

SC 07.25.24 5 G

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

Warrant Number: JE20240630 JUNE 2024 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 : 7/26/2024
TODAY'S DATE: 7/22/2024

P-Card	\$1,692.58
Total	\$1,692.58

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.

Date

Date

Date

Date

Date

Date

City of Haverhill Massachusetts

Fiscal Year: 2023-2024

SCHOOL JE20240630

Inv. Date	Vendor	Total	Detail Line Description	Account
6/30/2024	BANKCARD	\$67.00	HHS School Store - Supplies	4332202.4.2430.6582.61.000.00.30
6/30/2024	BANKCARD	\$130.00	Medical Evaluations	4231190.4.1420.6460.32.310.00.10
6/30/2024	BANKCARD	\$1,122.00	Supplies-Bldg Electrical	1010000.4.4110.6582.74.454.00.10
6/30/2024	BANKCARD	\$349.83	Tech Infrastructure Contract Services	1010000.4.4450.6450.73.200.00.10
6/30/2024	BANKCARD	\$23.75	Transportation Gasoline	4231190.4.3300.6520.75.320.00.30
Grand Total:		\$1,692.58	End of Report	

JUNE
June 1, 2024 - June 30, 2024

Item GL Combination	Last 4	Post Date	Vendor Name	Credit	Debit	Description
4332202.4.2430.6582.61.000.00.30	4888	6/3/2024	Word Press		\$67.00	Subscription
4231190.4.1420.6460.32.310.00.10	4888	6/10/2024	AFC Doctor Express		\$130.00	DOT/7D Physical
1010000.4.4110.6582.74.454.00.10	4888	6/24/2024	Total Home Supply		\$1,122.00	Elec Supply Box
1010000.4.4450.6450.73.200.00.10	3295	6/5/2024	1password		\$178.05	Subscription
1010000.4.4450.6450.73.200.00.10	3295	6/5/2024	Transaction fee		\$1.78	International fee
1010000.4.4450.6450.73.200.00.10	3295	6/11/2024	ChatGPT		\$20.00	Subscription
1010000.4.4450.6450.73.200.00.10	3295	6/24/2024	Paypal		\$150.00	Subscription
4231190.4.3300.6520.75.320.00.30	3431	6/27/2024	Chargepoint		\$23.75	Van Charging
TOTAL:				\$0.00	\$1,692.58	

KATHLEEN SMITH
CITY OF HAVERHILL
XXXX-XXXX-XXXX-4888
June 01, 2024 - June 30, 2024

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 06/30/24 Credit Limit \$20,000 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$1,319.00 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits \$0.00 Cash \$0.00 Purchases \$1,319.00 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$1,319.00

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	
06/04	06/03	WORDPRESS 6JT45WT36W	HTTPSWORDPRES	5734	48.00		
06/04	06/03	WORDPRESS X6TBKFK8F	HTTPSWORDPRES	5734	19.00		
06/11	06/10	AFC UC* AFC	HTTPSWWW.AFCUM	8099	130.00		
06/25	06/24	TOTAL HOME SUPPLY	877-847-0050 NJ	4900	1,122.00		

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Account Number: XXXX-XXXX-XXXX-4888
June 01, 2024 - June 30, 2024


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
**N0000294

Total Activity \$1,319.00

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____



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 6-3-2024

Department Name Hillies Shop

Employee Name Jennifer Evans

Vendor Name Word Press

Amount of Purchase 67.00

Funding Source (LEA/Grant/Etc) _____

Expense Account Number 4332202.4.2430.6582.41.000.00.30

Explanation of expense Subscription

Employee Signature Kathy Smith (J.E)

Assistant Superintendent Approval Kathy Smith

Superintendent Approval (\$10,000+) _____



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Date 6.10.2024

Department Name Transportation

Employee Name Liz Cannata

Vendor Name AFC DOCTORS

Amount of Purchase 130.00

Funding Source (LEA/Grant/Etc) _____

Expense Account Number 4231190.4.1420.6460.32.310.00.10

Explanation of expense physical

Employee Signature Kathy Smith (E.C.)

