

Regular Board Meeting of the Perry Public Schools
Monday, December 18, 2017
6:00 PM in the Administration Building Board Room

AGENDA

- ITEM 1 **Call to Order**
- ITEM 2 **Pledge of Allegiance**
- ITEM 3 **Roll Call**
Charles Scovill, President Greg Daenzer, Trustee
Rick Lamb, Vice President Matt Winans, Trustee
Catherine Hahn, Secretary Terry Wood, Trustee
Mark Ruzinsky, Treasurer
- ITEM 4 **Approval of Agenda**
- ITEM 5 **Approval of Minutes**
Regular meeting of November 20, 2017 and special meeting of December 5, 2017
- ITEM 6 **Approval of Payment of Bills**
Approval of \$278,916.60 in General Fund bills, \$9,273.61 in Student Activity and \$1,770.59 in School Lunch Fund bills.
- ITEM 7 **Public comments on agenda items**
After being recognized by the President, please state your name and home address before making your comments. ***All comments are to be directed to the Board and are limited to three (3) minutes.***

SECTION A – SPECIAL PRESENTATIONS

- ITEM 8 Kendall College Art Course – Dual Enrollment for 2018-2019 school year

SECTION B – OLD BUSINESS

No Old Business at this meeting

SECTION C – NEW BUSINESS

- ITEM 9 Approval of Early Childhood GSRP lead teacher
- ITEM 10 Approval of coaching positions
- ITEM 11 Approval of bus drivers
- ITEM 12 Approval of NEOLA policies
Policy 1421 – Criminal History Record Check – Administration – New
Policy 1439 – Administrator Discipline – Revised
Policy 2410 – Prohibition of Referral or Assistance for Abortion – New
Policy 2414 – Reproductive Health and Family Planning – Revised
Policy 2418 – Sex Education - Revised
Policy 3121 – Criminal History Record Check – Professional Staff – Revised
Policy 3139 – Staff Discipline – Professional Staff – Revised
Policy 4121 – Criminal History Record Check – Revised
Policy 4139 – Staff Discipline – Support Staff – Revised
Policy 5630.01 – Student Seclusion and Restraint – Revised
Policy 7540.03 – Student Technology Acceptable Use and Safety – Revised
Policy 7540.04 – Staff Technology Acceptable Use and Safety - Revised
Policy 7540.05 – District-Issued Staff E-Mail Account – Revised
Policy 7540.06 – District-Issued Student E-Mail Account - Revised
Policy 8142 – Criminal History Record Check – Revised
Policy 8321 – Criminal Justice Information Security – Revised

SECTION D – SUPERINTENDENT COMMENTS AND WRITTEN COMMUNICATIONS

SECTION E – GENERAL PUBLIC AND CITY COUNCIL REPRESENTATIVE COMMENTS

After being recognized by the President, please state your name and home address before making your comments. *All comments are to be directed to the Board and are limited to three (3) minutes.* Thank you.

SECTION F – BOARD MEMBER COMMENTS

Meeting Dates

Organizational Meeting
Monday, January 22, 2018
6:00 PM – Board Meeting Room

City of Perry Meetings/Reps – 7:00 PM
December 21 – Charles Scovill
2018 representatives TBD

Adjourn

**PERRY PUBLIC SCHOOLS BOARD OF EDUCATION
REGULAR MEETING MINUTES – NOVEMBER 20, 2017
6:00 PM – BOARD CONFERENCE ROOM**

- ITEM 1 Call to Order
Meeting called to order at 6:00 PM by President Scovill.
- ITEM 2 Pledge of Allegiance
- ITEM 3 Roll Call
Members present at roll call: Charles Scovill, Rick Lamb, Catherine Hahn, Mark Ruzinsky, Greg Daenzer, Matt Winans

Members absent: Terry Wood
- ITEM 4 Approval of Agenda
Moved by Ruzinsky, supported by Lamb, to approve the agenda.
Motion passed 6-0.
- ITEM 5 Approval of Minutes
Moved by Hahn, supported by Winans, to approve the October 16, 2017 regular meeting minutes. Motion passed 6-0.
- ITEM 6 Approval of Payment of Bills
Moved by Daenzer, supported by Hahn, to approve payment of bills.
Motion passed 6-0.
- ITEM 7 Public comments on agenda items
There were no public comments at this meeting.

