

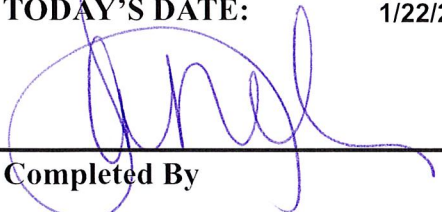
CITY OF HAVERHILL
School Vendor Warrants
LEA/ Cafeteria / Grants/ P-Card

Warrant Number: JE20240126 NOVEMBER 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

P-Card	\$5,547.03
Total	\$5,547.03



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

Fiscal Year: 2023-2024

SCHOOL JE20240126

Inv. Date	Vendor	Total	Detail Line Description	Account
11/30/2023	BANKCARD	\$2,128.43	ADA Contracted Services	3300015.1.4220.6425.41.000.00.00
11/30/2023	BANKCARD	\$268.97	Conferences-Travel Exp	1010000.4.1210.6612.32.310.00.10
11/30/2023	BANKCARD	\$1,941.00	Husky Hangout- Field Trips	4332074.4.3520.6622.43.710.00.10
11/30/2023	BANKCARD	\$438.68	Office Supplies	1010000.4.1210.6560.32.310.00.10
11/30/2023	BANKCARD	\$769.95	Tech Infrastructure Contract Services	1010000.4.4450.6450.73.200.00.10
Grand Total:		\$5,547.03	End of Report	

BANK OF AMERICA PURCHASING CARD
November 1 2023 - November 30 2023

Item GL Combination	Last 4	Post Date	Vendor Name	Credit	Debit	Description
1010000.4.1210.6560.32.310.00.10	4888	11/1/2023	eBay		\$304.35	Phones
4332074.4.3520.6622.43.710.00.10	4888	11/2/2023	New England Aquarium		\$1,034.50	Nettle Field trip deposit
1010000.4.1210.6560.32.310.00.10	4888	11/6/2023	Easy Key		\$13.06	Replacement Key - File Cabinet HR
3300015.1.4220.6425.41.000.00.00	4888	11/10/2023	SP total Restroom		\$165.28	Moody Bathroom
3300015.1.4220.6425.41.000.00.00	4888	11/15/2024	ADA Sign		\$1,963.15	Moody Bathroom
4332074.4.3520.6622.43.710.00.10	4888	11/29/2024	New England Aquarium		\$906.50	Nettle Field Trip balance
1010000.4.4450.6450.73.200.00.10	3295	11/9/2023	Awesome Table		\$374.00	Data Connector for Social Media/Website
1010000.4.4450.6450.73.200.00.10	3295	11/9/2023	DNS Made Easy		\$395.95	DNS Filter and Traffic Website
1010000.4.1210.6560.32.310.00.10	3431	11/10/2023	eBay		\$121.27	Phones
1010000.4.1210.6612.32.310.00.10	5128	11/2/2023	Anchor Inn		\$268.97	Conference
			TOTAL:	\$0.00	\$5,547.03	\$5,547.03



Purchasing Card

KATHLEEN SMITH
CITY OF HAVERHILL
XXXX-XXXX-XXXX-4888
November 01, 2023 - November 30, 2023

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 11/30/23 Credit Limit \$23,481 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$4,386.84 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits \$0.00 Cash \$0.00 Purchases \$4,386.84 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$4,386.84

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 to register your card and start using Global Card Access today.

Transactions								
Posting Transaction								
Date	Date	Description	Reference Number	MCC	Charge	Credit		
11/01	10/31	eBay O*05-10732-16912 San Jose CA	24204293304000086694054	5311	304.35			
11/02	11/01	NEW ENGLAND AQUARIUM CORP617-973-5456 MA	24018683305200212814058	7998	1,034.50			
11/06	11/03	EASYKEYSCOM INC 877-839-5397 NC	24493983307286868401338	7399	13.06			
11/10	11/09	SP TOTAL RESTROOM HTTPSTOTALRESOCO	24492163313000044290271	5712	165.28			
11/15	11/14	ADA SIGN FACTORY HTTPSadASIGNFOH	24492163318000035328341	7399	1,963.15			
11/29	11/28	NEW ENGLAND AQUARIUM CORP617-973-5456 MA	24018683332200218791901	7998	906.50			

00000000 00000000 00000000 4715291103404888

Account Number: XXXX-XXXX-XXXX-4888
November 01, 2023 - November 30, 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

Total Activity \$4,386.84

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____

549990011100051103404888



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 11-1-2023

Department Name Business

Employee Name Kathy Smith

Vendor Name Bbay

Amount of Purchase 304.35

Funding Source (LEA/Grant/Etc) _____

Expense Account Number 1010000.4.1210.6560.32.310.00.10

Explanation of expense phones

Employee Signature Kathy Smith

Assistant Superintendent Approval we pht

Superintendent Approval (\$10,000+) _____



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 11-1-2023

Department Name Nettle School

Employee Name Kathy Smith

Vendor Name New England Aquarium


Amount of Purchase 1034.50 + 906.50 → 1941.00

Funding Source (LEA/Grant/Etc) 4332074.4.3520.6628.43.710.00.10

Expense Account Number _____

Explanation of expense Field Trip

Employee Signature Kathy Smith

Assistant Superintendent Approval 

Superintendent Approval (\$10,000+) _____



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 11-3-2023

Department Name Business

Employee Name Kathy Smith

Vendor Name Easykey

Amount of Purchase 13.06

Funding Source (LEA/Grant/Etc) 1010000.4.1210.6660.32.310.00.000.00.10

Expense Account Number _____

Explanation of expense replacement key

Employee Signature Kathy Smith

Assistant Superintendent Approval we [signature]

