

# AUGUST 2020

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Reviewed by:		
CEO:  <b>APPROVED</b> Encore Final Approval - Board / CEO <b>Denise Griffin</b> Chief Executive Officer	ASB OFFICER:	SCHOOL BOARD APPROVAL:

# QUICKBOOKS REPORT



# Encore High Schools Debit Account

## TRANSACTION LIST BY DATE

August 2020

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
08/03/2020	Expense		Yes			Platinum Business Checking (1118)	Bank Charges & Fees	-35.00
08/03/2020	Expense		Yes	Facebook		Platinum Business Checking (1118)	Advertising - Hesperia	-500.99
08/03/2020	Expense		Yes	Constant Contact		Platinum Business Checking (1118)	Parent Communication H	-125.00
08/03/2020	Expense		Yes	Box Inc.		Platinum Business Checking (1118)	IT Fee - H	-15.00
08/04/2020	Bill		Yes			Accounts Payable (A/P)	Reimbursable Expenses	200.00
08/04/2020	Bill Payment (Check)	6813	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-200.00
08/04/2020	Expense		Yes			Platinum Business Checking (1118)	Bank Charges & Fees	-35.00
08/04/2020	Expense		Yes			Platinum Business Checking (1118)	Bank Charges & Fees	-35.00
08/04/2020	Deposit		Yes	Walmart		Platinum Business Checking (1118)	Office Supplies - Hesperia	-6.40
08/06/2020	Expense		Yes			Platinum Business Checking (1118)	Sales	12,753.71
08/07/2020	Expense		Yes	Wix.com		Platinum Business Checking (1118)	Parent Communication H	-59.00
08/10/2020	Expense		Yes	Airco		Platinum Business Checking (1118)	Transportation H	-45.35
08/10/2020	Expense		Yes	Call-Em-All		Platinum Business Checking (1118)	Parent Communication H	-630.00
08/10/2020	Expense		Yes	Outbooks		Platinum Business Checking (1118)	Office Supplies & Software	-25.00
08/10/2020	Expense		Yes	Outbooks		Platinum Business Checking (1118)	Office Supplies & Software	-70.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Class of 2021 - Hesperia (deleted)	264.00
08/12/2020	Bill Payment (Check)	6814	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-264.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	90.87
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Main Act	20.25
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	10.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	254.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	139.84
08/12/2020	Bill		Yes			Accounts Payable (A/P)	JV Hesperia	90.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	59.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	-Split-	175.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	20.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	5.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	20.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	95.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	45.50
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	300.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Playhouse - Hesperia	25.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	150.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	165.00
08/12/2020	Bill		Yes			Accounts Payable (A/P)	Advertising - Hesperia	-750.00
08/12/2020	Expense		Yes	DMV		Platinum Business Checking (1118)	Transportation H	-90.00
08/12/2020	Expense		Yes	Shop N Go		Platinum Business Checking (1118)	Office Supplies & Software	-79.00
08/12/2020	Expense		Yes			Platinum Business Checking (1118)	Transportation H	-35.00
08/12/2020	Expense		Yes	Shop N Go		Platinum Business Checking (1118)	Transportation H	-20.00
08/12/2020	Expense		Yes	Bank Card Fee		Platinum Business Checking (1118)	Bank Charges & Fees	-20.00
08/12/2020	Expense		Yes	Bank Card Fee		Platinum Business Checking (1118)	Bank Charges & Fees	-20.00
08/12/2020	Expense		Yes	Harbor Freight		Platinum Business Checking (1118)	Maintenance - Hesperia	-4.17
08/13/2020	Bill		Yes			Accounts Payable (A/P)	NHS	50.00
08/13/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	60.00

# Encore High Schools Debit Account

## TRANSACTION LIST BY DATE

August 2020

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
08/13/2020	Bill		Yes			Accounts Payable (A/P)	Riverside Refund Act	200.00
08/13/2020	Bill	6815	Yes			Accounts Payable (A/P)	Riverside Refund Act	284.00
08/13/2020	Bill	6816	Yes			Accounts Payable (A/P)	Main Acct	120.00
08/13/2020	Bill	6817	Yes			Accounts Payable (A/P)	-Spill-	105.00
08/13/2020	Bill	6818	Yes			Accounts Payable (A/P)	Riverside Refund Act	165.00
08/13/2020	Bill	6819	Yes			Accounts Payable (A/P)	Riverside Refund Act	115.00
08/13/2020	Bill	6820	Yes			Accounts Payable (A/P)	World Scholars	197.13
08/13/2020	Bill	6821	Yes			Accounts Payable (A/P)	-Spill-	25.00
08/13/2020	Bill	6822	Yes			Accounts Payable (A/P)	-Spill-	42.00
08/13/2020	Bill	6823	Yes			Accounts Payable (A/P)	Riverside Refund Act	215.00
08/13/2020	Bill	6824	Yes			Accounts Payable (A/P)	Riverside Refund Act	120.00
08/13/2020	Bill	6825	Yes			Accounts Payable (A/P)	-Spill-	100.00
08/13/2020	Bill	6826	Yes			Accounts Payable (A/P)	Riverside Refund Act	80.00
08/13/2020	Bill	6827	Yes			Accounts Payable (A/P)	Riverside Refund Act	175.00
08/13/2020	Bill	6828	Yes			Accounts Payable (A/P)	NHS	100.00
08/13/2020	Bill	6829	Yes			Accounts Payable (A/P)	NHS	100.00
08/13/2020	Bill	6830	Yes			Accounts Payable (A/P)	CSF - Hesperia (deleted)	40.00
08/13/2020	Bill	6831	Yes			Accounts Payable (A/P)	CSF - Hesperia (deleted)	100.00
08/13/2020	Bill	6832	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	25.00
08/13/2020	Bill	6833	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-25.00
08/13/2020	Bill	6834	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-90.00
08/13/2020	Bill	6835	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-5.00
08/13/2020	Bill	6836	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-175.00
08/13/2020	Bill	6837	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-150.00
08/13/2020	Bill	6838	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-45.50
08/13/2020	Bill	6839	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-20.25
08/13/2020	Bill	6840	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-10.00
08/13/2020	Bill	6841	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-139.84
08/13/2020	Bill	6842	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-254.00
08/13/2020	Bill	6843	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-20.00
08/13/2020	Bill	6844	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-90.87
08/13/2020	Bill	6845	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-95.00
08/13/2020	Bill	6846	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-165.00
08/13/2020	Bill	6847	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-59.00
08/13/2020	Bill	6848	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-300.00
08/13/2020	Bill	6849	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-20.00
08/13/2020	Bill	6850	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-100.00
08/13/2020	Bill	6851	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-175.00
08/13/2020	Bill	6852	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-120.00
08/13/2020	Bill	6853	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-100.00
08/13/2020	Bill	6854	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-105.00
08/13/2020	Bill	6855	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-200.00
08/13/2020	Bill	6856	Yes			Accounts Payable (A/P)	Accounts Payable (A/P)	-215.00

# Encore High Schools Debit Account

## TRANSACTION LIST BY DATE

August 2020

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
08/13/2020	Bill Payment (Check)	6839	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-40.00
08/13/2020	Bill Payment (Check)	6840	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-25.00
08/13/2020	Bill Payment (Check)	6841	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-120.00
08/13/2020	Bill Payment (Check)	6842	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-42.00
08/13/2020	Bill Payment (Check)	6843	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-50.00
08/13/2020	Bill Payment (Check)	6844	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-165.00
08/13/2020	Bill Payment (Check)	6845	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-197.13
08/13/2020	Bill Payment (Check)	6846	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-40.00
08/13/2020	Bill Payment (Check)	6847	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-100.00
08/13/2020	Bill Payment (Check)	6848	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-60.00
08/13/2020	Bill Payment (Check)	6849	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-115.00
08/13/2020	Bill Payment (Check)	6850	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-284.00
08/13/2020	Bill Payment (Check)	6851	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-50.00
08/13/2020	Bill Payment (Check)	6852	Yes			Platinum Business Checking (1118)	Accounts Payable (A/P)	-80.00
08/13/2020	Expense		Yes	USPS		Platinum Business Checking (1118)	Postage - Hesperia	-108.55
08/14/2020	Expense		Yes	Amazon		Platinum Business Checking (1118)	IT Fee - H	-1,358.40
08/17/2020	Transfer		Yes	Amazon		Uncategorized Asset	Platinum Business Checking (1118)	-193.90
08/17/2020	Expense		Yes	Amazon		Platinum Business Checking (1118)	IT Fee - H	-762.80
08/19/2020	Expense	6851	Yes	LearnWorlds		Platinum Business Checking (1118)	Accounts Payable (A/P)	-50.00
08/20/2020	Expense		Yes	Google		Platinum Business Checking (1118)	Class Supplies - Hesperia	-299.00
08/24/2020	Expense		Yes	Costco Gas		Platinum Business Checking (1118)	Advertising - Hesperia	-50.84
08/24/2020	Check		Yes			Platinum Business Checking (1118)	Transportation H	-47.00
08/24/2020	Deposit		Yes			Platinum Business Checking (1118)	RIVERSIDE REFUND ACCT	-90.00
08/25/2020	Expense		Yes			Platinum Business Checking (1118)	Sales	13,756.76
08/25/2020	Expense		Yes			Platinum Business Checking (1118)	Office Supplies & Software	-79.00
08/25/2020	Expense		Yes			Platinum Business Checking (1118)	Transportation H	-5.00
08/26/2020	Expense		Yes	Shop N Go		Platinum Business Checking (1118)	Transportation H	-90.00
08/26/2020	Expense		Yes	Staples		Platinum Business Checking (1118)	Office Supplies - Hesperia	-228.80
08/26/2020	Expense		Yes			Platinum Business Checking (1118)	Transportation H	-0.12
08/27/2020	Expense		Yes	Harbor Freight		Platinum Business Checking (1118)	Maintenance - Hesperia	-13.92
08/28/2020	Expense		Yes	Shop N Go		Platinum Business Checking (1118)	Transportation H	-53.00
08/28/2020	Expense		Yes	USPS		Platinum Business Checking (1118)	Postage - Hesperia	-71.15
08/31/2020	Deposit		Yes			Platinum Business Checking (1118)	Interest Paid	0.09
08/31/2020	Expense		Yes	LearnWorlds		Platinum Business Checking (1118)	Class Supplies - Hesperia	-454.13

# 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.

# Platinum Business Checking

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WELLS  
FARGO

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

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](https://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (114)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Visit [wellsfargoworks.com](https://wellsfargoworks.com) to explore videos, articles, infographics, interactive tools, and other resources on the topics of business growth, credit, cash flow management, business planning, technology, marketing, and more.

## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](https://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



## IMPORTANT ACCOUNT INFORMATION

We're making important changes to the terms and conditions of several of our accounts. If these changes affect you, a detailed message is included below your transaction detail for each impacted account.

### Statement period activity summary

Beginning balance on 8/1	\$463.52
Deposits/Credits	26,704.46
Withdrawals/Debits	- 9,448.21
<b>Ending balance on 8/31</b>	<b>\$17,719.77</b>
Average ledger balance this period	\$10,923.96

Account number: [REDACTED]

ENCORE EDUCATION CORPORATION  
DEBIT ACCOUNT

California account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): 121042882

For Wire Transfers use

Routing Number (RTN): 121000248



**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.

**Interest summary**

Interest paid this statement	\$0.09
Average collected balance	\$10,930.81
Annual percentage yield earned	0.01%
Interest earned this statement period	\$0.09
Interest paid this year	\$1.09

**Transaction history**

<i>Date</i>	<i>Check Number</i>	<i>Description</i>	<i>Deposits/ Credits</i>	<i>Withdrawals/ Debits</i>	<i>Ending daily balance</i>
8/3		Overdraft Fee for a Transaction Posted on 07/31 \$350.00		35.00	
		Purchase Authori Zed on 07/30 Teacherspayteacher 646-588-			
8/3		Purchase authorized on 07/31 Facebk 9Bzh8U6Vx2 650-5434800		500.99	
		CA S380213616614399 Card 0914			
8/3		Recurring Payment authorized on 08/01 Eig*Constantcontac		125.00	
		855-2295506 MA S460214275822500 Card 7974			
8/3		Recurring Payment authorized on 08/02 Box, Inc. 877-7294269		15.00	-212.47
		CA S580215665457742 Card 0914			
8/4		Overdraft Fee for a Transaction Posted on 08/03 \$125.00		35.00	
		Recurring Payment Authori Zed on 08/01 Eig*Constantcontac			
		855-2295			
8/4		Overdraft Fee for a Transaction Posted on 08/03 \$15.00		35.00	
		Recurring Payment Authori Zed on 08/02 Box, Inc. 877-7294			
8/4		Deposit	12,753.71		
8/4		Purchase authorized on 08/04 Wal-Mart #1588 Victorville CA		6.40	12,464.84
		P00000000584500497 Card 7120			
8/5	6813	Check		200.00	12,264.84
8/6		Recurring Payment authorized on 08/04 Wix.Com*727708753		59.00	12,205.84
		800-6000949 NY S300217607184584 Card 0914			
8/7		Purchase authorized on 08/07 Arco #42318 Ampm Hesperia CA		45.35	12,160.49
		P00000000882583832 Card 7120			
8/10		Recurring Payment authorized on 08/07 Int*Quickbooks Onl		70.00	
		800-446-8848 CA S580220388061647 Card 7974			
8/10		Purchase authorized on 08/07 Call-Em-All 972-668-1920 TX		630.00	
		S380221181691501 Card 7974			
8/10		Recurring Payment authorized on 08/09 Int*Quickbooks Onl		25.00	11,435.49
		800-446-8848 CA S580222398025340 Card 0914			
8/12		Recurring Payment authorized on 08/11 Ncr Silver 877-270-3475		79.00	
		GA S380224289984305 Card 7974			
8/12		Recurring Payment authorized on 08/11 IN *Motor Vehicle		750.00	
		203-8991700 CT S300224333530336 Card 3686			
8/12		Bankcard Fee - 0329285918		20.00	
8/12		Bankcard Fee - 0329286721		20.00	
8/12		Purchase authorized on 08/12 Harbor Freight Tools 6 Hesperia		4.17	
		CA P00000000735314008 Card 7120			
8/12		Purchase authorized on 08/12 Shop N Go Hesperia CA		35.00	
		P00000000872418327 Card 7120			
8/12		Purchase authorized on 08/12 Shop N Go Hesperia CA		90.00	
		P00000000785951722 Card 7120			
8/12	6814	Check		264.00	10,173.32
8/13		Purchase authorized on 08/13 USPS PO 05342003 17240 OI		108.55	10,064.77
		Hesperia CA P00380226841953187 Card 3686			



**Transaction history (continued)**

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
8/14		Purchase authorized on 08/13 Amzn Mktp US*MM38V Amzn.Com/Bill WA S380226799026108 Card 3686		1,358.40	
8/14	6843	Check		50.00	
8/14	6828	Check		165.00	8,491.37
8/17		Paypal Transfer 200815 1010011860369 Ashlin Bardull	193.90		
8/17		Purchase authorized on 08/13 Amzn Mktp US*MM6Lp Amzn.Com/Bill WA S460227065222737 Card 3686		762.80	
8/17	6848	Check		60.00	
8/17	6820	Check		45.50	
8/17	6824	Check		254.00	
8/17	6815	Check		25.00	7,537.97
8/18	6832	Check		100.00	
8/18	6849	Check		115.00	
8/18	6821	Check		20.25	7,302.72
8/19	6819	Check		150.00	
8/19	6851	Check		50.00	
8/19	6842	Check		42.00	
8/19	6833	Check		175.00	
8/19	6829	Check		59.00	6,826.72
8/20		Purchase authorized on 08/19 Learnworlds CY L Limassol Cyp S460232606237025 Card 0914		299.00	
8/20	6827	Check		95.00	
8/20	6836	Check		105.00	6,327.72
8/21	6845	Check		197.13	6,130.59
8/24		Deposit	13,756.76		
8/24		Purchase authorized on 08/21 Google*Ads75499021 Internet CA S580234272706977 Card 0914		50.84	
8/24		Purchase authorized on 08/24 Costco Gas #1010 Victorville CA P00300237597177436 Card 7120		47.00	
8/24	6840	Deposited OR Cashed Check		25.00	
8/24	6822	Deposited OR Cashed Check		10.00	
8/24	6816	Check		90.00	
8/24	6823	Check		139.84	
8/24	6825	Check		20.00	19,504.67
8/26		Recurring Payment authorized on 08/25 Ncr Silver 877-270-3475 GA S300238289720940 Card 7974		79.00	
8/26		Purchase authorized on 08/25 FD *CA Dmv 629 Victorville CA S580238587010431 Card 7120		5.00	
8/26		Purchase authorized on 08/25 FD *CA Dmv 629 *Sv 800-777-0133 CA S380238587068009 Card 7120		0.12	
8/26		Purchase authorized on 08/26 Staples Apple Valley CA P00580239696813861 Card 0914		228.80	
8/26		Purchase authorized on 08/26 Shop N Go Hesperia CA P0000000677063784 Card 7120		90.00	
8/26	6837	Check		200.00	18,901.75
8/27		Purchase authorized on 08/27 Shop N Go Hesperia CA P00000000772339394 Card 7120		53.00	
8/27		Purchase authorized on 08/27 Harbor Freight Tools 6 Hesperia CA P00000000173494171 Card 7120		13.92	
8/27	6826	Check		90.87	18,743.96
8/28		Purchase authorized on 08/28 USPS PO 05342003 17240 OI Hesperia CA P00300241692267994 Card 7120		71.15	
8/28	6850	Check		284.00	18,388.81
8/31		Purchase authorized on 08/30 Learnworlds CY L Limassol Cyp S460243509741486 Card 0914		454.13	



**Transaction history (continued)**

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
8/31	6838	Check		215.00	
8/31		Interest Payment	0.09		17,719.77
<b>Ending balance on 8/31</b>					<b>17,719.77</b>
<b>Totals</b>			<b>\$26,704.46</b>	<b>\$9,448.21</b>	

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
6813	8/5	200.00	6825	8/24	20.00	6838	8/31	215.00
6814	8/12	264.00	6826	8/27	90.87	6840 *	8/24	25.00
6815	8/17	25.00	6827	8/20	95.00	6842 *	8/19	42.00
6816	8/24	90.00	6828	8/14	165.00	6843	8/14	50.00
6819 *	8/19	150.00	6829	8/19	59.00	6845 *	8/21	197.13
6820	8/17	45.50	6832 *	8/18	100.00	6848 *	8/17	60.00
6821	8/18	20.25	6833	8/19	175.00	6849	8/18	115.00
6822	8/24	10.00	6836 *	8/20	105.00	6850	8/28	284.00
6823	8/24	139.84	6837	8/26	200.00	6851	8/19	50.00
6824	8/17	254.00						

\* 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](https://wellsfargo.com/feeFAQ) for a link to these documents, and answers to common monthly service fee questions.

Fee period 08/01/2020 - 08/31/2020	Standard monthly service fee \$40.00	You paid \$0.00
<b>How to avoid the monthly service fee</b>	<b>Minimum required</b>	<b>This fee period</b>
Have any ONE of the following account requirements		
- Average ledger balance	\$25,000.00	\$10,924.00 <input type="checkbox"/>
- Combined balance in linked accounts, which may include	\$40,000.00	<input checked="" type="checkbox"/>
- Average ledger balance in business checking, savings, and Time Accounts (Cds)		
- Most recent statement balance in eligible Wells Fargo business credit cards and lines of credit, and combined average daily balance from the previous month in eligible Wells Fargo business and commercial loans and lines of credit		
- For complete details on how you can avoid the monthly service fee based on your combined balances please refer to page 10 of the Business Account Fee and Information Schedule at <a href="https://www.wellsfargo.com/biz/fee-information">www.wellsfargo.com/biz/fee-information</a>		

www

**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	33	500	0	0.50	0.00
<b>Total service charges</b>					<b>\$0.00</b>





## IMPORTANT ACCOUNT INFORMATION

Effective 05/22/2020, the Night Depository Agreement was amended to include: "Deposits placed into the night depository are considered received by us when the bag is removed from the night depository and is available to us for processing. We will credit the deposit to your account no later than the next business day."

No action is required on your part and there is no impact to the current night depository deposit process.



# BANK CHARGE FORM

Date: 8-3-20
Bank Charge: <del>0</del> \$35.00
Reason: OVERDRAFT
Completed by: <i>DJM</i>

Reviewed by:		
FIRST APPROVAL:	SECOND APPROVAL:	
<b>APPROVED</b> <small>Encore Second Approval - Senior Manager</small> <b>Ashlin Barkdull</b> <small>General Executive Manager</small>	<b>APPROVED</b> <small>Encore Final Approval - Board / CEO</small> <b>Denise Griffin</b> <small>Chief Executive Officer</small>	

Scanned by:
Submission Date:

Fwd: Your Facebook Ads Receipt (Account ID: 69551964)

1 message

Denise Griffin <ceo@officerteam.com>  
To: Kelsey White <kwhite@encorehighschool.com>

Sun, Aug 2, 2020 at 7:59 AM

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: July 25, 20

----- Forwarded message -----

From: Facebook Ads Team <advertise-noreply@support.facebook.com>  
Date: Fri, Jul 31, 2020 at 10:08 AM  
Subject: Your Facebook Ads Receipt (Account ID: 69551964)  
To: Denise Griffin <ceo@officerteam.com>



Receipt for Denise Griffin (Account ID: 69551964)

*Advertising*

**Summary**

AMOUNT BILLED

**\$500.99 USD**

DATE RANGE

Jun 30, 2020, 12:00 AM - Jul 22, 2020, 11:59 PM

PRODUCT TYPE  
Facebook Ads

BILLING REASON

Remaining ad costs at the end of the month.

PAYMENT METHOD  
Visa\*0914

**APPROVED**

REFERENCE NUMBER  
9BZH8U6VX2

Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

CAMPAIGN

📄 Ongoing Lead Generation Promotion Encore High School

RESULTS

**47,168**  
Impressions

AMOUNT

**\$299.99**

📄 [07/19/2020] Promoting Encore High School 's form created on Sun Jul 19, 2020 8:39am

**23,496**  
Impressions

**\$201.00**

CAMPAIGN TOTAL

**\$500.99**

TOTAL

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

**\$500.99**

Transaction ID: 3030867197030892-6023546

Thanks,



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

**EXPENSE**  
**PRE-APPROVED BY**

Name: Denise  
Date: 9/1/2020

**Today's Date:** August 1, 2020  
**Payment Date:** August 1, 2020  
**Payment Method:** Visa (last 4 digits: 7974)

**User Name:** [ceo@officerteam.com](mailto: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

PARENT  
COMMUNICATION

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

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



**EXPENSE**

001582

**INVOICE**

**PRE-APPROVED BY**

INV08122313

PO Number:

Name: Contract  
Date: \_\_\_\_\_

Sold To:  
dg@officerteam.com  
Denise Griffin

Account Number: B01330213  
Invoice Number: INV08122313  
PO Number:

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

*CALPADS*

Invoice Date: 08/02/2020  
Payment Due By: 08/02/2020  
Payment Terms: Due Upon Receipt  
Payment Method: CreditCard

Hesperia California 92345  
United States

Service	Unit Price	Quantity	Subtotal	Tax	TOTAL
Starter Licenses Service Period: 08/02/2020-09/01/2020	\$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
08/02/2020	P-09212135	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: B01330213  
Invoice Date: 08/02/2020  
Invoice Number: INV08122313  
Payment Due Date: 08/02/2020  
Total Amount Due: \$0.00  
Amount Enclosed: \_\_\_\_\_

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO


**Denise Griffin**  
Chief Executive Officer

Copy of our W-9: [billing.app.box.com/W-9](https://billing.app.box.com/W-9)

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

001746

# BANK CHARGE FORM

Date:	8-4-20
Bank Charge:	\$70.00
Reason:	OVERDRAFT
Completed by:	

Reviewed by:		
<b>FIRST APPROVAL:</b> <b>APPROVED</b> Encore Second Approval - Senior Management <b>Ashlin Barkduve</b> General Executive Manager	<b>SECOND APPROVAL:</b> <b>APPROVED</b> Encore Final Approval - Board / CEO <b>Denise Griffin</b> Chief Executive Officer	

Scanned by:
Submission Date:



DEPOSIT TICKET

11-4288/1210 8499

DATE 7/30/20

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

CURRENCY	DOLLARS		CENTS
COINS			
CHECKS <small>LIST EACH SEPARATELY</small>			
<u>168771</u>	<u>12,753</u>		<u>71</u>
2			
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	<u>12753</u>	<u>71</u>

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

ENCORE EDUCATION CORPORATION  
DEBIT CARD ACCOUNT  
18985 LEMON ST  
HESPERIA, CA 92345-5139



\$ 12,753.71

Wells Fargo Bank  
Transaction Receipt

Branch #0000945 22 Deposit  
Account Number XXXXXX1118  
CHK 08114  
Serial #  
Number of Checks 1  
Check Listing  
\$12,753.71  
Total Checks Amount \$12,753.71  
Total Deposit \$12,753.71

Deposit Availability  
\$2,500.00 of your deposit is  
included in your available balance.

