945
Outside US / Canada: +1 781-472-8120

Please do not reply to this email, as the reply address does not go to a monitored mailbox. If you have additional questions, please visit our Help Center at <http://www.constantcontact.com/help>.

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull
General Executive Manager

Parent

Communication

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin
Chief Executive Officer

001877



Invoice

Intuit Inc.
2800 E. Commerce Center Place
Tucson, AZ 85706

Invoice number: 1000176371359
Total: \$70.00
Date: Dec 7, 2020
Payment method: VISA ending 7974

EXPENSE

PRE-APPROVED BY

Name: Denise Griffin
Date: Continuous

Bill to

Ashlin Barkdull
Encore High Schools Debit Account
16955 Lemon St
Hesperia, CA 92345-5139
US
Address may be standardized for tax purposes
Company ID: 123146488247864

Payment details

Item	Qty	Unit price	Amount
QuickBooks Online Plus	1	\$70.00	\$70.00
Sales tax - Exempt:			\$0.00
Total invoice:			\$70.00

Tax reporting information

Period for monthly fees:	Dec 7, 2020 - Jan 7, 2021
Total without tax:	\$70.00
Total tax:	\$0.00

(1) For subscriptions, your payment method on file will be automatically charged monthly/annually at the then-current list price until you cancel. If you have a discount it will apply to the then-current list price until it expires. To cancel your subscription at any time, go to Account & Settings and cancel the subscription. (2) For one-time services, your payment method on file will reflect the charge in the amount referenced in this invoice. Terms, conditions, pricing, features, service, and support options are subject to change without notice.

All dates and times are Pacific Standard Time (PST).

Bookkeeping

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull
General Executive Manager

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin
Chief Executive Officer



EXPENSE

PRE-APPROVED BY

Ashlin Barkdull <abarkdull@encorehighschool.com>

Name: Denise Griffin

Date: Continuous

Monthly Subscription Payment Confirmation

Text-Em-All <billing@text-em-all.com>
To: ceo@officerteam.com
Cc: abarkdull@encorehighschool.com

Mon, Dec 7, 2020 at 10:02 PM



Monthly Subscription Payment Confirmation

Hello Denise,

This email confirms your Text-Em-All subscription payment. Your monthly subscription is now active until 01/08/2021. Please note that your subscription will automatically renew on this date if you do not cancel before then.

Transaction Details & Receipt

Username: ceo@officerteam.com
Name on Card: Ashlin Barkdull
Date & Time: 12/08/2020 12:02:32 AM
Confirmation Number: 8D89B0C8F8E8F15
Credit Card Number: XXXXXXXXXXXXX7974

Text-Em-All Monthly Subscription	
Group Size of 2500 numbers	450.00
Active until 01/08/2021	0.00

Total	450.00
--------------	---------------

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull

General Executive Manager

Happy to help!

We pride ourselves on the reliability of our service and dedication to providing the best experience possible. If you need help or have any questions about your monthly Text-em-All subscription, please don't hesitate to contact our team.

The Customer Experience Team
support@text-em-all.com
(877) 226-3080

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

Parent Communication

001879

ENCORE

Junior & Senior High School for the Arts

Pre-Approval Stamp
EXPENSE

PRE-APPROVED BY

Name: Denise

Date: 12/19/2020

Circle One:
ASB / General Fund

TAPE RECEIPT

0 STAPLES



19201 A Bear Valley Road
APFLE VALLEY, CA 92308
(760) 961-6472

QTY SKU PRICE
* DUPLICATE COPY *

Not Valid for Refund

	REWARDS NUMBER		
5	INSERTABLE TAB DIV		
	072782119034	4.990ea	24.95
6	STPLS STAN VIEW BN *		
	718103325295	4.990ea	29.94
1	MELLOW HAND SANITI		
	71456601E237		1.99
	Coupon No. 91106		-1.99
	SUBTOTAL		54.89
	Standard Tax 7.7500%		4.25
	TOTAL		\$59.14

Cash 64.52

Cash Change 5.38

*****STAPLES COUPONS REDEEM*****
Coupon No. 91106 -1.99
Spend \$30.00, get a Free Mellow
8oz Hand Sanitizer
Expiration Date: 12/19/20

* DUPLICATE COPY *

Not Valid for Refund

TOTAL ITEMS 12

*Item is currently on promotion. Some coupons are only valid on regular priced items. Please see coupon terms and conditions for details.