Superintendent Approval (\$10,000+) _____



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

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Date 11-9-2023

Department Name Facilities

Employee Name Kathy Smith

Vendor Name SP total Restroom

Amount of Purchase 145.28

Funding Source (LEA/Grant/Etc) 3300015, 1. 4220.6425.41.000.00.00

Expense Account Number _____

Explanation of expense moody bathroom

Employee Signature Kathy Smith

Assistant Superintendent Approval in [Signature]

Superintendent Approval (\$10,000+) _____



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 11-14-2023

Department Name Facilities

Employee Name Kathy Smith

Vendor Name ADA Smith

Amount of Purchase 1963.15

Funding Source (LEA/Grant/Etc) _____

Expense Account Number 3300015.1.4220.6425.41.000.00.00

Explanation of expense moddy

Employee Signature Kathy Smith

Assistant Superintendent Approval me [signature]

Superintendent Approval (\$10,000+) _____



Purchasing Card

DOUGLAS RUSSELL
CITY OF HAVERHILL
XXXX-XXXX-XXXX-3295
November 01, 2023 - November 30, 2023

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 11/30/23 Credit Limit \$19,782 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$769.95 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits \$0.00 Cash \$0.00 Purchases \$769.95 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$769.95

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 to register your card and start using Global Card Access today.

Transactions							
Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
11/09	11/08	AWESOME-TABLE.COM	HTTPSAWESOMETNY	24011343312000048439297	5734	374.00	
11/09	11/09	DNS MADE EASY	212-623-4340 VA	24692163313100277815931	4816	395.95	

0000000 0000000 0000000 4715291100343295

Account Number: XXXX-XXXX-XXXX-3295
November 01, 2023 - November 30, 2023

|||||
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
**N0003364

Total Activity \$769.95

Cardholder Signature _____ Date _____



Manager Signature _____ Date _____

5499900 1 1:0005 1 100343295



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	11-09-23
Department Name	Technology
Employee Name	Douglas Russell
Vendor Name	Awesome Table
Amount of Purchase	374.00
Funding Source (LEA/Grant/Etc)	LEA
Expense Account Number	1010000.4.4450.6450.73.200.00.10
Explanation of expense	Data connector for Social Media and Webpage
Employee Signature	
Assistant Superintendent Approval	
Superintendent Approval (\$10,000+)	



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	11-09-23
Department Name	Technology
Employee Name	Douglas Russell
Vendor Name	DNS Made Easy
Amount of Purchase	375.40 395.95
Funding Source (LEA/Grant/Etc)	LEA
Expense Account Number	1010000.4.4450.6450.73.200.00.10
Explanation of expense	DNS Filter and Traffic/Website
Employee Signature	
Assistant Superintendent Approval	
Superintendent Approval (\$10,000+)	

MICHAEL J PFIFFERLING
CITY OF HAVERHILL
XXXX-XXXX-XXXX-3431
November 01, 2023 - November 30, 2023

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 11/30/23 Credit Limit \$20,122 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$121.27 THIS IS NOT A BILL - DO NOT PAY	Credits \$0.00 Cash \$0.00 Purchases \$121.27 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$121.27

Important Messages

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Transactions

Posting Transaction									
Date	Date	Description		Reference Number	MCC	Charge	Credit		
11/10	11/09	eBay O*23-10759-60284	San Jose CA	24204293313001306546065	5311	121.27			

00000000 00000000 00000000 4715292431943431

Account Number: XXXX-XXXX-XXXX-3431
November 01, 2023 - November 30, 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

**N0001787

Total Activity \$121.27

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____

54999001100052431943431



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 11/9/2023

Department Name Supt. Office

Employee Name Michael Pfitterling


Vendor Name Ebay.com


Amount of Purchase \$121.27

Funding Source (LEA/Grant/Etc) PCard

Expense Account Number 1010000.4.1210.6560.32.310.00.00

Explanation of expense phone replacement for Bradford

Employee Signature 

Assistant Superintendent Approval 

Superintendent Approval (\$10,000+) _____

MARGARET MAROTTA
CITY OF HAVERHILL
XXXX-XXXX-XXXX-5128

November 01, 2023 - November 30, 2023

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 11/30/23 Credit Limit \$19,786 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$268.97 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits \$0.00 Cash \$0.00 Purchases \$268.97 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$268.97

Important Messages

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Transactions								
Posting Transaction								
Date	Date	Description			Reference Number	MCC	Charge	Credit
11/02	10/31	ANCHOR IN	HYANNIS	MA	24000973305635000141005	7011	268.97	
		Arrival: 10/30/23						

00000000 00000000 00000000 4715292486265128

Account Number: XXXX-XXXX-XXXX-5128
November 01, 2023 - November 30, 2023

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

MARGARET MAROTTA
CITY OF HAVERHILL
HAVERHILL PUBLIC SCHOOL ACCOUNTS PAYABLE
4 SUMMER ST STE 104
HAVERHILL, MA 01830-5843

Total Activity \$268.97

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____