\$10,253.71 will be available on  
Wednesday, 08/05/20

Transaction # 010 0016  
10:03AM 08/04/20  
Deposit Credit Date: 08/04/20

Thank you for your business.  
Enjoy the convenience of  
scheduling appointments online at  
[wellsfargo.com/appointments](https://wellsfargo.com/appointments)

Thank you, CHRISTINA

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

USE NOTHING NEARER FROM YOUR CHECKS FOR ADDITIONAL ENDORSEMENTS. CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE JEFFERSON COMMERCIAL CDS AND ANY APPLICABLE COLLECTION AGREEMENT.



16955 Lemon Street  
Hesperia, CA 92345

Encore Education Corporation dba Encore Jr/Sr High School



WELLS FARGO BANK  
WELLS FARGO BANK  
11-4288/1210

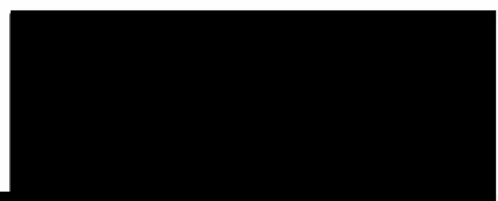
6877

DATE  
07/27/2020  
AMOUNT  
\$ 12,753.71

PAY: \*\*\*\*Twelve Thousand Seven Hundred Fifty Three and 71/100 Dollars

TO THE ORDER OF:

Encore ASB Hesperia  
16955 Lemon St  
Hesperia, CA 92345-5139



MEMO:



Encore Education Corporation dba Encore Jr/Sr High School

CHECK NO.: 68771  
CHECK DATE: 7/27/2020

PAYEE: Encore ASB Hesperia  
VENDOR ID: ENCO000

ACCOUNT #:

Invoice	Description	Discount	Amount
Apr 2020 ASB	ASB Reim Apr 2020 Misc		
June 2020 ASB	ASB Reim June 2020 Misc	\$0.00	\$1,442.82
Mar 2020 ASB	ASB Reim Mar 2020 Misc	\$0.00	\$6,568.37
May 2020 ASB	ASB Reim May 2020 Misc	\$0.00	\$5.00
		\$0.00	\$4,737.52
<b>Total :</b>		\$0.00	\$12,753.71

LACE RECEIPT HERE

RECEIPT FLAT DO NOT FOLD - NO STAPLES

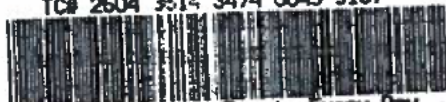
**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Denise  
 Date: \_\_\_\_\_

Give us feedback @ survey.walmart.com  
 Thank you! ID #: 7PSGX-K5BPH



SUPERCENTER  
 760-951-5005 Mr: STEVE  
 11895 AMARGOSA RD  
 VICTORVILLE CA 92395  
 ST# 01588 OP# 019CE4 TEN 54 TR# 08879  
 FILE FOLDER 007876745707 5.94 X  
 SUBTOTAL 5.94  
 TAX 1 7.750 X 0.46  
 TOTAL 6.40  
 DEBIT TEND 6.40  
 CHANGE DUE 0.00  
 EFT DEBIT PAY FROM PRIMARY  
 6.40 TOTAL PURCHASE  
 US DEBIT \*\*\*\* \* 7120 I 0  
 REF # 021700405335  
 NETWORK ID. 0056 AFPR CODE 050642  
 US DEBIT  
 AID 4000000960340  
 AAC 29A34EFBAD45356C  
 TERMINAL # SC010356

08/04/20 07:44:50  
 # ITEMS SOLD 1  
 TCH 2604 3514 3474 0049 9187



Low Prices You Can Trust. Every Day.  
 08/04/20 07:44:56

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

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

**ASB RECEIPT FORM**

Store:

WALMART

Date:

08-04-20

Amount:

\$ 6.40

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

OFFICE SUPPLIES

Event:

Account Expended:

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: \_\_\_\_\_



001747

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 3/19/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): Pick Up from School

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Jr Dance Payment - Dance Comp	180
	Costume Fee	20
		\$ 200

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:**

Covid

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

Date: 3/19/20

Student Signature: \_\_\_\_\_

Date: 3/19/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: APPROVED Date: \_\_\_\_\_

ASB Signature: Kelsey White Encore First Approval - Administration Date: \_\_\_\_\_

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Encore Final Approval - Board / CEO Date: \_\_\_\_\_

Denise Griffin Chief Executive Officer



Kelsey White <kwhite@encorehighschool.com>

### Dance Team Reimbursement

5 messages

[Redacted]

To: Kelsey White <kwhite@encorehighschool.com>, Suzanne Cherry <scherry@encorehighschool.com>

Hello again,

I want to be reimbursed for the \$180 April dance competition I paid for and the \$20 costume fee I paid. Do you need anything from me in order to get this reimbursement?

[Redacted]

Suzanne Cherry <scherry@encorehighschool.com>

[Redacted]

Copy: Kelsey White <kwhite@encorehighschool.com>

Thank you,

When staff returns to normal duties all of this will be sorted out and parents notified. We will let you know at that time. I hope you understand but right now priorities must be triaged, and the school is shut down until April 6 at this point.

-Suzanne Cherry

[Quoted text hidden]

--

Suzanne Cherry

Encore High School Board President

Encore High School Education Corporation

1500 Union Street

Hayward, CA 92345

707.421.1646

kwhite@encorehighschool.com

**CONFIDENTIALITY STATEMENT:** This electronic message contains information from Encore Junior Senior High School for the performing and visual arts and may be confidential or privileged. The information is intended solely for the use of the individual(s) or entity(ies) named above. If you are not the intended recipient, please be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this e-mail in error, please notify us immediately by telephone at (760) 956-2632 or by e-mail reply and delete this message. Thank you.

[Redacted]

To: Suzanne Cherry <scherry@encorehighschool.com>

Cc: Kelsey White <kwhite@encorehighschool.com>

[Redacted]

Subject:

I was told by the district that people are still working but from home. Looks like this will be longer than expected and I don't know why I would need to wait for my refund. Also, no one has been informed of anything from the dance team

**Transaction Information**

12/5/2019 9:11:40 AM

User: Ms. Amy

Ticket # 10124249

Sales: Ms. Amy

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Jr Dance Team Payment	180.00
Qty 1 @ 180.00	
Subtotal	180.00
<b>Total</b>	<b>180.00</b>
CHECK	180.00

---

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 mealltime or for ticketed events\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**Transaction Information**

1/23/2020 11:58:47 AM

User: Ms. Kelsey

Ticket # 10124768

Sales: Ms.  
Kelsey

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

<b>Costume Fee</b>		20.00
Qty 1	@ 20.00	
<b>Subtotal</b>		20.00
<b>Total</b>		20.00
<b>CASH</b>		20.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

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

6813

08/04/2020

PAY TO THE  
ORDER OF



Two hundred and 00/100\*\*\*\*\*

\$\*\*200.00

ENCORE  
UNIVERSITY  
HIGH SCHOOL

DOLLARS



⑈006813⑈ ⑆121042882⑆

Encore Education Corporation  
08/04/2020

6813

Date  
08/04/2020

Type  
Bill

Reference

Original Amount  
200.00

Balance Due  
200.00

Payment  
200.00  
200.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

200.00

Encore Education Corporation  
08/04/2020

Date  
08/04/2020

Type  
Bill

Reference

Original Amount  
200.00

Balance Due  
200.00

6813  
Payment  
200.00  
200.00

Check Amount

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

Platinum Business C

200.00

Wix.com LTD  
40 Namal Tel Aviv, 6350671  
Israel

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Contract  
Date: \_\_\_\_\_

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

Invoice #727708753 | Aug 4, 2020 | Paid

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

Payment Method: Visa \*\*\*\* 0914

Subtotal \$59.00

Total \$59.00

*Parent Communication*

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

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

Feel free to contact us:

 [wix.com/support](https://wix.com/support)

 1-415-639-9034

 [wix.com/contact](mailto:wix.com/contact)



001586

LACE RECEIPT HERE

APPE RECEIPT FLAT DO NOT FOI D - NO STAPLES

**ASB RECEIPT FORM**

**EXPENSE**

**PRE-APPROVED BY**

ARCO GASOLINE  
ARCO AMPM 42318  
16815 MAIN ST  
HEPERIA CA  
ARCO42318881

Name: Johnny  
Date: 8-7-20

Store:

ARCO GASOLINE

Date:

08-07-20

DATE 8/7/20 6:18  
TRAN# 9082139-  
PUMP# 08  
SERVICE LEVEL: SELF  
PRODUCT: REGULAR  
GALLONS: 15.186  
PRICE/G: \$2.979  
FUEL SALE \$45.88  
debitfee \$8.35  
DEBIT \$45.35

Amount:

\$ 45.35

FinalSale Receipt  
DEBIT \$45.35  
Payment from Primary  
Account

Reimbursed To:

DEBIT CARD

\*\*\*\*\*7120  
Auth #: 020989  
Odometer:  
Resp Code: 000  
Stan: 0030102912  
Reference:33351  
APPNAME US DEBIT  
AID : A0000000900040  
APP CRYPTOGRAM :  
ARQC 2D9848E6D42927F  
1  
ENTRY : Insert  
PIN USED

**ASB APPROVAL ONLY**

Campus:

FUEL

Event:

SITE ID: ARCO4231888  
1

**APPROVED**

Encore Second Approval - Senior Management

Account Expensed:

**Johnny Griffin**  
Chief Operations Officer

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

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

**EXPENSE**

Invoice number: 1000160610945

Total: \$70.00

Date: Aug 7, 2020

Payment method: VISA ending 7974

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

**PRE-APPROVED BY**

Name: Denise  
Date: 8-7-2020

**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: Aug 7, 2020 - Sep 7, 2020  
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).

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

001588

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: 8-7-2020



August 7, 2020  
10:02 PM

3803 Parkwood Blvd.  
Suite 900  
Frisco, TX 75034  
www.text-em-all.com  
Tax Id: 03-0565922

Denise Griffin  
Company Name: Encore Education  
Corporation  
Cardholder Name: Ashlin Barkdull  
●●●● ●●●● ●●●● 7974  
Confirmation #: 8D83B2E632E3628

Subscription Monthly Fee for Group Size of 3500 Phone Numbers	\$630.00
Tax	\$0.00
<hr/>	
Total Charged	\$630.00

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**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Fwd: We received your QuickBooks subscription payment!

1 message

Denise Griffin <ceo@officerteam.com>  
To: Kelsey White <kwhite@encorehighschool.com>

Tue, Nov 10, 2020 at 8:15 AM

Forwarded message

From: Intuit QuickBooks Team <intuit@notifications.intuit.com>  
Date: Sun, Aug 9, 2020 at 2:29 PM  
Subject: We received your QuickBooks subscription payment!  
To: <ceo@officerteam.com>



**EXPENSE**  
**PRE-APPROVED BY**  
Name: Contract  
Date: \_\_\_\_\_

Payment success

Denise Griffin, thank you for your payment.

*Accounting*

Invoice number: 1000160894818  
Invoice date: 08/09/2020  
Total: \$25.00  
Payment method: VISA ending in 0914

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

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

View billing history

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

Account details

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



**NCR Silver**  
864 Spring St NW  
Atlanta, GA 30308

Customer Care: 1-877-270-3475

**EXPENSE**

**INVOICE**

**PRE-APPROVED BY**

Name: Denise

Date: 8-10-2020

Accounting

Invoice Date: 08/10/2020  
Invoice #: INV04710647  
Payment Terms: Due Upon Receipt  
Due Date: 08/10/2020

Account Information: Encore High School  
16955 Lemon Street

Hesperia, California  
92345  
United States

**001590**

(760) 949-2036  
abarkdull@encorehighschool.com

MY CHARGES							
Silver Account	Plan Name	Service Period	Qty	Unit Price	Subtotal	Tax	TOTAL
Encore High School A-S00003715	Monthly NCR Silver Fee with Silver Concierge, Annual Contract	08/10/2020-09/09/2020	1	\$79.00	\$79.00	\$0.00	\$79.00

MY DEVICES				
Charge Number	Pricing	Allowance	Used	Overage
C-00023000	NCR Silver Flat Fee Device	0	19	0

**INVOICE TOTALS**

<b>Gross Amount:</b>	<b>\$79.00</b>
<b>Discount:</b>	<b>\$0.00</b>
<b>Subtotal:</b>	<b>\$79.00</b>
<b>Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$79.00</b>
<b>Invoice Balance:</b>	<b>\$0.00</b>

**TRANSACTIONS ASSOCIATED TO THIS INVOICE**

Transaction Date	Transaction Number	Transaction Type	Description	Invoice Total	Applied Amount
08/11/2020	P-00732128	Payment		\$79.00	(\$79.00)
			Invoice Balance	\$0.00	\$0.00

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



RNS Communications, Inc. dba  
 Motor Vehicle Network  
 1 Selleck Street - 3rd Floor  
 Norwalk, CT 06855  
 (203) 899-1700

# Invoice

DATE 8/1/2020

001591

INVOICE # 20-40027

**PAID**  
08/11/2020

**BILL TO:**

Encore Education Corp  
 Kelsey White  
 16955 Lemon Street  
 Hesperia, CA. 92345

**EXPENSE**

**PRE-APPROVED BY**

Name: Contract

Date: \_\_\_\_\_

*Advertising*

TERMS - Credit Card

DESCRIPTION	RATE	AMOUNT
MOTOR VEHICLE NETWORK ADVERTISING IN THE FOLLOWING CALIFORNIA DMV LOCATION(s): Victorville - Broadcast	750.00	750.00

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

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

Per your instructions, your credit card on file will be processed accordingly.  
 Thank you for your business!

**Total**

**\$750.00**

Thank you for your credit card payment

001748



# BANK CHARGE FORM

Date:	8-12-20
Bank Charge:	BANK CARD FEE
Reason:	\$20.00
Completed by:	

Reviewed by:		
<p>FIRST APPROVAL:</p> <p style="text-align: center;"><b>APPROVED</b></p> <p style="text-align: center;">Encore Second Approval - Senior Management <b>Ashlin Barkdull</b> General Executive Manager</p>	<p>SECOND APPROVAL:</p> <p style="text-align: center;"><b>APPROVED</b></p> <p style="text-align: center;">Encore Final Approval - Board / CEO <b>Denise Griffin</b> Chief Executive Officer</p>	

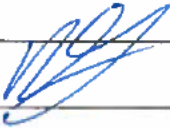
Scanned by:
-------------

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



001749

# BANK CHARGE FORM

Date:	8-12-20
Bank Charge:	\$20.00
Reason:	BANKCARD
Completed by:	

Reviewed by:	
FIRST APPROVAL:	SECOND APPROVAL:
<p><b>APPROVED</b> Encore Second Approval - Senior Management <b>Ashlin Barkdull</b> General Executive Manager</p>	<p><b>APPROVED</b> Encore Final Approval - Board / CEO <b>Denise Griffin</b> Chief Executive Officer</p>

Scanned by:
Submission Date:



001592

**EXPENSE**



**PRE-APPROVED BY**

Name: Johnny  
Date: 8-12-20

LACE RECEIPT HERE

APF RECEIPT FL

**HARBOR FREIGHT TOOLS**  
Quality Tools at Ridiculously Low Prices

HESPERIA CA 90006  
11940 HESPERIA RD  
HESPERIA, CA 92345  
Telephone: (760) 949-0558

**SALE**

Customer Name: Joe Thibodeaux  
Customer Number: 888019013659

63767 PAINT ROLLER SINGLE 1/2IN \$3.87  
3 @ \$1.29 = \$3.87

Subtotal \$3.87  
Sales Tax 7.750% \$0.30  
Total \$4.17

Debit \$4.17  
Card No. XXXXXXXXXXXX7120  
Auth. No. 001550  
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: 804430  
Date: 8/12/2020 8:56:25 AM Assoc: XXXXXX  
Ticket: 01804430

Item(s) Sold: 3  
Item(s) Returned: 0

Christina served you today.  
Thank you for shopping at  
HESPERIA CA 90006

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Rev. 5/18

**ASB RECEIPT FORM**

Store:

HARBOR FREIGHT TOOLS

Date:

08-12-20

Amount:

\$ 4.17

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

MAINTENANCE

Event:

Account Expensed:

001593

PLACE RECEIPT HERE

APP RECEIPT FLAT DO NOT FOLD - NO STAPLES

**ASB RECEIPT FORM**

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny  
 Date: 8-12-20

Store:

SHOP N GO Mobil

*BLACK HIGHLANDER*

Date:

08-12-20

SHOP N GO  
 FG86145364001  
 11254 I AVE  
 HESPERIA , CA  
 92345  
 08/12/2020 360248976  
 01:39:32 PM

Amount:

\$ 35.00

XXXXXXXXXXXXXXXXX7120  
 Debit  
 INVOICE 027205  
 AUTH 732616

Reimbursed To:

DEBIT CARD

PUMP# 7  
 Regular CR 11.367G  
 PRICE/GAL \$3.079

**ASB APPROVAL ONLY**

FUEL TOTAL \$ 35.00

DEBIT \$ 35.00

Campus:

FUEL

Event:

Customer-activated Purchase/Capture  
 Site #: 00000000009323302  
 Shift Number 1  
 Sequence Number 36229  
 SHELPER  
 APPROVED 732616

Account Expensed:

Tell us about  
 your visit ! Visit  
[www.myexxonmobil](http://www.myexxonmobil.com)  
[visit.com](http://visit.com)

Approval Signature

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

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

001594



LACE RECEIPT HERE

APPROPRIATE RECEIPT FLAT DO NOT FOLD - NO STAPLES EXPENSE

PRE-APPROVED BY

Name: Johnny  
Date: 8-12-20

Joey's  
TRUCK

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/12/2020 360249011  
02:04:01 PM

XXXXXXXXXXXX7120  
Debit  
INVOICE 027229  
AUTH 737638

PUMP# 7  
Regular CR 29.230G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 98.00

DEBIT \$ 98.00

Customer-activated Purchase/Capture  
Site #: 060000000023302  
Shift Number 1  
Sequence Number 38253  
Striped  
APPROVED 737638

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

APPROVED

Encore Second Approval - Senior Management

Johnny Griffin  
Chief Operations Officer

ASB RECEIPT FORM

Store:  
SHOP N GO Mobil

Date:  
08-12-20

Amount:  
\$ 98.00

Reimbursed To:  
Debit Card

ASB APPROVAL ONLY

Campus:  
FUEL

Event:

Account Expended:

Approval Signature

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer



001595

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: 8/5/20

Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 8/5/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Grad Bash, Captain Encore, Senior Showcase, Mystery Night, Silent Disco	\$234
	Mock Trial Hoodie	\$30
		\$ 264

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

Covid Cancelled the events

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_ Date: 8/5/20

Student Signature: \_\_\_\_\_ Date: 8/5/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: APPROVED Date: \_\_\_\_\_

ASB Signature: Encore First Approval - Administration Date: \_\_\_\_\_

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Kelsey White  
Central Bookkeeping Manager

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

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 818.00</del>	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.  
 Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside

**Transaction Information**

1/28/2020 9:30:16 AM

User: Ms. Amy

Ticket # 10124819

Sales: Ms. Amy

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Mocktrial Hoodies	30.00
Qty 1 @ 30.00	
Subtotal	30.00
<b>Total</b>	<b>30.00</b>
CASH	30.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**Transaction Information**

9/8/2019 11:31:41 AM

User: Ms. Kelsey

Ticket # 10122869

Sales: Ms.  
Kelsey

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Admiral's Package A	195.00
Qty 1 @ 195.00	
Subtotal	195.00
<b>Total</b>	<b>195.00</b>
CHECK	195.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**Transaction Information**

8/23/2019 7:20:22 AM

User: Ms. Joanne

Ticket # 10122719

Sales: Ms. Joanne

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Admiral's Package A	195.00
Qty 1 @ 195.00	
Subtotal	195.00
<b>Total</b>	<b>195.00</b>
CHECK	195.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---



**Encore Education Corporation**

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

WELLS FARGO BANK, NA  
17442 Main St  
Hesperia, CA 92346  
11-4288/1210

6814

08/12/2020

PAY TO THE  
ORDER OF

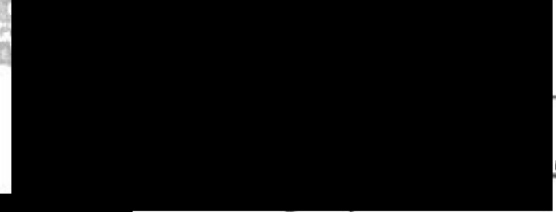
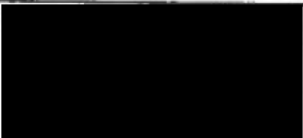


\$ \*\*264.00

Two hundred sixty-four and 00/100

DOLLARS

ENCORE  
JUNIOR/SENIOR  
HIGH SCHOOL



MEMO

⑈006814⑈ ⑆121042882⑆

Encore Education Corporation

08/12/2020



6814

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		264.00	264.00	264.00
			Check Amount		264.00

ENCORE  
JUNIOR/SENIOR  
HIGH SCHOOL

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer



Platinum Business C

264.00

Encore Education Corporation

08/12/2020



6814

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		264.00	264.00	264.00
			Check Amount		264.00

PAYMENT  
RECORD

Platinum Business C

264.00



Pre-Approval Stamp  
**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Denise  
 Date: 8/13/20

001750

**Circle One:**  
**ASB / General Fund**

TAPE I NO STAPLES

**UNITED STATES POSTAL SERVICE**

HESPERIA  
 17240 OLIVE ST  
 HESPERIA, CA 92345-9998  
 (800)275-8777

Product	Qty	Unit Price	Price
08/13/2020 <span style="float: right;">04:23 PM</span>			
PM 1-Day Riverside, CA 92507 Weight: 7 Lb 00.00 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 27	1		\$11.95
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$11.95</b>
PM 2-Day Simi Valley, CA 93065 Weight: 0 Lb 15.00 Oz Expected Delivery Day Monday 08/17/2020 USPS Tracking # 9505 5125 9657 0226 6204 34	1		\$7.50
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$7.50</b>
\$5 Statue Freedom	1	\$5.00	\$5.00
<b>Total</b>			<b>\$5.00</b>
\$2 Statue Freedom	1	\$2.00	\$2.00
<b>Total</b>			<b>\$2.00</b>
Boutonniere	1	\$0.55	\$0.55
<b>Total</b>			<b>\$0.55</b>
PM 1-Day Hesperia, CA 92345 Weight: 2 Lb 2.90 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 41	1		\$8.70
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$8.70</b>
PM 1-Day Apple Valley, CA 92307 Weight: 1 Lb 0.40 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 58	1		\$8.70
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$8.70</b>

VENDOR:  
United States Postal Service

DATE OF PURCHASE:  
8/13/20

AMOUNT:  
\$108.55

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:  
POSTAGE

FIRST APPROVAL  
**APPROVED**  
 Encore First Approval - Administration  
**Kiara Sampson**  
 Associated Student Body Manager

SECOND APPROVAL  
**APPROVED**  
 Encore First Approval - Administration  
**Kelsey White**  
 Central Bookkeeping Manager

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



PM 5-Day Med FR Box Harvest, AL 35749 Flat Rate Expected Delivery Day Monday 08/17/2020 USPS Tracking # 9505 5125 9657 0226 6204 65	1		\$15.05
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$15.05</b>
First-Class Mail® Large Envelope Victorville, CA 92394 Weight:0 Lb 2.20 Oz Estimated Delivery Date Monday 08/17/2020	1		\$1.40
<b>Total</b>			<b>\$1.40</b>
First-Class Mail® Large Envelope Apple Valley, CA 92307 Weight:0 Lb 2.40 Oz Estimated Delivery Date Monday 08/17/2020	1		\$1.40
<b>Total</b>			<b>\$1.40</b>
First-Class Mail® Large Envelope Hesperia, CA 92345 Weight:0 Lb 0.70 Oz Estimated Delivery Date Monday 08/17/2020	1		\$1.00
<b>Total</b>			<b>\$1.00</b>
First-Class Mail® Large Envelope Hesperia, CA 92345 Weight:0 Lb 1.20 Oz Estimated Delivery Date Monday 08/17/2020	1		\$1.20
<b>Total</b>			<b>\$1.20</b>
PurpleHeartMedal Total	38	\$0.55	\$20.90 \$20.90
US Flag Bklt/20 Total	2	\$11.00	\$22.00 \$22.00
First-Class Mail® Large Envelope Jurupa Valley, CA 92509 Weight:0 Lb 1.60 Oz Estimated Delivery Date Monday 08/17/2020	1		\$1.20
<b>Total</b>			<b>\$1.20</b>
<b>Grand Total:</b>			<b>\$108.55</b>
<b>Debit Card Remit'd</b>			<b>\$108.55</b>
Card Name:VISA			
Account #:XXXXXXXXXXXX3686			
Approval #			
Transaction #:383			
Receipt #:046818			
Debit Card Purchase:\$108.55			
Cash Back:\$0.00			
AID:A0000000980840			
AL:US DEBIT			
PIN:Verified			