SECTION A - SPECIAL PRESENTATION

- ITEM 8 FFA report on National Convention
FFA members Kaitlyn Delaney, Kaddi Gewirtz, Jakob Raymond, Nathan Scovill and Elizabeth Smith shared their experiences at the National Convention they attended in October.

Terry Wood arrived at 6:23 PM

- ITEM 9 Auditors Report
Trent Mulder, auditor from Baird, Cotter and Bishop, P.C., announced that for the year ending June 30, 2017 there were no issues regarding the audit.
- ITEM 10 Update of Perry High School dress code changes
David Myron, high school principal, explained that the dress code is being changed to be in compliance with the law.

SECTION B - OLD BUSINESS

- ITEM 11 Discussion of sinking fund
Board acted by consensus to place a 1 mil 7 year sinking fund item on the May 8, 2018 ballot.

SECTION C - NEW BUSINESS

ITEM 12 Resolution regarding staggered board terms

Moved by Ruzinsky, supported by Lamb, to approve the resolution to stagger board terms. Motion passed 7-0.

ITEM 13 Set date for NEOLA update work session for board policy

This meeting will be Tuesday, December 5, 2017 at 6:00 PM in the Board Room.

SUPERINTENDENT COMMENTS

Mr. Foster stated there will be a free Thanksgiving dinner courtesy of the Laingsburg Lions Club. Greg Gorsline will be in contact with our elementary administration regarding weekend food backpacks for students.

GENERAL PUBLIC AND CITY COUNCIL REPRESENTATIVE COMMENTS

There were no public or city council comments made at this meeting.

ADJOURN

Moved by Winans, supported by Hahn, to adjourn at 7:36 PM. Motion passed 7-0.

Respectfully submitted,

Catherine Hahn, Board Secretary

Karri LaFehr, Recording Secretary

**PERRY PUBLIC SCHOOLS BOARD OF EDUCATION
SPECIAL MEETING MINUTES – DECEMBER 5, 2017
6:00 PM – BOARD CONFERENCE ROOM**

- ITEM 1 Call to Order
Meeting called to order at 6:00 PM by Vice President Rick Lamb.
- ITEM 2 Pledge of Allegiance
- ITEM 3 Roll Call
Members present at roll call: Rick Lamb, Catherine Hahn, Matt Winans,
Terry Wood
- Members absent: Charles Scovill, Mark Ruzinsky, Greg Daenzer

SECTION C - NEW BUSINESS

- ITEM 4 Wrestling trip to Marquette for Tournament
Moved by Winans, supported by Wood, to approve the wrestling team to attend a
tournament in Marquette on December 17-19, 2017. Motion passed 4-0.

Mark Ruzinsky arrived at 6:18 PM.

Matt Winans left at 6:30 PM.

- ITEM 5 NEOLA Policies
By consensus, the Board agreed to have the following policies placed on the
December 18, 2017 agenda for approval:
Policy 1421 – Criminal History Record Check – Administration – New
Policy 1439 – Administrator Discipline – Revised
Policy 2410 – Prohibition of Referral or Assistance for Abortion – New
Policy 2414 – Reproductive Health and Family Planning – Revised
Policy 2418 – Sex Education - Revised
Policy 3121 – Criminal History Record Check – Professional Staff – Revised
Policy 3139 – Staff Discipline – Professional Staff – Revised
Policy 4121 – Criminal History Record Check – Revised
Policy 4139 – Staff Discipline – Support Staff – Revised
Policy 5630.01 – Student Seclusion and Restraint – Revised
Policy 7540.03 – Student Technology Acceptable Use and Safety – Revised
Policy 7540.04 – Staff Technology Acceptable Use and Safety - Revised
Policy 7540.05 – District-Issued Staff E-Mail Account – Revised
Policy 7540.06 – District-Issued Student E-Mail Account - Revised
Policy 8142 – Criminal History Record Check – Revised
Policy 8321 – Criminal Justice Information Security – Revised

ADJOURN

Moved by Hahn, supported by Ruzinsky, to adjourn at 6:38 PM. Motion passed 4-0.

Respectfully submitted,

Catherine Hahn, Board Secretary

**Perry Public Schools
General Fund
YTD through November 30, 2017**

Revenues	Approved Budget 2017-2018	Actual YTD November 30, 2017	Remaining Balance/Variance December 1, 2017	Percentage Recognized/ Expended *
Local Sources	1,121,550	448,951	(672,599)	40.03%
State Sources	9,378,531	1,889,723	(7,488,808)	20.15%
Federal Sources	354,817	40,985	(313,832)	11.55%
Other Financing Sources	184,669	89	(184,581)	0.05%
Other Transaction & Transfers	-	-	-	0.00%
Total Revenues	11,039,567	2,379,747	(8,659,820)	21.56%
Expenditures				
Instruction	5,206,864	1,385,107	3,821,757	27%
Special Education	932,066	239,541	692,525	26%
Compensatory Education	593,346	115,911	477,435	20%
Vocational Education	116,549	18,230	98,319	16%
Support Services - Pupil	246,934	47,546	199,388	19%
Improvement of Instruction	78,510	25,344	53,166	32%
Media Centers	54,064	16,353	37,711	30%
Technology Assisted Instruction	49,000	7,442	41,558	15%
Supervision and Direction of Instr	20,000	11,378	8,622	57%
Board of Education	38,825	26,510	12,315	68%
Executive Administration	238,108	114,229	123,879	48%
Office of the Principal	593,612	216,224	377,388	36%
Fiscal Services	222,445	107,679	114,766	48%
Operation and Maintenance of Plant	1,166,472	547,870	618,602	47%
Transportation	586,052	173,340	412,711	30%
Communication Services	4,200	704	3,496	17%
Staff/Personnel Services	22,389	2,138	20,251	10%
Non-Instruction Technology	326,205	111,034	215,171	34%
Pupil Accounting Services	30,481	15,799	14,682	52%
Pupil Activities	296,303	86,914	209,389	29%
Community Activities	149,915	71,650	78,265	48%
Other Transactions	-	-	-	
Total Expenditures	10,972,339	3,340,941	7,631,398	30.45%
YTD Surplus/(Loss)	67,228	(961,193)		
Prior Year Fund Balance	683,859	683,859		
Current Ending Fund Balance	751,087	(277,334)		

*November YTD percentage

42%

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Perry Public Schools
Food Service Fund
YTD through November 30, 2017

Revenues	Approved Budget 2017-2018	Actual YTD November 30, 2017	Remaining Balance December 1, 2017	Percentage Recognized/ Expended
Local Sources	148,000	40,930	107,070	27.66%
State Sources	20,325	3,542	16,783	17.43%
Federal Sources	292,700	63,324	229,376	21.63%
Other Transaction & Transfers	-	-	-	0.00%
Total Revenues	461,025	107,796	353,229	23.38%
Expenditures				
Food Service	461,025	145,348	315,677	31.53%
Transfers & Other Transactions	-	-	-	0.00%
Total Expenditures	461,025	145,348	315,677	31.53%
 YTD Surplus/(Loss)	 -	 (37,552)		
Prior Year Fund Balance	1,235	1,235		
Current Ending Fund Balance	1,235	(36,317)		

