

Palisades Charter High School  
Credit Card Reconciliation Form  
For the Period of: 07/01/2023 - 09/30/2023

Date	Vendor	Description of Expense	Cardholder	Requested By:	Amount	Resource	Budget Category
June 30, 2023	MAIL CHIMP	PCHS schoolwide mail campaign/newsletter subscription	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTIONS
July 15, 2023	FLINN SCIENTIFIC INC	Chemical reaction kit for R Patterson's class	JP HERRERA	K NEWBILL	\$ 153.34	GENERAL	IMA
July 24, 2023	PALISADES GARDEN CAFÉ	Summer planning (4 attendees)	JP HERRERA	K COX	\$ 69.43	GENERAL	PD
July 19, 2023	RESIDENCE INN SEATTLE WA	2023 AP Annual conference - hotel stay for Alex Landaverde	P MAGEE	K ELLIS	\$ 630.46	ASB	COLLEGE CENTER
July 21, 2023	VISTA PRINT	Business cards - Perisha Bellinger (new Dean)	P MAGEE	P MAGEE	\$ 59.12	GENERAL	IMA
July 31, 2023	MAIL CHIMP	PCHS schoolwide mail campaign/newsletter subscription	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTIONS
August 3, 2023	TRAFFIC SAFETY STORE	42" Orange Safety tubes (cones)	JP HERRERA	D PARCELL	\$ 551.30	GENERAL	OPS
August 3, 2023	AMAZON PAYMENT	12 v battery charger kit for automatic exit gate (emergency purchase)	JP HERRERA	O CABRERA	\$ 753.56	GENERAL	OPS
August 3, 2023	NACAC	National Association for College Admission Counseling - conference	P MAGEE	K ELLIS	\$ 510.00	ASB	COLLEGE CENTER
August 3, 2023	DELTA AIR	NACAC conference flight - LAX-Baltimore - K ELLIS	P MAGEE	K ELLIS	\$ 611.40	ASB	COLLEGE CENTER
August 8, 2023	ADVANCED MUSICAL ELECTRON	MERCER AUDIO CONSOLE - EMERGENCY REPAIR (EVALUATION ONLY)	JP HERRERA	M IANNESSA	\$ 130.00	GENERAL	REPAIRS
August 10, 2023	AMAZON HYPER SUPPORT	Hyperjuice 245W GaN desktop chargers	JP HERRERA	D PARCELL	\$ 22,456.70	FUNDRAISING	ED FUND
August 11, 2023	ADVANCED MUSICAL ELECTRON	MERCER AUDIO CONSOLE - EMERGENCY REPAIR (cost of repair)	JP HERRERA	M IANNESSA	\$ 247.31	GENERAL	REPAIRS
August 15, 2023	VISTA PRINT	Business cards - Chris Lee	P MAGEE	C LEE	\$ 53.74	GENERAL	IMA
August 23, 2023	VISTA PRINT	Business cards - Chelsea Enos	P MAGEE	C LEE	\$ 43.77	GENERAL	IMA
August 25, 2023	ABE BOOKS	ELD Interactive Practice Book	JP HERRERA	M IANNESSA	\$ 4.89	GENERAL	TEXTBOOKS
August 25, 2023	ABE BOOKS	Edge Assessments Level A	JP HERRERA		\$ 39.87	GENERAL	TEXTBOOKS
August 25, 2023	DRAMATISTS PLAY SERV	Performance Rights - Little Women (Fall 2023)	JP HERRERA	C SMITH	\$ 976.00	ASB	GENERAL EXPENSE ACCT
August 28, 2023	ABE BOOKS	Edge Assessments Level A (2nd purchase)	JP HERRERA	M IANNESSA	\$ 39.67	GENERAL	TEXTBOOKS
August 29, 2023	RANFOCUS & ADOBE MAX	Conference registration - M Jakus	JP HERRERA	M JAKUS	\$ 1,890.00	PERKINS	PD
August 28, 2023	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	HR webinar	JP HERRERA	M PARKS	\$ 140.00	GENERAL	PD
August 28, 2023	SOCIAL STUDIES SCHOOL	Replacement posters for A. Osterwiel ("damaged" over summer)	JP HERRERA	O CABRERA	\$ 40.86	GENERAL	IMA
August 30, 2023	OFFICE DEPOT	Binders/Materials required for classroom desktop chargers	JP HERRERA	D PARCELL	\$ 4,488.74	FUNDRAISING	ED FUND
August 31, 2023	OCEAN BLUE ENVIRONMENTA	emergency response preparedness	JP HERRERA	O CABRERA	\$ 4,600.00	PERMITS	SUPPLIES
August 31, 2023	MAIL CHIMP	PCHS schoolwide mail campaign/newsletter subscription	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTIONS
September 1, 2023	CHAMPION TEAMWEAR	Dance team glitter jerseys	JP HERRERA	C SMITH	\$ 514.98	ASB	TRUST
September 1, 2023	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	ACSA membership (vendor lost check in mail so we paid via credit card)	JP HERRERA	P MAGEE	\$ 1,657.44	GENERAL	CONFERENCE
September 2, 2023	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	ACSA membership (vendor found the check, so they reversed cc charge)	JP HERRERA	P MAGEE	\$ (1,657.44)	GENERAL	CONFERENCE
September 5, 2023	ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS	ACSA - HR symposium	JP HERRERA	M MONAHAN	\$ 495.00	GENERAL	PD
September 8, 2023	RAPTOR TECHNOLOGIES	Campus visitor software - stickers/rolls required for visitor badges	JP HERRERA	O CABRERA	\$ 220.00	GENERAL	SUPPLIES

**GRAND TOTAL \$ 40,380.14**

	STATEMENT BALANCE (9/25/23)	CURRENT BALANCE (10/16/23)
JP HERRERA CARD	\$ 13,669.61	\$ 11,357.74
P MAGEE CARD	\$ 1,218.91	\$ 1,394.66
<b>TOTAL</b>	<b>\$ 14,888.52</b>	<b>\$ 12,752.40</b>

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Statement Balance: \$1,218.91  
Billing Cycle Close Date: 08/25/2023

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Current Balance: \$1,394.66

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Statement Balance: \$13,669.61  
Billing Cycle Close Date: 09/25/2023

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Current Balance: \$11,357.74