Pre-Approval Stamp  
**EXPENSE**  
**PRE-APPROVED BY**  
Name: Denise  
Date: \_\_\_\_\_

**ERE**  
**RECEIPT(S) AND NO STAPLES**

**Circle One:**  
**ASB / General Fund**

VENDOR:  
United States Postal Service

DATE OF PURCHASE:  
8/13/20

AMOUNT:  
\$108.55

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:

FIRST APPROVAL  
**APPROVED**  
Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

SECOND APPROVAL  
**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

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



001597

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Denise  
Date: 8-13-20

Final Details for Order #112-7655709-9924205

Order Placed: August 13, 2020  
Amazon.com order number: 112-7655709-9924205  
Seller's order number: 8296059  
Order Total: \$1,358.40

IT

Shipped on August 13, 2020	
<b>Items Ordered</b>	<b>Price</b>
5 of: TP-Link 24 Port Gigabit PoE Switch   24 PoE+ Ports @384W, w/4 SFP slots   L2 Managed   Lifetime Protection   Support L2/L3/L4 CoS, IGMP and Link Aggre Sold by: Provantage LLC ( <a href="#">seller profile</a> ) Business Price Condition: New	\$252.14
<b>Shipping Address:</b> Jim Barkdull ENCORE EDUCATION CORPORATION 16955 LEMON ST HESPERIA, CA 92345-5139 United States	Item(s) Subtotal: \$1,260.70 Shipping & Handling: \$0.00 Total before tax: \$1,260.70 Sales Tax: \$97.70
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$1,358.40</b>

Payment Information	
<b>Payment Method:</b> Visa   Last digits: 3686	Item(s) Subtotal: \$1,260.70 Shipping & Handling: \$0.00
<b>Billing address</b> Jim Barkdull ENCORE EDUCATION CORPORATION 16955 LEMON ST HESPERIA, CA 92345-5139 United States	Total before tax: \$1,260.70 Estimated Tax: \$97.70 <b>Grand Total: \$1,358.40</b>

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

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

**APPROVED**  
Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

LLMF-COVID

**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

001598



EXPENSE  
PRE-APPROVED BY  
Name: Danise  
Date: 8/12/20

**PURCHASE ORDER/CHECK REQUEST FORM**

Date: 8/12/20

Location: HESPERIA RIVERSIDE

Advisor's Name: [Redacted]

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: [Redacted] Total: \$ \$50

Give check to the Advisor? Yes/No

Mail check to company? Yes/No

Address: [Redacted]

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

OFFICE USE ONLY

Approved/Denied

Administrators Signature: \_\_\_\_\_

**APPROVED**  
Encore Final Approval - Board / CEO  
Date: \_\_\_\_\_  
**Danise Griffin**  
Chief Executive Officer

Corporate Office, 1695 Latham Street, Hesperia, CA 92345. 760.949.2036. www.encorehighschool.com

Encore First Approval - Administration

**Kelsey White**  
Central Bookkeeping Manager

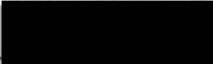
Encore Education Corporation  
Debit Card Account  
16855 Lemon Street  
Hesperia, CA 92345  
760-956-2632

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

6843

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*50.00

Fifty and 00/100

DOLLARS



JUNIOR SENIOR  
HIGH SCHOOL



MEMO

⑈006843⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6843

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
50.00

Balance Due  
50.00

Payment  
50.00

Check Amount

ENCORE JUNIOR SENIOR HIGH SCHOOL ARTS

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

Platinum Business C

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

50.00

Encore Education Corporation  
08/13/2020



6843

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
50.00

Balance Due  
50.00

Payment  
50.00

Check Amount

PAYMENT RECORD

Platinum Business C

50.00



001599



**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: 6/12/20

Date: 06/12/2020

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
6/25	Independent Prom Ticket	\$150
6/25	Independent Prom Pictures	\$15
		\$ 165

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:** Due to COVID-19 and the CDC Restrictions put in place, my Son does not want to attend Independent Prom. Payments were already made through the Senior Payment Plan.

**APPROVED**  
Encore Second Approval - Senior  
**Johnny Grif**  
Chief Operations Of

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

**PAYED**  
AUG 13 2020

Date: 06/12/2020

Student Signature: \_\_\_\_\_

BY: \_\_\_\_\_

Date: 06/12/2020

**OFFICE USE ONLY**

**PAYED**  
AUG 12 2020

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED** Date: \_\_\_\_\_

Encore First Approval - Administration

ASB Signature: \_\_\_\_\_ **Kelsey White** Date: \_\_\_\_\_

Central Bookkeeping Manager

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$848.00</del>	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside



**Transaction Information**

2/14/2020 11:15:19 AM

User: Ms. Kelsey

Ticket # 10125040

Sales: Ms.  
Kelsey

---

**Customer Information**

Name:

Email:

**Purchase Summary**

Admiral's Package A 99.75

Qty 1 @ 99.75

Subtotal 99.75

**Total 99.75**

VISA 99.75

XXXX8551

Sale

Auth: SUCCESS

Entry Method: N/A

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**Transaction Information**

3/13/2020 10:35:28 AM

User: Ms. Amy

Ticket # 10125423

Sales: Ms.  
Amy

---

**Customer Information**

Name:

Email:

**Purchase Summary**

Admiral's Package A	99.75
Qty 1 @ 99.75	
Subtotal	99.75
Total	99.75
VISA	99.75

XXXX8551

Sale

Auth: SUCCESS

Entry Method: N/A

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**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

6828

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*165.00

One hundred sixty-five and 00/100

DOLLARS



⑈006828⑈ ⑆ 1 2 1 0 4 2 8 8 2 ⑆

Encore Education Corporation  
08/13/2020



6828

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		165.00	165.00	165.00
			Check Amount		165.00

ENCORE  
HIGH SCHOOL

Platinum Business C

165.00

Encore Education Corporation  
08/13/2020



6828

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		165.00	165.00	165.00
			Check Amount		165.00

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Platinum Business C

165.00



Merchant Account ID: EPTR54MOLFTAA

PayPal ID: abarkdull@encorehighschool.com

8/1/20 - 8/31/20

### Transaction History - USD

Date	Description	Name \ Email	Gross	Fee	Net
8/14/20	General Withdrawal - Bank Account ID: 4LK01093FG966190M		-193.90	0.00	-193.90

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

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).



001600

**EXPENSE**

**PRE-APPROVED**

Final Details for Order #112-3894894-19866

Name: Denise  
Date: 8-13-20

Order Placed: August 13, 2020  
Amazon.com order number: 112-3894894-1986617  
Order Total: \$762.80

Shipped on August 14, 2020	
<b>Items Ordered</b>	<b>Price</b>
10 of: PoE Injector Adapter, PoE+ Injector 30W 10/100/1000Mbps IEEE 802.3af Compliant, Up to 100 Meters (325 Feet)	\$17.34
Sold by: ThePoEstore ( <a href="#">seller profile</a> )   Product question? ( <a href="#">Ask Seller</a> )	
Business Price	
Condition: New	
<b>Shipping Address:</b>	<b>Item(s) Subtotal: \$173.40</b>
Jim Barkdull	<b>Shipping &amp; Handling: \$4.45</b>
ENCORE EDUCATION CORPORATION	<b>Free Shipping: -\$4.45</b>
16955 LEMON ST	<b>Total before tax: \$173.40</b>
HESPERIA, CA 92345-5139	<b>Sales Tax: \$13.40</b>
United States	<b>Total for This Shipment: \$186.80</b>
<b>Shipping Speed:</b>	
FREE Shipping	

Shipped on August 16, 2020	
<b>Items Ordered</b>	<b>Price</b>
2 of: TP-Link 24 Port Gigabit PoE Switch   24 PoE+ Ports @384W, w/4 SFP slots   L2 Managed   Lifetime Protection   Support	\$267.29
L2/L3/L4 QoS, IGMP and Link Aggre	
Sold by: TeleDirect ( <a href="#">seller profile</a> )   Product question? ( <a href="#">Ask Seller</a> )	
Business Price	
Condition: New	
<b>Shipping Address:</b>	<b>Item(s) Subtotal: \$534.58</b>
Jim Barkdull	<b>Shipping &amp; Handling: \$17.19</b>
ENCORE EDUCATION CORPORATION	<b>Free Shipping: -\$17.19</b>
16955 LEMON ST	<b>Total before tax: \$534.58</b>
HESPERIA, CA 92345-5139	<b>Sales Tax: \$41.42</b>
United States	<b>Total for This Shipment: \$576.00</b>
<b>Shipping Speed:</b>	
FREE Shipping	

Payment information	
<b>Payment Method:</b>	<b>Item(s) Subtotal: \$707.98</b>
Visa   Last digits: 3686	<b>Shipping &amp; Handling: \$21.64</b>
<b>Billing address</b>	<b>Promotion applied: -\$21.64</b>
Jim Barkdull	

ENCORE EDUCATION CORPORATION  
16955 LEMON ST  
HESPERIA, CA 92345-5139  
United States

Total before tax: \$707.98  
Estimated Tax: \$54.82  
Grand Total: \$762.80

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

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LLMF-COV10

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

**APPROVED**  
Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

# ENCORE ASB

JUNIOR SENIOR  
HIGH SCHOOL ARTS

001601

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 8/13/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date	Description	EXPENSE	Total Amount
	<u>Homecoming tickets</u>	<b>PRE-APPROVED BY</b>	\$ <u>60</u>
		Name: <u>Denise</u>	
		Date: _____	
			\$ <u>60</u>

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:** Student was not able to attend.

---



---



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---



---

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

PAID

AUG 13 2020

Date: 8/13/20

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### OFFICE USE ONLY

Approval <input type="checkbox"/> YES / <input type="checkbox"/> NO	APPROVED	APPROVED
Administrative Signature: _____	Encore First Approval - Administration	Encore Final Approval - Board / CEO
ASB Signature: _____	Kelsey White	Denise Griffin
	Central Bookkeeping Manager	Chief Executive Officer
Check # _____	Amount: _____	Date: _____

Date/Time 11/8/2019 13:34 Ticket Number 20201012 Sale Transaction Type Customer Name [REDACTED] Customer Number 20200639 Operator Name Shelly Bernal Station Riverside Change MOP 0 Check

Gross SubTotal 60 Total 60 Tendered 60

Date/Time 11/8/2019 13:34 Ticket Number 20201012 Sale Transaction Type Customer Name [REDACTED] Customer Number 20200639 Operator Name Shelly Bernal Station Riverside Item Name Homecoming-R Description Qty 1 Sold by Each Final Sales Price 30



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

6848

08/13/2020

PAY TO THE ORDER OF

[Redacted]

\$ \*\*60.00

Sixty and 00/100\*\*\*\*\*

DOLLARS

[Redacted]

JUNIOR SENIOR HIGH SCHOOL

[Redacted]

MEMO

⑈006848⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020

[Redacted]

6848

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
60.00

Balance Due  
60.00

Payment  
60.00  
60.00

Check Amount



Platinum Business C

60.00

Encore Education Corporation  
08/13/2020

[Redacted]

6848

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
60.00

Balance Due  
60.00

Payment  
60.00  
60.00

Check Amount

PAYMENT RECORD

Platinum Business C

60.00

001751



**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: 5/13/20

Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 5/13/2020  
Name (make check payable to): \_\_\_\_\_  
Address (check will be mailed to this address): \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
12/19	Hip Hop Costume Fee Overpayment	45.50
	<b>EXPENSE</b>	
	<b>PRE-APPROVED BY</b>	
	Name: <u>Denise</u>	\$45.50
	Date: _____	

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

---



---



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---

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_ Date: 5/13/2020  
Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Approval:  YES /  NO

Administrative Signature: APPROVED  
Encore First Approval - Administration

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

Check # \_\_\_\_\_ Amount: \_\_\_\_\_

BY: APPROVED  
Date: AUG 12 2020

Kelsey White  
Central Bookkeeping Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date/Time 12/13/2019 12:20 Ticket Number 20201473 Sale Transaction Type Sale  
 Customer Name [REDACTED] Customer Number 20200778 Operator Name Leticia Castro Station Riverside  
 Date/Time 12/13/2019 12:20 Ticket Number 20201473 Operator Name Leticia Castro Station Riverside

Item Name Costume/Team Gear Description Qty Sold by 1 Each  
 Total \$ 135.00 Line Type Sale Final Sales Price \$ 135.00  
 Gross SubTotal \$ 135.00 Tendered \$ 135.00 Change \$ - Credit Card

Sent from my iPhone

On Apr 1, 2020, at 11:09 AM, Encore High School <kwhite@encorehighschool.com> wrote:



## Happy Wednesday Pirates

Good Morning Riverside Hip Hop Students and Parents! After reviewing the costume prices and inventory I have come up with a very accurate detailed list of the correct prices for the 2020 Hip Hop Gear .

- Hip Hop Sweaters - \$35
- Hip Hop FBI Long Sleeve Shirts - \$20
- Hip Hop Duffles - \$34.50

With all of this added up it comes to a total of \$89.50. I know all of you paid \$135 with an overage of \$45.50 each student, and I want to correct that. Once we are back in the office I can apply your overage to anything on campus for the remainder of the school year, including the Riverside 2020 Yearbook! I just sent out an invitation to the 2020 Yearbook, so online purchasing is available to the whole school. However I have included a special promo code in the event that anyone in the Riverside Hip Hop Team wants to apply their overage to the 2020 Yearbook. If this is an option you want to take the promo code is:

**HIPHOP2020**

Whichever option you want to take, please email me so that I can apply the funds correctly. Please email me if you have anymore questions. Thank you for your patience and time in this matter. I am so sorry for the confusion and mix up. Have a wonderful rest of your day and stay safe!

-Kelsey White  
Central Bookkeeper

Company Name | Website

Encore Education Corporation | 16955 Lemon Street, Hesperia, CA 92345

Unsubscribe [951chevygrl@gmail.com](mailto:951chevygrl@gmail.com)

Update Profile | About Constant Contact

Sent by [kwhite@encorehighschool.com](mailto:kwhite@encorehighschool.com) in collaboration with



Try email marketing for free today!

**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

6820

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*45.50

Forty-five and 50/100\*\*\*\*\*

DOLLARS



ENCORE  
JUNIOR/SENIOR  
HIGH SCHOOL



© 2011 INTUIT INC. # 542 1-800-433-8810

MEMO

⑈0068 20⑈ ⑆ 1 2 1 0 4 2 8 8 2 ⑆



Encore Education Corporation  
08/13/2020

6820

Date 08/12/2020 Type Bill

Reference

Original Amount 45.50

Balance Due 45.50

Payment 45.50

Check Amount

ENCORE  
JUNIOR/SENIOR  
HIGH SCHOOL ARTS

Platinum Business C

45.50

Encore Education Corporation  
08/13/2020

6820

Date 08/12/2020 Type Bill

Reference

Original Amount 45.50

Balance Due 45.50

Payment 45.50

Check Amount

PAYMENT  
RECORD

Platinum Business C

45.50

**EXPENSE**

001604

PRE-APPROVED BY

Name: Denise

Date: 6/10/20



Student/Parent Requesting Reimbursement: [Redacted]

Date: 6/10/20

Name (make check payable to): [Redacted]

Address (check will be mailed to this address): [Redacted]

City, State, Zip: [Redacted]

Date	Description	Total Amount
	Senior Package	254
		\$

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

Student did not get to participate in prepaid Senior Activities

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Junior High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: [Redacted]

BY: [Signature] Date: 10-10-20

Student Signature: [Redacted]

Date: 6-10-20

OFFICE USE ONLY

APPROVED

Approval  YES /  NO

Encore Final Approval - Board / CEO

Administrative Signature: \_\_\_\_\_

Denise Griffin  
Chief Executive Officer  
Date: \_\_\_\_\_

ASB Signature: \_\_\_\_\_

APPROVED  
Encore First Approval - Administration  
Kelsey White  
Central Accounting Manager  
Amount: \_\_\_\_\_

Date: \_\_\_\_\_

Check # \_\_\_\_\_

Date: \_\_\_\_\_

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	\$ 818.00	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside





**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

6824

08/13/2020

PAY TO THE  
ORDER OF



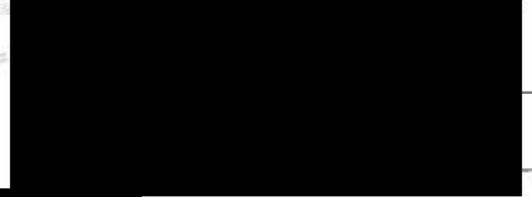
\$ \*\*254.00

Two hundred fifty-four and 00/100

DOLLARS



ENCORE  
HIGH SCHOOL



WEVO

⑈0068 24⑈ ⑆1 2 104 288 2⑆

Encore Education Corporation  
08/13/2020

6824

Date 08/12/2020  
Type Bill

Reference

Original Amount  
254.00

Balance Due  
254.00

Payment  
254.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

254.00

Encore Education Corporation  
08/13/2020

6824

Date 08/12/2020  
Type Bill

Reference

Original Amount  
254.00

Balance Due  
254.00

Payment  
254.00

Check Amount

Platinum Business C

254.00

**EXPENSE**

**PRE-APPROVED BY**

001605

Name: Denise  
Date: 6/17/20



Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 6-17-2020  
Name (make check payable to): \_\_\_\_\_  
Address (check will be mailed to this address): \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
6-17	SpongeBob Musical	25.00
		\$ 25.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

Cancelled due to COVID-19

**PAID**  
AUG 13 2020

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_ Date: 6-17-2020  
Student Signature: \_\_\_\_\_ Date: 6-17-20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ASB Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Check # \_\_\_\_\_

**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

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

**Transaction Information**

1/15/2020 7:09:17 AM

User: Ms. Kelsey

Ticket # 10124558

Sales: Ms. Kelsey

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Spongebob Musical	25.00
Qty 1 @ 25.00	
Subtotal	25.00
<b>Total</b>	<b>25.00</b>
CASH	25.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**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

6815

08/13/2020

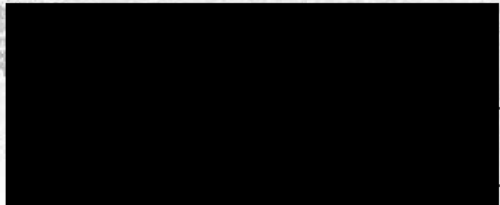
PAY TO THE  
ORDER OF



\$ \*\*25.00

Twenty-five and 00/100\*\*\*\*\*

DOLLARS



MEMO

⑈006815⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6815

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
25.00

Balance Due  
25.00

Payment  
25.00  
25.00

Check Amount



Platinum Business C

25.00

Encore Education Corporation  
08/13/2020



Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
25.00

Balance Due  
25.00

6815  
Payment  
25.00  
25.00

Check Amount

PAYMENT  
RECORD

Platinum Business C

25.00

001606



**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: 8/12/20

**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: \$ \$100

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**

Encore Second Approval - Senior Management

**Johnny Griffin**

Chief Operations Officer

Approved/Denied

Administrators Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

6832

08/13/2020

PAY TO THE ORDER OF



\$ \*\*100.00

One hundred and 00/100\*\*\*\*\*

DOLLARS



ENCORE JUNIOR/SENIOR HIGH SCHOOL



MEMO

⑈006832⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020

6832

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		100.00	100.00	100.00
		Check Amount			100.00

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: \_\_\_\_\_

ENCORE JUNIOR/SENIOR HIGH SCHOOL ARTS

Platinum Business C

100.00

Encore Education Corporation  
08/13/2020

6832

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		100.00	100.00	100.00
		Check Amount			100.00

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Platinum Business C

100.00

PAYMENT RECORD

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: 3/16/20



001607

Student/Parent Requesting Reimbursement: [Redacted]

Date: 3/16/20

Name (make check payable to): [Redacted]

Address (check will be mailed to this address): [Redacted]

City, State, Zip: [Redacted]

Date	Description	Total Amount
?	CSUSB (Mr. Brando has receipt)	15.00
3/10 3/12	Cal State Fullerton Theater Festival	100.00
		\$ 115.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: Both events were canceled due to public health concerns.

**PAID**  
AUG 13 2020  
BY: \_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: [Redacted]

Date: 3/16/20

Student Signature: [Redacted]

Date: 3/16/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: APPROVED Date: APPROVED  
Encore First Approval - Administration

ASB Signature: Kelsey White Date: \_\_\_\_\_  
Central Bookkeeping Manager

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_  
Denise Griffin  
Executive Officer

**RECEIPT** DATE 3-12-20 No. 114673

RECEIVED FROM [REDACTED] \$ 20 -

Fullerton Festival DOLLARS

- Balance -

FOR RENT  
 FOR \_\_\_\_\_

ACCOUNT		<input checked="" type="radio"/> CASH	FROM	[REDACTED]
PAYMENT	<u>20 -</u>	<input type="radio"/> CHECK	BY	[REDACTED]
BAL. DUE		<input type="radio"/> MONEY ORDER		
		<input type="radio"/> CREDIT CARD		

3-11

**Encore High School - Riverside**

3800 Main St. 3rd Floor  
 Riverside, CA 92501  
 (951) 824-1358  
 Tax ID: 208603402

Ticket #20202093      User: Ms. Shelly  
 Sales: Ms. Shelly

3/10/20, 11:02 AM

Customer Name: Fullerton Festival [REDACTED]

Item Description	Qty	Price	Total
Payment	1	80.00	80.00
Subtotal			80.00
Tax			0.00
<b>Total</b>			<b>80.00</b>
Tender:			
CASH			80.00

Number of line items purchased: 1

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





Date/Time	3/3/2020 10:59	Ticket Number	20202043	Transaction Type	Sale	Customer Name	[REDACTED]	Customer Number	20200554	Operator Name	Shelly Bernal	Station	Riverside	Gross Subtotal	\$ 15.00	Total	\$ 15.00	Tendered	\$ 20.00	Change	\$ 5.00	MOP	Cash
-----------	----------------	---------------	----------	------------------	------	---------------	------------	-----------------	----------	---------------	---------------	---------	-----------	----------------	----------	-------	----------	----------	----------	--------	---------	-----	------

Date/Time	3/3/2020 10:59	Ticket Number	20202043	Operator Name	Shelly Bernal	Station	Riverside	Item Name	CSUS8 Theatre Festiva	Description	CSUS8 Theatre Festival Reg-R	Qty	1	Sold by	Shelly Bernal	Line Type	Sale	Final Sales Price	\$ 15.00
-----------	----------------	---------------	----------	---------------	---------------	---------	-----------	-----------	-----------------------	-------------	------------------------------	-----	---	---------	---------------	-----------	------	-------------------	----------

Date/Time	3/12/2020 10:59	Ticket #10	20202126	Transaction	Sale	Operator	[REDACTED]	Customer Name	Shelly Bernal	Station	Riverside	Gross Subtotal	\$ 20.00	Total	\$ 20.00	Tendered	\$ 20.00	Change	\$ -	MOP	Cash
-----------	-----------------	------------	----------	-------------	------	----------	------------	---------------	---------------	---------	-----------	----------------	----------	-------	----------	----------	----------	--------	------	-----	------

Date/Time	3/12/2020 10:59	Ticket Number	20202126	Operator Name	Shelly Bernal	Station	Riverside	Item Name	Fullerton Festival	Description	Fullerton Festi	Qty	1	Sold by	Shelly Bernal	Line Type	Sale	Final Sales Price	\$ 20.00
-----------	-----------------	---------------	----------	---------------	---------------	---------	-----------	-----------	--------------------	-------------	-----------------	-----	---	---------	---------------	-----------	------	-------------------	----------

**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

6849

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*115.00

One hundred fifteen and 00/100\*\*\*\*\*

DOLLARS



ENCORE  
HIGH SCHOOL



MEMO

⑈006849⑈ ⑆121042882⑆



Encore Education Corporation  
08/13/2020



6849

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
115.00

Balance Due  
115.00

Payment  
115.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

115.00

Encore Education Corporation  
08/13/2020



6849

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
115.00

Balance Due  
115.00

Payment  
115.00

Check Amount

Platinum Business C

115.00

001608

**EXPENSE**



**PRE-APPROVED BY**

Name: Denise

Date: 6/2/2020

Student/Parent Requesting Reimbursement: [Redacted]

Date: 5/22/2020

Name (make check payable to): [Redacted]

Address (check will be mailed to this address): [Redacted]

City, State, Zip: [Redacted]

Date	Description	Total Amount
5/22/2020	JUNCH MONEY	20.25
		\$20.25

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

[Redacted] will be going to a different school next year.

