

**CITY OF HAVERHILL  
School Vendor Warrants  
LEA/ Cafeteria / Grants/ P-Card**

Warrant Number: JE20240126B DECEMBER 2023 P-Card

To the City Auditor: The following names, bills and payrolls have been approved by the School Administration. We are requesting them to be placed on a warrant for payment. I hereby certify under penalty of perjury, and to the best of my ability, that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts, and that all names, contracts and payrolls in the amounts as scheduled are school department charges.

**PAYABLE DATE :** 1/26/2024  
**TODAY'S DATE:** 1/22/2024

<b>P-Card</b>	<b>\$1,115.66</b>
<b>Total</b>	<b>\$1,115.66</b>

  
\_\_\_\_\_  
Completed By

  
\_\_\_\_\_  
Approved By

***HAVERHILL PUBLIC SCHOOLS  
SCHOOL COMMITTEE APPROVAL  
OF VENDOR WARRANTS***

I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

<hr/>	<b>Date</b> <hr/>
<hr/>	<b>Date</b> <hr/>
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City of Haverhill Massachusetts

Fiscal Year: 2023-2024

SCHOOL JE20240126B

Inv. Date	Vendor	Total	Detail Line Description	Account
12/31/2023	BANKCARD	\$41.70	ADA Contracted Services	3300015.1.4220.6425.41.000.00.00
12/31/2023	BANKCARD	\$149.70	Office Supplies	1010000.4.1210.6560.32.310.00.10
12/31/2023	BANKCARD	\$900.66	Tech Infrastructure Contract Services	1010000.4.4450.6450.73.200.00.10
12/31/2023	BANKCARD	\$23.60	Transportation Gasoline	4231190.4.3300.6520.75.320.00.30
Grand Total:		\$1,115.66	End of Report	

**BANK OF AMERICA PURCHASING CARD**  
**December 1, 2023 - December 31, 2023**

Item GL Combination	Last 4	Post Date	Vendor Name	Credit	Debit		Description
4231190.4.3300.6520.75.320.00.30	4888	12/6/2023	Mass DOT		\$23.60		Tolls
3300015.1.4220.6425.41.000.00.00	4888	12/8/2023	ADA Sign		\$41.70	\$65.30	Moody
1010000.4.4450.6450.73.200.00.10	3295	11/9/2023	Network Thermostat		\$900.66	\$900.66	Therm for Stadium
1010000.4.1210.6560.32.310.00.10	3431	12/20/2023	Home Depot		\$149.70	\$149.70	Flashlights
				TOTAL:	\$0.00	\$1,115.66	\$1,115.66





Purchasing Card

KATHLEEN SMITH  
CITY OF HAVERHILL  
XXXX-XXXX-XXXX-4888  
December 01, 2023 - December 31, 2023

Cardholder Activity

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441  <b>TTY Hearing Impaired:</b> Dial "711"  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 12/31/23 Credit Limit ..... \$20,024 Cash Limit ..... \$0 Days in Billing Cycle ..... 31 Total Activity ..... \$65.30 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$65.30 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$65.30

**Important Messages**

Global Card Access – your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit [www.bofa.com/globalcardaccess](http://www.bofa.com/globalcardaccess) to register your card and start using Global Card Access today.

Transactions							
Posting Transaction							
Date	Date	Description	Reference Number	MCC	Charge	Credit	
12/06	12/04	LGBS MASS DOT	210-4038600 TX	24336913339021070739476	9222	23.60	
12/08	12/07	ADA SIGN FACTORY	HTTPSADASIGNFOH	24492163341000045990586	7399	13.85	
12/08	12/07	ADA SIGN FACTORY	HTTPSADASIGNFOH	24492163341000051146057	7399	14.00	
12/08	12/07	ADA SIGN FACTORY	HTTPSADASIGNFOH	24492163341000054049183	7399	13.85	

Moody

0000000 0000000 0000000 4715291103404888

Account Number: XXXX-XXXX-XXXX-4888  
December 01, 2023 - December 31, 2023

|||||  
BANK OF AMERICA  
PO BOX 15731  
WILMINGTON, DE 19886-5731

|||||  
KATHLEEN SMITH  
CITY OF HAVERHILL  
CITY HALL - ROOM 104  
4 SUMMER ST  
HAVERHILL, MA 01830-5836  
\*\*N0000492

Total Activity ..... \$65.30

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

1549990011:00051103404888



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

The Haverhill Public Schools requires pre-authorization for all Bank of America P-Card Purchases. This Pre-Authorization requires the signature of the Assistant Superintendent of Finance and Operations (regardless of amount) and the Superintendent of Schools if above \$10,000. Please complete the fields below and submit for signatures prior to making any purchasing commitments.