VENDOR:

Staples

DATE OF PURCHASE:

12/19/2020

AMOUNT:

\$ 64.52

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:

Accounting

FIRST APPROVAL

APPROVED

Encore First Approval - Administration

Kelsey White

Central Bookkeeping Manager

SECOND APPROVAL

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

001880



EXPENSE

Order# 9824989682

Order placed: December 10, 2020

PRE-APPROVED BY

Name: Denise Griffin

Date: 12/10/2020

Invoice # 272100973

CHARGED on December 11, 2020

Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
2661502	Staples Standard 2" 3-Ring View Binders, Black, 6/Carion (26443CT)	\$29.47	1	-\$4.38	\$25.09
486149	Avery Big Tab Insertable Plastic Dividers with Pockets, 8-Tab, Multicolor (11903)	\$7.23	7	-\$18.29	\$32.32

Method of payment

VISA ending in *7974 - \$61.86

Subtotal: \$80.08

Discounts: -\$22.67

Shipping/Fees: \$0.00

Tax: \$4.45

Total: \$61.86

Bookkeeping

APPROVED

Encore Second Approval - Senior Management

Ashlin Barkdull

General Executive Manager

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

001881

MONTHLY WE PAY / WIX REPORTING

WePay and WIX are credit card payment systems that Encore uses for third parties to make payments and purchase merchandise. The request for these payments come directly from our communication email system, Constant Contact and from purchases made from the internet for special events.

- The first report reflects the bank charges associated with this service
- The second report reflects the individuals that have made the payments
- Last, a sampling of the actual purchases from Constant Contact are included. If you are looking for a specific charge through Constant Contact, it is available online for download.

encorehighscho...

Role: Owner

Main Menu

Finances

Payments

Price Quotes

Invoices

Financial Integrations

Wix Payments

Payouts

Settlement Report

Strengthen your account security by enabling 2-step verification. Enable now.

Wix Deposit

Settlement Report

Understand how funds move in and out of your Wix Payments account.

From To Transaction Id

Transaction Date	Type	Transaction ID	Amount	Fee	Net
Nov 20, 2020	Reserve Release	fc32c19d-f2f7-49e8-8826-30b7e838f3ff	\$502.09	\$0.00	\$502.09
Nov 20, 2020	Reserve Hold	fc32c19d-f2f7-49e8-8826-30b7e838f3ff	-\$502.09	\$0.00	-\$502.09
Nov 6, 2020	Refund	1052f23e-d49a-4668-a7ad-da684487ebd8	-\$40.00	-\$2.46	-\$37.54
Nov 6, 2020	Credit	1052f23e-d49a-4668-a7ad-da684487ebd8	\$40.00	\$2.46	\$37.54
Nov 6, 2020	Credit	becd3d5f-ed59-43a0-99d8-1822710c6727	\$40.00	\$2.46	\$37.54
Nov 6, 2020	Refund	efbfa72a-c88b-4f52-91b9-7641256f1525	-\$40.00	-\$2.46	-\$37.54
Nov 6, 2020	Credit	efbfa72a-c88b-4f52-91b9-7641256f1525	\$40.00	\$2.46	\$37.54
Nov 6, 2020	Refund	b61373f3-b840-41ab-a4b4-a155293cd279	-\$40.00	-\$2.46	-\$37.54
Nov 6, 2020	Credit	b61373f3-b840-41ab-a4b4-a155293cd279	\$40.00	\$2.46	\$37.54
Nov 6, 2020	Refund	9fb68a6e-b3ac-45b5-b0e8-936986c1d86c	-\$40.00	-\$2.46	-\$37.54
Nov 6, 2020	Credit	9fb68a6e-b3ac-45b5-b0e8-936986c1d86c	\$40.00	\$2.46	\$37.54

Upgrade

Edit Site

There was no WePay during the month of December.