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: [Redacted]

Date: 5/22/2020

Student Signature: [Redacted]

Date: 5/22/2020

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: **APPROVED** *[Signature]* Date: 6-1-20

ASB Signature: **Joseph Thibodeaux** *[Signature]* Date: \_\_\_\_\_

Check # \_\_\_\_\_ Amount: \$20.25 Date: \_\_\_\_\_

Corporate Office, 16955 Lemon Street, Hesperia, CA 92345. 760.949.2775 www.encorehighschool.com

**PAID**  
AUG 13 2020

BT.....



# Customer Account Adjustments

Search for and select a student account on the left, then enter the adjustment.

Encore Junior Senior HS  
Editing...

Include Inactive

Banton, Sophia - (9810)  
Encore Jr./Sr. High School  
Grade: 8

Adjustment for

\*POS Station:

\*School:

### CUSTOMER INFORMATION

Picture:

Customer Type: Student

School: Encore Jr./Sr. High School

Grade: 8

Homeroom:

Last Adjustment:

### ADJUSTMENT

\*Adjustment Amount:

\*Adjustment Type:

Notes:

Beginning Balance:	Ending Balance:
20.25	20.25

## Related Links

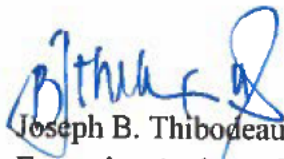
[Customer Information](#)

June 2, 2020

To: Denise Griffin, CEO Encore Education Corporation  
From: Joseph Thibodeaux, Executive Assistant Manager Transportation/Food  
Service/Aeries/Data

Subject: PARENT/STUDENT REIMBURSEMENT C/O [REDACTED]

Parent is request refund of Mealtime funds, \$20.25 because the student is not returning and will be attending a new school next school year. Student dis-enrolled for Encore High School on 06/05/2020. There was no dismissal for misconduct. I recommend that she be refunded Mealtime funds.



Joseph B. Thibodeaux  
Executive Assistant Manager  
Transportation/Food Service/Aeries/Data

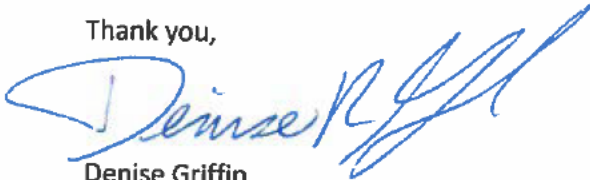


June 2, 2020

Dear 

I have received your request for a refund for mealtime fees. After careful consideration, your request has been approved.

Thank you,

A handwritten signature in blue ink that reads "Denise Griffin".

Denise Griffin  
Chief Executive Officer  
[ceo@officeteam.com](mailto:ceo@officeteam.com)  
760.949.2036

**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

6821

08/13/2020

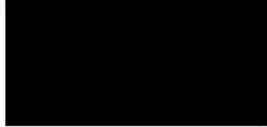
PAY TO THE  
ORDER OF



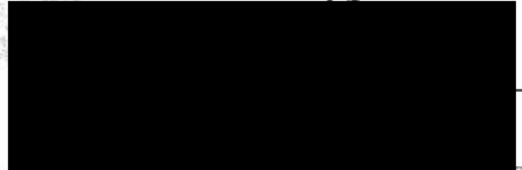
\$ \*\*20.25

Twenty and 25/100\*\*\*\*\*

DOLLARS



ENCORE  
HIGHER LEARNING  
HIGH SCHOOL



MEMO

⑈006821⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6821

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
20.25

Balance Due  
20.25

Payment  
20.25  
20.25

Check Amount

ENCORE  
HIGHER LEARNING  
HIGH SCHOOL

Platinum Business C

20.25

Encore Education Corporation  
08/13/2020



6821

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
20.25

Balance Due  
20.25

Payment  
20.25  
20.25

Check Amount

Platinum Business C

20.25

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise



001609

Date: \_\_\_\_\_ Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: \_\_\_\_\_

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	S. P. P. Refund - Grad Bash	120
	- <del>AP over payment</del> AP over Payment	10
	mystery night	20
		\$ 150

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:**

Covid

- Events being reimbursed are Grad bash for \$120.00  
 mystery night for \$20.00  
 AP over payment by \$10.00

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Approval  YES /  NO

**APPROVED**

Administrative Signature: Encore First Approval - Administration Date: \_\_\_\_\_

ASB Signature: Kelsey White Date: \_\_\_\_\_  
Central Bookkeeping Manager

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

**PAID**  
 BY: \_\_\_\_\_ AUG 12 2020



**Transaction Information**

8/20/2019 11:26:25 AM

User: Ms. Joanne

Ticket # 10122688

Sales: Ms. Joanne

**Customer Information**

Name:



Email:

**Purchase Summary**

<b>Admiral's Package B</b>	100.00
Qty 1 @ 100.00	
Subtotal	100.00
<b>Total</b>	<b>100.00</b>
CASH	100.00

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\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
 Hesperia, CA 92345  
 (760) 956-2632  
 www.encorehighschool.com  
 Tax ID: 208603402

**Transaction Information**

9/12/2019 3:10:05 PM

User: Ms. Kathy

Ticket # 10122944

Sales: Ms. Kathy

**Customer Information**

Name:



Email:

**Purchase Summary**

<b>Admiral's Package B</b>	180.00
Qty 1 @ 180.00	
Subtotal	180.00
<b>Total</b>	<b>180.00</b>
CASH	180.00

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\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
 Hesperia, CA 92345  
 (760) 956-2632  
 www.encorehighschool.com  
 Tax ID: 208603402

**Transaction Information**

1/17/2020 1:11:59 PM

User: Ms. Kelsey

Ticket # 10124676

Sales: Ms. Kelsey

**Customer Information**

Name: [REDACTED]  
Email: [REDACTED]

**Purchase Summary**

Admiral's Package	273.00
Qty 1 @ 273.00	
Subtotal	273.00
Total	273.00
VISA	273.00

XXXX5174

Sale

Auth: SUCCESS

Entry Method: Swiped



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 mealltime or for ticketed events\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
www.encorehighschool.com  
Tax ID: 208603402

**Transaction Information**

9/25/2019 1:31:27 PM

User: Ms. Kathy

Ticket # 10123148

Sales: Ms. Kathy

**Customer Information**

Name: [REDACTED]  
Email: [REDACTED]

**Purchase Summary**

Admiral's Package B	120.00
Qty 1 @ 120.00	
Subtotal	120.00
Total	120.00
CASH	120.00

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 mealltime or for ticketed events\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
www.encorehighschool.com  
Tax ID: 208603402



Kelsey White <kwhite@encorehighschool.com>

[Redacted] has registered for your event

2 messages

donotreply\_eventspot@constantcontact.com <donotreply\_eventspot@constantcontact.com> Thu, May 7, 2020 at 3:16 PM

Reply-To: donotreply\_eventspot@constantcontact.com

To: kwhite@encorehighschool.com

This is an informational email to inform you that a registrant has registered for your event. Please do not reply to this message. Replies to this message are routed to an unmonitored mailbox.

<b>AP Test Purchasing</b>				
<b>Personal Information</b>				
First Name:		[Redacted]		
Last Name:		[Redacted]		
Email Address:		[Redacted]		
<b>Tests Information</b>				
AP Not Reduced 2nd Payment		1		
registered				
<b>Payment Summary</b>				
<i>Name</i>	<i>Type</i>	<i>Quantity</i>	<i>Fee</i>	<i>Total</i>
Kylie Galvin2nd	AP Not Reduced Payment	1	\$55.00	\$55.00
Tests	AP Not Reduced 2nd Payment	1	\$55.00	\$55.00
<b>Total</b>				<b>\$110.00</b>

Kelsey White <kwhite@encorehighschool.com>  
To: Candice Carter <ccarter@encorehighschool.com>

Fri, May 8, 2020 at 4:01 PM

Kelsey White  
Central Bookkeeper/ Box Office  
Encore Jr. / Sr. High School  
for the performing and visual arts

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 848.00</del>	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside

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

6819

08/13/2020

PAY TO THE  
ORDER OF



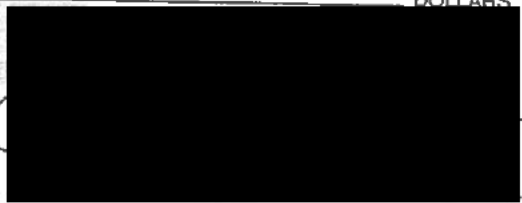
\$ \*\*150.00

One hundred fifty and 00/100\*\*\*\*\*

DOLLARS



HIGH SCHOOL



MEMO

⑈006819⑈ ⑆121042882⑆ [Redacted]

Encore Education Corporation  
08/13/2020



6819

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		150.00	150.00	150.00
			Check Amount		150.00

ENCORE  
HIGH SCHOOL

Platinum Business C

150.00

Encore Education Corporation  
08/13/2020



6819

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		150.00	150.00	150.00
			Check Amount		150.00

Platinum Business C

150.00

001610



EXPENSE  
PRE-APPROVED BY  
Name: Denise  
Date: 8/12/20

**PURCHASE ORDER/CHECK REQUEST FORM**

Date: 8/12/20

Location: HESPERIA/RIVERSIDE

Advisor's Name: John Parker

Team/Group/Class Account: CSF

Date Needed By: 8/30/20

Item Description: Must attach invoice & image(s) CSF 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: \$ 50

Give check to the Advisor? Yes/No

Mail check to company? Yes/No

Address: \_\_\_\_\_

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

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

**APPROVED** OFFICE USE ONLY

Encore First Approval - Administration

**Kelsey White**  
Central Bookkeeping Manager

Approved/Denied

Administrators Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

6851

08/13/2020

PAY TO THE ORDER OF



\$ \*\*50.00

Fifty and 00/100

DOLLARS



ENCORE JUNIOR/SENIOR HIGH SCHOOL ARTS



MEMO

⑈006851⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020

6851

Date 08/13/2020  
Type Bill

Reference

Original Amount 50.00

Balance Due 50.00

Payment 50.00

Check Amount

ENCORE JUNIOR/SENIOR HIGH SCHOOL ARTS

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

Platinum Business C

APPROVED  
Encore Second Approval - Senior Management

Johnny Griffin  
Chief Operations Officer

50.00

Encore Education Corporation  
08/13/2020

6851

Date 08/13/2020  
Type Bill

Reference

Original Amount 50.00

Balance Due 50.00

Payment 50.00

Check Amount

PAYMENT RECORD

Platinum Business C

50.00

001611

**EXPENSE**



**ASB**

**PRE-APPROVED BY**

Name: Denise

Date: 6/29/20

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 6/29/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Spongebob Musical Field Trip	\$25.00
	ASB New Shirts	\$17.00
		\$ 42.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:** Students did not attend the Sponge Bob Musical because of COVID.  
 Students were never given their new ASB shirts.

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

Date: 6/29/20

Student Signature: \_\_\_\_\_

Date: 6/20/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: Denise Griffin **APPROVED** Date: \_\_\_\_\_  
Encore Final Approval - Board / CEO

ASB Signature: Denise Griffin **APPROVED** Date: \_\_\_\_\_  
Encore First Approval - Administration

Check # \_\_\_\_\_ Amount: Kelsey White Date: \_\_\_\_\_  
Chief Executive Officer Central Bookkeeping Manager



**Transaction Information**

1/21/2020 7:25:35 AM

User: Ms. Amy

Ticket # 10124689

Sales: Ms. Amy

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

Spongebob Musical	25.00
Qty 1 @ 25.00	
Subtotal	25.00
Total	25.00
CASH	25.00

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 mealltime or for ticketed events\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
www.encorehighschool.com  
Tax ID: 208603402

**Transaction Information**

3/6/2020 1:05:38 PM

User: MsSamantha

Ticket # 10125340

Sales: MsSamantha

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

JHASB 2020 Shirt	17.00
Qty 1 @ 17.00	
Subtotal	17.00
Total	17.00
CASH	17.00

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 mealltime or for ticketed events\*\*\*\*\*

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
www.encorehighschool.com  
Tax ID: 208603402

**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

6842

08/13/2020

PAY TO THE  
ORDER OF



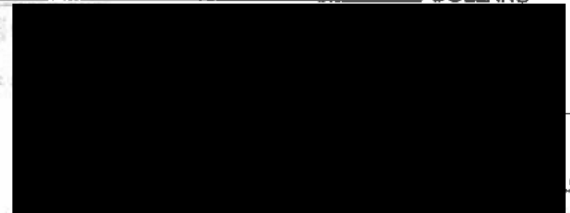
\$ \*\*42.00

Forty-two and 00/100\*\*\*\*\*

DOLLARS



ENCORE  
HIGH SCHOOL



⑈006842⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020

6842

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
42.00

Balance Due  
42.00

Payment  
42.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

42.00

Encore Education Corporation  
08/13/2020

6842

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
42.00

Balance Due  
42.00

Payment  
42.00

Check Amount

Platinum Business C

42.00

Debit on Back  
Secure Check

001612



EXPENSE

PRE-APPROVED BY

Name: Denise

Date: 8/13/20

Student/Parent Requesting Reimbursement: [Redacted] Date: \_\_\_\_\_

Name (make check payable to): [Redacted]

Address (check will be mailed to this address): [Redacted]


City, State, Zip: [Redacted]

Date	Description	Total Amount
	Senior Activities Prom Refund	150
	Popcorn Fundraiser - both receipts overpaid on acct	25
		\$ 175

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

She did not want the .75¢

  
 BY: \_\_\_\_\_  
 AUG 13 2020

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin

Chief Executive Officer

Parent Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

OFFICE USE ONLY

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_  
 Encore First Approval - Administration  
 Kelsey White  
 Central Bookkeeping Manager

ASB Signature: \_\_\_\_\_

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

  
 Date: AUG 13 2020  
 BY: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Transaction Information**

9/24/2019 7:28:48 AM

User: Ms. Kathy

Ticket # 10123129

Sales: Ms.  
Kathy

---

**Customer Information**Name: XXXXXXXXXX**Purchase Summary**

<b>Captain's Package</b>	300.00
Qty 1 @ 300.00	
Subtotal	300.00
<b>Total</b>	<b>300.00</b>
CASH	300.00

---

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 mealltime or for ticketed events\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)Tax ID: 208603402

---

**Transaction Information**

10/15/2019 11:36:29 AM                      User:     Ms. Kathy  
Ticket # 10123461                                 Sales:     Ms. Kathy

---

**Customer Information**

Name: [REDACTED]  
Email: [REDACTED]

**Purchase Summary**

Popcorn Fundraiser	24.00
Qty 1 @ 24.00	
Subtotal	24.00
<b>Total</b>	<b>24.00</b>
CHECK	24.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**Transaction Information**

10/18/2019 2:38:52 PM

User: Ms. Kelsey

Ticket # 10123534

Sales: Ms.  
Kelsey

---

**Customer Information**

Name:



Email:

**Purchase Summary**

Popcorn Fundraiser	1.75
Qty 1 @ 1.75	
Subtotal	1.75
Total	1.75
CASH	1.75

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**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

6833

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*175.00

One hundred seventy-five and 00/100\*\*\*\*\*

DOLLARS



ENCORE  
JUNIOR-SENIOR  
HIGH SCHOOL



MEMO

⑈006833⑈ 121042882⑈

Encore Education Corporation  
08/13/2020



6833

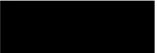
Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		175.00	175.00	175.00
			Check Amount		175.00

ENCORE  
JUNIOR-SENIOR  
HIGH SCHOOL

Platinum Business C

175.00

Encore Education Corporation  
08/13/2020



6833

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		175.00	175.00	175.00
			Check Amount		175.00

Platinum Business C

175.00

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
 Date: \_\_\_\_\_



001613

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 5/20/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
5/20	\$ from First Mate Package. We paid \$250 (listed below)	59.00
		\$ 59.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:  
 We paid \$250 into the \$400 First Mate Sr. Package ~~and~~ She did not receive: Panoramic Pic, Prom, Prom Pic, Capt, Encore, Class I-shirts & Sweatshirts and mystery.

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and/or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_

Date: 5/20/20

Student Signature: \_\_\_\_\_

Date: 5/21/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: APPROVED BY: \_\_\_\_\_ Date: \_\_\_\_\_

ASB Signature: APPROVED Encore First Approval - Administration BY: \_\_\_\_\_ Date: \_\_\_\_\_

Check # Denise Griffin Amount: Kelsey White Date: \_\_\_\_\_  
Chief Executive Officer Central Bookkeeping Manager

**PAID** AUG 12 2020



Date/Time	Ticket Number	Transaction Type	Customer Name	Customer Number	Operator Name	Station	Gross SubTotal	Total	Tendered	Change	MOP
9/4/2019 11:21	20200173	Sale	[REDACTED]	20200140	Shelly Bernal	Riverside	50	50	50	0	Check
10/11/2019 13:39	20200575	Sale	[REDACTED]	20200418	Shelly Bernal	Riverside	50	50	50	0	Check

Date/Time	Ticket Number	Operator Name	Station	Item Name	Description	Qty	Sold by	Line Type	Final Sales Price
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9/4/2019 11:21	20200173	Shelly Bernal	Riverside	First Mate Package	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.	1	Each	Sale	50
----------------	----------	---------------	-----------	--------------------	---	---	------	------	----

10/11/2019 13:39	20200575	Shelly Bernal	Riverside	First Mate Package	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.	1	Each	Sale	50
------------------	----------	---------------	-----------	--------------------	---	---	------	------	----

## FIRST MATE PACKAGE

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Beach Day VIP	Free	
Senior Sunset VIP	Free	
Senior Sunrise VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Swag Day VIP	Free	
Encore Social VIP	Free	
Captain Encore	\$ 8.00	was 2 dollars shorts of \$8 - don't finish paying Plan
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	
Silent Disco	\$ 30.00	
Back to School Dance	\$ 15.00	
Skate Night	\$ 8.00	
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 467.00</del>	
Package Price	\$ 400.00	
Please sign up with Mrs. Ashlin in the A Building (Hesperia) or with Mr. Justin Barkdull in Riverside		

**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

6829

08/13/2020

PAY TO THE  
ORDER OF

[Redacted]

\$ \*\*59.00

Fifty-nine and 00/100\*\*\*\*\*

DOLLARS

[Redacted]

ENCORE  
JUNIOR/SENIOR  
HIGH SCHOOL

[Redacted]

MEMO

⑈0068 29⑈ ⑆ 1 2 1 0 4 2 8 8 2⑆

Encore Education Corporation  
08/13/2020

6829

Date 08/12/2020 Type Bill

Reference

Original Amount 59.00

Balance Due 59.00

Payment 59.00

Check Amount



Platinum Business C

59.00

Encore Education Corporation  
08/13/2020

6829

Date 08/12/2020 Type Bill

Reference

Original Amount 59.00

Balance Due 59.00

Payment 59.00

Check Amount

PAYMENT  
RECORD

Platinum Business C

59.00



INVOICE

001614

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

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Contract  
Date: \_\_\_\_\_

Invoice # 3001-14490  
Invoice Date Jul 19, 2020  
Invoice Amount \$299.00 (USD)  
**PAID**

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

**SUBSCRIPTION**  
Billing Period Jul 19 to Aug 19, 2020  
Next Billing Date Aug 19, 2020  
School URL <https://encore.learnworlds.com>

DESCRIPTION	AMOUNT (USD)
Learning Center Plan 299	\$299.00
<b>Total</b>	<b>\$299.00</b>
Payments	(\$299.00)
<b>Amount Due (USD)</b>	<b>\$0.00</b>

**PAYMENTS**

\$299.00 was paid on 19 Jul, 2020 16:50 UTC by Visa card ending 0914.

*LLMF  
COVID  
CURRICULUM*

**NOTES**

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

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

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

**EXPENSE**

001615

PRE-APPROVED BY

Name: Denise

Date: \_\_\_\_\_



Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 3/31/2020

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
3/13/2020	CSUSB- ACTING COMPETITION (paid the week before)	\$15.00
3/21/2020	FULLERTON FESTIVAL (PAID 3/10/20)	\$80.00
		\$95.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

BOTH EVENTS WERE CANCELLED DUE TO COVID-19

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_ Date: 3/31/2020

Student Signature: \_\_\_\_\_ Date: 3-31-2020

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED**  
Encore First Approval - Administration

ASB Signature: \_\_\_\_\_ **APPROVED**  
Kelsey White  
Central Bookkeeping Manager

Check # \_\_\_\_\_ Amount: \_\_\_\_\_

Encore Final Approval - Board / CEO  
Denise Griffin

Date: Aug 12 2020  
BY: \_\_\_\_\_  
Date: \_\_\_\_\_

*Handwritten:* 4/1/2020

Date/Time 3/10/2020 13:28 Ticket Number 20202100 Transaction Type Sale Customer Name [Redacted] Customer Number 20200043 Operator Name Shelly Bernal Station Riverside Selling Location Default Gross SubTotal \$ 80.00 Total \$ 80.00 Tendered \$ 80.00 Change \$ - MOP Cash  
 3/6/2020 13:33 20202069 Sale [Redacted] Customer Number 20200895 Operator Name Andrea Davis Station Riverside Selling Location Default Gross SubTotal \$ 20.00 Total \$ 20.00 Tendered \$ 20.00 Change \$ - Cash

Final Sales

Date/Time	Ticket Number	Operator Name	Station	Item Name	Description	Qty	Sold by	Line Type	Final Sales Price
3/10/2020 13:28	20202100	Shelly Bernal	Riverside	Fullerton Festival		1	Each	Sale	\$ 80.00
3/6/2020 13:33	20202069	Andrea Davis	Riverside	CSUSB Theatre Festival Reg -R		1	Each	Sale	\$ 15.00

Extra curricular costume rental. Students are not held accountable for payment request and student waivers are available.

3/6/2020 13:33 20202069 Andrea Davis Riverside Costume Fee 1 Each Sale \$ 5.00

**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

6827

08/13/2020

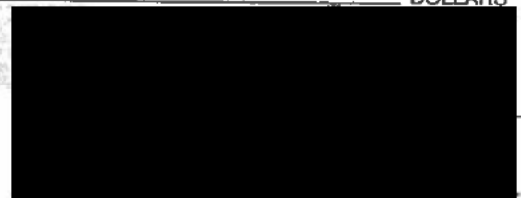
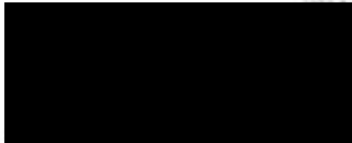
PAY TO THE  
ORDER OF



\$ \*\*95.00

Ninety-five and 00/100\*\*\*\*\*

DOLLARS



⑈006827⑈ ⑆21042882⑆

Encore Education Corporation  
08/13/2020



6827

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
95.00

Balance Due  
95.00

Payment  
95.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

95.00

Encore Education Corporation  
08/13/2020



6827

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
95.00

Balance Due  
95.00

Payment  
95.00

Check Amount

Platinum Business C

95.00

001616

# ENCORE ASB

JUNIOR | SENIOR  
HIGH SCHOOL ARTS

Playhouse  
H

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 6/15/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	EXPENSE	Total Amount
6/15/20	2020 yearbook	<b>PRE-APPROVED BY</b> Name: <u>Denise</u> Date: _____	80 <sup>00</sup>
	<u>Sponge bob Refund</u>		25
			\$ <del>80.00</del>

\$105

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: Does not reflect her 7th grade year jr. Hgn experience at all.