*November YTD percentage 42%

Check Register for Bank Account ID GF CK

From 11/17/2017 to 12/14/2017

From Check First to Last

Check#	Date	Run	Vendor Name	Invoice Description	Amount
000027	11/21/2017	N/A	008812 KANSAS STATE BANK	LED SIGN ON MAIN ST.	719.15
*** Missing Checks from 000028 to 020199					
020610	12/01/2017	1	003151 ANN GOSS	REIM MILES TO HS	95.94
020636	12/11/2017	2	000705 MESSA	NOV 2017 PREMIUMS	96,846.36
020686	11/20/2017	1	009471 CATHERINE HAHN	BOARD PAY-2017 CARLEDAR YR	575.00
020687	11/20/2017	1	008283 CHARLES SCOVILL	BOARD PAY-2017 CALENDAR YR	575.00
020688	11/20/2017	1	008281 GREG DAENZER	BOARD PAY-2017 CALENDAR YR	575.00
020689	11/20/2017	1	008282 MARK RUZINSKY	BOARD PAY-2017 CALENDAR YR	575.00
020690	11/20/2017	1	009472 MATT WINANS	BOARD PAY-2017 CALENDAR YR	575.00
020691	11/20/2017	1	009244 RICK LAMB	BOARD PAY-2017 CALENDAR YR	575.00
020692	11/20/2017	1	009864 TERRY WOOD	BOARD PAY-2017 CALENDAR YR	575.00
020693	11/29/2017	1	006682 GRAND TRAVERSE RESORT	HOTEL FOR CONF. (3 NIGHTS)	369.60
020694	11/29/2017	1	009829 DAVE'S MUFFLER SHOP	BUS REPAIR	436.00
020695	11/30/2017	1	002628 ACCO BRANDS USA LLC	LAMINATION FILM	435.60
020696	11/30/2017	1	007681 ANDERSON AIR CONDITIONING	FIX PUMP, ADMIN. BLDG.	1,377.47
020697	11/30/2017	1	008376 CENTURYLINK	LONG DISTANCE-NOVEMBER	8.05
020698	11/30/2017	1	008811 COFFIELD OIL COMPANY, INC	DIESEL FUEL 619 GAL	2,268.91
020699	11/30/2017	1	009834 CRYSTAL CLEAN WATER, LLC	BOTTLED WATER	6.25
020700	11/30/2017	1	001075 EDWARDS SIGN & SCREEN PRINTING	ADMIN. ENTRANCE WITH ARROW	100.00
020701	11/30/2017	1	008635 FIRST BANKCARD	MI & STATE LABOR LAW POSTE	2,173.36
020702	11/30/2017	1	000058 GENESEE INTERMEDIATE SCH DIST	COPPERATIVE PURCHASING BIL	220.00
020703	11/30/2017	1	006429 GLAZING SOLUTIONS INC	REPAIR WINDOW-RESD ROOM	325.00
020704	11/30/2017	1	000867 GRAINGER	OWM REPLACE MOTOR	5.80
020705	11/30/2017	1	008841 HOLLAND BUS CO.	BEARING, SEAL	55.55
020706	11/30/2017	1	005197 HUMPHREY ENTERPRISES	BUS DRIVER TRAINING	1,296.25
020707	11/30/2017	1	000077 JOSTENS	RED DIPLOMA COVERS	687.30
020708	11/30/2017	1	009837 KATIE BROKAW	REIM MILES TO CONF.	35.42
020709	11/30/2017	1	004848 LANSING SANITARY SUPPLY	SUPPLIES	548.79
020710	11/30/2017	1	007916 MARK TOPP	REIM MMPC BOOKLETS	32.00
020711	11/30/2017	1	000231 MCGRAW-HILL COMPANIES	MY MATH 2018/6 YEAR	13.54
020712	11/30/2017	1	000219 MEDLER ELECTRIC	GCRE 58039	49.82
020713	11/30/2017	1	008715 MICHELLE KLEIN	REIM MILES FOR SHOPPING	101.76
020714	11/30/2017	1	008959 MIKE FOSTER	REIM FOR BOARD GOODIES	30.00
020715	11/30/2017	1	009545 POWER SCHOOL GROUP LLC	PS MAINTENANCE & SUPPORT	6,554.90
020716	11/30/2017	1	002579 REALLY GOOD STUFF, INC	CLASSROOM SUPPLIES	29.98
020717	11/30/2017	1	008565 ROSS ALDRICH	REIM MILES FOR TRAINING	101.12
020718	11/30/2017	1	009868 SARA SOLARO	LICENSE FEE	18.27
020719	11/30/2017	1	000706 SEG WORKERS COMPENSATION FUND	WORKERS' COMP FUND	4,244.00
020720	11/30/2017	1	008645 SHARED SERVICES SOLUTIONS LLC	E-RATE SERVICES	1,500.00
020721	11/30/2017	1	004633 SHIAWASSEE RESD	PSAT/SAT RESULTS INFORM	975.00
020722	11/30/2017	1	003517 SPRINT	PHONE	15.03
020723	11/30/2017	1	009709 TOSHIBA FINANCIAL SVCS	COPIER LEASE	551.62
020724	11/30/2017	1	009826 TY ROCKAFELLOW	CLASSROOM SUPPLIES	334.70
020725	11/30/2017	1	009607 VERIZON	MOBILE BROADBAND UNLIMITED	120.15
020726	11/30/2017	1	000576 WAL-MART COMMUNITY	GSRP SUPPLIES	166.07
020727	11/30/2017	1	005980 WINZER CORP	SUPPLIES	132.57
020728	12/04/2017	1	003173 SHIAWASSEE RESD	SUB REIM, 10/22-11/04/17	4,059.20
020729	12/07/2017	1	007681 ANDERSON AIR CONDITIONING	ELEM CLASSROOM HEATER	1,270.42
020730	12/07/2017	1	009871 APPTTEGY	MOBILE APP DEVELOPMENT	7,100.00
020731	12/07/2017	1	000644 CAPITAL CITY INTL TRUCKS INC	MIRROR, MASE MOUNT, SPEAKE	8,202.16
020732	12/07/2017	1	000119 CITY OF PERRY	WATER & SEWER - NOVEMBER	3,293.79
020733	12/07/2017	1	000028 CONSUMERS ENERGY	HS/MS ELECTY OCT/NOV	22,854.59

Check Register for Bank Account ID GF CK

From 11/17/2017 to 12/14/2017

From Check First to Last

Check#	Date	Run	Vendor Name	Invoice Description	Amount
020734	12/07/2017	1	000370 CURRICULUM ASSOCIATES	PHONICS FOR READING SECOND	92.89
020735	12/07/2017	1	006542 DELAU FIRE SERVICES, INC	SERVICE CALL-PULL STATION	140.00
020736	12/07/2017	1	009873 DEWITT PUBLIC SCHOOLS	REPAIR BUS	900.00
020737	12/07/2017	1	008841 HOLLAND BUS CO.	BASE ASSY, ARM, LOCK ASSY	179.66
020738	12/07/2017	1	000021 JOHNNY MAC'S	PRO NET	30.00
020739	12/07/2017	1	000213 JOHNSON CONTROLS	THERMAL, ACTUATOR, BATTERY	385.25
020740	12/07/2017	1	004840 KATHLEEN YOUNG	OCT/NOV RECEIPTS & MILES	186.31
020741	12/07/2017	1	009872 MARIAN M. TWOSLEY LIVING TRUST	RETURN OVERPAYMENT OF FUND	6,804.70
020742	12/07/2017	1	000219 MEDLER ELECTRIC	MISC	70.46
020743	12/07/2017	1	004808 NELSON TRANE	CYLCOL SAMPLE ANALYSIS	1,041.50
020744	12/07/2017	1	009604 OWOSSO MEDICAL GROUP	PHYSICAL -FRANCIS TEICHMAN	96.00
020745	12/07/2017	1	000118 PERRY AUTOMOTIVE INC	PARTS	291.24
020746	12/07/2017	1	008645 SHARED SERVICES SOLUTIONS LLC	CONTRACTED BUS MGR/DEC	4,450.00
020747	12/07/2017	1	000141 TDS TELECOM	TELEPHONE - NOVEMBER	759.15
020748	12/07/2017	1	008790 TINA WILHELM	HOME VISITS	44.03
020749	12/07/2017	1	002196 WASTE MANAGEMENT	WASTE PICKUP FOR NOVEMBER	1,056.00
020750	12/07/2017	1	007858 WIN'S ELECTRICAL	HIGH SCHOOL LIGHTS	288.40
020751	12/12/2017	1	000705 MESSA	DEC 2017 PREMIUMS	88,314.52
CHECK TOTAL					278,916.60
LESS VOIDS					0.00
GRAND TOTAL					278,916.60

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	69	278,916.60	Computer	68	278,197.45
Cleared			Prepaid	1	719.15
Void					
Scratch					
TOTAL		69	278,916.60	TOTAL 69 278,916.60	

STUDENT ACTIVITIES

12/15/2017 6:54 am

Perry Schools

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Check Register for Bank Account ID ACTIVI

From 11/17/2017 to 12/14/2017

From Check First to Last

Check#	Date	Run	Vendor Name	Invoice Description	Amount
045712	11/21/2017	1	009130 DELUXE INTERNATIONAL, LLC	SHIRTS AND SWEATPANTS	1,196.00
045713	11/30/2017	1	009869 CHRIS SHOOLTZ	REIM FOR PIE SUPPLIES	164.28
045714	11/30/2017	1	003151 ANN GOSS	FLIP CARDS,1ST & 2ND GRADE	98.00
045715	11/30/2017	1	003450 DAWN CRIM	REIM FOR APPLE PIE FUND.	199.90
045716	11/30/2017	1	009130 DELUXE INTERNATIONAL, LLC	FFA APPAREL	59.75
045717	11/30/2017	1	009133 DENNIS MALLOY	VIDEO TAPING PLAY FOR COMP	100.00
045718	11/30/2017	1	007886 ERIC BENTLEY	BADGE-A-MINIT	184.95
045719	11/30/2017	1	008635 FIRST BANKCARD	BEADS	109.38
045720	11/30/2017	1	001056 FLORAL GALLERY	LOOSE FRESH FLOWERS	61.08
045721	11/30/2017	1	000992 GREAT LAKES COCA-COLA DIST.	POP	624.48
045722	11/30/2017	1	009870 JAMESON DEAN	CHICKEN FEED	14.99
045723	11/30/2017	1	002581 JENNIFER BECK	REIM RAMBLER ROAST SUPPLIE	230.41
045724	11/30/2017	1	009763 MARC DALY	PAINT FROM DARLINGS	110.60
045725	11/30/2017	1	009493 MB'S PRINT SHOP	COACHING SHIRTS	510.92
045726	11/30/2017	1	009118 POP-ITY POPCORN CO. LLC	POPCORN SUPPLIES	167.50
045727	11/30/2017	1	000990 THE SHIRTSMITH	POWDERPUFF SHIRTS	1,125.00
045728	11/30/2017	1	009826 TY ROCKAFELLOW	CLASSROOM SUPPLIES	698.57
045729	11/30/2017	1	006834 VARSITY SPIRIT	Varsity CHEERLEADER II	194.50
045730	12/07/2017	1	004865 CAL TER HARR	SKIN FOLD, URIN STRIPS,CER	240.00
045731	12/07/2017	1	005853 ELLEN LIESTENFELTZ	SANTA HELP	97.88
045732	12/07/2017	1	002805 GREG HEDDEN	BASEBALL SUPPLIES	28.98
045733	12/07/2017	1	000021 JOHNNY MAC'S	CUSTOM HEADGEAR	960.00
045734	12/07/2017	1	009711 JULIANA FORBUSH	DONUTS & BINGO	48.44
045735	12/07/2017	1	003211 LARRY CUSHION TROPHIES &	TEAM BELT	206.00
045736	12/07/2017	1	009876 LEGACY CENTER	VOLLEYBALL INVITES	400.00
045737	12/07/2017	1	001460 OVID ELSIE HIGH SCHOOL	BASKETBALL	75.00
045738	12/07/2017	1	009875 SEW SUCCESSFUL INC.	COMPETITION CLOTHING	317.00
045739	12/07/2017	1	009235 TIM BEEBE	REIMBURSEMENT	300.00
045740	12/11/2017	1	004807 HUNGRY HOWIE'S	HUNGRY HOWIE CARDS	650.00
045741	12/11/2017	1	009124 DANIEL MACHA	Varsity BOWLING	100.00
CHECK TOTAL					9,273.61
LESS VOIDS					0.00
GRAND TOTAL					9,273.61

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	30	9,273.61	Computer	30	9,273.61
Cleared			Prepaid		
Void					
Scratch					
TOTAL		30	9,273.61	TOTAL	
				30	9,273.61

FOOD SERVICE FUND

12/15/2017 6:53 am

Perry Schools

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Check Register for Bank Account ID LUNCH

From 11/17/2017 to 12/14/2017

From Check First to Last

Check#	Date	Run Vendor Name	Invoice Description	Amount
008122	11/30/2017	1 001579 HOBART SERVICE;	CONTACTOR	136.31
008123	11/30/2017	1 000576 WAL-MART COMMUNITY	CACFP	1,446.70
008124	12/07/2017	1 009874 AMY CASWELL	REFUND LUNCH MONEY	17.50
008125	12/07/2017	1 001579 HOBART SERVICE:C	PROBE & SWITCH	170.08
CHECK TOTAL				1,770.59
LESS VOIDS				0.00
GRAND TOTAL				1,770.59

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	4	1,770.59	Computer	4	1,770.59
Cleared			Prepaid		
Void					
Scratch					
TOTAL		4	1,770.59	TOTAL	
				4	1,770.59