NCR DAILY RECAP SUMMARIES

NCR is a point of sale software that connects directly to Encore's cash register. The purpose for this software is to track daily income and sales that happen directly on campus. This recap is reconciled with the daily reports created by the front desk receptionist. The front desk reports are verified by the administrative assistant bookkeeper.

- Item sales are listed first. This is a description of the payments collected.
- The NCR Monthly Report follows the item sales descriptions
- The Daily Register Recaps follow the NCR Monthly Report that report all daily sales.

Category	Item Name	Vendor	Current Price	Net Sales					
				Avg. Price	Sold Qty.	Weight Qty.	Amt.	Cost	Margin
ASB-H	Class Year Patch		\$10.00	\$10.00	1.00		\$10.00	\$0.00	100.00 %
	Letermans		\$150.00	\$150.00	1.00		\$150.00	\$0.00	100.00 %
	Total				2.00		\$160.00	\$0.00	
MAIN ACCT.	IT FEE-MAIN		\$0.00	\$39.99	1.00		\$39.99	\$0.00	100.00 %
	Total				1.00		\$39.99	\$0.00	
Returns	Misc Checks		\$0.00	\$28.50	1.00		\$28.50	\$0.00	100.00 %
	Return Deposits		\$0.00	\$5.38	1.00		\$5.38	\$0.00	100.00 %
	Total				2.00		\$33.88	\$0.00	
Total					5.00		\$233.87	\$0.00	

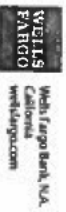
DEPOSIT TICKET

11-4288/1210 6499

DATE 12/14/20

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL		
	DOLLARS	CENTS
CURRENCY		
COINS		
CHECKS <small>LIST EACH SEPARATELY</small>		
1 100765012	1,152	00
2 69111	918	96
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
TOTAL BACKSIDE OR ATTACHED LIST		
PLEASE RE-ENTER TOTAL HERE	TOTAL 2070	96

\$ 2070.96



Wells Fargo Bank
Transaction Receipt

Branch #0000945 14 Deposit
 Account Number XXXXXX1118
 CHK 00114
 Serial #
 Number of Checks 2
 Check Listing
 \$1,152.00
 \$918.96
 Total Checks Amount \$2,070.96
 Total Deposit \$2,070.96

Deposit Availability
 \$1,318.96 of your deposit is included in your available balance.
 \$752.00 will be available on Tuesday, 12/15/20

Transaction # 020 0022
 01:17PM 12/14/20
 Deposit Credit Date: 12/14/20

Thank you, NICOLE

USE FRONT SIDE NUMBER FROM YOUR CHECKS FOR AUTOLOADS
 E-STAR 0011 COMMERCIAL CHECKS ALSO APPEAR LEGIBLE COLLECTION AGREEMENT



250 VESEY STREET
NEW YORK NY 10281

PAYMENT INFORMATION	
DATE:	November 20, 2020
CHECK NUMBER:	100765012
AMOUNT PAID:	\$1,152.00
ACCOUNT NUMBER:	XXXXXX3662
TRACE NUMBER:	[REDACTED]
VENDOR ID:	[REDACTED]
VENDOR NAME:	ENCORE JR/SR HIGH SCHOOL



000001643-1 CPLD ZA 32520-2 VN - A0143338
ENCORE JR/SR HIGH SCHOOL
ATTN: ESTHER HASKINS
16955 LEMON STREET
HESPERIA CA 92345

Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
10/30/2020	20201030-174	PSAT/NMSQT TEST FEES FALL	\$1,152.00	\$0.00	\$1,152.00
		Totals	\$1,152.00	\$0.00	\$1,152.00