Assistant Superintendent Approval Kathy Smith

Superintendent Approval (\$10,000+) _____



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

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Date 6.24.2024

Department Name Maintenance

Employee Name Corrine

Vendor Name Total Home Supply

Amount of Purchase 1122.00

Funding Source (LEA/Grant/Etc) _____

Expense Account Number 1010000-4-4110-6582-71-454-00-10

Explanation of expense Elec Control Box

Employee Signature Kathy Smith (SD)

Assistant Superintendent Approval Kathy Smith

Superintendent Approval (\$10,000+) _____

DOUGLAS RUSSELL
CITY OF HAVERHILL
XXXX-XXXX-XXXX-3295
June 01, 2024 - June 30, 2024

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 06/30/24 Credit Limit \$18,092 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$349.83 THIS IS NOT A BILL - DO NOT PAY	Credits \$0.00 Cash \$0.00 Purchases \$348.05 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$1.78 Total Activity \$349.83

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				Reference Number	MCC	Charge	Credit
Date	Date	Description					
06/05	06/05	1PASSWORD TORONTO ON		74083424157000001885589	5734	178.05	
06/05	06/05	INTERNATIONAL TRANSACTION FEE		74083424157000001885589	0001	1.78	
06/12	06/11	OPENAI *CHATGPT SUBSCR HTTPSOPENAI.CCA		24492164163000027874660	5734	20.00	
06/25	06/24	PAYPAL *METAA 402-935-7733 CA		24116414176009515749607	8299	150.00	

00000000 00000000 00000000 4715291100343295

Account Number: XXXX-XXXX-XXXX-3295
June 01, 2024 - June 30, 2024



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

**N0000238

Total Activity \$349.83

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____


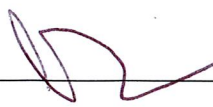
5499900 1 1:0005 1 100343295



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

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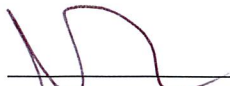
Date	<u>6-5-24</u>
Department Name	<u>Technology</u>
Employee Name	<u>Douglas Russell</u>
Vendor Name	<u>1Password</u>
Amount of Purchase	<u>178.05</u>
Funding Source (LEA/Grant/Etc)	<u>LEA</u>
Expense Account Number	<u>1010000.4.4450.6450.73.200.00.10</u>
Explanation of expense	<u>Tech pw security</u>
Employee Signature	<u></u>
Assistant Superintendent Approval	<u></u>
Superintendent Approval (\$10,000+)	<u></u>



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

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Date	6-5-24
Department Name	Technology
Employee Name	Douglas Russell
Vendor Name	METTA
Amount of Purchase	150.00
Funding Source (LEA/Grant/Etc)	LEA
Expense Account Number	1010000.4.4450.6450.73.200.00.10
Explanation of expense	METAA Membership
Employee Signature	
Assistant Superintendent Approval	
Superintendent Approval (\$10,000+)	

MICHAEL J PFIFFERLING
CITY OF HAVERHILL
XXXX-XXXX-XXXX-3431
June 01, 2024 - June 30, 2024

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 06/30/24 Credit Limit \$20,000 Cash Limit \$0 Days in Billing Cycle 30 Total Activity \$23.75 <div>THIS IS NOT A BILL - DO NOT PAY</div>	Credits \$0.00 Cash \$0.00 Purchases \$23.75 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$23.75

Important Messages


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Transactions							
Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
06/28	06/27	CHARGEPOINT INC	408-8414500 CA	24071054179630154073571	5552	1.71	
06/28	06/27	CHARGEPOINT INC	408-8414500 CA	24071054179630154077127	5552	7.12	
06/28	06/27	CHARGEPOINT INC	408-8414500 CA	24071054179630154097687	5552	14.92	

0000000 0000000 0000000 4715292431943431

Account Number: XXXX-XXXX-XXXX-3431
June 01, 2024 - June 30, 2024


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 \$23.75

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____

5499900 1 1:00052431943431



Haverhill Public Schools

Purchasing Card Pre-Authorization Form

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Date

6.27.2024

Department Name

Transportation

Employee Name

Liz Cannata

Vendor Name

Charge point

Amount of Purchase

23.72

Funding Source (LEA/Grant/Etc)

Expense Account Number

4231190.4.3300.4520.75.320.00.30

Explanation of expense

Charge vans

Employee Signature

Kathy Smith (U P)

Assistant Superintendent Approval

Kathy Smith

Superintendent Approval (\$10,000+)