

Palisades Charter High School
Credit Card Reconciliation Form
For the Period of: 11/01/2023 - 01/31/2024

Date	Vendor	Description of Expense	Cardholder	Requested By:	Amount	Resource	Budget Category
October 5, 2023	CCN FINANCIAL SERVICES	CAREER SERVICES CENTRAL NETWORK	JP HERRERA	T FARRELL	\$ 2,750.00	PERKINS	SUBSCRIPTION
October 30, 2023	HILTON HOTELS	NATIONAL SCHOOL VISITS CONFERENCE (SELF SPED CONFERENCE - TO BE REIMBURSED BY SELPA)	JP HERRERA	T WILSON	\$ 921.22	GENERAL	PD/CONFERENCE
November 1, 2023	BROADWAY COSTUMES	FALL VAPA PLAY	JP HERRERA	C SMITH	\$ 1,066.25	ASB	TRUST
November 1, 2023	DOMINOS PIZZA	50 BOXES OF PIZZA FOR LUNCH (NO FOOD AVAILABLE DUE TO POWER OUTAGE)	JP HERRERA	D BROWN	\$ 382.70	CAFETERIA	FOOD/SUPPLIES
November 1, 2023	MAIL CHIMP	SCHOOL NEWSLETTER	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTION
November 1, 2023	BANNER WORLD	MARQUEE & BANNER	JP HERRERA	SMITH & SMITH	\$ 317.56	ESSER	IMA
November 6, 2023	PALISADES GARDEN CAFÉ	FOOD FOR SAFETY MEETING - POWER OUTAGE (AFTER HOURS)	JP HERRERA	K COX	\$ 271.10	GENERAL	PD/CONFERENCE
November 8, 2023	SP FLOORSCRUBBER.COM	FLOOR CLEANING MACHINE (GYM)	JP HERRERA	R MONTZ	\$ 10,165.98	PERMITS	SUPPLIES
November 8, 2023	SOS SURVIVAL PRODUCTS	REPLACEMENT PRODUCTS FOR EXPIRED SURVIVAL KITS	JP HERRERA	B KING	\$ 9,202.50	PERMITS	SAFETY
November 8, 2023	UO CONFERENCE	UO CONFERENCE - DR MAGEE	P MAGEE	K COX	\$ 489.00	ESSER	PD/CONFERENCE
November 10, 2023	DELTA AIR	NASP CONFERENCE (MENTAL HEALTH) - ROUNDTRIP FLIGHT FOR LUPITA G. - LAX TO NEW ORLEANS	JP HERRERA	T WILSON	\$ 317.80	GENERAL	PD/CONFERENCE
November 10, 2023	DELTA AIR	NASP CONFERENCE (MENTAL HEALTH) - ROUNDTRIP FLIGHT FOR CHELSAY S. - LAX TO NEW ORLEANS	JP HERRERA	T WILSON	\$ 317.80	GENERAL	PD/CONFERENCE
November 13, 2023	DOMINOS PIZZA	PIZZA/FOOD FOR AMBASSADORS LUNCH MEETING	P MAGEE	K COX	\$ 317.99	GENERAL	LCAP
November 15, 2023	NASP	NASP CONFERENCE REGISTRATION - LUPITA G.	JP HERRERA	T WILSON	\$ 289.00	ESSER	PD/CONFERENCE
November 15, 2023	NASP	NASP MEMBERSHIP (NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS) - LUPITA G.	JP HERRERA	T WILSON	\$ 230.00	ESSER	PD/CONFERENCE
November 15, 2023	NASP	NASP MEMBERSHIP (NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS) - CHELSAY S.	JP HERRERA	T WILSON	\$ 230.00	ESSER	PD/CONFERENCE
November 16, 2023	NASP	NASP CONFERENCE REGISTRATION - CHELSAY S.	JP HERRERA	T WILSON	\$ 289.00	ESSER	PD/CONFERENCE
November 16, 2023	LA QUINTA MOTOR INN	LA QUINTA INN - BAND TRIP TO SACRAMENTO - 20 HOTEL ROOMS (2 NIGHTS)	JP HERRERA	P YEE	\$ 5,404.00	ASB	MARCHING BAND TRUST
November 22, 2023	LA QUINTA MOTOR INN	LA QUINTA INN - BAND TRIP TO SACRAMENTO - FINAL INVOICE	JP HERRERA	P YEE	\$ 752.96	ASB	MARCHING BAND TRUST
December 1, 2023	MAIL CHIMP	SCHOOL NEWSLETTER	JP HERRERA	K COX	\$ 220.00	GENERAL	SUBSCRIPTION
December 4, 2023	CABE	CALIFORNIA ASSOCIATION FOR BILINGUAL EDUCATION CONFERENCE - MYRNA C.	P MAGEE	M CERVANTES	\$ 790.00	GENERAL	PD/CONFERENCE
January 2, 2024	MAIL CHIMP	SCHOOL NEWSLETTER	JP HERRERA	K COX	\$ 240.00	GENERAL	SUBSCRIPTION
January 9, 2024	USPS POST OFFICE	VAPA COSTUME RENTAL RETURN - SHIPPING/POSTAGE TO MTI	JP HERRERA	C SMITH	\$ 147.35	GENERAL	IMA
January 9, 2024	GUITAR CENTER	BASS AMP	JP HERRERA	A CHENG	\$ 1,703.93	ASB	CHOIR