PAID  
AUG 13 2020

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_

Date: 6/15/20

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### OFFICE USE ONLY

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED** Encore First Approval - Administration  
 ASB Signature: \_\_\_\_\_ **APPROVED** Encore Final Approval - Board / CEO  
 \_\_\_\_\_ **Kelsey White** \_\_\_\_\_ **Denise Griffin**  
 Central Bookkeeping Manager Chief Executive Officer

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_



**Transaction Information**

1/16/2020 9:09:55 AM

User: Ms. Amy

Ticket # 10124595

Sales: Ms. Amy

---

**Customer Information**

Name:

Email:

**Purchase Summary**

Spongebob Musical	25.00
Qty 1 @ 25.00	
Subtotal	25.00
<b>Total</b>	<b>25.00</b>
CHECK	25.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

**Transaction Information**

6/10/2020 12:05:44 PM

Ticket # 10125512

User: IT

Sales: IT

---

**Customer Information**

Name: [REDACTED]

Email: [REDACTED]

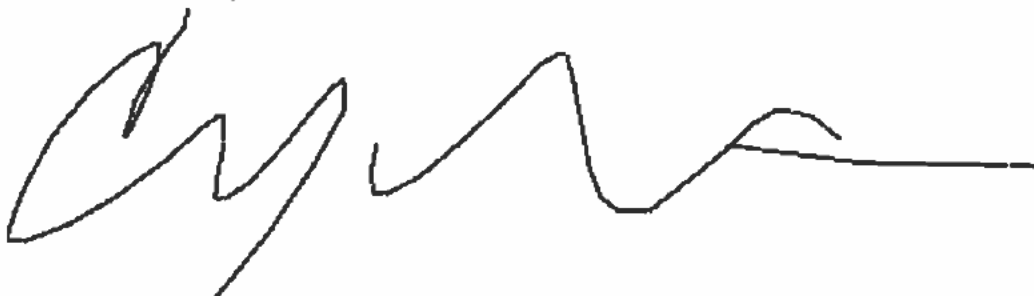
**Purchase Summary**

2020 Yearbook		80.00
Qty 1	@ 80.00	
Subtotal		80.00
Total		80.00
DISC		80.00
XXXX1682		

[REDACTED]  
Sale

Auth: SUCCESS

Entry Method: Swiped



---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**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

6836

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*105.00

One hundred five and 00/100\*\*\*\*\*

DOLLARS



JUNIOR/SENIOR  
HIGH SCHOOL



MEMO

⑈006836⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6836

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
105.00

Balance Due  
105.00

Payment  
105.00  
105.00

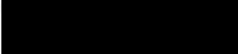
Check Amount



Platinum Business C

105.00

Encore Education Corporation  
08/13/2020



6836

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
105.00

Balance Due  
105.00

Payment  
105.00  
105.00

Check Amount

PAYMENT  
RECORD

Platinum Business C

105.00

**EXPENSE**

001617

PRE-APPROVED BY

Name: Denise  
Date: \_\_\_\_\_



Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 3/3/2020

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Balance of Senior Package (admiral)	197.13
		\$197.13

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: Student unenrolled

P  
A  
I  
D  
BY: AUG 13 2020

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_

Date: 3/3/2020

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY**

Approval  YES /  NO

**APPROVED**

Administrative Signature: \_\_\_\_\_ Encore First Approval - Administration Date: \_\_\_\_\_

ASB Signature: **APPROVED** \_\_\_\_\_ **Kelsey White** Date: \_\_\_\_\_  
Encore Final Approval - Board / CEO Central Bookkeeping Manager

Check # **Denise Griffin** Amount: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief Executive Officer

Date/Time	Ticket Number	Transaction Type	Customer Name	Customer Number	Operator Name	Station	Gross SubTotal	Total	Tendered	Change	MDP
1/16/2020 11:08	20201578	Sale	[REDACTED]	20200250	Shelly Bernal	Riverside	\$ 85.00	\$ 85.00	\$ 85.00	\$ -	Check
12/12/2019 11:21	20201451	Sale	[REDACTED]	20200250	Shelly Bernal	Riverside	\$ 84.00	\$ 84.00	\$ 84.00	\$ -	Check
11/14/2019 7:31	20201085	Sale	[REDACTED]	20200250	Shelly Bernal	Riverside	\$ 85.00	\$ 85.00	\$ 85.00	\$ -	Cash
10/10/2019 15:23	20200545	Sale	[REDACTED]	20200250	Shelly Bernal	Riverside	\$ 85.00	\$ 85.00	\$ 85.00	\$ -	Cash
9/12/2019 11:11	20200903	Sale	[REDACTED]	20200250	Shelly Bernal	Riverside	\$ 84.13	\$ 84.13	\$ 84.13	\$ -	Check

Date/Time	Ticket Number	Operator Name	Station	Item Name	Description	Qty	Sold by	Line Type	Final Sales Price
1/16/2020 11:08	20201578	Shelly Bernal	Riverside	Admiral's Package B	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.		Shelly Bernal	Sale	\$ 85.00
12/12/2019 11:21	20201451	Shelly Bernal	Riverside	Admiral's Package B	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.		Shelly Bernal	Sale	\$ 84.00
11/14/2019 7:31	20201085	Shelly Bernal	Riverside	Admiral's Package B	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.		Shelly Bernal	Sale	\$ 85.00
10/10/2019 15:23	20200545	Shelly Bernal	Riverside	Admiral's Package B	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.		Shelly Bernal	Sale	\$ 85.00
9/12/2019 11:11	20200903	Shelly Bernal	Riverside	Admiral's Package B	EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.		Shelly Bernal	Sale	\$ 84.13

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$ 15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 818.00</del>	
Package Price	\$ 673.00	

\* had a Credit of 8.13 - dont finish  
 Paying the plan off.

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside

**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

6845

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*197.13

One hundred ninety-seven and 13/100\*\*\*\*\* DOLLARS



JUNIOR/SENIOR  
HIGH SCHOOL



MEMO

⑈006845⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6845

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		197.13	197.13	197.13
			Check Amount		197.13



Platinum Business C

197.13

Encore Education Corporation  
08/13/2020



6845

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		197.13	197.13	197.13
			Check Amount		197.13

PAYMENT  
RECORD

Platinum Business C

197.13

DEPOSIT TICKET

DATE 8/24/2020 1-4288/1210 6499

DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL		
CURRENCY	DOLLARS	CENTS
COINS		
CHECKS LIST EACH SEPARATELY		
1 68838	13756	76
2		
3		
4		
5		
6		
7		
8		
9		
10		
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32		
33		
34		
TOTAL BACKSIDE OR ATTACHED LIST		
PLEASE RE-ENTER TOTAL HERE	TOTAL	1375676
USE OTHER SIDE FOR ADDITIONAL LISTING. PLEASE BE SURE ALL ITEMS ARE PROPERLY ENDORSED		

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



⑆511400393⑆

\$ 13756.76

Wells Fargo Bank  
Transaction Receipt

Branch #0000945 19 Deposit  
Account Number XXXXXX1118  
CHK 00114  
Serial #  
Number of Checks 1  
Check Listing  
\$13,756.76  
Total Checks Amount \$13,756.76  
Total Deposit \$13,756.76

Deposit Availability  
\$2,500.00 of your deposit is included in your available balance.  
\$11,256.76 will be available on Tuesday, 08/25/20

Transaction # 168 0211  
03:56PM 08/24/20  
Deposit Credit Date: 08/24/20

Thank you for your business.  
Enjoy the convenience of scheduling appointments online at wells Fargo.com/appointments

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

Thank you, KAREN

USE FRONT SIDE FROM YOUR CHECKING FROM AUTOMATIC PAYMENTS. 1 CHECK AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE US BANK COMMERCIAL CODE AND ANY APPLICABLE COLLECTION AGREEMENT.



Encore Education Corporation dba Encore Jr/Sr High School  
16955 Lemon Street  
Hesperia, CA 92345



WELLS FARGO BANK  
WELLS FARGO BANK  
11-4288/1210

PAY: \*\*\*\*Thirteen Thousand Seven Hundred Fifty Six and 76/100 Dollars

DATE

08/12/2020

AMOUNT

\$ 13,756.76

TO THE ORDER OF:

Encore ASB Hesperia  
16955 Lemon St  
Hesperia, CA 92345-5139



MEMO:

⑈ 68838 ⑈ ⑆ 121042882 ⑆

Encore Education Corporation dba Encore Jr/Sr High School

PAYEE: Encore ASB Hesperia  
VENDOR ID: ENCO000

CHECK NO.: 688

CHECK DATE: 8/12/20

ACCOUNT #:

Invoice	Description	Discount	Amount
Mar 2020 ASB	ASB Reim Mar 2020 Misc	\$0.00	\$13,756.76

APPROVED

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

Total : \$0.00

# Google™ Statement

001618

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Denise  
Date: \_\_\_\_\_

To  
Denise Griffin  
Encore Education Corporation  
HESPERIA, CA 92345  
United States

### Details

Payments account ID.....9608-7530-6581-1070  
Payments profile ID.....4285-2345-0599  
Statement date.....Aug 31, 2020

### Google Ads

Summary for Aug 1, 2020–Aug 31, 2020

Starting balance	\$50.84
Total new activity	\$0.00
Total payments received	-\$50.84
Ending balance in USD	\$0.00

This is not a bill.

This is a summary of billing activity for the time period stated above.

*Advertising*

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

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

# Google™ Statement

## Payments Received

Date	Description	Amount(\$)
Aug 21	Automatic payment: Visa ****0914	-50.84
Total payments received in USD		<b>-\$50.84</b>

001619



PLACE RECEIPT HERE

RECEIPT FLAT DO NOT FOLD - NO STAPLES

ASB RECEIPT FORM

**EXPENSE**

PRE-APPROVED BY

Name: Johnny  
Date: 8-24-20

Store:

COSTCO WHOLESALE



Costco #1010  
14555 Valley Center Dr  
Victorville, CA 92392

Date:

8-24-20

Amount:

\$ 47.00

Member# 111748605283  
Invoice# 83418  
Date: 08/24/20  
Time: 09:38  
Auth# 525157

Reimbursed To:

DEBIT CARD

DB Acct #  
\*\*\*\*\*7120

**ASB APPROVAL ONLY**

Pump Gallons Price  
14 16.912 \$ 2.779

Campus:

Product Amount  
Regular \$ 47.00

TRANSPORTATION

Total Sale \$ 47.00

Event:

SALE- Card Swiped  
Approved  
TranID# 023714083418

Account Expensed:

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

Approval Signature

**APPROVED**

Encore Second Approval - Senior Management

Johnny Griffin  
Chief Operations Officer

**APPROVED**

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: \_\_\_\_\_



001620

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 06/21/2020

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Date	Description	Total Amount
6/21/2020	Holi Fest entrance with t-shirt	\$25.00
		\$ \$25.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:** The activity was postpone and then the closure of the school happened. The activity was never made.

PAID  
AUG 13 2020  
BY: \_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_

Date: 06/21/2020

Student Signature: \_\_\_\_\_

Date: 06/21/2020

**OFFICE USE ONLY**

Approval  YES /  NO

**APPROVED**

Administrative Signature: \_\_\_\_\_ Encore First Approval - Administration Date: \_\_\_\_\_

ASB Signature: \_\_\_\_\_ Kelsey White Date: \_\_\_\_\_  
Central Bookkeeping Manager

Check # Denise Griffin Amount: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief Executive Officer

**Transaction Information**

2/26/2020 7:16:42 AM

User: Ms. Amy

Ticket # 10125238

Sales: Ms. Amy

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

<b>Holi Fest Tickets</b>	15.00
Qty 1 @ 15.00	
<b>Holi Fest T Shirts</b>	10.00
Qty 1 @ 10.00	
<b>Subtotal</b>	25.00
<b>Total</b>	25.00
<b>CASH</b>	25.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**Encore Education Corporation**

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

WELLS FARGO BANK, NA  
17442 Main St  
Hesperia, CA 92346  
11-4288/1210

6840

08/13/2020

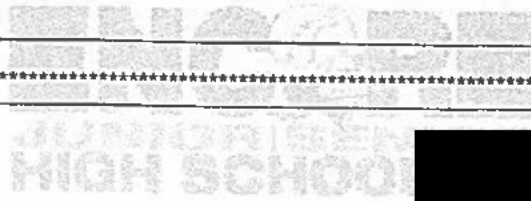
PAY TO THE  
ORDER OF



\$ \*\*25.00

Twenty-five and 00/100

DOLLARS



⑈006840⑈ ⑆221042882⑆



Encore Education Corporation  
08/13/2020



6840

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
25.00

Balance Due  
25.00

Payment  
25.00

Check Amount



Platinum Business C

25.00

Encore Education Corporation  
08/13/2020



6840

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
25.00

Balance Due  
25.00

Payment  
25.00

Check Amount

Platinum Business C

25.00

**EXPENSE**

**PRE-APPROVAL**

Name: Denise  
Date: \_\_\_\_\_



001621

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 2/25/20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
2/24	Puffs show	10.00
		\$10.00

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: The show was cancelled.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: 2/25

OFFICE USE ONLY

**APPROVED**

Encore First Approval - Administration

**Kelsey White**

Central Bookkeeping Manager

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_

ASB Signature: **APPROVED**

Encore Final Approval - Board / CEO

Check # \_\_\_\_\_  
**Denise Griffin**  
Chief Executive Officer

Amount: \_\_\_\_\_

BY: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

7/25  
**ATT**  
**AUG 12 2020**



Date/Time	Ticket Number	Transaction Type	Customer Name	Customer Number	Operator Name	Station	Selling Location	Gross SubTotal	Total	Tendered	Change	MOP
10/25/2019 11:11	20200810	Sale	[REDACTED]	20200172	Shelly Bernal	Riverside	Default	10	10	20	10	Cash
10/25/2019 11:11	20200810	Shelly Bernal	Riverside	Dance	1 Each	Sold by	Sale	\$	10.00			

**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

6822

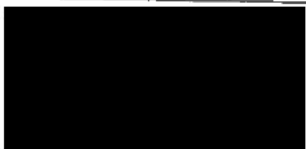
08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*10.00

Ten and 00/100\*\*\*\*\*



ENCORE  
UNIVERSITY  
HIGH SCHOOL



DOLLARS

⑈006822⑈ ⑆21042882⑆



Encore Education Corporation  
08/13/2020



6822

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
10.00

Balance Due  
10.00

Payment  
10.00  
10.00

Check Amount

ENCORE  
UNIVERSITY  
HIGH SCHOOL

Platinum Business C

10.00

Encore Education Corporation  
08/13/2020



6822

Date  
08/12/2020

Type  
Bill

Reference

Original Amount  
10.00

Balance Due  
10.00

Payment  
10.00  
10.00

Check Amount

Platinum Business C

10.00

# EXPENSE

## PRE-APPROVED BY

Name: Denise  
Date: \_\_\_\_\_

# ENCORE ASB HIGH SCHOOL ARTS

001622

Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 6/1/2020

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Dance Team Refund	
	"Spotlight Dance Cup"	
		\$ 90 <sup>3</sup> / <sub>104</sub>

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: Covid 19 affected Dance Team's ability to perform their last shows/comps. (Jr. High Dance Team)  
"Spotlight Dance Cup"  
\$180 includes 2 Comps - only 1 Comp was cancelled - Spotlight

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

Parent Signature: \_\_\_\_\_

Date: 6/1/2020

Student Signature: \_\_\_\_\_

Date: 6/1/2020

PAID  
AUG 12 2020

### OFFICE USE ONLY

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED** Date: \_\_\_\_\_  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

ASB Signature: \_\_\_\_\_ **APPROVED** Date: \_\_\_\_\_  
Encore Final Approval - Board / CEO  
**Denise Griffin**  
Chief Executive Officer

Check # \_\_\_\_\_ Amount: \_\_\_\_\_

**Transaction Information**

1/6/2020 7:19:05 AM

User: Ms. Amy

Ticket # 10124433

Sales: Ms. Amy

---

**Customer Information**

Name: [REDACTED]

**Purchase Summary**

4 Payment: WCE/Spotlight Comp	180.00
Qty 1 @ 180.00	
Subtotal	180.00
<b>Total</b>	<b>180.00</b>
CHECK	180.00

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.  
Hesperia, CA 92345  
(760) 956-2632  
[www.encorehighschool.com](http://www.encorehighschool.com)  
Tax ID: 208603402

---

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

6816

08/13/2020

PAY TO THE ORDER OF

[Redacted]

\$ \*\*90.00

Ninety and 00/100

DOLLARS

[Redacted]

ENCORE  
HIGH SCHOOL

[Redacted]

MEMO

⑈006816⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020

6816

Date 08/12/2020  
Type Bill

Reference

Original Amount 90.00

Balance Due 90.00

Payment 90.00

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

90.00

Encore Education Corporation  
08/13/2020

6816

Date 08/12/2020  
Type Bill

Reference

Original Amount 90.00

Balance Due 90.00

Payment 90.00

Check Amount

Platinum Business C

90.00

**EXPENSE**

**PRE-APPROVED BY**

Name: Julia  
Date: \_\_\_\_\_

001623



**APPROVED**

Encore First Approval - Administration

**Julia Dolf**  
Dean of Academics

**Reimbursement**

*LES MIS*

Reimburse To: \_\_\_\_\_

3/13/2020  
Date

Location: HESPERIA / RIVERSIDE

Date	Description	Total Amount
3.9.20	Joann	22.98
3.3.20	Joann	29.05
3.7.20	Joann	87.83
<b>Grand Total</b>		<b>\$ 139.84</b>

Name (make check payable to): \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

(Check will be mailed to this address if the total amount is over \$100)

I hereby certify that the above is an accurate accounting of my expenses incurred on behalf of Encore Education Corporation, and I have attached copies of receipts and/or proof of payment.

Employee's Signature: \_\_\_\_\_

**PAID**  
AUG 12 2020

Approval: \_\_\_\_\_ **OFFICE USE ONLY**

BY: \_\_\_\_\_ Rev. 1/19

Encore Second Approval - Senior Manager  
**Johnny Griffin**  
Chief Operations Officer

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

Administrator Signature: \_\_\_\_\_ Date: 3/13/2020  
Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

You can return any JOANN purchase  
 any time with no hassle.

TAPER 1

**JOANN**

3635 RIVERSIDE PLAZA DR. STE. 240  
 RIVERSIDE, CA 92506  
 951-367-0164

RESUME ID

WM W 1 1/2IN GOLD METALC	
070659557460	9.99
40% OFF REG ITEM(40%)	4.00
42200710756332201040	
SIGN 3/8IN CAYENNE CORD	
070659303029	4.99
SIGN 3/8IN CAYENNE CORD	
070659303029	4.37
0.875YRD @ 4.99/YRD	
END OF BOLT	2.19
BLUM LA MODE BUTTONS 2002	
075160026078	3.99
BLUM LA MODE BUTTONS 2002	
075160026078	3.99
Promo Activated	0.00
03213653025968956001	
-----	
SUBTOTAL	21.13
STATE TAX 6.000 %	1.27
COUNTY TAX 1.250 %	0.26
LOCAL TAX 1.500 %	0.32
<b>TOTAL</b>	<b>22.98</b>
MASTERCARD	22.98

PURCHASE USD\$22.98  
 \*\*\*\*\*0839 CHIP READ MC

REF#: 70119P Approved

MasterCard  
 A0000000041010

IC - 8C8A6BDF719493E6

Code: Issuer  
 VR: 0000008000  
 AD: 011060700322000UFE7E000000000000000  
 ST: E800 ARC: 00

How did we do?  
 Share your feedback on our  
 survey at [www.joann.com/storesurvey](http://www.joann.com/storesurvey)

CUSTOMER COPY



992422011689183303

TOTAL SAVINGS  
 6.20

ITEMS 5  
 03-09-20 06:14:40PM  
 002422 01 773003

JOANN

JOANN

JOANN

JOANN

JOANN

JOANN

**EXPENSE**

PRE-APPROVED BY

001624

Name: Julia

Store:

Date: \_\_\_\_\_

JoAnn

Date:

3/9/20

Amount:

22.98

Reimbursed To:



ADMIN APPROVAL ONLY

Location:

**APPROVED**

Expense and Approval - Senior Management

Expense:

**Johnny Griffin**  
 Chief Operations Officer

**APPROVED**

Approval:

Encore Final Approval - Board / CEO

**Denise Griffin**  
 Chief Executive Officer

# EXPENSE ENCLOSURE

PRE-APPROVED BY JUNIOR | SENIOR  
**HIGH SCHOOL ARTS** FOR THE

001626

PLACE RECEIPT HERE

TAPE RECI

STAPLES

## JOANN

2620 CANYON SPRINGS PKWY  
RIVERSIDE, CA 92507-0922  
951-653-6554

Store:

JoAnn  
3/3/20

Date:

RESUME ID	3
WOOD BIKING LINEN LOOK SO	
400104960406	*22.74
2.50YRD @ 9.09/YRD	
REGULAR PRICE	32.48
MCCA PATTERN M7927	023795003568 *1.99
REGULAR PRICE	21.95
MCPT M7856 CSTM	023795001175 *1.99
REGULAR PRICE	19.95
Promo Activated	0.01-
03213653025968956001	

SUBTOTAL	26.70
STATE TAX 6.000 %	1.68
COUNTY TAX 1.250 %	0.36
LOCAL TAX 1.500 %	0.40
TOTAL	29.03
MASTERCARD	29.03

PURCHASE USD\$29.03  
\*\*\*\*\*0839 CHIP READ MC

REF#: 31054P Approved

MasterCard  
A0000000041010

IC - 3D48B330570ECB53

Issuer  
0000008000  
011060700322000076DF0J00000000000000  
E800 ARC: 00

How did we do?  
Share your feedback on our  
survey at [www.joann.com/storesurvey](http://www.joann.com/storesurvey)

CUSTOMER COPY

  
992095079681183243

TOTAL SAVINGS  
47.68

ITEMS 3  
03-03-20 07:49:23PM  
002095 07 764391

Forget something? [joann.com](http://joann.com) is

9581 JO

Amount:

29.03

Reimbursed To:

ADMIN APPROVAL ONLY

Location:

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**

Chief Operations Officer

**APPROVED**

Encore Final Approval Board / CEO

**Denise Griffin**

Chief Executive Officer



TAPE RECEIPT

# JOANN

3635 RIVERSIDE PLAZA DR. STE. 240  
RIVERSIDE, CA 92506  
951-367-0164

RESUME ID  
2

SPOT GREEN FOIL ALLIGATOR 400157394777	4.78
2YRD @ 2.39/YRD	
SPOT PPK4 COTTON VOILE 400153073584	3.49
1.167YRD @ 2.99/YRD	
SPOT PPK4 COTTON VOILE 400153073584	2.99
END OF BOLT	1.50
ANHJ TOBACCO POTTING S 400012993046	*46.17
3YRD @ 15.39/YRD	
REGULAR PRICE	65.97
PELL 950F SHIRTAILOR 075269042641	*35.85
15YRD @ 2.39/YRD	
REGULAR PRICE	59.85
MCPT MCCALLS 21.95 023795598224	*1.99
REGULAR PRICE	21.95
MCPT PATTERN M7965 023795006439	*1.99
REGULAR PRICE	22.95
\$15 OFF \$75	15.00
12200670756332201067	
<b>SUBTOTAL</b>	<b>80.76</b>
STATE TAX 6.000 %	4.85
COUNTY TAX 1.250 %	1.1
LOCAL TAX 1.500 %	1.1
<b>TOTAL</b>	<b>87.83</b>
MASTERCARD	87.83

PURCHASE USD \$87.83  
\*\*\*\*\*0839 CHIP READ MC

REF#: 05924P Approved

Card  
000041010

5F376D4F5772807

Issuer  
0000008000  
01106070032200004AFA00000000000000FF  
800 ARC: 00

How did we do?  
Share your feedback on our  
survey at [www.joann.com/storesurvey](http://www.joann.com/storesurvey)

CUSTOMER COPY



992422026999183233

SAVINGS

PRE-APPROVED BY

Name: Julia 001625

Date: \_\_\_\_\_ Store: JoAnn

Date: 3/2/20

Amount: 87.83

Reimbursed Tax

ADMIN APPROVAL ONLY

Location:

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

Approval:

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

**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

6823

08/13/2020

PAY TO THE ORDER OF



\$ \*\*139.84

One hundred thirty-nine and 84/100\*\*\*\*\*

DOLLARS



ENCORE JUNIOR SENIOR HIGH SCHOOL ARTS



MEMO

⑈006823⑈ ⑆121042882⑆

Encore Education Corporation  
08/13/2020



6823

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		139.84	139.84	139.84
			Check Amount		139.84

ENCORE JUNIOR SENIOR HIGH SCHOOL ARTS

Platinum Business C

139.84

Encore Education Corporation  
08/13/2020



6823

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		139.84	139.84	139.84
			Check Amount		139.84

PAYMENT RECORD

Platinum Business C

139.84

**EXPENSE**

001627

PRE-APPROVED BY



Name: Denise

Date: \_\_\_\_\_

Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 03-05-20

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
<u>03/05</u>	<u>senior t-shirt</u>	<u>20 \$</u>
		\$

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason:

Moving schools

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed.

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and/or proof of payment.

PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process

APR 12 2020

BY: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: 03/05

OFFICE USE ONLY

APPROVED

Approval  YES /  NO

Encore Final Approval - Board / CEO

Administrative Signature: \_\_\_\_\_

**Denise Griffin**  
Chief Executive Officer

Date: \_\_\_\_\_

ASB Signature: \_\_\_\_\_

APPROVED  
Encore First Approval - Administration

Date: \_\_\_\_\_

Check # \_\_\_\_\_

**Kelsey White**  
Central Bookkeeping Manager

Date: \_\_\_\_\_

Date/Time 2/7/2020 15:09 Ticket Number 20201828 Sale Transaction Type Operator Name Shelly Bernal Station Riverside

Customer Name [REDACTED] Customer Number 20200737 Gross SubTotal \$ 20.00 Total \$ 20.00 Tendered \$ 20.00 Change \$ - MDP Cash

Date/Time 2/7/2020 15:09 Ticket Number 20201828 Shelly Bernal Operator Name Shelly Bernal Station Riverside Item Name Senior Shirt Description Senior Shirt Qty 1 Sold by 1 Shelly Bernal Line Type Sale Final Sales Price 20 No

**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

6825

08/13/2020

PAY TO THE ORDER OF

[Redacted]

\$ \*\*20.00

Twenty and 00/100\*\*\*\*\*

DOLLARS

[Redacted]

ENCORE JUNIOR/SENIOR HIGH SCHOOL ARTS

[Redacted]

MEMO

⑈006825⑈ ⑆121042882⑆ [Redacted]

Encore Education Corporation  
08/13/2020

[Redacted]

6825

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		20.00	20.00	20.00
			Check Amount		20.00



Platinum Business C

20.00

Encore Education Corporation  
08/13/2020

[Redacted]

6825

Date	Type	Reference	Original Amount	Balance Due	Payment
08/12/2020	Bill		20.00	20.00	20.00
			Check Amount		20.00

PAYMENT RECORD

Platinum Business C

20.00



**NCR Silver**  
864 Spring St NW  
Atlanta, GA 30308

Customer Care: 1-877-270-

# EXPENSE INVOICE

**PRE-APPROVED BY**

Name: Denise  
Date: CONTRACT

Invoice Date: 08/24/2020  
Invoice #: INV04718854  
Payment Terms: Due Upon Receipt  
Due Date: 08/24/2020

Account Information: Encore High School  
16955 Lemon St

001628

Hesperia, California  
92345  
United States

(760) 605-3343  
abarkdull@encorehighschool.com

ACCOUNTING

MY CHARGES							
Silver Account	Plan Name	Service Period	Qty	Unit Price	Subtotal	Tax	TOTAL
Encore High School A-S00071828	NCR Silver Essentials Service Plan, Monthly Fee, Annual Contract	08/24/2020-09/23/2020	1	\$79.00	\$79.00	\$0.00	\$79.00

MY DEVICES				
Charge Number	Pricing	Allowance	Used	Overage
C-00604260	Free Device	0	57	0

### INVOICE TOTALS

Gross Amount:	\$79.00
Discount:	\$0.00
Subtotal:	\$79.00
Tax:	\$0.00
Total:	\$79.00
Invoice Balance:	\$0.00

### TRANSACTIONS ASSOCIATED TO THIS INVOICE

Transaction Date	Transaction Number	Transaction Type	Description	Invoice Total	Applied Amount
08/25/2020	P-00736722	Payment		\$79.00	(\$79.00)
			Invoice Balance		\$0.00

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

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

001629



PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD EXPENSES

PRE-APPROVED BY

Name: Johnny  
Date: 8-25-20

CA DMV  
14855 Corta Drive  
Victorville, CA 92395

08/25/2020 09:18:27 AM  
OFFICE:629 TECH:26  
TTC:VIR SEQ:8884

DMV FEE \$5.00  
FD SERVICE FEE \$0.12

TOTAL \$5.12

FD Fee for DMV services

VISA 7120 - EMV\_CONTACT  
JOSEPH THIBODEAUX  
DMV FEE AUTH: 896285  
DMV FEE REF: XZ5VWXDSY78VP  
SVC FEE AUTH: 877523  
SVC FEE REF: KBNR58HYZAAEA

CUSTOMER COPY

DMV.CA.GOV  
888-777-8133

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

ASB RECEIPT FORM

Store:

DEPT. OF MOTOR VEHICLES

Date:

8-25-20

Amount:

\$ 5.12

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval Board / CEO

**Denise Griffin**  
Chief Executive Officer

Rev. 5/18





001630

**EXPENSE**

**PRE-APPROVED BY**

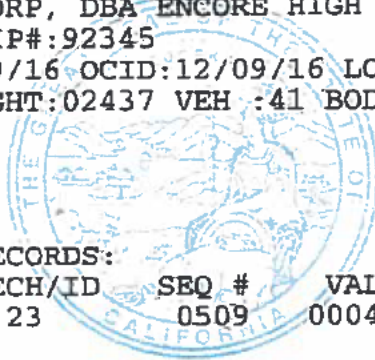
Name: Johnny  
Date: \_\_\_\_\_

CALIFORNIA DEPARTMENT OF MOTOR VEHICLES  
\*\*\*CUSTOMER RECEIPT COPY\*\*\*  
REGISTRATION  
INFORMATION REQUEST  
08/25/20

*TRANSPORTATION*

R62999336294T4PZ1651

DATE: 08/25/20 TIME: 09:17  
REG VALID FROM: 11/30/16 TO 11/30/21  
LIC#:4PZ1651 YRMD:17 MAKE:PACE BTM :UTIL VIN :53BPTEA21HF021193  
R/O :ENCORE EDUCATION CORP, DBA ENCORE HIGH SCHL, 16955 LEMON ST  
CITY:HESPERIA C.C.:36 ZIP#:92345  
SOLD:00/00/16 RCID:12/09/16 OCID:12/09/16 LOCD:5  
TYPE:PA POWR:0 AXLE:2 WGHT:02437 VEH :41 BODY:F CLAS:BB  
REC STATUS:  
06/19/20 DOJ STOP  
PTI TRAILER



CLEARANCE INFORMATION RECORDS:

OFFICE	WORK DATE	TECH/ID	SEQ #	VALUE	FICHE DATE	TTC
173	12/09/16	23	0509	00040.00	00/00/00	A00

\* \* \* END \* \* \*

SALE \$ 5.00  
XXXXXXXXXXXXXXXX 0000 000-000

OFFICE - 629 082520 26 0004 VIR \$ 5.00



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

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





Pre-Approval Stamp  
**EXPENSE**

001752

**PRE-APPROVED BY**

Name: Ashlin  
Date: 8/26/20

**Circle One:**  
**ASB / General Fund**

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

T SALE 1950488 2 001 73164  
1426 08/26/20 12:21  
QTY SKU PRICE

**S) AND NO STAPLES**

VENDOR:

Staples

DATE OF PURCHASE:

8/26/20

AMOUNT:

\$228.80

~~REIMBURSE TO / ACCOUNT:~~

Class Supplies

ADMIN APPROVAL ONLY

PURPOSE:

Class Supplies

FIRST APPROVAL

REWARDS NUMBER 2772083214

1	STPLS DAILY FLE 31	718103345644	23.99
1	STPLS DAILY FLE 31	718103345644	23.99
1	STPLS DAILY FLE 31	718103045452	23.99
1	STPLS DAILY FLE 31	718103045452	23.99
1	STPLS DOC FLE 19PK	718103346153	12.99
1	STPLS DOC FLE 19PK	718103346153	12.99
1	AYON SHAPED JUMB	2129004936	1.99
1	AYON SHAPED JUMB	2129004936	1.99
1	AYON SHAPED JUMB	2129004936	1.99
1	AYON SHAPED JUMB	2129004936	1.99
1	NDX CRD WHITE NEO	18103322362	1.50
1	HP AY 2020-2	673807625325	15.99
1	HP AY 2020-2	673807625325	15.99
1	AY21 AAG WALL 15X2	03857621E412	24.99
1	AY21 AAG WALL 15X2	03857621E412	24.99

++++Special Promotion  
SUBTOTAL 212.34  
Standard Tax 7.7500% 16.46  
TOTAL \$228.80

US DEBIT USD\$228.80  
Card No.: XXXXXXXXXXXX0914 [C]  
Chip Read  
Auth No.: 00C017  
ATD.: A00000C098CB40

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

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

001632



PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD - NO STAPLES

ASB RECEIPT FORM

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-26-20

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/26/2020 360255653  
02:07:46 PM

XXXXXXXXXXXX7120  
Debit  
INVOICE 033528  
AUTH 606371

PUMP# 4  
Regular CR 29.230G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 90.00

DEBIT \$ 90.00

Customer-activated Purchase/Capture  
Site #: 000000000021392  
Shift Number 1  
Sequence Number 37435  
Striped  
APPROVED 606371

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visit.com

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

Store:

SHOP + GO MOBIL

Date:

8-26-20

Amount:

\$ 90.00

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: 8/13/2020



001633

Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: \_\_\_\_\_

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Events that did not happen because of Covid	200
		\$ 200

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:**

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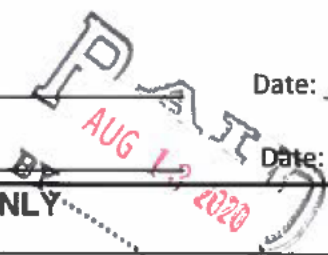
Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: APPROVED Date: \_\_\_\_\_

Student Signature: Denise Griffin Encore Final Approval - Board / CEO  
Chief Executive Officer Date: \_\_\_\_\_



**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: APPROVED Date: \_\_\_\_\_  
Encore First Approval - Administration

ASB Signature: Kelsey White Date: \_\_\_\_\_  
Central Bookkeeping Manager

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Date/Time 9/13/2019 11:11 Ticket Number 20200324 Sale Transaction Type Customer Name Customer Number Operator Name  
 Station Riverside

Date/Time 9/13/2019 11:11 Ticket Number 20200324 Shelly Bernal Operator Name  
 Station Riverside Item Name Admiral's Package B Description  
 EXTRA CURRICULAR - Senior payment plans for outside of school events and gear. Not mandatory to participate. Waiver Available.

Qty Sold by Line Type Final Sales Price  
 1 Each Sale \$ 673.00

Station Gross SubTotal Total Tendered Change MDP  
 Riverside \$ 673.00 \$ 673.00 \$ - Non-Integrated Credit

## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$ 15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 818.00</del>	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside

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

6837

08/13/2020

PAY TO THE  
ORDER OF

[Redacted]

\$ \*\*200.00

Two hundred and 00/100\*\*\*\*\*

DOLLARS

[Redacted]

[Redacted]

MEMO

⑈006837⑈ ⑆121042882⑆

[Redacted]

Encore Education Corporation  
08/13/2020

6837

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill	[Redacted]	200.00	200.00	200.00
			Check Amount		200.00

ENCORE  
HIGH SCHOOL

Platinum Business C

200.00

Encore Education Corporation  
08/13/2020

6837

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill	[Redacted]	200.00	200.00	200.00
			Check Amount		200.00

Platinum Business C

200.00

PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD - NO STAPLES

**EXPENSE**

**PRE-APPROVED BY**

**001634**

Name: Johnny  
Date: 8-27-20

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/27/2020 360256096  
11:17:54 AM

XXXXXXXXXXXX7120  
Debit  
INVOICE 033951  
AUTH 729643

PUMP# 4  
Regular CR 17.2126  
PRICE/GAL \$3.079

FUEL TOTAL \$ 53.00

DEBIT \$ 53.00

Customer-activated Purchase/Capture  
Site #: 08000000000023332  
Shift Number 1  
Sequence Number 37966  
Striped  
APPROVED 729643

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your visit ! Visit  
[www.myaxxonmobil.com](http://www.myaxxonmobil.com)  
visit.com

**ASB RECEIPT FORM**

Store:  
SHOP 'N GO MOBIL

Date:  
8-27-20

Amount:  
\$53.00

Reimbursed To:  
DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

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

**APPROVED**  
Encore Final Approval - Board / CEO  
**Denise Griffin**  
Chief Executive Officer  
Rev. 5/18

**EXPENSE**

001753

PRE-APPROVED BY

Name: Johnny

Date: 8-27-20



PLACE RECEIPT

TA RECEIPT FI

**HARBOR FREIGHT TOOLS**  
Quality Tools at Ridiculously Low Prices

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

001635

SALE

Customer Name: camera caines  
Customer Number: 888017275546

57165 BETTER 9IN ROLLER - 3/4IN \$9.95  
5 @ \$1.99 = \$9.95  
57135 AVANTI 4IN FOAM ROLLER \$2.99

Subtotal \$12.94  
Sales Tax 7.750% \$0.98  
Total \$13.92

Debit \$13.92

Card No. XXXXXXXXXXXX7120  
Auth. No. 000975  
US DEBIT  
Chip Read  
Verified By PIN  
Mode: Issuer  
AID: A0000000980840  
TVR: 8080048000  
IAD: 06010A03600000  
TSI: 6800  
ARC: 00

Please Retain for Your Records

Store: 00006 Res: 01 Tran: 809906  
Date: 8/27/2020 12:21:54 PM Assoc: XXXXXX  
Ticket: 01809906

Item(s) Sold: 6  
Item(s) Returned: 0

Joanna served you today.  
Thank you for shopping at

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

ASB RECEIPT FORM

Store:

HARBOR FREIGHT TOOLS

Date:

8-27-20

Amount:

\$13.92

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

MAINTENANCE

Event:

Account Expensed:

Approval Signature

**APPROVED**

**Denise Griffin**

Chief Executive Officer

Rev. 5/18



**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Denise  
 Date: \_\_\_\_\_

001636



Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: 06/04/20  
 Name (make check payable to): \_\_\_\_\_  
 Address (check will be mailed to this address): \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Prom	<del>150</del>
	Grad Bash	<del>220</del>
	Silent Disco and Senior Mystery Night	<del>23/20</del>
		\$ <del>240.87 (04-12)</del>

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above. **90.87**

**Reason:** Activities that were purchased in the senior packet that student was unable to attend because of COVID-19.

*Did not finish paying for [events] wanted refund for above events however she only had a balance of 90.87 to Refund*

**BY:** \_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_ Date: 06/04/20  
 Student Signature: \_\_\_\_\_ Date: 06/04/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED**  
 Encore First Approval - Administration  
**Kelsey White**  
 Central Bookkeeping Manager

ASB Signature: \_\_\_\_\_ **APPROVED**  
 Encore Final Approval - Board / CEO  
**Denise Griffin**  
 Chief Executive Officer

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

**Transaction Information**

2/14/2020 11:24:11 AM

User: Ms. Kelsey

Ticket # 10125045

Sales: Ms. Kelsey

---

**Customer Information**

Name:

Email:

**Purchase Summary**

Admiral's Package B 84.13

Qty 1 @ 84.13

Subtotal 84.13

Total 84.13

VISA 84.13

XXXX9873

Sale

Auth: SUCCESS

Entry Method: N/A

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**Transaction Information**

1/16/2020 2:31:45 PM

User: Ms. Amy

Ticket # 10124625

Sales: Ms.  
Amy

---

**Customer Information**

Name:

Email:

**Purchase Summary**

Admiral's Package B 84.13

Qty 1 @ 84.13

Subtotal 84.13

**Total 84.13**

VISA 84.13

XXXX9873

Sale

Auth: SUCCESS

Entry Method: N/A

---

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\*\*\*\*\*

---

**Encore High School**

16955 Lemon St.

Hesperia, CA 92345

(760) 956-2632

[www.encorehighschool.com](http://www.encorehighschool.com)

Tax ID: 208603402

---

**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

6826

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*90.87

Ninety and 87/100\*\*\*\*\*

DOLLARS



ENCORE  
HIGH SCHOOL



MEMO

⑈0068 26⑈ ⑆ 2 104 288 2⑆

Encore Education Corporation  
08/13/2020

6826

Date 08/12/2020  
Type Bill

Reference

Original Amount 90.87

Balance Due 90.87

Payment 90.87

Check Amount

ENCORE  
HIGH SCHOOL

Platinum Business C

90.87

Encore Education Corporation  
08/13/2020

6826

Date 08/12/2020  
Type Bill

Reference

Original Amount 90.87

Balance Due 90.87

Payment 90.87

Check Amount

Platinum Business C

90.87

001637

**EXPENSE**



**PRE-APPROVED BY**

Name: Denise

Date: 8-28-20

PLACE RECEIPT HERE

TA RECEIPT



HESPERIA  
17240 OLIVE ST  
HESPERIA, CA 92345-9996  
(800)275-8777

Product	Qty	Unit Price	Price
08/28/2020			12:13 PM
PM	1		\$8.25
Aliso Viejo, CA 92656			
Weight: 1 Lb 6.00 Oz			
USPS Tracking #			
9505 5125 9658 0241 4791 22			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
PM 1-Day	1		\$8.25
Rancho Cucamonga, CA 91737			
Weight: 1 Lb 2.00 Oz			
Expected Delivery Day			
Saturday 08/29/2020			
USPS Tracking #			
9505 5125 9658 0241 4791 39			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
PM 1-Day	1		\$8.25
Hesperia, CA 92345			
Weight: 1 Lb 1.90 Oz			
Expected Delivery Day			
Saturday 08/29/2020			
USPS Tracking #			
9505 5125 9658 0241 4791 46			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
First-Class Mail®	1		\$2.60
Large Envelope			
Midland, TX 79701			
Weight: 0 Lb 10.00 Oz			
Estimated Delivery Date			
Tuesday 09/01/2020			
Total			\$2.80
PM 3-Day	1		\$8.45
La Vernia, TX 78121			
Weight: 0 Lb 13.60 Oz			
Expected Delivery Day			
Tuesday 09/01/2020			
USPS Tracking #			
9505 5125 9658 0241 4791 53			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.45

ASB RECEIPT FORM

Store:

US POSTAL SERVICE

Date:

8-28-20

Amount:

\$71.15

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Second Approval - Senior Management

Johnny Griffin  
Chief Operations Officer

**APPROVED**

Encore Final Approval - Board / CEO

Denise Griffin  
Chief Executive Officer

Rev. 5/18

EXPENSE 001638



PRE-APPROVED BY

COND: FROM TOP

PLACE RECEIPT HERE

TA RECEIPT F

Date: Denise  
 USPS Retail Grounds 1 \$15.55  
 Waynesville, MO 65583  
 Weight: 3 Lb 2.50 Oz  
 Estimated Delivery Date  
 Thursday 09/03/2020  
 USPS Tracking #  
 9534 6125 9658 0241 4791 69

Total \$15.55  
 PM 1-Day 1 \$8.70  
 Rancho Cucamonga, CA 91701  
 Weight: 2 Lb 12.70 Oz  
 Expected Delivery Day  
 Saturday 08/29/2020  
 USPS Tracking #  
 9505 5125 9658 0241 4791 77  
 Insurance \$0.00  
 Up to \$50.00 included  
 Total \$8.70

PM 3-Day 1 \$10.90  
 Carlotta, CA 95528  
 Weight: 2 Lb 7.10 Oz  
 Expected Delivery Day  
 Tuesday 09/01/2020  
 USPS Tracking #  
 9505 5125 9658 0241 4791 84  
 Insurance \$0.00  
 Up to \$50.00 included  
 Total \$10.90

Grand Total: \$71.15

Debit Card Remit'd \$71.15  
 Card Name: VISA  
 Account #: XXXXXXXXXXXX7120  
 Approval #  
 Transaction #: 490  
 Receipt #: 035926  
 Debit Card Purchase: \$71.15  
 Cash Back: \$0.00  
 AID: A0000000980840 Chip  
 AL: US DEBIT  
 PIN: Verified

\*\*\*\*\*  
 Due to limited transportation  
 availability as a result of  
 nationwide COVID-19 impacts  
 package delivery times may be  
 extended. Priority Mail Express®  
 service will not change.  
 \*\*\*\*\*

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

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

ASB RECEIPT FORM

Store:

US POSTAL SERVICES

Date:

8-28-20

Amount:

\$ 71.15

Reimbursed To:

DEBIT CARD

ASB APPROVAL ONLY

Campus:

Event:

Account Expensed:

Approval Signature

Rev. 5/18

2 OF 2

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: \_\_\_\_\_



001639

Student/Parent Requesting Reimbursement: \_\_\_\_\_ Date: \_\_\_\_\_

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
	Senior Activities that she did not	284
	participate in	
		\$ 284

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

**Reason:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PAID**  
 AUG 13 2020  
 BY: \_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_ **APPROVED** Encore First Approval - Administration  
 Kelsey White  
 Central Bookkeeping Manager

ASB Signature: \_\_\_\_\_ **APPROVED** Encore Final Approval - Board / CEO  
 Denise Griffin  
 Chief Executive Officer

Check # \_\_\_\_\_ Amount: \_\_\_\_\_ Date: \_\_\_\_\_

Transaction

Date/Time 9/12/2019 12:09 Ticket Number 20200309 Sale Customer Name [REDACTED] Customer Number 20200256 Operator Name Leticia Castro Station Riverside Gross Sub Total \$ 649.00 Total \$ 649.00 Tendered \$ 649.00 Change \$ . MOP Non-Integrated Credit

Date/Time 9/17/2019 12:09 Ticket Number 20200309 Operator Name Leticia Castro Station Riverside Item Name Admiral's Package B Description EXTRA CURRICULAR - Senior pa Qty 1 Sold by 1 Leticia Castro Line Type Sale Final Sales Price \$ 649.00



## ADMIRAL'S PACKAGE B

Panoramic Picture	\$ 18.00	Or two for \$30 (price will increase on package by \$15)
Prom	\$ 150.00	1 Ticket
Prom Picture	\$ 15.00	
Yearbook	\$ 80.00	
Grad Bash	\$ 120.00	
Fright Fest	\$ 75.00	Season Pass gets you free entrance and \$65 off (Must show proof prior to purchase)
Senior Beach Day VIP	Free	
Senior Sunrise VIP	Free	
Senior Sunset VIP	Free	
Senior Breakfast VIP	Free	
Senior Dodgeball VIP	Free	
Encore Social VIP	Free	
Swag Day VIP	Free	
Class T-Shirt	\$ 20.00	
Class Sweatshirt	\$ 45.00	
Homecoming	\$ 30.00	1 Ticket
Silent Disco	\$ 30.00	1 Ticket
Full Page Senior Ad	\$ 100.00	1/2 Page Senior Ad \$75
Back to School Dance	\$ 15.00	1 Ticket
Skate Night	\$ 8.00	1 Ticket
Captain Encore VIP	\$ 32.00	4 Tickets, (\$8 each)
Senior Showcase VIP	\$ 32.00	4 Tickets, (\$8 each)
Cap, Gown, and Tassel	\$ 28.00	After Feb it is \$40
Mystery Night	\$ 20.00	
Total	<del>\$ 818.00</del>	
Package Price	\$ 673.00	

Student can pick either senior ad but this package must include a senior ad.

Please sign up with Mrs. Ashlin in the A Building (Hesperia) or Mr. Justin Barkdull on the 3rd floor Riverside

**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

6850

08/13/2020

PAY TO THE  
ORDER OF



\$ \*\*284.00

Two hundred eighty-four and 00/100

DOLLARS



JUNIOR | SENIOR  
HIGH SCHOOL



MEMO

⑈006850⑈ ⑆ 21042882⑆

Encore Education Corporation

08/13/2020



6850

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
284.00

Balance Due  
284.00

Payment  
284.00

Check Amount



Platinum Business C

284.00

Encore Education Corporation

08/13/2020



6850

Date  
08/13/2020

Type  
Bill

Reference

Original Amount  
284.00

Balance Due  
284.00

Payment  
284.00

Check Amount

PAYMENT  
RECORD

Platinum Business C

284.00



**LearnWorlds**

001640

**INVOICE**

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

**EXPENSE**

**PRE-APPROVED BY**

Name: Contract

Date: \_\_\_\_\_

Invoice # 3001-16949  
Invoice Date Aug 30, 2020  
Invoice Amount \$648.11 (USD)

PAID

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

**SUBSCRIPTION**  
Billing Period Aug 30 to Sep 19, 2020  
Next Billing Date Sep 19, 2020  
School URL <https://www.encorestudent.com>

*LCMF - COVID*

DESCRIPTION	AMOUNT (USD)
Enterprise Plan - Prorated Charges	\$648.11

Total	\$648.11
Payments	(\$454.13)
Credits	(\$193.98)

**Amount Due (USD) \$0.00**

**PAYMENTS & CREDITS**

A credit of \$193.98 was applied on 30 Aug, 2020 14:09 UTC .

\$454.13 was paid on 30 Aug, 2020 14:09 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

**Ashlin Barkdull**

General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**

Chief Executive Officer

**EXPENSE**

PRE-APPROVED BY

001641

Name: Denise

Date: \_\_\_\_\_



Student/Parent Requesting Reimbursement: \_\_\_\_\_

Date: 7/6/2020

Name (make check payable to): \_\_\_\_\_

Address (check will be mailed to this address): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Date	Description	Total Amount
<u>3/0/20</u>	<u>wc Nationals</u>	<u>200.00</u>
	<u>Holi Fest</u>	<u>15.00</u>
		<u>\$215.00</u>

Student/Parent reimbursements will be reimbursed by check on the name listed above and mailed to the address listed above.

Reason: The event was cancelled

**PAID**  
AUG 13 2020  
BY \_\_\_\_\_

Student/Parent reimbursements are not reimbursed on the same day as they are submitted. Student reimbursements must be signed by the student and the parent, as well as by a school official before they may be reimbursed

I hereby certify that the above is an accounting of my expenses incurred on behalf of Encore Jr/Sr High School, and I have attached copies and /or proof of payment.