Date 12/6/23

Department Name Business

Employee Name Kathy Smith

Vendor Name Mass DOT

Amount of Purchase 23.60

Funding Source (LEA/Grant/Etc) \_\_\_\_\_

Expense Account Number 4231190.4.3300.6520.75.320.00.30

Explanation of expense \_\_\_\_\_

Employee Signature Kathy Smith

Assistant Superintendent Approval [Signature]

Superintendent Approval (\$10,000+) \_\_\_\_\_



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Date 12.7.2023

Department Name Facilities

Employee Name Kathy Smith

Vendor Name ADA

Amount of Purchase 13.85.14.00 - 1385 41.70

Funding Source (LEA/Grant/Etc) \_\_\_\_\_

Expense Account Number 3300015.1.4220.6425.41.000.00

Explanation of expense moody

Employee Signature Kathy Smith

Assistant Superintendent Approval we [signature]

Superintendent Approval (\$10,000+) \_\_\_\_\_





DOUGLAS RUSSELL  
CITY OF HAVERHILL  
XXXX-XXXX-XXXX-3295  
December 01, 2023 - December 31, 2023

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441  <b>TTY Hearing Impaired:</b> Dial "711"  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 12/31/23 Credit Limit ..... \$19,012 Cash Limit ..... \$0 Days in Billing Cycle ..... 31 Total Activity ..... \$900.66 <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$900.66 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$900.66

Important Messages

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Transactions

Posting Transaction		Description		Reference Number	MCC	Charge	Credit
Date	Date						
12/28	12/27	Network Thermostat		214-2701980 TX	24760623362300000709944	5732	900.66

00000000 00000000 00000000 4715291100343295

Account Number: XXXX-XXXX-XXXX-3295  
December 01, 2023 - December 31, 2023  
  
Total Activity ..... \$900.66



BANK OF AMERICA  
PO BOX 15731  
WILMINGTON, DE 19886-5731



DOUGLAS RUSSELL  
CITY OF HAVERHILL  
SCHOOL DEPT ROOM 104  
4 SUMMER ST  
HAVERHILL, MA 01830-5836

\*\*\*00000423

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_  
  
Manager Signature \_\_\_\_\_ Date \_\_\_\_\_



5499900 1 110005 1 100343295



Haverhill Public Schools

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Date	12-27-23
Department Name	Technology
Employee Name	Douglas Russell
Vendor Name	Network Thermostat
Amount of Purchase	900.66
Funding Source (LEA/Grant/Etc)	LEA
Expense Account Number	1010000.4.4450.6450.73.200.00.10
Explanation of expense	Therms for stadium
Employee Signature	
Assistant Superintendent Approval	
Superintendent Approval (\$10,000+)	



MICHAEL J PFIFFERLING  
CITY OF HAVERHILL  
XXXX-XXXX-XXXX-3431  
December 01, 2023 - December 31, 2023

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441  <b>TTY Hearing Impaired:</b> Dial "711"  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 12/31/23 Credit Limit ..... \$20,150 Cash Limit ..... \$0 Days in Billing Cycle ..... 31 Total Activity ..... \$149.70 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$149.70 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$149.70

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Transactions

Posting Transaction		Description		Reference Number	MCC	Charge	Credit
Date	Date						
12/20	12/18	THE HOME DEPOT #3487	PLAISTOW NH	24943013353010190607247	5200	149.70	

00000000 00000000 00000000 4715292431943431

Account Number: XXXX-XXXX-XXXX-3431  
December 01, 2023 - December 31, 2023

BANK OF AMERICA  
PO BOX 15731  
WILMINGTON, DE 19886-5731

MICHAEL J PFIFFERLING  
CITY OF HAVERHILL  
HAVERHILL PUBLIC SCHOOLS A/P  
4 SUMMER ST STE 104  
HAVERHILL, MA 01830-5843

Total Activity ..... \$149.70

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_  
Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

54999001100052431943431



Haverhill Public Schools

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Date 12/18/23

Department Name Central Office

Employee Name Mike Pflaeding


Vendor Name Home Depot


Amount of Purchase \$ 149.70

Funding Source (LEA/Grant/Etc) \_\_\_\_\_

Expense Account Number \_\_\_\_\_

Explanation of expense flashlights for Consentino + Silver Hill

Employee Signature 

Assistant Superintendent Approval 

Superintendent Approval (\$10,000+) \_\_\_\_\_