January 10, 2024	HEC COMMERCIAL SERVICE (SQUARE)	50% DEPOSIT FOR CAFETERIA HOOD/VENT CLEANING & REPAIR	JP HERRERA	D BROWN	\$ 3,626.00	CAFETERIA	REPAIRS
January 11, 2024	COLLEGE BOARD WORKSHOPS	PREPARATE CONFERENCE - LUCIA	P MAGEE	M CERVANTES	\$ 650.00	ESSER	PD/CONFERENCE
January 12, 2024	AMERICAN AIRLINES	PREPARATE CONFERENCE AIRFARE - LUCIA	P MAGEE	M CERVANTES	\$ 374.20	ESSER	PD/CONFERENCE
January 12, 2024	COLLEGE BOARD WORKSHOPS	PREPARATE CONFERENCE - ANGELICA	P MAGEE	M CERVANTES	\$ 650.00	ESSER	PD/CONFERENCE
January 12, 2024	CALENDLY	PRO-RATED CALENDLY SUBSCRIPTION FOR NEW COLLEGE & CAREER CENTER	JP HERRERA	K ELLIS	\$ 15.45	GENERAL	SUBSCRIPTION
January 12, 2024	MUSICAL THEATRE INTERNATIONAL	MTI - LICENSING COST FOR VAPA PRODUCTION - 9 TO 5 THE MUSICAL	JP HERRERA	C SMITH	\$ 6,465.00	ASB	TRUST
January 17, 2024	WIRIS.COM	MATH TYPE FOR OFFICE TOOLS (MATH DEPT SUBSCRIPTION)	JP HERRERA	Y JAMES	\$ 684.42	GENERAL	IMA
January 17, 2024	AMERICAN AIRLINES	PREPARATE CONFERENCE AIR - JAMES BUCKMAN	P MAGEE	M CERVANTES	\$ 55.44	ESSER	PD/CONFERENCE
January 17, 2024	AMERICAN AIRLINES	PREPARATE CONFERENCE AIR - JAMES BUCKMAN	P MAGEE	M CERVANTES	\$ 278.20	ESSER	PD/CONFERENCE
January 17, 2024	PALISADES PIZZA (SQUARE)	PLANNING LUNCH - JUSTICE LEAGUE	P MAGEE	G STEWART	\$ 80.00	LCAP	PD/CONFERENCE
January 17, 2024	COLLEGE BOARD WORKSHOPS	PREPARATE CONFERENCE - MYRNA	P MAGEE	M CERVANTES	\$ 650.00	ESSER	PD/CONFERENCE
January 18, 2024	DELTA AIR	PREPARATE CONFERENCE AIR - AURORA MARTINEZ	P MAGEE	M CERVANTES	\$ 238.20	ESSER	PD/CONFERENCE
January 18, 2024	COLLEGE BOARD WORKSHOPS	PREPARATE CONFERENCE - AURORA	P MAGEE	M CERVANTES	\$ 650.00	ESSER	PD/CONFERENCE
January 18, 2024	DR PRINTING SERVICES	EMERGENCY EVACUATION ATTENDANCE ROSTER	JP HERRERA	B KING	\$ 174.46	SAFETY	SAFETY
January 19, 2024	HEC COMMERCIAL SERVICE (SQUARE)	CAFETERIA HOOD/VENT CLEANING & REPAIR (50% WILL BE CREDITED BACK ON FUTURE STATEMENT)	JP HERRERA	D BROWN	\$ 5,780.00	CAFETERIA	REPAIRS
January 19, 2024	PALISADES PIZZA (SQUARE)	PLANNING LUNCH - JUSTICE LEAGUE	P MAGEE	G STEWART	\$ 55.55	LCAP	PD/CONFERENCE
January 22, 2024	NSWC MECHANICAL SERVICE	HVAC EMERGENCY REPAIR - WOMEN'S POOL LOCKER (FIRE ALARM ISSUE)	JP HERRERA	B KING	\$ 1,696.41	MGAC/POOL	REPAIRS
January 24, 2024	INTUIT QB	QUICKBOOKS ONLINE	P MAGEE	B KING	\$ 320.00	MGAC/POOL	SUBSCRIPTION
January 25, 2024	CALENDLY	ANNUAL CALENDLY SUBSCRIPTION FOR COLLEGE & CAREER CENTER (4 ACCOUNTS)	JP HERRERA	K ELLIS	\$ 576.00	GENERAL	SUBSCRIPTION
January 25, 2024	CALENDLY	ANNUAL CALENDLY SUBSCRIPTION FOR COLLEGE & CAREER CENTER (1 ADDITIONAL ACCOUNT)	JP HERRERA	K ELLIS	\$ 144.00	GENERAL	SUBSCRIPTION
January 26, 2024	PANDA EXPRESS #187	MID-MANAGEMENT LUNCH	JP HERRERA	M PARKS	\$ 219.40	FUNDRAISING	PD/CONFERENCE
January 29, 2024	PANTAGES THEATRE	BROADWAY IN HOLLYWOOD THE WIZ	JP HERRERA	SMITH & SMITH	\$ 749.50	ESSER	IMA

GRAND TOTAL \$ 61,168.37

	STATEMENT BALANCE (01/25/24)	CURRENT BALANCE (2/9/24)
JP HERRERA CARD	\$21,253.02	\$2,680.32
P MAGEE CARD	\$8,228.39	\$1,678.05
TOTAL	\$ 29,481.41 \$	4,358.37

JP HERRERA

Statement Balance: \$21,253.02
Billing Cycle Close Date: 01/25/2024

Current Balance: \$2,680.32

P MAGEE

Statement Balance: \$8,228.39
Billing Cycle Close Date: 01/25/2024

Current Balance: \$1,678.05