**PLEASE NOTE: Refunds could take up to 4 to 6 weeks to process**

Parent Signature: \_\_\_\_\_

Date: 7/6/2020

Student Signature: \_\_\_\_\_

Date: 7/6/20

**OFFICE USE ONLY**

Approval  YES /  NO

Administrative Signature: \_\_\_\_\_

**APPROVED**

Encore First Approval - Administration

ASB Signature: \_\_\_\_\_

**Kelsey White**

Central Bookkeeping Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**

Chief Executive Officer

Check # \_\_\_\_\_

Amount: \_\_\_\_\_

Date: \_\_\_\_\_

Transaction

Date/Time	Ticket Number	Type	Customer Name	Customer Number	Operator Name	Station	Gross SubTotal	Total	Tendered	Change	MOP
3/10/2020 7:15	20202088	Sale	[REDACTED]	20200329	Shelly Bernal	Riverside	\$ 200.00	\$ 200.00	\$ 200.00	\$ -	Credit Card
2/20/2020 15:29	20201909	Sale	[REDACTED]	20200865	Shelly Bernal	Riverside	\$ 15.00	\$ 15.00	\$ 20.00	\$ 5.00	Cash

Date/Time	Ticket Number	Operator Name	Station	Item Name	Description	Qty	Sold by	Line Type	Final Sales Price
3/10/2020 7:15	20202088	Shelly Bernal	Shelly Bernal	WC National (Long Beach)-IV-R	Extra Curricular Fundraiser. Not required to participate.	1	Shelly Bernal	Sale	\$ 200.00
2/20/2020 15:29	20201909	Shelly Bernal	Shelly Bernal	Holi Fest Tickets	Extra Curricular Fundraiser. Not required to participate.	1	Shelly Bernal	Sale	\$ 15.00

**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

6838

08/13/2020

PAY TO THE  
ORDER OF

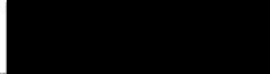


\$ \*\*215.00

Two hundred fifteen and 00/100\*\*\*\*\*  
DOLLARS



⑈006838⑈ ⑆121042882⑆



Encore Education Corporation  
08/13/2020



6838

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		215.00	215.00	215.00
			Check Amount		215.00

ENCORE  
HIGH SCHOOL

Platinum Business C

215.00

Encore Education Corporation  
08/13/2020



6838

Date	Type	Reference	Original Amount	Balance Due	Payment
08/13/2020	Bill		215.00	215.00	215.00
			Check Amount		215.00


Platinum Business C

215.00

IntelliCheck Secure Check

# BANK CHARGE FORM

001754

Date:	8-31-20
Bank Charge:	\$.09
Reason:	INTEREST PAYMENT
Completed by:	

Reviewed by:	
FIRST APPROVAL: <b>APPROVED</b> Encore Second Approval - Senior Management <b>Ashlin Barkdull</b> General Executive Manager	SECOND APPROVAL: <b>APPROVED</b> Encore Final Approval - Board / CEO <b>Denise Griffin</b> Chief Executive Officer

Scanned by:
Submission Date:

# 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: <i>DENISE GRIFFIN</i>			Credit Card: 0914
Reconciliation Month: August 2020			
Date	Vendor	Purpose	Amount
8/3/2020	Facebook	<i>Advertising</i>	500.99
8/3/2020	Box Inc.	<i>CALPAIDS</i>	15.00
8/6/2020	Wix.com	<i>PARENT COMM.</i>	59.00
8/10/2020	Quickbooks	<i>ACCOUNTING</i>	25.00
8/20/2020	Learnworlds	<i>LLMF-COVID</i>	299.00
8/24/2020	Google Ads	<i>ADVERTISING</i>	50.84
8/26/2020	Staples	<i>CLASS SUPPLIES</i>	228.80
8/31/2020	Learnworlds	<i>LLMF-COVID</i>	454.13

Fwd: Your Facebook Ads Receipt (Account ID: 69551964)

1 message

Denise Griffin <ceo@officerteam.com>  
To: Kelsey White <kwhite@encorehighschool.com>

Sun, Aug 2, 2020 at 7:59 AM

----- Forwarded message -----

From: Facebook Ads Team <advertise-noreply@support.facebook.com>  
Date: Fri, Jul 31, 2020 at 10:08 AM  
Subject: Your Facebook Ads Receipt (Account ID: 69551964)  
To: Denise Griffin <ceo@officerteam.com>

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: July 25, 20



Receipt for Denise Griffin (Account ID: 69551964)

*Advertising*

**Summary**

AMOUNT BILLED

**\$500.99 USD**

DATE RANGE

Jun 30, 2020, 12:00 AM - Jul 22, 2020, 11:59 PM

PRODUCT TYPE  
Facebook Ads

BILLING REASON

Remaining ad costs at the end of the month.

PAYMENT METHOD  
Visa\*0914

**APPROVED**

REFERENCE NUMBER  
9BZH8U6VX2  
Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

CAMPAIGN	RESULTS	AMOUNT
Ⓜ Ongoing Lead Generation Promotion Encore High School	47,168 Impressions	\$299.99
Ⓜ [07/19/2020] Promoting Encore High School 's form created on Sun Jul 19, 2020 8:39am	23,496 Impressions	\$201.00
<b>CAMPAIGN TOTAL</b>		<b>\$500.99</b>
<b>TOTAL</b>		<b>\$500.99</b>

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

Transaction ID: 3030867197030892-6023546

Thanks,

Two empty rectangular boxes for signature or stamp.



**EXPENSE**

**INVOICE**

**PRE-APPROVED BY**

INV08122313

PO Number:

Name: Contract

Date:

**Sold To:**  
dg@officerteam.com  
Denise Griffin

Account Number: B01330213  
Invoice Number: INV08122313  
PO Number:

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

*CALPADS*

Invoice Date: 08/02/2020  
Payment Due By: 08/02/2020  
Payment Terms: Due Upon Receipt  
Payment Method: CreditCard

Hesperia California 92345  
United States

Service	Unit Price	Quantity	Subtotal	Tax	TOTAL
Starter Licenses <i>Service Period: 08/02/2020-09/01/2020</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
08/02/2020	P-09212135	Payment		(\$15.00)
<b>Balance Due:</b>				<b>\$0.00</b>

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: B01330213  
Invoice Date: 08/02/2020  
Invoice Number: INV08122313  
Payment Due Date: 08/02/2020  
Total Amount Due: \$0.00  
Amount Enclosed: \_\_\_\_\_

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Copy of our W-9: [billing.app.box.com/W-9](https://billing.app.box.com/W-9)

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



Wix.com LTD  
40 Namal Tel Aviv, 6350671  
Israel

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Contract  
Date: \_\_\_\_\_

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

Invoice #727708753 | Aug 4, 2020 | Paid

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

Payment Method: Visa \*\*\*\* 0914

Subtotal \$59.00

Total \$59.00

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

*Parent Communication*

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

Feel free to contact us:

[wix.com/support](https://wix.com/support)

1-415-639-9034

[wix.com/contact](https://wix.com/contact)

**Fwd: We received your QuickBooks subscription payment!**

1 message

Denise Griffin <ceo@officerteam.com>  
To: Kelsey White <kwhite@encorehighschool.com>

Tue, Nov 10, 2020 at 8:15 AM

Forwarded message

From: Intuit QuickBooks Team <intuit@notifications.intuit.com>  
Date: Sun, Aug 9, 2020 at 2:29 PM  
Subject: We received your QuickBooks subscription payment!  
To: <ceo@officerteam.com>



**EXPENSE**

**PRE-APPROVED BY**

Name: Contract  
Date: \_\_\_\_\_

Payment success

Denise Griffin, thank you for your payment.

*Accounting*

Invoice number: 1000160894818  
Invoice date: 08/09/2020  
Total: \$25.00  
Payment method: VISA ending in 0914

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

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

View billing history

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

**Account details**

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



# LearnWorlds

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

## EXPENSE

### PRE-APPROVED BY

Name: Contract

Date: \_\_\_\_\_

## INVOICE

Invoice # 3001-14490  
Invoice Date Jul 19, 2020  
Invoice Amount \$299.00 (USD)

PAID

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

**SUBSCRIPTION**  
Billing Period Jul 19 to Aug 19, 2020  
Next Billing Date Aug 19, 2020  
School URL <https://encore.learnworlds.com>

DESCRIPTION	AMOUNT (USD)
Learning Center Plan 299	\$299.00

Total	\$299.00
Payments	(\$299.00)

Amount Due (USD) \$0.00

### PAYMENTS

\$299.00 was paid on 19 Jul, 2020 16:50 UTC by Visa card ending 0914.

### NOTES

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

LLMF  
COVID  
CURRICULUM

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

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



# Google™ Statement

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Denise  
Date: \_\_\_\_\_

To  
Denise Griffin  
Encore Education Corporation  
HESPERIA, CA 92345  
United States

#### Details

Payments account ID.....9608-7530-6581-1070  
Payments profile ID.....4285-2345-0599  
Statement date.....Aug 31, 2020

#### Google Ads

##### Summary for Aug 1, 2020–Aug 31, 2020

Starting balance	\$50.84
Total new activity	\$0.00
Total payments received	-\$50.84
Ending balance in USD	\$0.00

#### This is not a bill.

This is a summary of billing activity for the time period stated above.

*Advertising*

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

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



19201 A Bear Valley Road  
 APPLE VALLEY, IA 52308  
 (760) 961-6472

Pre-Approval Stamp  
**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Ashlin  
 Date: 8/26/20

001631

Circle One:  
**ASB / General Fund**

1 SALE 1950488 2 001 73164  
 1426 08/26/20 12:21  
 QTY SKU PRICE

**S) AND NO STAPLES**

REWARDS NUMBER 272083214

1	STPLS DAILY FLE 31	718103345644	23.99
1	STPLS DAILY FLE 31	718103345644	23.99
1	STPLS DAILY FLE 31	718103045452	23.99
1	STPLS DAILY FLE 31	718103045452	23.99
1	STPLS DCL FLE 19PK	718103345153	12.9
1	STPLS DCL FLE 19PK	718103345153	12.9
	AYON SHAPED JUMB	2129004936	1.9
	AYON SHAPED JUMB	2129004936	1.9
	AYON SHAPED JUMB	2129004936	1.9
	AYON SHAPED JUMB	2129004936	1.9
	BOOK CRD WHITE NEG 4	18103322362	1.5
	4P AY 2020-21	67380/629325	15.9
	4P AY 2020-21	67380/629325	15.9
	AY21 AAG WALL 15X2	038576215412	24.99
	AY21 AAG WALL 15X2	038576215412	24.99

VENDOR:

Staples

DATE OF PURCHASE:

8/26/20

AMOUNT:

\$228.80

REIMBURSE TO ACCOUNT:

Class Supplies

ADMIN APPROVAL ONLY

PURPOSE:

Class Supplies

FIRST APPROVAL

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

SECOND APPROVAL

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

SUBTOTAL 212.54  
 Standard Tax 7.7500% 16.26  
 TOTAL \$228.80

US DEBIT USD\$228.80  
 Card No.: XXXXXXXXXX0914 [E]  
 Chip Read  
 Auth No.: 000017  
 AID.: A0000000580840





# INVOICE

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

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Contract  
Date: \_\_\_\_\_

Invoice # 3001-16949  
Invoice Date Aug 30, 2020  
Invoice Amount \$648.11 (USD)

PAID

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

**SUBSCRIPTION**  
Billing Period Aug 30 to Sep 19, 2020  
Next Billing Date Sep 19, 2020  
School URL <https://www.encestudent.com>

*LCMF - COVID*

DESCRIPTION	AMOUNT (USD)
Enterprise Plan - Prorated Charges	\$648.11
<b>Total \$648.11</b>	
Payments (\$454.13)	
Credits (\$193.98)	
<b>Amount Due (USD) \$0.00</b>	

**PAYMENTS & CREDITS**

A credit of \$193.98 was applied on 30 Aug, 2020 14:09 UTC .  
\$454.13 was paid on 30 Aug, 2020 14:09 UTC by Visa card ending 0914.

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

**NOTES**

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

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

Name: <b>JOSEPH THIBODEAUX</b>		Credit Card: <b>7120</b>	
Reconciliation Month: August 2020			
Date	Vendor	Purpose	Amount
8/4/2020	Walmart	OFFICE SUPPLIES	6.40
8/7/2020	Arco	FUEL	45.35
8/12/2020	Harbor Freight	PAINT SUPPLIES FOR D-12	4.17
8/12/2020	Shop N Go	FUEL	35.00
8/12/2020	Shop N Go	FUEL	90.00
8/24/2020	Costco Gas	FUEL	47.00
8/26/2020	CA DMV	INSURANCE CLAIM FOR TRAILER	5.00
8/26/2020	CA DMV	UNKNOWN	0.12
8/26/2020	Shop N Go	FUEL	90.00
8/27/2020	Shop N Go	FUEL	53.00
8/27/2020	Harbor Freight	PAINT SUPPLIES FOR CAMPUS	13.92
8/28/2020	USPS	MAIL OUT PACKAGES FOR RECORDS	71.15

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

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

LACE RECEIPT HERE

APR RECEIPT FLAT DO NOT FOLD - NO STAPLES

**EXPENSE**  
**PRE-APPROVED BY**

Name: Denise  
 Date: \_\_\_\_\_

Give us feedback @ survey.walmart.com  
 Thank you! ID #: 7FSGXK6BPH



SUPERCENTER  
 760-951-5005 Mr.: STEVE  
 11895 AMARGOSA RD  
 VICTORYVILLE CA 92395  
 ST# 01588 OP# 029054 TEN 54 TR# 08879  
 FILE FOLDER 007876745707 5.94 X  
 SUBTOTAL 5.94  
 TAX 1 7.750 % 0.46  
 TOTAL 6.40  
 DEBIT TEND 6.40  
 CHANGE DUE 0.00  
 EFT DEBIT PAY FROM PRIMARY  
 6.40 TOTAL PURCHASE  
 US DEBIT \*\*\*\* \* 7120 I 0  
 REF # 021700409539  
 NETWORK ID. 0055 AFPR 03DE 050642  
 US DEBIT  
 AID A0000000960340  
 AAC 29A34EFBAD45356C  
 TERMINAL # SC010996  
 08/04/20 07:44:50  
 # ITEMS SOLD 1  
 TC# 2604 3514 3474 0049 9187



Low Prices You Can Trust. Every Day.  
 08/04/20 07:44:56

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

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

**ASB RECEIPT FORM**

Store:

WALMART

Date:

08-04-20

Amount:

\$ 6.40

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

OFFICE SUPPLIES

Event:

Account Expensed:

LACE RECEIPT HERE

APPEAL RECEIPT FLAT DO NOT FOLD - NO STAPLES

**ASB RECEIPT FORM**

**EXPENSE**

**PRE-APPROVED BY**

ARCO GASOLINE  
ARCO AMPM 42318  
16815 MAIN ST  
HEPERIA CA  
ARCO42318001

Name: Johnny  
Date: 8-7-20

Store:

ARCO GASOLINE

Date:

08-07-20

DATE 8/7/20 6:18  
TRAN# 8082139  
PUMP# 08  
SERVICE LEVEL: SELF  
PRODUCT: REGULAR  
GALLONS: 15.106  
PRICE/G: \$2.979  
FUEL SALE \$45.00  
debitfee \$8.35  
DEBIT \$45.35

Amount:

\$ 45.35

FinalSale Receipt  
DEBIT \$45.35  
Payment from Primary  
Account  
\*\*\*\*\*7128  
Auth #: 828989  
Odometer:  
Resp Code: 888  
Stan: 0838182912  
Reference:33351  
APPNAME US DEBIT  
AID : A8888888988848  
APP CRYPTOGRAM :  
ARQC 2D9848E6D42927F  
1  
ENTRY : Insert  
PIN USED

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

FUEL

Event:

SITE ID: ARCO4231800  
1

**APPROVED**

Encore Second Approval - Senior Management

Account Expensed:

**Johnny Griffin**  
Chief Operations Officer

THANK YOU  
THANK YOU  
FOR CHOOSING ARCO  
COMMENTS?  
CALL 1888-322-2728

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

**EXPENSE**

**PRE-APPROVED BY**

LACE RECEIPT HERE

APF RECEIPT FL/

Name: Johnny  
Date: 8-12-20



HESPERIA CA 90006  
11940 HESPERIA RD  
HESPERIA, CA 92345  
Telephone: (760) 949-0558

**SALE**

Customer Name: Joe Thibodeaux  
Customer Number: 888019013659

63767 PAINT ROLLER SINGLE 1/2IN \$3.87  
3 @ \$1.29 = \$3.87

Subtotal \$3.87  
Sales Tax 7.750% \$0.30  
Total \$4.17

Debit \$4.17  
Card No. XXXXXXXXXXXX7120  
Auth. No. 001550  
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: 804430  
Date: 8/12/2020 8:56:25 AM Assoc: XXXXXX  
Ticket: 01804430

Item(s) Sold: 3  
Item(s) Returned: 0

Christina served you today.  
Thank you for shopping at  
HESPERIA CA 90006

**APPROVED**

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



**ASB RECEIPT FORM**

Store:

HARBOR FREIGHT TOOLS

Date:

08-12-20

Amount:

\$ 4.17

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

MAINTENANCE

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

PLACE RECEIPT HERE

TAPE RECEIPT FLAT DO NOT FOLD - NO STAPLES

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-12-20

*BLACK HIGHLANDER*

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA, CA  
92345  
08/12/2020 360248976  
01:39:32 PM

XXXXXXXXXXXX7120  
Debit  
INVOICE 027205  
AUTH 732616

PUMP# 7  
Regular CR 11.367G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 35.00

DEBIT \$ 35.00

Customer-activated Purchase/Capture  
Site #: 000000000023392  
Shift Number 1  
Sequence Number 38229  
Striped  
APPROVED 732616

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visit.com

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

**ASB RECEIPT FORM**

Store:

SHOP N GO Mobil

Date:

08-12-20

Amount:

\$ 35.00

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

FUEL

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

LACE RECEIPT HERE

APPROPRIATE RECEIPT FLAT DO NOT FOLD - NO STAPLES **EXPENSE**

**ASB RECEIPT FORM**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-12-20

Store:

SHOP n GO Mobil

Date:

08-12-20

*Joey's  
TPUAC*

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/12/2020 360249011  
02:04:01 PM

XXXXXXXXXXXX7120  
Debit  
INVOICE 027229  
AUTH 737638

PUMP# 7  
Regular CR 29.238G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 98.00

DEBIT \$ 98.00

Customer-activated Purchase/Capture  
Site #: 8688000002392  
Shift Number 1  
Sequence Number 38253  
Swiped  
APPROVED 737638

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visit.com

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

Amount:

\$ 98.00

Reimbursed To:

Debit Card

**ASB APPROVAL ONLY**

Campus:

FUEL

Event:

Account Expended:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



PLACE RECEIPT HERE

RECEIPT FLAT DO NOT FOLD - NO STAPLES

**EXPENSE**

ASB RECEIPT FORM

PRE-APPROVED BY

Name: Johnny  
 Date: 8-24-20

Store:

COSTCO WHOLESALE



Costco #1010  
 14555 Valley Center Dr  
 Victorville, CA 92392

Date:

8-24-20

Member# 111748605283  
 Invoice# 83418  
 Date: 08/24/20  
 Time: 09:38  
 Auth# 525157

Amount:

\$ 47.00

DB Acct #  
 \*\*\*\*\*7128

Reimbursed To:

DEBIT CARD

Pump	Gallons	Price
14	16.912	\$ 2.779

**ASB APPROVAL ONLY**

Product	Amount
Regular	\$ 47.00

Campus:

Total Sale \$ 47.00

TRANSPORTATION

SALE- Card Swiped  
 Approved  
 TranID# 023714083418

Event:

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

Account Expended:

Approval Signature

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
 Chief Operations Officer

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
 Chief Executive Officer



PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD **EXPENSES**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-25-20

CA DMV  
14855 Corte Drive  
Victorville, CA 92395

08/25/2020 09:18:27 AM  
OFFICE:629 TECH:26  
TTC:VIR SEQ:8884

DMV FEE \$6.00  
FD SERVICE FEE \$8.12

**TOTAL \$14.12**

FD Fee for DMV services

VISA 7128 - EMV\_CONTACT  
JOSEPH THIBODEAUX  
DMV FEE AUTH: 896285  
DMV FEE REF: XZ5VWXDSY78VP  
SVC FEE AUTH: 877523  
SVC FEE REF: KBNR58HYZAAEA

CUSTOMER COPY

DMV.CA.GOV  
888-777-8133

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

**ASB RECEIPT FORM**

Store:  
DEPT. OF MOTOR VEHICLES

Date:  
8-25-20

Amount:  
\$ 5.12

Reimbursed To:  
DEBIT CARD

**ASB APPROVAL ONLY**

Campus:  
TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Rev. 5/18



**EXPENSE**

**PRE-APPROVED BY**

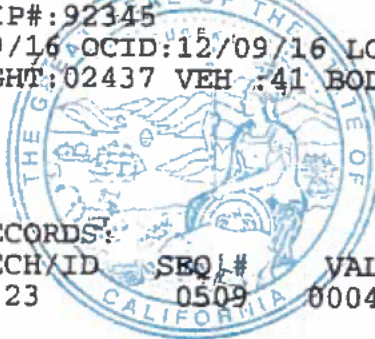
Name: Johnny  
Date: \_\_\_\_\_

CALIFORNIA DEPARTMENT OF MOTOR VEHICLES  
\*\*\*CUSTOMER RECEIPT COPY\*\*\*  
REGISTRATION  
INFORMATION REQUEST  
08/25/20

*TRANSPORTATION*

R62999336294T4PZ1651

DATE: 08/25/20 TIME: 09:17  
REG VALID FROM: 11/30/16 TO 11/30/21  
LIC#:4PZ1651 YRMD:17 MAKE:PACE BTM :UTIL VIN :53BPTEA21HF021193  
R/O :ENCORE EDUCATION CORP, DBA ENCORE HIGH SCHL, 16955 LEMON ST  
CITY:HESPERIA C.C.:36 ZIP#:92345  
SOLD:00/00/16 RCID:12/09/16 OCID:12/09/16 LOCD:5  
TYPE:PA POWR:0 AXLE:2 WGHT:02437 VEH :41 BODY:F CLAS:BB  
REC STATUS:  
06/19/20 DOJ STOP  
PTI TRAILER



CLEARANCE INFORMATION RECORDS:

OFFICE	WORK DATE	TECH/ID	SBOI#	VALUE	FICHE DATE	TTC
173	12/09/16	23	0509	00040.00	00/00/00	A00

\* \* \* END \* \* \*

SALE \$ 5.00  
XXXXXXXXXXXXXXXXX 0000 000-000  
OFFICE - 629 082520 26 0004 VIR \$ 5.00



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

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

PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD - NO STAPLES

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-26-20

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/26/2020 360255653  
02:07:46 PM

XXXXXXXXXXXXXXXX7120  
Debit  
INVOICE 033528  
AUTH 006371

PUMP# 4  
Regular CR 29.230G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 98.00

DEBIT \$ 98.00

Customer-activated Purchase/Capture  
Site #: 00000000000023362  
Shift Number 1  
Sequence Number 37496  
Skipped  
APPROVED 006371

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visit.com

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**  
Chief Operations Officer

**ASB RECEIPT FORM**

Store:

SHOP & GO MOBIL

Date:

8-26-20

Amount:

\$ 90.00

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

PLACE RECEIPT HERE

TA RECEIPT FLAT DO NOT FOLD - NO STAPLES

**ASB RECEIPT FORM**

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny  
Date: 8-27-20

SHOP N GO  
FG06145364001  
11254 I AVE  
HESPERIA , CA  
92345  
08/27/2020 360256096  
11:17:54 AM

XXXXXXXXXXXX7120  
Debit  
INVOICE 033951  
AUTH 729643

PUMP# 4  
Regular CR 17.212G  
PRICE/GAL \$3.079

FUEL TOTAL \$ 53.00

DEBIT \$ 53.00

Customer-activated Purchase/Capture  
Site #: 889860009923392  
Shift Number 1  
Sequence Number 37966  
Skipped  
APPROVED 729643

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visitit.com

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

Store:

SHOP N GO MOBIL

Date:

8-27-20

Amount:

\$53.00

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer  
Rev. 5/18

**EXPENSE**

**PRE-APPROVED BY**

Name: Johnny

Date: 8-27-20



PLACE RECEIPT I

TA RECEIPT FI

**HARBOR FREIGHT TOOLS**

Quality Tools at Ridiculously Low Prices

HESPERIA CA #00006

11940 HESPERIA RD

HESPERIA, CA 92345

Telephone: (760) 949-0558

**SALE**

Customer Name: tanera caines  
Customer Number: 888017275546

57165 BETTER 9IN ROLLER - 3/4IN \$9.95  
5 @ \$1.99 = \$9.95  
57135 AVANTI 4IN FOAM ROLLER \$2.99

Subtotal \$12.94  
Sales Tax 7.750% \$0.98  
Total \$13.92

Debit \$13.92

Card No. XXXXXXXXXXXX7120

Auth. No. 000975

US DEBIT

Chip Read

Verified By PIN

Mode: Issuer

AID: A0000000980840

TVR: 8080048000

IAD: 06010A03600000

TSI: 6800

ARC: 00

Please Retain for Your Records

Store: 00006 Res: 01 Tran: 809906

Date: 8/27/2020 12:21:54 PM Assoc: XXXXXX

Ticket: 01809906

Item(s) Sold: 6

Item(s) Returned: 0

Joanna served you today.