PLEASE DETACH BEFORE DEPOSITING CHECK



250 VESEY STREET
NEW YORK NY 10281

CHECK NUMBER: 100765012 1-2
210

November 20, 2020
*** VOID AFTER 180 DAYS ***

PAY TO THE ORDER OF: ENCORE JR/SR HIGH SCHOOL
ATTN: ESTHER HASKINS
16955 LEMON STREET
HESPERIA CA 92345

AMOUNT
\$1,152.00



One Thousand One Hundred Fifty-Two And 00/100 Dollars

JPMorgan Chase Bank NA, New York NY

[REDACTED]
Authorized Signatures

Encore Education Corporation dba Encore Jr/Sr High School
18955 Lemon Street
Hesperia, CA 92345



WELLS FARGO BANK
WELLS FARGO BANK
11-4288/1210

6911

DATE
12/04/2020
AMOUNT
\$ 918.96

PAY: ****Nine Hundred Eighteen and 96/100 Dollars

TO THE ORDER OF:



MEMO:

THIS DOCUMENT CONTAINS A HEAT SENSITIVE INK. TOUCH OR PRESS HERE. RED IMAGE DISAPPEARS WITH HEAT.
⑆69111⑆ ⑆121042882⑆ 3648980013⑆

Encore Education Corporation dba Encore Jr/Sr High School

CHECK NO.: 69111
CHECK DATE: 12/4/2020

PAYEE: Encore [Redacted]
VENDOR ID: ENCO000

ACCOUNT #:

Invoice	Description	Discount	Amount
May 2020 ASB	[Redacted] Reim May 2020 Misc	\$0.00	\$918.96

Total : \$0.00 \$918.96



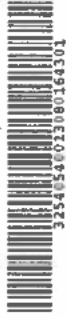
250 VESEY STREET
NEW YORK NY 10281

PAYMENT INFORMATION

DATE: November 20, 2020
 CHECK NUMBER: [REDACTED]
 AMOUNT PAID: [REDACTED]
 ACCOUNT NUMBER: [REDACTED]
 TRACE NUMBER: [REDACTED]
 VENDOR ID: [REDACTED]
 VENDOR NAME: ENCORE JR/SR HIGH SCHOOL



0000001643-1 CPLD ZA 32520-2 VN - A0143338
 ENCORE JR/SR HIGH SCHOOL
 ATTN: ESTHER HASKINS
 16955 LEMON STREET
 HESPERIA CA 92345



Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
10/30/2020	20201030-174	PSAT/NMSQT TEST FEES FALL	\$1,152.00	\$0.00	\$1,152.00
		Totals	\$1,152.00	\$0.00	\$1,152.00

Encore Education Corporation dba Encore Jr/Sr High School

CHECK NO.: 69111

CHECK DATE: 12/4/2020

PAYEE: Encore ASB Hesperia

VENDOR ID: ENCO000

ACCOUNT #:

Invoice	Description	Discount	Amount
May 2020 ASB	Reim May 2020 Misc	\$0.00	\$918.96

Total :

\$0.00

\$918.96



Encore High School
 16955 Lemon St.
 Hesperia, CA 92345
 (760) 956-2632

ASB BOOKKEEPING BAN Closed Shift Summary

These forms must be completed daily and added to the daily record created each day for each camp

Shift #1 - Hesperia

RECONCILIATION FOR (DATE): 12-4-2020

Opened 12/4/20, 2:27 PM by Kelsey White
 Closed 12/4/20, 3:32 PM by Kathy Cummings

The purpose of this form is for the bookkeeper to count actual cash on hand and keep record closed shift summary and Pay Out Slip to the right side of this form using invisible tape.

100s	<u>0</u>
50s	<u>0</u>
20s	<u>0</u>
10s	<u>0</u>
5s	<u>0</u>
1s	<u>0</u>
Total Cash	<u>0</u>
Total Coin	<u>0</u>
Total Checks	<u>0</u>
Total Amount	<u>0</u>

	Qty	Total	Average
Gross Sales	3	\$300.00	\$100.00
Gross Returns	1	\$150.00	\$150.00
Discounts	0	\$0.00	\$0.00
Overrides	0	\$0.00	\$0.00
Net Sales	3	\$150.00	\$50.00
Taxes		\$0.00	
Tips	0	\$0.00	\$0.00
Gift Cards Sol	0	\$0.00	\$0.00
Gift Card Disc	0	\$0.00	\$0.00
Non-Rev Items	0	\$0.00	\$0.00
Non-Rev Disc	0	\$0.00	\$0.00
Ticket Total	3	\$150.00	\$50.00

Payment Types	Qty	Total
CASH	2	\$0.00
Over/Short		\$0.00
CREDIT	1	\$150.00
Sales		\$150.00
Tip amount		\$0.00

	Qty	Total
Payins	0	\$0.00
Payouts	0	\$0.00
Cash Deposits	0	\$0.00

Tax Categories	Rate %	
No Tax	0.000	
Taxable Subtotal		\$150.00
Amount		\$0.00

No Sales	Qty	5
----------	-----	---

Discount Names	Qty	Amount
----------------	-----	--------

Price Overrides	Qty	Amount
-----------------	-----	--------

Clears	Qty	Amount
Cleared Tickets	0	\$0.00
Cleared Items	0	\$0.00

REMARKS:

PREPARED BY: Kathy Cummings

DATE: 12-4-2020

Printed 12/4/20, 3:32 PM

DEBIT SUB-ACCOUNT MONTHLY BALANCE REPORT

This report shows the monthly balances of each sub-account within the debit account based on the monthly activity within the account. The NCR accounting software is used to determine the credits for the accounts. Sub Accounts include both team and general fund accounts.

TEAM	December	Monthly Change
STUDENT PAYMENT PLAN	\$ -	
2021	\$ 2,701.87	
2022	\$ 3,809.47	
2023	\$ 3,296.07	
2024	\$ 1,201.50	
ACADEMIC	\$ 998.25	
AMBASSADORS	\$ 4,395.00	
ART	\$ 5,000.00	
ART CREW	\$ 735.07	
ASB	\$ -1780.18	\$ 1354.73 (includes both Wix deposits)
BAND	\$ 600.00	
BASKETBALL	\$ 1,200.00	
BENEFIT/FUNDRAISING BALL	\$ -	
CHEER	\$ (451.00)	
CHOIR	\$ -	
CIRCUS ELITE	\$ -	
CIRQUE	\$ 250.00	
COOKING	\$ 900.00	
COSPLAY	\$ 925.32	
COSTUME DESIGN	\$ 500.00	
COSTUME FEES	\$ -	
CSF	\$ 111.26	
DANCE PRO	\$ -	
DIRECTOR GRIFFIN	\$ -	
DIRECTOR RAE	\$ -	
DRAMA PRO	\$ 500.00	
EP	\$ -	
FOUNDER	\$ -	
GEN THEATER	\$ -	
HIP HOP	\$ 874.50	
ITS	\$ 1,000.00	
JHASB	\$ 795.08	
JR DANCE	\$ 942.13	
JV DANCE	\$ -	

LEGACY BALL BENEFIT	\$ -	
MEDIA TEAM	\$ 2,489.40	
MOCKTRIAL	\$ -23.00	\$ -98.00
MUSIC	\$ 500.00	
MUSICAL PRO	\$ (528.75)	
NHD	\$ -	
NHS	\$ -40.00	\$ -40.00
PAC	\$ -	
PHOTO	\$ 1,500.00	
PLAYHOUSE	\$ -	
PROD X	\$ -	
SNOW	\$ -	
SR. PROD	\$ 387.93	
STAR QUEST	\$ 5.00	
STREET BAND	\$ -	
TROUPE	\$ 769.65	
VDANCE	\$ -	
WORLD	\$ 6,960.00	
YEARBOOK - H	\$ 5,975.80	
Gen Fund	\$ 10,792.12	\$ 2,581.73