Thank you for shopping at

HESPERIA, CA

**APPROVED**

Encore Second Approval - Senior Management

**Johnny Griffin**

Chief Operations Officer

**ASB RECEIPT FORM**

Store:

HARBOR FREIGHT TOOLS

Date:

8-27-20

Amount:

\$13.92

Reimbursed To:

DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

MAINTENANCE

Event:

Account Expensed:

Approval Signature

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**

Chief Executive Officer

Rev. 5/18

**EXPENSE**

**PRE-APPROVED BY**

PLACE RECEIPT HERE

Name: Denise  
Date: 8-28-20



TA RECEIPT

**ASB RECEIPT FORM**



HESPERIA  
17240 OLIVE ST  
HESPERIA, CA 92345-9998  
(800)275-8777

Product	Qty	Unit Price	Price
08/28/2020			12:13 PM
PM	1		\$8.25
Aliso Viejo, CA 92656 Weight:1 Lb 6.00 Oz USPS Tracking # 9505 5125 9658 0241 4791 22			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
PM 1-Day	1		\$8.25
Rancho Cucamonga, CA 91737 Weight:1 Lb 2.00 Oz Expected Delivery Day Saturday 08/29/2020 USPS Tracking # 9505 5125 9658 0241 4791 39			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
PM 1-Day	1		\$8.25
Hesperia, CA 92345 Weight:1 Lb 1.90 Oz Expected Delivery Day Saturday 08/29/2020 USPS Tracking # 9505 5125 9658 0241 4791 46			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.25
First-Class Mail®	1		\$2.80
Large Envelope Midland, TX 79701 Weight:0 Lb 10.00 Oz Estimated Delivery Date Tuesday 09/01/2020			
Total			\$2.80
PM 3-Day	1		\$8.45
La Vernia, TX 78121 Weight:0 Lb 13.60 Oz Expected Delivery Day Tuesday 09/01/2020 USPS Tracking # 9505 5125 9658 0241 4791 43			
Insurance			\$0.00
Up to \$50.00 included			
Total			\$8.45

Store: US POSTAL SERVICE

Date: 8-28-20

Amount: \$71.15

Reimbursed To: DEBIT CARD

**ASB APPROVAL ONLY**

Campus:

TRANSPORTATION

Event:

Account Expensed:

Approval Signature

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

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



PLACE RECEIPT HERE

*Cont'd from 1 of 1*

TA RECEIPT F

USPS Retail Ground® 1	\$15.55
Waynesville, MO 65583	
Weight: 3 Lb 2.50 Oz	
Estimated Delivery Date	
Thursday 09/03/2020	
USPS Tracking #	
9534 6125 9658 0241 4791 69	
Total	\$15.55
PM 1-Day 1	\$8.70
Rancho Cucamonga, CA 91701	
Weight: 2 Lb 12.70 Oz	
Expected Delivery Day	
Saturday 08/29/2020	
USPS Tracking #	
9505 5125 9658 0241 4791 77	
Insurance	\$0.00
Up to \$50.00 included	
Total	\$8.70
PM 3-Day 1	\$10.90
Carlotta, CA 95528	
Weight: 2 Lb 7.10 Oz	
Expected Delivery Day	
Tuesday 09/01/2020	
USPS Tracking #	
9505 5125 9658 0241 4791 84	
Insurance	\$0.00
Up to \$50.00 included	
Total	\$10.90
-----	
Grand Total:	\$71.15
-----	
Debit Card Remit'd	\$71.15
Card Name: VISA	
Account #: XXXXXX0000007120	
Approval #	
Transaction #: 490	
Receipt #: 035926	
Debit Card Purchase: \$71.15	
Cash Back: \$0.00	
AID: A000000980840 Chip	
AL: US DEBIT	
PIN: Verified	
-----	

\*\*\*\*\*  
 Due to limited transportation availability as a result of nationwide COVID-19 impacts package delivery times may be extended. Priority Mail Express® service will not change.  
 \*\*\*\*\*

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

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

**ASB RECEIPT FORM**

Store:

*US POSTAL SERVICES*

Date:

*8-28-20*

Amount:

*\$ 71.15*

Reimbursed To:

*DEBIT CARD*

**ASB APPROVAL ONLY**

Campus:

Event:

Account Expensed:

Approval Signature



Name: Kiara Sampson			Credit Card: 3686
Reconciliation Month: August 2020			
Date	Vendor	Purpose	Amount
8/12/2020	Motor Vehicle	School Advertisement	750.00
8/13/2020	USPS	Student Mail	108.55
8/14/2020	Amazon Marketplace	IT Equipment	1358.40
8/17/2020	Amazon Marketplace	IT Equipment	762.80

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer





RNS Communications, Inc. dba  
 Motor Vehicle Network  
 1 Selleck Street - 3rd Floor  
 Norwalk, CT 06855  
 (203) 899-1700

# Invoice

DATE 8/1/2020  
 INVOICE # 20-40027

**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Denise  
 Date: 8-1-20

**BILL TO:**

Encore Education Corp  
 Kelsey White  
 16955 Lemon Street  
 Hesperia, CA. 92345

ADVERTISING

TERMS - Credit Card

DESCRIPTION	RATE	AMOUNT
MOTOR VEHICLE NETWORK ADVERTISING IN THE FOLLOWING CALIFORNIA DMV LOCATION(s): Victorville - Broadcast	750.00	750.00

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

**APPROVED**  
 Encore First Approval - Administration  
**Kelsey White**  
 Central Bookkeeping Manager

**APPROVED**  
 Encore First Approval - Administration  
**Kiara Sampson**  
 Associated Student Body Manager

Per your instructions, your credit card on file will be processed accordingly.  
 Thank you for your business!

**Total \$750.00**

Thank you for your credit card payment



Pre-Approval Stamp  
**EXPENSE**  
**PRE-APPROVED BY**  
 Name: Denise  
 Date: 8/13/20

001596

Circle One:  
ASB / General Fund

TAPE I

NO STAPLES



HESPERIA  
17240 OLIVE ST  
HESPERIA, CA 92345-9998  
(800)275-8777

08/13/2020 04:23 PM

Product	Qty	Unit Price	Price
PM 1-Day Riverside, CA 92507 Weight: 7 Lb 00.00 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 27	1		\$11.95
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$11.95</b>
PM 2-Day Simi Valley, CA 93065 Weight: 0 Lb 15.00 Oz Expected Delivery Day Monday 08/17/2020 USPS Tracking # 9505 5125 9657 0226 6204 34	1		\$7.50
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$7.50</b>
\$5 Statue Freedom	1	\$5.00	\$5.00
<b>Total</b>			<b>\$5.00</b>
\$2 Statue Freedom	1	\$2.00	\$2.00
<b>Total</b>			<b>\$2.00</b>
Boutonniere	1	\$0.55	\$0.55
<b>Total</b>			<b>\$0.55</b>
PM 1-Day Hesperia, CA 92345 Weight: 2 Lb 00.00 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 41	1		\$8.70
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$8.70</b>
PM 1-Day Apple Valley, CA 92307 Weight: 1 Lb 0.40 Oz Expected Delivery Day Friday 08/14/2020 USPS Tracking # 9505 5125 9657 0226 6204 58	1		\$8.70
Insurance Up to \$50.00 included			\$0.00
<b>Total</b>			<b>\$8.70</b>

VENDOR:  
United States Postal Service

DATE OF PURCHASE:  
8/13/20

AMOUNT:  
\$108.55

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:  
POSTAGE

FIRST APPROVAL

**APPROVED**

Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

SECOND APPROVAL

**APPROVED**

Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

**APPROVED**

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

py 20



PM 5-Day Med FR Box Harvest, AL 35745 Flat Rate Expected Delivery Day Monday 08/17/2020 USPS Tracking # 9505 5125 9657 0226 6204 65 \$15.05

Insurance Up to \$50.00 included \$0.00  
Total \$15.05

First-Class Mail® 1 Large Envelope Victorville, CA 92394 Weight:0 Lb 2.20 Oz Estimated Delivery Date Monday 08/17/2020 \$1.40  
Total \$1.40

First-Class Mail® 1 Large Envelope Apple Valley, CA 92307 Weight:0 Lb 2.40 Oz Estimated Delivery Date Monday 08/17/2020 \$1.40  
Total \$1.40

First-Class Mail® 1 Large Envelope Hesperia, CA 92345 Weight:0 Lb 0.70 Oz Estimated Delivery Date Monday 08/17/2020 \$1.40  
Total \$1.40

First-Class Mail® 1 Large Envelope Hesperia, CA 92345 weight:0 Lb 1.20 oz Estimated Delivery Date Monday 08/17/2020 \$1.20  
Total \$1.20

PeopleHeartMedai 38 \$0.55 \$20.90  
Total \$20.90

US Flag Bklt/20 2 \$11.00 \$22.00  
Total \$22.00

First-Class Mail® 1 Large Envelope Jurupa Valley, CA 92509 Weight:0 Lb 1.60 Oz Estimated Delivery Date Monday 08/17/2020 \$1.20  
Total \$1.20

Grand Total: \$108.55

Debit Card Remit'd \$108.55  
Card Name:VISA  
Account #:XXXXXXXXXXXX3686  
Approval #  
Transaction #:383  
Receipt #:046818  
Debit Card Purchase:\$108.55  
Cash Back:\$0.00  
AID:A0000000980840 Chip  
AL:US DEBIT  
PIN:Verified

Pre-Approval Stamp  
**EXPENSE**

**PRE-APPROVED BY**

Name: Denise

Date: \_\_\_\_\_

Circle One:

**ASB / General Fund**

ERE  
RECEIPT(S) AND NO STAPLES

VENDOR:

United States Postal Service

DATE OF PURCHASE:

8/13/20

AMOUNT:

\$108.55

REIMBURSE TO / ACCOUNT:

ADMIN APPROVAL ONLY

PURPOSE:

FIRST APPROVAL

**APPROVED**

Encore First Approval - Administration

**Kiara Sampson**

Associated Student Body Manager

SECOND APPROVAL

**APPROVED**

Encore First Approval - Administration

**Kelsey White**

Central Bookkeeping Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**

Chief Executive Officer



Final Details for Order #112-7655709-9924205

**EXPENSE**

**PRE-APPROVED BY**

Name: Denise  
Date: 8-13-20

Order Placed: August 13, 2020  
Amazon.com order number: 112-7655709-9924205  
Seller's order number: 8296059  
Order Total: \$1,358.40

IT

Shipped on August 13, 2020	
<b>Items Ordered</b>	<b>Price</b>
5 of: TP-Link 24 Port Gigabit PoE Switch   24 PoE+ Ports @384W, w/4 SFP slots   L2 Managed   Lifetime Protection   Support L2/L3/L4 QoS, IGMP and Link Aggre Sold by: Provantage LLC ( <a href="#">seller profile</a> ) Business Price Condition: New	\$252.14
<b>Shipping Address:</b> Jim Barkdull ENCORE EDUCATION CORPORATION 16955 LEMON ST HESPERIA, CA 92345-5139 United States	Item(s) Subtotal: \$1,260.70 Shipping & Handling: \$0.00 ----- Total before tax: \$1,260.70 Sales Tax: \$97.70 -----
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$1,358.40</b> -----

Payment information	
<b>Payment Method:</b> Visa   Last digits: 3686	Item(s) Subtotal: \$1,260.70 Shipping & Handling: \$0.00 -----
<b>Billing address</b> Jim Barkdull ENCORE EDUCATION CORPORATION 16955 LEMON ST HESPERIA, CA 92345-5139 United States	Total before tax: \$1,260.70 Estimated Tax: \$97.70 ----- <b>Grand Total: \$1,358.40</b>

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

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

**APPROVED**  
Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

LLMF - COVID

**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager



Final Details for Order #112-3894894-19866

**EXPENSE**

**PRE-APPROVED**

Name: Denise  
Date: 8-13-20

Order Placed: August 13, 2020  
Amazon.com order number: 112-3894894-1986617  
Order Total: \$762.80

Shipped on August 14, 2020	
<b>Items Ordered</b>	<b>Price</b>
10 Of: PoE Injector Adapter, PoE+ Injector 30W 10/100/1000Mbps IEEE 802.3af Compliant, Up to 100 Meters (325 Feet)	\$17.34
Sold by: ThePoEstore ( <a href="#">seller profile</a> )   Product question? ( <a href="#">Ask Seller</a> )	
Business Price	
Condition: New	
<b>Shipping Address:</b>	Item(s) Subtotal: \$173.40
Jim Barkdull	Shipping & Handling: \$4.45
ENCORE EDUCATION CORPORATION	Free Shipping: -\$4.45
16955 LEMON ST	-----
HESPERIA, CA 92345-5139	Total before tax: \$173.40
United States	Sales Tax: \$13.40
<b>Shipping Speed:</b>	-----
FREE Shipping	<b>Total for This Shipment: \$186.80</b>
	-----

Shipped on August 16, 2020	
<b>Items Ordered</b>	<b>Price</b>
2 Of: TP-Link 24 Port Gigabit PoE Switch   24 PoE+ Ports @384W, w/4 SFP slots   L2 Managed   Lifetime Protection   Support	\$267.29
L2L3L4 QoS, IGMP and Link Aggre	
Sold by: TeleDirect ( <a href="#">seller profile</a> )   Product question? ( <a href="#">Ask Seller</a> )	
Business Price	
Condition: New	
<b>Shipping Address:</b>	Item(s) Subtotal: \$534.58
Jim Barkdull	Shipping & Handling: \$17.19
ENCORE EDUCATION CORPORATION	Free Shipping: -\$17.19
16955 LEMON ST	-----
HESPERIA, CA 92345-5139	Total before tax: \$534.58
United States	Sales Tax: \$41.42
<b>Shipping Speed:</b>	-----
FREE Shipping	<b>Total for This Shipment: \$576.00</b>
	-----

Payment information	
<b>Payment Method:</b>	Item(s) Subtotal: \$707.98
Visa   Last digits: 3686	Shipping & Handling: \$21.64
<b>Billing address</b>	Promotion applied: -\$21.64
Jim Barkdull	-----

ENCORE EDUCATION CORPORATION  
16955 LEMON ST  
HESPERIA, CA 92345-5139  
United States

Total before tax: \$707.98  
Estimated Tax: \$54.82  
-----  
Grand Total: \$762.80

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

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LLMF-COV10

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

**APPROVED**  
Encore First Approval - Administration  
**Kiara Sampson**  
Associated Student Body Manager

**APPROVED**  
Encore First Approval - Administration  
**Kelsey White**  
Central Bookkeeping Manager

Name: Ashlin Barkdull		Credit Card: 7974	
Reconciliation Month: August 2020			
Date	Vendor	Purpose	Amount
8/3/2020	Constant Contact	Parent Communication	125.00
8/10/2020	QuickBooks	Accounting/Auditing	70.00
8/10/2020	Call-Em-All (Text-Em-All)	Parent Communication	630.00
8/12/2020	NCR	Accounting/Auditing	79.00
8/26/2020	NCR	Accounting/Auditing	79.00





**Payment Receipt  
for August 1, 2020**

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

**EXPENSE**  
**PRE-APPROVED BY**  
Name: Denise  
Date: 9-1-2020

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

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



## Tax invoice

Invoice number: 1000160610945

Total: \$70.00

Date: Aug 7, 2020

Payment method: VISA ending 7974

### EXPENSE

**PRE-APPROVED BY** Name: Denise

Date: 8-7-2020

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

#### 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			
Sales tax - Exempt:	1	\$70.00	\$70.00
			\$0.00
<b>Total invoice:</b>			<b>\$70.00</b>

#### Tax reporting information

Period for monthly fees:

Total without tax:

Total tax:

Aug 7, 2020 - Sep 7, 2020

\$70.00

\$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).

**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**

Name: Denise

Date: 8-7-2020



August 7, 2020

10:02 PM

3803 Parkwood Blvd.  
Suite 900  
Frisco, TX 75034  
www.text-em-all.com  
Tax Id: 03-0565922

Denise Griffin  
Company Name: Encore Education  
Corporation  
Cardholder Name: Ashlin Barkdull  
●●●● ●●●● ●●●● 7974  
Confirmation #: 8D83B2E632E3628

Subscription Monthly Fee for Group Size of 3500 Phone Numbers	\$630.00
Tax	\$0.00
<b>Total Charged</b>	<b>\$630.00</b>

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**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



**NCR Silver**  
864 Spring St NW  
Atlanta, GA 30308

Customer Care: 1-877-270-3475

**EXPENSE INVOICE**  
**PRE-APPROVED BY** Denise  
Name: Denise  
Date: 8-10-2020 Accounting

Invoice Date: 08/10/2020  
Invoice #: INV04710647  
Payment Terms: Due Upon Receipt  
Due Date: 08/10/2020

Account Information: Encore High School  
16955 Lemon Street  
Hesperia, California  
92345  
United States

(760) 949-2036  
abarkdull@encorehighschool.com

MY CHARGES							
Silver Account	Plan Name	Service Period	Qty	Unit Price	Subtotal	Tax	TOTAL
Encore High School A-S00003715	Monthly NCR Silver Fee with Silver Concierge, Annual Contract	08/10/2020-09/09/2020	1	\$79.00	\$79.00	\$0.00	\$79.00

MY DEVICES				
Charge Number	Pricing	Allowance	Used	Overage
C-00023000	NCR Silver Flat Fee Device	0	19	0

**INVOICE TOTALS**

<b>Gross Amount:</b>	<b>\$79.00</b>
<b>Discount:</b>	<b>\$0.00</b>
<b>Subtotal:</b>	<b>\$79.00</b>
<b>Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$79.00</b>
<b>Invoice Balance:</b>	<b>\$0.00</b>

**TRANSACTIONS ASSOCIATED TO THIS INVOICE**

Transaction Date	Transaction Number	Transaction Type	Description	Invoice Total	Applied Amount
08/11/2020	P-00732128	Payment		\$79.00	
					(\$79.00)
				Invoice Balance	\$0.00

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer



**NCR Silver**

864 Spring St NW  
Atlanta, GA 30308

Customer Care: 1-877-270-

**EXPENSE INVOICE**

**PRE-APPROVED BY**

Name: Denise

Date: CONTRACT

Account Information: Encore High School  
16955 Lemon St

Hesperia, California  
92345  
United States

(760) 605-3343  
abarkdull@encorehighschool.com

Invoice Date: 08/24/2020  
Invoice #: INV04718854  
Payment Terms: Due Upon Receipt  
Due Date: 08/24/2020

*Accounting*

MY CHARGES							
Silver Account	Plan Name	Service Period	Qty	Unit Price	Subtotal	Tax	TOTAL
Encore High School A-S00071828	NCR Silver Essentials Service Plan, Monthly Fee, Annual Contract	08/24/2020-09/23/2020	1	\$79.00	\$79.00	\$0.00	\$79.00

MY DEVICES				
Charge Number	Pricing	Allowance	Used	Overage
C-00804260	Free Device	0	57	0

**INVOICE TOTALS**

<b>Gross Amount:</b>	\$79.00
<b>Discount:</b>	\$0.00
<b>Subtotal:</b>	\$79.00
<b>Tax:</b>	\$0.00
<b>Total:</b>	\$79.00
<b>Invoice Balance:</b>	\$0.00

**TRANSACTIONS ASSOCIATED TO THIS INVOICE**

Transaction Date	Transaction Number	Transaction Type	Description	Invoice Total	Applied Amount
08/25/2020	P-00736722	Payment		\$79.00	(\$79.00)
			<b>Invoice Balance</b>		\$0.00

**APPROVED**

Encore Second Approval - Senior Management

**Ashlin Barkdull**  
General Executive Manager

**APPROVED**

Encore Final Approval - Board / CEO

**Denise Griffin**  
Chief Executive Officer

Powered by **Zuora**

# 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.

## **We Pay Report**

There was no WePay during the month of August 2020.



## Wix Report

There were no Wix payments during the month of August 2020.

# 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	Avg. Price	Sold Qty.	Net Sales			
						Weight Qty.	Amt.	Cost	Margin
MAIN ACCT.	IT FEE-MAIN		\$0.00	\$59.99	1.00		\$59.99	\$0.00	100.00 %
	<b>Total</b>				<b>1.00</b>		<b>\$59.99</b>	<b>\$0.00</b>	
<b>Total</b>					<b>1.00</b>		<b>\$59.99</b>	<b>\$0.00</b>	

REDUCED DAYS  
DUE TO COVID-19

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

# 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.

SUBACCOUNT	August	Monthly Change
STUDENT PAYMENT PLAN	\$ -	
2021	\$ 2,701.87	
2022	\$ 3,809.47	
2023	\$ 3,296.07	
2024	\$ 2,403.67	
ACADEMIC	\$ 500.00	
AMBASSADORS	\$ 4,000.00	
ART	\$ 4,000.00	
ART CREW	\$ 735.07	
ASB	\$ 6,345.95	\$ (1,654.05)
BAND	\$ 500.00	
BASKETBALL	\$ 1,500.00	
BENEFIT/FUNDRAISING		
BALL	\$ 120.00	
CHEER	\$ 2,000.00	
CHOIR	\$ -	
CIRCUS ELITE	\$ -	
CIRQUE	\$ 322.00	
COOKING	\$ 800.00	
COSPLAY	\$ 925.32	
COSTUME DESIGN	\$ 400.00	
COSTUME FEES	\$ -	
CSF	\$ 251.26	
DANCE PRO	\$ -	
DIRECTOR GRIFFIN	\$ -	
DIRECTOR RAE	\$ -	
DRAMA PRO		
EP	\$ -	
FOUNDER		
GEN THEATER	\$ -	
HIP HOP	\$ 54.50	\$ (45.50)
ITS	\$ -	
JHASB	\$ 1,933.00	\$ (67.00)
JR DANCE	\$ 510.00	\$ (490.00)
JV DANCE	\$ -	
LEGACY BALL BENEFIT	\$ -	
MEDIA TEAM	\$ 2,200.00	
MOCKTRIAL	\$ 821.50	

MUSIC		
MUSICAL PRO		
NHD	\$ -	
NHS	\$ -	\$ (300.00)
PAC		
PHOTO	\$ 1,854.93	
PLAYHOUSE		
PROD X	\$ -	
SNOW		
SR. PROD	\$ 2,000.00	
STAR QUEST	\$ 5.00	
STREET BAND	\$ -	
TROUPE	\$ 869.65	\$ (210.00)
VDANCE	\$ -	
WORLD	\$ 5,960.00	\$ (40.00)
YEARBOOK - H	\$ -	
General Fund	\$ (11,033.87)	\$ 20,517.69

Encore High School

16955 Lemon St.  
Hesperia, CA 92345

# Department Sales

Saturday, August 1, 2020 - Monday, August 31, 2020

Department	Gross Sales	Gross Refunds (-)	Discounts (-)	Net Sales (=)	% of net sales
Encore Main Account	\$59.99	\$0.00	\$0.00	\$59.99	100.00 %
<b>Total</b>	<b>\$59.99</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$59.99</b>	<b>100.00 %</b>


# GENERAL FUND SUB-ACCOUNT DEBIT ACTIVITY

This report shows the monthly activity of the sub-account for General Fund

- This sub-account is used for on campus and online purchases where an offsite check is not a feasible form of payment.
- The General Fund Sub-Account runs a monthly report that is approved by Encore's School Board.
- Once the monthly report is approved by the School Board, a check is run by the General Fund Account and is deposited in the Student Services Debit Account.
- Backup for this report is provided in the chronological activity in the "bank statement" reporting.

# STUDENT SERVICES ACCOUNT

Month: August 2020
Monthly Transaction Amount: \$6,051.62
Quickbooks Reconciliation Provided? YES
Backup Provided? YES
Report Completed by: Denise Griffin

Reviewed by:		
CEO:  <small>APPROVED</small> <small>Encore Final Approval - Board / CEO</small> <small>Denise Griffin</small> <small>Chief Executive Officer</small>	ASB OFFICER:	SCHOOL BOARD APPROVAL:

Scanned by:
Submission Date: