

CONTRACTS/APPROVALS/APPOINTMENTS

Approval and/or updates to a variety of contracts and projects are identified below.

1. **District Policies-** Annually, the district receives recommendations from Kansas Association of School Boards (KASB) on policy changes based off legislative action and/or court cases. Last month, the board tabled policy FC (Memorials, Funerals, and Name of District Facilities). The board asked the staff to research if we have any current memorials or facilities named on behalf of Individuals (listed below).

At the September meeting, the board tabled acting on the policy again to buy time to research the naming of buildings and ask our foundation representative to attend the October meeting. Jim Collogen, ASA Strategic Funding, was asked to attend, but had prior commitments. We did receive a bill from the previous work with Mr. Collogen for \$1750.

The board will need to decide what the next step in the adoption process should be.

FC Memorials, Funerals, and Naming of District Facilities (See KG) FC

Requests to use district buildings and/or facilities for displaying permanent memorials, hosting funeral or memorial services, or honoring a person with its name shall be considered in accordance with the following provisions.

Memorials

As places designed primarily to support learning, school sites should not serve as the main venue for permanent memorials for students or staff. Permanent memorials for deceased students or staff shall be limited in form to perpetual awards or scholarships for district students.

Any permanent memorials in existence before the adoption of this policy can only be removed by board action.

Funerals

Use of school facilities for funerals is discouraged. If requests are made to hold funeral or memorial services at district facilities, such requests will only be considered if any services are scheduled after school has dismissed for the day or on weekends.

The superintendent shall handle requests for funeral and memorial services and shall report the disposition of those requests to the board.

Naming of Facilities

The board will consider requests from school and community groups to name an athletic or other school activity facility, building, or a portion thereof for a person provided the proposed

name has special significance and/or the person has made an outstanding contribution to the school or the school system

FC Memorials, Funerals, and Naming of District Facilities

FC-2

and has been deceased for at least {10} years. The board shall consider naming requests after they are recommended by the superintendent.

Approved:

KASB Recommendation – 6/13; 6/16

Memorials/Scholarships:

RGHS –

- 1) Tree in front of the building – Randell Duren
- 2) Display sign in front of the ag building by the highway – Renae Schurle
- 3) Used to give scholarship but ended in 2008 – Daniel Will
- 4) Most Inspirational Athlete Award given annually – Natalie Bath
- 5) Plaque on the wall (not sure if a scholarship has been given or not) – Neil Sylvester
- 6) April Larson – scholar

RCGS –

- 1) Tree located in front of the 29 building- Logan Hunter
- 2) Friendship bench (in progress) – Madie Mall
- 3) Nubby Bowers – Guided Reading Library - 2003

2. **Classroom Supplies Donation-** Riley County alumni association has donated \$1687 to four staff members for the purchase of classroom supplies (see attachment- contracts #1). It is my understanding that the association has annually invited staff members to make such requests. I support the recommendation.

3. **Pole vault mats disposal-** the staff has been working hard to clear out damaged equipment and supplies to increase our storage space. We have a set of pole vault mats that have been underneath the stadium for numerous years. They are beyond repair. I recommend the board approve them for disposal.

4. **Cash box procedures-** the administrative team, central office staff, and I have been working with our CPA on our procedures for handling gate and concessions transactions. We have also involved the local bank in our conversations to ensure all are on board with the updates. Attached (contracts #2) is a copy of our procedures. The auditor may also address the topic at next month’s meeting. He was very impressed with our checks and balances. I recommend the board approve the tool so it has the support of the board behind it.

RECOMMENDED ACTION:

Motion to approve the following contracts and agreements as follows:

- 1. (potential motion) Motion to approve policy FC (memorials, funerals, and name of district facilities) and referenced in the minutes.
- 2. (consent agenda) Motion to approve a total donation of \$ 1687 from the Riley County Alumni Association for the purchase of classroom supplies.
- 3. (consent agenda) Motion to dispose of the old pole vault mats.
- 4. (potential motion) Motion to approve the cash box procedures and referenced as contracts #2 in the official minutes.
- 5. No action.

Riley County Schools Wish List

Alicia Klucas – 6th Grade – Total \$58.85

\$39.80 - 5 copies of *Among the Hidden* by Margaret Peterson Haddix – \$7.96 each
 \$19.05 - One set of GeoModel Folding Shapes – 8 3D shapes (geometry) - \$19.95 for a set

Cindy Thomson – HS Biology, Anatomy and Earth Science – Total ~~\$1725~~ \$1325

~~\$400 – Incubator to grow bacterial cultures~~
 \$640 - Gel electrophoresis chamber - \$265 – Power Supply - \$375
 Used to separate DNA fragments as used in diagnostic screening, crime lab, genetics, etc.
 \$150 - Pipettors, transferring micro quantities of fluid with electrophoresis
 \$535 - Centrifuge to separate prepared samples for blood chemistry

Katy Hanson – 4th and 5th grade – Total \$200

\$100 – task card bundle pack - \$50 and Text Detective bundle - \$40 through teacherspayteachers.com
 \$50 - Sideways Stories for Wayside School – set of 6 - \$7ish
 \$50 - Swindle (about a dog) – set of 6 - \$7ish

Janet Goodnow – Special Education – Total \$102

ThinkFun, games to help with social and communication skills
 \$20 – Rush Hour
 \$25 – Rush Hour Shift
 \$20 – Chocolate Fix
 Other games
 \$17 – Apples to Apples Big Pictures
 \$20 – Clue

\$60.	Alicia Klucas
\$1325.	Cindy Thomson
\$200.	Katy Hanson
<u>\$102.</u>	Janet Goodnow
\$1687.	Total

CASH (gate/concessions) BOXES PROCEDURES

*Thank you in advance for helping our kids have this opportunity to showcase their gifts.
Your efforts make a difference!*

Pre game Instructions:

Step #1: Cash Box need

Circle one- Gate or Concession

Step #2: Event Name

Circle One – HS- Varsity HS- Jr. Varsity HS-Other _____ MS 7th & 8th MS-Other _____

Circle One- Football Volleyball Wrestling Basketball Softball Baseball Track Other _____

Step #3: Event Date

Circle One- Aug Sep Oct Nov Dec Jan Feb Mar Apr May Day- _____ (fill in date)

Step #4: Requisition for starting funds

- Complete a requisition form for the money box (please try to have them 3 days in advance)

Step #5: Count #1

- Secretary picks up check from Central Office the DAY of the event
- Secretary picks up and verifies cash from bank on line below
- Secretary LOCKS the cash box after the count**
- Secretary gives the locked box and unlocked bank bag to the administrator in charge
- **Secretaries- thanks again for helping our kids show case their gifts!**

_____ \$ _____
Counter signature*

Step #6: Gate or Concession

- Administrator delivers & unlocks the locked cash box to the gate or concession person
- Administrator gives the gate or concession person the unlocked bank bag
- Administrator reviews the procedures worksheet with the person in charge of box

Post game Instructions:

Step # 1: Count #2

- Gate/Concession sponsors records the cash
- Gate/Concession sponsor completes the bank deposit slip
- Gate/Concession sponsors **ALL sign** the bank deposit slip
- A calculator and cash tally worksheet will be provided for ease of the task

Step # 2: Delivery of cash box (s), bank deposit slip, and bank bag to the administrator

- Sponsor **LOCKS** funds & bank deposit slip in the **BANK** bag ***
- Sponsor gives the administrator the empty cash box w/ school count sheet inside
- *Sponsor- thanks again for helping our kids show case their gifts!*

Step # 3: Deposit of funds

- Administrator deliveries the **BANK** bag to the drop box at the bank the day of the event
- Administrator puts the empty cash boxes & school count sheet on secretary's desk.

Step # 4: Count #3

- Bank teller counts the funds
- Bank teller gets the bank receipt to Sandy at Central Office

Step #5: Receipt

- Secretary sends the completed school count sheet to Sandy at Central Office

*(signature verifies amount)

**Cash boxes- only the administrator has the key to the cash boxes

***keys to bank bags-only the secretaries and bank has the keys to the bank bags.

PERSONNEL ITEMS

If board members have questions about any of the personnel recommendations, it is suggested that the board recess into closed session. K.S.A. 75-4319 permits an executive session for the discussion of personnel matters of non-elected personnel.

1. **Garry Goff resignation**- Mr. Clark has recommended we support the immediate resignation of Mr. Goff, Bus driver and Maintenance assistant. I support the recommendation.
2. **Candice Lane resignation** – Mr. Clark has recommended we support the resignation of Mrs. Lane, Bus driver. I support the recommendation.
3. **Robert Deemie hire** – Mr. Clark has recommended we support the hiring of Mr. Deemie as a full time bus driver. He has been a substitute bus driver. I support the recommendation.
4. **Misty Smith resignation** – Mr. Granberry has recommended we support the resignation of Ms. Smith, GS Custodian. I support the recommendation.
5. **Heather Wernholm resignation** – Mr. Oliver has recommended we support the resignation of Mrs. Wernholm, HS Secretary. I support the recommendation.
6. **Danny Grater resignation** – Mr. Oliver has recommended we support the resignation of Mr. Grater as the NHS Sponsor. I support the recommendation.
7. **Cindy Thomson hire** – Mr. Oliver has recommended we support the hiring of Mrs. Thomson as the NHS Sponsor. I support this recommendation.
8. **Jennifer Maiorana hire** – Mr. Clark has recommended we support the hiring of Ms. Maiorana as a full time bus driver. She has been a substitute bus driver. I support the recommendation.
9. Any other personnel items will be brought before the board at this time. If an executive session is needed, the language under the Recommended Action may be used.

RECOMMENDED ACTION:

If necessary: Motion to recess into closed session for ____ minutes to discuss personnel matters of nonelected personnel pursuant to the provisions of K.S.A. 75-4319 and to return to open session in this room at the end of that time.

1. *(consent agenda)* Motion to accept the resignation of Garry Goff, Bus driver and maintenance assistant, effective September 28, 2016.
2. *(consent agenda)* Motion to accept the resignation of Candice Lane, Bus Driver effective May 26, 2016.
3. *(consent agenda)* Motion to hire Robert Deemie, as Bus Driver for services rendered to begin August 18, 2016.
4. *(consent agenda)* Motion to accept the resignation of Misty Smith, as GS Custodian effective September 12, 2016.
5. *(consent agenda)* Motion to accept the resignation of Heather Wernholm, as HS Secretary effective May 23, 2017.
6. *(consent agenda)* Motion to accept the resignation of Danny Grater, as NHS Sponsor effective May 26, 2016.
7. *(consent agenda)* Motion to accept the new hire of Cindy Thomson, as NHS Sponsor for services rendered to begin August 16, 2016.

8. (*consent agenda*) Motion to hire Jennifer Mairoana, as a full time bus driver for services rendered to begin September 28, 2016.

9. An appropriate motion will be developed at the meeting if needed.

RILEY COUNTY USD #378**Sending Flowers, Memorials, Etc.**

In the event a staff person of Riley County USD #378 becomes hospitalized due to an illness or injury, has a new baby, or suffers a death in the immediate family, etc. the district will acknowledge by sending an appropriate gift. Although each case should be individually considered, the current practice is summarized in the guidelines listed below.

<u>Occurrence</u>	<u>Gift/Action</u>	<u>Approximate Cost</u>
New Baby	*Flowers, Candy Bar Bouquet, Etc.	\$25-30
Hospitalization	*Flowers, Plant, Etc.	\$25-30
Serious Illness	*Flowers, Plant, Etc.	\$25-35
Death of Spouse	**Flowers/Plant or Memorial Contribution	\$30-35
Death of Child	**Flowers/Plant or Memorial Contribution	\$30-35
Death of Parent	**Flowers/Plant or Memorial Contribution	\$30-35

*In these cases, fresh flower arrangements have usually been sent.

** Unless a memorial contribution is made, a green plant has customarily been sent.

The card is signed:

USD #378
Board of Education
and
Employees

NOTES:

- For these purposes "immediate family" is considered to be
 - 1) Spouse
 - 2) Child(ren)
 - 3) Parent
- Step-relatives would be considered as 'regular' family members in most cases.
- For siblings, grandparents, in-laws, and other family members, etc., sending a card is satisfactory.

If employees/staff in individual buildings wish to send something, the cost should not be charged to the district – employee donations or a staff 'social' fund (i.e.) established for such purposes should be used.

Approved:

Draft

Riley County U.S.D. NO. 378 BOARD OF EDUCATION
REGULAR MEETING
September 12, 2016

Minutes

The regular monthly meeting of the Board of Education of Riley County USD 378 was held at the Riley County High School Library on Monday, September 12, 2016. Board members present were Shane Allen, Kyle Bohnenblust, Jared Larson, Nathan Mead, Randy O'Boyle, Kerry Thurlow and Ross Wahl. Also in attendance were Superintendent Cliff Williams and Clerk of the Board Nicole Fajen. Others present were Cierra Dugan, Frank Clark, Eric Farwell, David Bisnette, Debra Bisnette, Melissa Wahl, Conor O'Boyle, Janice Camerlinck, Keith D. Westervelt, Ian Peters, Jonathan Granberry.

Call to Order

At 7:00 p.m. President Bohnenblust called the board meeting to order.

Pledge of Allegiance

Additions to the agenda

Add out of district students under board member items.

Approval of Agenda

Randy O'Boyle moved the board approve the amended agenda by adding out of district under board member items. Second by Shane Allen and motion carried, 6-1 with Ross Wahl voting no.

Approval of the minutes of the August 8, 2016 regular meeting, August 11, 2016 special meeting and August 22, 2016 special meeting.

Approval of the bills and financial reports

Concerns of the Riley County U.S.D. No. 378 patrons

None

Communications

On behalf of the Riley County FFA Chapter, Vice President Cierra Dugan, asked the Board's permission to attend the National FFA Convention on Tuesday, October 19th – Saturday, October 22nd, in Indianapolis, IN.

Shane Allen moved the board approve the Riley County FFA Chapter to attend the National FFA Convention from October 19th – October 22nd in Indianapolis, IN. Second by Ross Wahl and motion carried, 7-0.

Administrative Reports

1. Hearing of principals

- a. Teresa Grant reported that next week is U.S. Constitution week and students will be ringing the bell at the Riley City Hall.
- b. Harold Oliver reported that all students have completed the enrollment process at the high school – this is not the norm and we attribute the outcome to the online enrollment process.
2. Hearing of Directors
None
3. Superintendent report
 - a. Cliff Williams gave a thank you to Kyle Bohnenblust and Kerry Thurlow for representing the board at the staff kickoff meeting on Wednesday, August 17th. Cliff reported that the staff had a great kickoff meeting and completed all of the state mandate trainings. Cliff stated that he is still receiving requests for out of district students. Cliff also mentioned there are various trainings that board members can attend through KASB. The Board gave Cliff the authority to make purchases/projects that are \$10,000 or less.

Board Member Items

The board discussed the future of out of district students attending Riley County in the future.

Business Items and Reports

1. Board of Education Topics. Progress on mission/vision from the retreat.
2. Contracts/Approvals/Appointments
 - a. (*consent agenda*) Motion to approve a total donation of \$1,472 from the Blue Crew and Jason and Lynette Brummett for the purchase of middle school banners.
 - b. (*consent agenda*) Motion to approve a donation of \$350 from the Jr. Falcons for the purchase of a Dial a Down marker.
 - c. Cliff was given the authority for the Chromebook proposal for \$8,272 from DEW-G.
 - d. Shane Allen moved the board approve the roof repair proposal for \$12,250 from Wray Roofing, Inc. Second by Ross Wahl and motion carried, 7-0.
 - e. The Board tabled policy FC (Memorials, Funerals, and Name of District Facilities) until the October meeting.
3. Negotiations Update
At 9:10pm Kyle Bohnenblust moved to recess into closed session for 15 minutes to discuss matters relating to employer-employee negotiations with the Superintendent with a 5 minute break starting before .Second by Kerry Thurlow and motion carried, 7-0.

Returned at 9:30pm with no action taken.

At 9:30pm Shane Allen moved to recess into closed session for 30 minutes to discuss matters relating to personnel with the Superintendent and Mr. Granberry. Second by Kerry Thurlow and motion carried, 7-0. Mr. Granberry left at 9:57pm.

Returned at 10:00pm with no action taken.

At 10:00pm Kyle Bohnenblust moved to recess into closed session for 15 minutes to discuss personnel matters with the Superintendent. Second by Ross Wahl and motion carried, 7-0.

Returned at 10:15pm with no action taken.

Kyle Bohnenblust moved to ratify the 2016-17 contract with the teachers of USD 378.

Kyle Bohnenblust moved the board approve a \$0.25 per hour increase for all returning classified staff from the 2015-16 school year according to their fte. Second by Shane Allen and motion carried, 7-0.

Kyle Bohnenblust moved the board approve a \$0.25 per hour increase for Teresa Grant. Second by Ross Wahl and motion carried, 7-0.

Adjournment

At 10:25 p.m., Randy O'Boyle moved the board adjourn the meeting. Second by Shane Allen and motion carried, 7-0.

Carl Anderson	
JoAnn Store	\$ 103.63
material for timeout room fix - J. Granberry	
Midwest Bus Sales	\$ 125.91
Transp. EZ on vest FLR Mnt med	
County Treas Pymt	\$ 58.94
title & tag 2 new vans	
Dustin Webber	
Hudl	\$ 999.00
Football program	
DRI Stellar	\$ 432.92
mailbox exchange - software	
Dick's Sporting Goods	\$ 240.31
MS footballs	
Survey Monkey	\$ 26.00
BOE request	
Apple iTunes	\$ 21.69
Operating System Update	
Harold Oliver - HS card	
building items to be reimbursed to the district	\$ 602.95
building items to be reimbursed to the district	\$ 70.16
building items to be reimbursed to the district	\$ 28.02
building items to be reimbursed to the district	\$ 12.98
building items to be reimbursed to the district	\$ 69.00
Kris Burnett	
Amazon	\$ 96.32
HS library books & supplies	\$ 7.99
HS library books & supplies	\$ 75.56
HS library books & supplies	\$ 117.25
Sandy Glessner	
Zerbee LLC	\$ 175.24
GS combination padlocks	
Financial & Office System	\$ 55.28
transp. - zipper wallets	
Amazon	\$ 231.75
class items - D Harmison	

Blick art	\$	29.90
HS art items		
Amazon	\$	14.99
class items - D Harmison		
Amazon	\$	238.60
Grade 4 additional class books		
Sams Internet	\$	110.49
concession stand items	\$	124.40
Best Buy	\$	3,999.89
MAC computers		
Amazon	\$	8.77
RCGS Library books	\$	5.64
Amazon	\$	27.18
Class items - Debra Bisnette	\$	25.93
Class items - Debra Bisnette	\$	28.94
Class items - Debra Bisnette	\$	32.89
Amazon	\$	7.67
RCGS Library books	\$	27.17
KSU Cashiers Office	\$	5.00
CPSI staff meeting parking pass	\$	5.00
CPSI staff meeting parking pass	\$	5.00
CPSI staff meeting parking pass	\$	5.00
CPSI staff meeting parking pass	\$	5.00
CPSI staff meeting parking pass	\$	5.00
TOTAL	\$	8,263.36
	8/22/2016	



COMMERCE BANK - COMMERCIAL CARDS
 PO BOX 414084
 KANSAS CITY MO 64141-4084

COMMERCE BANK - COMMERCIAL CARDS
 PO BOX 808009
 KANSAS CITY MO 64180-8009

USD 378 RILEY COUNTY
 ATTN: SANDY GLESSNER
 PO BOX 326
 RILEY KS 66531-0326

Account ID [REDACTED]
 Account Number [REDACTED]
 Payment Due Date OCT 03, 2016
 Amount Due \$413.00
 Current Balance \$8,263.36

Amount Enclosed \$ [REDACTED]

To ensure your payment is posted promptly,
 please submit all payments to:
 PO BOX 808009
 KANSAS CITY, MO 64180-8009

8000002360111111 000826336000041300

Please detach and return with your payment

ACCOUNT MESSAGES

Business Platinum

Commerce Bank will begin issuing any new commercial credit cards, ordered after October 1st, 2015, with EMV Chips. In 2016, Commerce Bank will convert all of your employees existing cards to EMV Chip. Cards will be replaced the month in which they expire, regardless of the year they expire.

For additional information you may refer to the EMV Chip FAQs at commercebank.com/CommercialChipCard or speak with a Commerce Bank Representative.

CORPORATE ACCOUNT ACTIVITY

USD 378 RILEY COUNTY

TOTAL CORPORATE ACTIVITY

\$9,617.50

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-25	08-25	00000100047	PAYMENT RECEIVED -- THANK YOU	\$9,617.50CR

FINANCE CHARGE SUMMARY

	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	\$0.00	0.0300%	10.90%	\$0.00
CASH ADVANCES	\$0.00	0.0550%	19.90%	\$0.00

For Customer Service Call: 1-800-892-7104 Outside the U.S., Call: 1-402-691-7800	Account ID		Account Summary	
	[REDACTED]		Previous Balance	\$9,617.50
Send Billing Inquiries To: COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141	Account Number		Purchases & Other Charges	\$8,263.36
	[REDACTED]		Cash Advances	\$0.00
	Statement Date	Payment Due Date	Cash Advance Fees	\$0.00
	SEP 06, 2016	OCT 03, 2016	Late Charges	\$0.00
	Credit Limit	Available Credit	Finance Charges	\$0.00
	\$13,500.00	\$5,236.64	Credits	\$0.00
	Amount Due	Disputed Amount	Payments	\$9,617.50
\$413.00	\$0.00	New Balance	\$8,263.36	

Statement Date	SEP 06, 2016	Account Number	[REDACTED]
Credit Limit	\$13,500	Payment Due Date	OCT 03, 2016
Cash Advance Balance	\$0.00	Amount Due	\$413.00
Available Credit	\$5,236.64	New Balance	\$8,263.36
USD 378 RILEY COUNTY			
Account ID [REDACTED]			

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CARDHOLDER NEW ACTIVITY SUMMARY				
CARL B ANDERSON [REDACTED] Credit Limit \$500	Purchases and Other Debits	Cash Advances	Credits	Total Activity
	\$288.48	\$0.00	\$0.00	\$288.48
DUSTIN WEBBER [REDACTED] Credit Limit \$6,000	Purchases and Other Debits	Cash Advances	Credits	Total Activity
	\$1,719.92	\$0.00	\$0.00	\$1,719.92
HAROLD OLIVER [REDACTED] Credit Limit \$2,000	Purchases and Other Debits	Cash Advances	Credits	Total Activity
	\$783.11	\$0.00	\$0.00	\$783.11
KRIS BURNETT [REDACTED] Credit Limit \$2,000	Purchases and Other Debits	Cash Advances	Credits	Total Activity
	\$297.12	\$0.00	\$0.00	\$297.12
SANDY GLESSNER [REDACTED] Credit Limit \$6,000	Purchases and Other Debits	Cash Advances	Credits	Total Activity
	\$5,174.73	\$0.00	\$0.00	\$5,174.73

CARDHOLDER ACTIVITY					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
CARL B ANDERSON [REDACTED]		\$288.48	\$0.00	\$0.00	\$288.48
Post Date	Tran Date	Reference Number	Transaction Description		Amount
08-10	08-09	24072806223091002284019	JO-ANN STORE #2344 MANHATTAN KS		103.63
08-17	08-16	24692166229000063659061	SQ *MIDWEST BUS SALES 877-417-4551 KS		125.91
08-22	08-19	24224436233101017157935	COUNTY TREAS PYMT TOPEKA KS		58.94



Statement Date	SEP 06, 2016	Account Number	[REDACTED]
Credit Limit	\$13,500	Payment Due Date	OCT 03, 2016
Cash Advance Balance	\$0.00	Amount Due	\$413.00
Available Credit	\$5,236.64	New Balance	\$8,263.36
USD 378 RILEY COUNTY Account ID [REDACTED]			

CARDHOLDER ACTIVITY					
DUSTIN WEBBER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
[REDACTED]		\$1,719.92	\$0.00	\$0.00	\$1,719.92
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
08-12	08-11	24492156224637005779149	HUDL HUDL.COM NE	999.00	
08-22	08-20	24430996234400605001485	DRI*STELLAR*PHOENIX*SW element5.infoMN	432.92	
08-24	08-23	24391216237761005020319	DICK'S SPORTING GOODS#13 MANHATTAN KS	240.31	
08-29	08-28	24906416241029609391751	SURVEYMONKEY.COM 971-2445555- CA	26.00	
08-29	08-29	24692166242000930671078	APL* ITUNES.COM/BILL 866-712-7753 CA	21.69	

CARDHOLDER ACTIVITY					
HAROLD OLIVER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
[REDACTED]		\$783.11	\$0.00	\$0.00	\$783.11
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
08-23	08-22	24692166235000422302868	PSO*BAND SHOPPE EMBDIR 800-457-3501 IN	602.95	
08-24	08-23	24055236236083753255914	WALMART.COM 8009666546 800-966-6546 AR	70.16	
08-26	08-25	24445006239400326006744	WM SUPERCENTER #35 MANHATTAN KS	28.02	
09-02	09-01	24226386246091003428293	WAL-MART #0035 MANHATTAN KS	12.98	
09-05	09-02	24445006247400183000756	WM SUPERCENTER #35 MANHATTAN KS	69.00	

CARDHOLDER ACTIVITY					
KRIS BURNETT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
[REDACTED]		\$297.12	\$0.00	\$0.00	\$297.12
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
09-01	08-31	24692166244000332401589	Amazon.com AMZN.COM/BILLWA	96.32	
09-02	09-01	24692166245000020872260	Amazon.com AMZN.COM/BILLWA	7.99	
09-02	09-01	24431066245083711817685	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILLWA	75.56	
09-05	09-03	24692166247000361424422	Amazon.com AMZN.COM/BILLWA	117.25	



72662500 - 000174 - 0004 - 0004 - 7

Statement Date	SEP 06, 2016	Account Number	[REDACTED]
Credit Limit	\$13,500	Payment Due Date	OCT 03, 2016
Cash Advance Balance	\$0.00	Amount Due	\$413.00
Available Credit	\$5,236.64	New Balance	\$8,263.36
USD 378 RILEY COUNTY			
Account ID [REDACTED]			

CARDHOLDER ACTIVITY

SANDY GLESSNER	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
[REDACTED]	\$5,174.73	\$0.00	\$0.00	\$5,174.73

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-12	08-11	24492156224894561723686	ZERBEE LLC 855-493-7233 MN	175.24
08-15	08-12	24275396226394700040160	FINANCIAL AND OFFICE SYST770-9867410 GA	55.28
08-22	08-20	24692166233000252574802	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	231.75
08-22	08-21	24692166234000419539234	DBC*BLICK ART MATERIAL 800-447-1892 IL	29.90
08-23	08-22	24692166235000324670438	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	14.99
08-26	08-25	24692166238000946595440	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	238.60
08-29	08-25	24226386239370010960913	SAMS INTERNET 888-746-7726 AR	110.49
08-29	08-26	24226386241370011233431	SAMS INTERNET 888-746-7726 AR	124.40
08-29	08-28	24399006241295068052555	BEST BUY 00011015 MANHATTAN KS	3,999.89
08-30	08-29	24692166242000251900148	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	8.77
08-30	08-29	24692166242000280478678	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	5.64
08-31	08-30	24692166243000662886687	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	27.18
08-31	08-30	24692166243000759105652	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	25.93
08-31	08-31	24692166244000952662433	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	28.94
09-01	08-31	24692166244000212760217	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	32.89
09-01	08-31	24692166244000215948108	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	7.67
09-01	08-31	24692166244000226461109	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	27.17
09-01	08-31	24761976244200288401138	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00
09-01	08-31	24761976244200288401146	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00
09-01	08-31	24761976244200288401153	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00
09-01	08-31	24761976244200288401161	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00
09-01	08-31	24761976244200288401542	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00
09-01	08-31	24761976244200288401641	KSU CASHIERS OFFICE IV MANHATTAN KS	5.00

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004772-01	31150	092816	0 34663	0260 CITY OF RILEY	897.33	897.33	PF		WEST WALNUT - WATER
004772-02	31150	092816	0 34663	0260 CITY OF RILEY	403.80	403.80	PF		12451 FAIRVIEW CHURC
004772-03	31150	092816	0 34663	0260 CITY OF RILEY	14.00	14.00	PF		204 W KANSAS - WATER
004772-04	31200	092816	0 34663	0260 CITY OF RILEY	23.00	23.00	PF		204 W KANSAS - SEWER
004772-05	31150	092816	0 34663	0260 CITY OF RILEY	172.92	172.92	PF		212 W KANSAS - WATER
004772-06	31200	092816	0 34663	0260 CITY OF RILEY	120.75	120.75	PF		212 W KANSAS - SEWER
004772-07	31150	092816	0 34663	0260 CITY OF RILEY	18.08	18.08	PF		212 W KANSAS - WATER
004772-08	31200	092816	0 34663	0260 CITY OF RILEY	120.75	120.75	PF		212 W KANSAS - SEWER
004772-09	31150	092816	0 34663	0260 CITY OF RILEY	14.00	14.00	PF		W WALNUT & REMMELE -
004772-10	31200	092816	0 34663	0260 CITY OF RILEY	23.00	23.00	PF		W WALNUT & REMMELE -
Vendor Total					1807.63	1807.63			
004777-01	36000	092816	0 34664	0274 COMMERCE BANK	103.63	103.63	PF		GS TIMEOUT ROOM ITEM
004777-02	37250	092816	0 34664	0274 COMMERCE BANK	125.91	125.91	PF		TRANSP EZ ON VEST
004777-03	37100	092816	0 34664	0274 COMMERCE BANK	58.94	58.94	PF		TITLE & TAG 2 NEW VAI
004777-04	35700	092816	0 34664	0274 COMMERCE BANK	999.00	999.00	PF		HS FOOTBALL PROGRAM
004777-05	35800	092816	0 34664	0274 COMMERCE BANK	432.92	432.92	PF		MAILBOX EXCHANGE SOF
004777-06	33950	092816	0 34664	0274 COMMERCE BANK	240.31	240.31	PF		MS FOOTBALLS
004777-07	27950	092816	0 34664	0274 COMMERCE BANK	26.00	26.00	PF		RENEW SURVEY MONKEY
004777-08	35800	092816	0 34664	0274 COMMERCE BANK	21.69	21.69	PF		OPERATING SYSTEM UPD
004777-09	53150	092816	0 34664	0274 COMMERCE BANK	783.11	783.11	PF		HS BULDING PURCHASES
004777-10	26300	092816	0 34664	0274 COMMERCE BANK	297.12	297.12	PF		HS LIBRARY ITEMS
004777-11	48750	092816	0 34664	0274 COMMERCE BANK	175.24	175.24	PF		GS COMBINATION PADLOC
004777-12	37250	092816	0 34664	0274 COMMERCE BANK	55.28	55.28	PF		TRANSP. ZIPPER WALLE
004777-13	48700	092816	0 34664	0274 COMMERCE BANK	246.74	246.74	PF		CLASS ITEMS - D HARM
004777-14	44600	092816	0 34664	0274 COMMERCE BANK	29.90	29.90	PF		HS ART CLASS ITEMS
004777-15	48750	092816	0 34664	0274 COMMERCE BANK	238.60	238.60	PF		GS CLASS BOOKS
004777-16	41900	092816	0 34664	0274 COMMERCE BANK	234.89	234.89	PF		CONCESSION STAND ITEM
004777-17	37900	092816	0 34664	0274 COMMERCE BANK	3999.89	3999.89	PF		MAC COMPUTERS
004777-18	25900	092816	0 34664	0274 COMMERCE BANK	49.25	49.25	PF		GS LIBRARY BOOKS
004777-19	48700	092816	0 34664	0274 COMMERCE BANK	114.94	114.94	PF		CLASS ITEMS - DEBRA E
004777-20	42400	092816	0 34664	0274 COMMERCE BANK	30.00	30.00	PF		CPSI MEETING - PARKIN
Vendor Total					8263.36	8263.36			
004774-01	37100	092816	0 34665	0369 FRITZ OIL COMPANY	241.74	241.74	PF		BUS REPAIRS
004774-02	37350	092816	0 34665	0369 FRITZ OIL COMPANY	32.00	32.00	PF		VEHICLE GAS
004774-03	31400	092816	0 34665	0369 FRITZ OIL COMPANY	293.60	293.60	PF		MOWER GAS
004774-04	30750	092816	0 34665	0369 FRITZ OIL COMPANY	56.00	56.00	PF		TRUCK GAS
Vendor Total					623.34	623.34			
004775-01	51600	092816	0 34666	0731 RCHS - PETTY CASH	330.00	330.00	PF		HS VB OFFICIALS
004775-02	51700	092816	0 34666	0731 RCHS - PETTY CASH	375.00	375.00	PF		HS FB OFFICIALS
Vendor Total					705.00	705.00			

09/30/16 12:04:05pm
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	PAY AMOUNT	INVOICE PAID TYP	DESCRIPTION
004734-01	51650	092816	0 34667	0758 RILEY STATE BANK (CHECKS	250.00	250.00	PF MS VB GATE	MS VB GATE 9/29/16
Vendor Total					250.00	250.00		
004776-01	35300	092816	0 34668	0959 WALMART COMMUNITY BRC	11.97	11.97	PF	GS CLASS BELL FOR SPE
004776-02	35300	092816	0 34668	0959 WALMART COMMUNITY BRC	21.90	21.90	PF	GS AUTISM ROOM BOXES
004776-03	48750	092816	0 34668	0959 WALMART COMMUNITY BRC	19.94	19.94	PF	PRESCHOOL LAUNDRY DET
004776-04	41900	092816	0 34668	0959 WALMART COMMUNITY BRC	574.19	574.19	PF	CONCESSION ITEMS
004776-05	41900	092816	0 34668	0959 WALMART COMMUNITY BRC	60.09	60.09	PF	CONCESSION ITEMS
004776-06	41900	092816	0 34668	0959 WALMART COMMUNITY BRC	10.38	10.38	PF	CONCESSION ITEMS
004776-07	41900	092816	0 34668	0959 WALMART COMMUNITY BRC	22.18	22.18	PF	CONCESSION ITEMS
004776-08	41900	092816	0 34668	0959 WALMART COMMUNITY BRC	710.53	710.53	PF	CONCESSION ITEMS
004776-09	41850	092816	0 34668	0959 WALMART COMMUNITY BRC	51.37	51.37	PF	FOOD TO PREPARE MEALS
004776-10	41850	092816	0 34668	0959 WALMART COMMUNITY BRC	12.94	12.94	PF	FOOD TO PREPARE MEALS
004776-11	33900	092816	0 34668	0959 WALMART COMMUNITY BRC	60.32	60.32	PF	ATHLETIC BUG SPRAY &
Vendor Total					1555.81	1555.81		
004780-01	51600	092916	0 34669	0121 ABILENE HIGH SCHOOL	100.00	100.00	PF HS JV VB ENTRY	HS JV VB ENTRY FEE
Vendor Total					100.00	100.00		
004778-01	48800	092916	0 34670	4043 AMANDA FISHER	80.00	80.00	PF	REFUND REGISTRATION F
Vendor Total					80.00	80.00		
004784-01	26950	092916	0 34671	0009 AMERICAN RED CROSS	209.00	209.00	PF 10477136	CPR/AED, 1ST AID CLAS
Vendor Total					209.00	209.00		
004782-01	31400	092916	0 34672	0150 ANDERSON EQUIPMENT LLC	98.95	98.95	PF Multiples	BELT FOR MOWER
004782-02	31400	092916	0 34672	0150 ANDERSON EQUIPMENT LLC	231.23	231.23	PF Multiples	MOWER REPAIR
					(98.95)	7176	
					(231.23)	7097	
Vendor Total					330.18	330.18		
004779-01	41500	092916	0 34673	1265 ANDY BEARDEN	4.40	4.40	PF	LUNCHROOM 8/29-9/2
004779-02	41500	092916	0 34673	1265 ANDY BEARDEN	5.50	5.50	PF	LUNCHROOM 9/12-16
Vendor Total					9.90	9.90		
004783-01	31400	092916	0 34674	4044 ARLAN COMPANY INC.	1095.38	1095.38	PF 8944	LAWN CARE ITEMS FOR FI
Vendor Total					1095.38	1095.38		

09/30/16 12:04:05pm
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004781-01	28200	092916	0 34675	1402 ASA STRATEGIC FUNDING	1750.00	1750.00	PF	2016-09221	FOUNDATION FEASIBILI
Vendor Total					1750.00	1750.00			
004796-01	41500	092916	0 34676	1303 ASTRA HUFFMAN	2.20	2.20	PF		LUNCHROOM 8/29-9/2
004796-02	41500	092916	0 34676	1303 ASTRA HUFFMAN	3.30	3.30	PF		LUNCHROOM 9/12-16
Vendor Total					5.50	5.50			
004742-02	31900	092916	0 34677	1497 BD4 DISTRIBUTING, INC.	119.00	285.80	PF	25883	HS TOILET TISSUE
Vendor Total					119.00	285.80			
004785-01	31450	092916	0 34678	0182 BEST PEST CONTROL CO.	50.00	50.00	PF	SEPTEMBER	9/21/16 HS PEST TREA
004785-02	31450	092916	0 34678	0182 BEST PEST CONTROL CO.	50.00	50.00	PF	SEPTEMBER	9/21/16 GS PEST TREA
Vendor Total					100.00	100.00			
004787-01	31400	092916	0 34679	0193 BLUEVILLE NURSERY, INC.	444.93	444.93	PF	179910	RCHS EARLY FALL FERTI
Vendor Total					444.93	444.93			
004786-01	31600	092916	0 34680	0196 BOB'S PLUMBING, INC.	711.20	711.20	PF	46594	HS VARIOUS PLUMPING F
Vendor Total					711.20	711.20			
004790-01	37400	092916	0 34681	0224 CARL ANDERSON	9.35	9.35	PF		TRIP MEALS X 2
Vendor Total					9.35	9.35			
004621-02	48700	092916	0 34682	0226 CAROLINA BIOLOGICAL SUPP	9.05	54.62	PF	49606000RI	DEXTROSE
Vendor Total					9.05	54.62			
004791-01	42200	092916	0 34683	1202 CAT CANS PORTABLE SERVIC	225.00	225.00	PF	Multiples	FS PUMP GREASE PITS
004791-02	42200	092916	0 34683	1202 CAT CANS PORTABLE SERVIC	225.00	225.00	PF	Multiples	FS PUMP GREASE PITS -
					(225.00		8024	
					(225.00		8023	
Vendor Total					450.00	450.00			
004744-01	35800	092916	0 34684	0232 CDW GOVERNMENT, INC.	730.00	690.00	PP	FHC1206	FLEXARM DOCUMENT CAME
Vendor Total					730.00	690.00			
004759-01	35800	092916	0 34685	0232 CDW GOVERNMENT, INC.	8272.00	6672.00	PP	FJG8669	HS CHROMEBOOKS & CART
Vendor Total					8272.00	6672.00			

09/30/16 12:04:05pm
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004847-01	48750	092916	0 34686	0234 CENTENNIAL SALES	10.20	10.20	PF	51240	SHIPPING ON ORDER
Vendor Total					10.20	10.20			
004789-01	41500	092916	0 34687	1266 CHASE BEARDEN	4.40	4.40	PF		LUNCHROOM 8/29-9/2
004789-02	41500	092916	0 34687	1266 CHASE BEARDEN	1.10	1.10	PF		LUNCHROOM 9/12-16
Vendor Total					5.50	5.50			
004792-01	51600	092916	0 34688	0277 CONCORDIA HIGH SCHOOL	90.00	90.00	PF	HS VB ENTRY	HS VB ENTRY FEE
Vendor Total					90.00	90.00			
004828-01	33900	092916	0 34689	1207 D & D SCALES	90.00	90.00	PF	336416	BALANCE WRESTLING SCF
Vendor Total					90.00	90.00			
004794-01	41850	092916	0 34690	0333 EASTSIDE MARKET	15.73	15.73	PF	00HQ02297189	FRESH FRUIT FOR MEALS
Vendor Total					15.73	15.73			
004793-01	41850	092916	0 34691	0351 EVCO WHOLESAL	5079.45	5079.45	PF		HS FOOD TO PREPARE ME
004793-02	41850	092916	0 34691	0351 EVCO WHOLESAL	7726.12	7726.12	PF		GS FOOD TO PREPARE ME
Vendor Total					12805.57	12805.57			
004797-01	28200	092916	0 34692	1251 FAMILY HEALTH AMERICA, L	297.25	297.25	PF	SEPT. 2016	ANNUAL RENEWAL & SEPT
Vendor Total					297.25	297.25			
004798-01	31400	092916	0 34693	0041 FARMWAY CO-OP, INC. (LV)	31.09	31.09	PF	073-030288	WEED KILLER
Vendor Total					31.09	31.09			
004799-01	37350	092916	0 34694	0354 FARMWAY CO-OP	578.56	578.56	PF		VEHICLE GAS
Vendor Total					578.56	578.56			
004387-01	04055	092916	0 34695	1160 HAMERAY PUBLISHERS	40.00	46.00	PF	116427 (6.00) *OP-42400 01	FAMILY LITERACY WKSHP
Vendor Total					40.00	46.00			
004800-01	41500	092916	0 34696	1328 HEATHER COLE	3.30	3.30	PF		LUNCHROOM 8/29-9/2
004800-02	41500	092916	0 34696	1328 HEATHER COLE	3.30	3.30	PF		LUNCHROOM 9/12-16
Vendor Total					6.60	6.60			

09/30/16 12:04:05pm
 03-04-05-02 pyckjr01.lst
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	PAY AMOUNT	INVOICE PAID TYP	DESCRIPTION
004803-01	41850	092916	0 34697	0408 HILAND DAIRY COMPANY	856.56	856.56	PF	FOOD FOR STUDENT MEAL
004803-02	41850	092916	0 34697	0408 HILAND DAIRY COMPANY	662.44	662.44	PF	FOOD FOR STUDENT MEAL
004803-03	41850	092916	0 34697	0408 HILAND DAIRY COMPANY	666.33	666.33	PF	FOOD FOR STUDENT MEAL
Vendor Total					2185.33	2185.33		
004802-01	36000	092916	0 34698	0417 HOME DEPOT CREDIT SERVIC	60.85	60.85	PF	GS PAINT & SUPPLIES
004802-02	36000	092916	0 34698	0417 HOME DEPOT CREDIT SERVIC	58.36	58.36	PF	GS PAINT & SUPPLIES
004802-03	36000	092916	0 34698	0417 HOME DEPOT CREDIT SERVIC	251.36	251.36	PF	HS CEILING TILES & B
Vendor Total					370.57	370.57		
004849-01	35300	092916	0 34699	1386 HON COMPANY	312.66	312.66	PF 311765	DO BOOK CASE - SUPT.
Vendor Total					312.66	312.66		
004801-01	37100	092916	0 34700	4002 HOYT'S TRUCK CENTER	133.75	133.75	PF 16579	#6 ALIGNMENT
Vendor Total					133.75	133.75		
004804-01	37100	092916	0 34701	0427 IMPORT AUTO	59.00	59.00	PF	#34 OIL CHANGE, FLUID
004804-02	37100	092916	0 34701	0427 IMPORT AUTO	322.55	322.55	PF	#22 REPLACE STARTER
Vendor Total					381.55	381.55		
004807-01	25750	092916	0 34702	0057 J. W. PEPPER & SON, INC	37.49	37.49	PF 03491977,034900	GS VOCAL MUSIC ITEMS
Vendor Total					37.49	37.49		
004806-01	37200	092916	Q 34703	1440 JENNIFER MAIORANA	5.00	5.00	PF 138	BUS WASHING
Vendor Total					5.00	5.00		
004805-01	25900	092916	0 34704	1070 JUNIOR LIBRARY GUILD	10.00	10.00	PF 328924	RCCS LIBRARY BOOKS
Vendor Total					10.00	10.00		
004814-01	42400	092916	0 34705	1314 K-STATE GLOBAL CAMPUS	95.00	95.00	PF 261702A	K. ALLEN - CPSI CONF
004814-02	42400	092916	0 34705	1314 K-STATE GLOBAL CAMPUS	95.00	95.00	PF 261702A	J. KULP - CPSI CONF
Vendor Total					190.00	190.00		
004813-01	42400	092916	0 34706	1343 KAESA	375.00	375.00	PF 1166	REG. - GRANT, OLIVER, I
Vendor Total					375.00	375.00		
004811-01	42400	092916	0 34707	0491 KANSAS ASSOC. OF SCHOOL	175.00	175.00	PF Multiples	STUDENT DISCIPLINE -

09/30/16 12:04:05pm
 03-04-05-02 pyckjr01.lst
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYPE	INVOICE	DESCRIPTION
004811-02	42400	092916	0 34707	0491 KANSAS ASSOC. OF SCHOOL	150.00	150.00	PF Multiples	38370	REG. - J. GRANBERRY
					(175.00		38370	
					(150.00		38368	
				Vendor Total	325.00	325.00			
004810-01	42300	092916	0 34708	0513 KANSAS STATE DEPT. OF ED	225.00	225.00	PF		FS EMPLOYEE CLASSES
				Vendor Total	225.00	225.00			
004808-01	37100	092916	0 34709	0516 KANSAS TRUCK EQUIPMENT C	42.35	42.35	PF Multiples		#16,#12 BUS PARTS
004808-02	37100	092916	0 34709	0516 KANSAS TRUCK EQUIPMENT C	55.53	55.53	PF Multiples		#8 RESERVOIR ASSY
					(42.35		183992	
					(55.53		184152	
				Vendor Total	97.88	97.88			
004812-01	41850	092916	0 34710	0060 KROGER - DILLON CUSTOMER	45.50	45.50	PF		FOOD FOR STUDENT MEAL
				Vendor Total	45.50	45.50			
004809-01	33900	092916	0 34711	0558 KSHSAA	360.00	360.00	PF FALL 2016		FALL/WINTER ACTIVITY
				Vendor Total	360.00	360.00			
004815-01	28800	092916	0 34712	0599 MANHATTAN MERCURY	178.16	178.16	PF		JOB ADS
				Vendor Total	178.16	178.16			
004390-01	04006	092916	0 34713	1495 MARSH MEDIA	209.85	225.84	PF 45908		NURSING VIDEOS
					(15.99		*OP-26900 01	
				Vendor Total	209.85	225.84			
004816-01	51600	092916	0 34714	0613 MARYSVILLE JR/SR HIGH	120.00	120.00	PF HS VB ENTRY FEE		HS VB ENTRY FEE
				Vendor Total	120.00	120.00			
004818-01	37100	092916	0 34715	1184 MIDWEST TRANSIT EQUIPMEN	50.57	50.57	PF 108003988		#1 BUS PART
				Vendor Total	50.57	50.57			
004817-01	42150	092916	0 34716	0658 MUCKENTHALER INCORPORATE	19.26	19.26	PF 124935		FS KITCHEN TURNERS
				Vendor Total	19.26	19.26			

09/30/16 12:04:05pm
 03-04-05-02 pyckjr01.lst
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MAPP2
 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004819-01	41500	092916	0 34717	1270 NICK ELDER	3.30	3.30	PF		LUNCHROOM 8/29-9/2
004819-02	41500	092916	0 34717	1270 NICK ELDER	5.50	5.50	PF		LUNCHROOM 9/12-16
Vendor Total					8.80	8.80			
004848-01	41500	092916	0 34718	1277 NICK SNOWBERGER	8.80	8.80	PF		LUNCH HELP 8/29-9/2
004848-02	41500	092916	0 34718	1277 NICK SNOWBERGER	5.50	5.50	PF		LUNCH HELP 9/12-16
Vendor Total					14.30	14.30			
004820-01	48800	092916	0 34719	1181 NICOLE FAJEN	6.00	6.00	PF		REFUND SKETCH BOOK FE
Vendor Total					6.00	6.00			
004749-01	51600	092916	0 34720	0994 NILL BROS. SPORTS	38.52	38.52	PF	000278022	HS VB SCORE BOOKS
004749-02	51650	092916	0 34720	0994 NILL BROS. SPORTS	25.68	25.68	PF	000278022	GS VB SCORE BOOKS
004749-03	51600	092916	0 34720	0994 NILL BROS. SPORTS	13.00	13.00	PF	000278022	SHIPPING
Vendor Total					77.20	77.20			
004622-01	49000	092916	0 34721	4015 OLSEN SAFETY EQUIPMENT C	131.25	288.75	PF	0335041-IN	CREWS BEARKAT GLASSES
Vendor Total					131.25	288.75			
004594-01	48750	092916	0 34722	0074 PEARSON EDUCATION	704.70	754.03	PF	402471700	4TH ENVISION MATH
Vendor Total					704.70	754.03			
004823-01	48700	092916	0 34723	1731 PETCO ANIMAL SUPPLIES, I	35.97	35.97	PF	135	CLASS ITEMS - C THOMSON
Vendor Total					35.97	35.97			
004822-01	29950	092916	0 34724	0076 PITNEY BOWES RENTAL	119.22	119.22	PF	3301338244	POSTAGE MACHINE RENT/
Vendor Total					119.22	119.22			
004821-01	35800	092916	0 34725	1441 POWERSCHOOL GROUP LLC	3304.00	3304.00	PF	108930	RENEW POWERSCHOOL
Vendor Total					3304.00	3304.00			
004824-01	30350	092916	0 34726	0082 QUILL CORPORATION	99.95	99.95	PF	Multiples	RCHS RECEIPT BOOKD
004824-02	44400	092916	0 34726	0082 QUILL CORPORATION	474.30	474.30	PF	Multiples	AG CLASS PRINTER CAR
004824-03	44550	092916	0 34726	0082 QUILL CORPORATION	474.30	474.30	PF	Multiples	WOODS CLASS PRINTER (
004824-04	48700	092916	0 34726	0082 QUILL CORPORATION	25.49	25.49	PF	Multiples	CLASS ITEMS - THOMSON
004824-05	42100	092916	0 34726	0082 QUILL CORPORATION	33.48	33.48	PF	Multiples	KITCHEN ITEMS
004824-06	30300	092916	0 34726	0082 QUILL CORPORATION	1779.30	1779.30	PF	Multiples	GS LASER JET PRINT
004824-07	30350	092916	0 34726	0082 QUILL CORPORATION	58.95	58.95	PF	Multiples	GS TONER PACK

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 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004824-08	30350	092916	0 34726	0082 QUILL CORPORATION	235.80	235.80	PF	Multiples	HS LASERJET TONER
004824-09	48700	092916	0 34726	0082 QUILL CORPORATION	151.08	151.08	PF	Multiples	HS BROTHER TONER
004824-10	29250	092916	0 34726	0082 QUILL CORPORATION	649.19	649.19	PF	Multiples	VARIOUS CLASS ITEMS
					(178.39)		9093194	
					(2074.07)		8761320	
					(948.60)		8808881	
					(151.08)		9340944	
					(649.19)		9133073	
				Vendor Total	3981.84	4001.33			
004517-01	29200	092916	0 34727	0082 QUILL CORPORATION	172.72	172.72	PF	Multiples	DISTRICT OFFICE SUPPL
					(141.54)		7657906	
					(31.18)		7662910	
				Vendor Total	172.72	172.72			
004846-02	51750	092916	0 34728	0729 RCGS PETTY CASH	230.00	230.00	PF		MS FB OFFICIALS
004846-03	51650	092916	0 34728	0729 RCGS PETTY CASH	215.00	215.00	PF		MS VB OFFICIALS
				Vendor Total	445.00	445.00			
004826-01	42300	092916	0 34729	0732 RCHS ACTIVITY FUND	13.98	13.98	PF		OVERPAYMENT BY ECOLOG
				Vendor Total	13.98	13.98			
004768-01	34600	092916	0 34730	0732 RCHS ACTIVITY FUND	66.50	66.50	PF		GOLF WORKERS FOOD
				Vendor Total	66.50	66.50			
004829-01	50350	092916	0 34731	0739 REDNECK, INC.	150.00	150.00	PF	2350976	AG STUDENT PROJECT IT
				Vendor Total	150.00	150.00			
004827-01	36000	092916	0 34732	0745 RHONDA'S RILEY LUMBER	4.59	4.59	PF		BUILDING ITEM
004827-02	36000	092916	0 34732	0745 RHONDA'S RILEY LUMBER	37.20	37.20	PF		FIELD MARKING ROPE
004827-03	36000	092916	0 34732	0745 RHONDA'S RILEY LUMBER	109.52	109.52	PF		HS PAINTING ITEMS
				Vendor Total	151.31	151.31			
004735-01	51600	092916	0 34733	0758 RILEY STATE BANK (CHECKS	800.00	800.00	PF	HS VB GATE	HS VB GATE 10/4/16
				Vendor Total	800.00	800.00			
004625-01	48700	092916	0 34734	1243 SCHOLASTIC CLASSROOM MAG	545.22	76.89	PF	M6001646	BASIC LEVEL MAG SP 1/

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UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE NO	DESCRIPTION
004625-02	48700	092916	0 34734	1243 SCHOLASTIC CLASSROOM MAG	559.20	76.89	PF	M6001646	MID LEVEL MAG SP 1/2
Vendor Total					1104.42	153.78			
004375-01	04006	092916	0 34735	1137 SCHOOL HEALTH CORPORATON	106.86	106.86	PF	3153168	NURSING SUPPLIES
Vendor Total					106.86	106.86			
004589-01	48750	092916	0 34736	1138 SCHOOL SPECIALITY SUPPLY	26.70	26.70	PF	308102595959	CLASS SUPPLIES - H. F
Vendor Total					26.70	26.70			
004620-01	30250	092916	0 34737	1138 SCHOOL SPECIALITY SUPPLY	372.92	372.92	PF	308102612227	GS OFFICE ITEMS
Vendor Total					372.92	372.92			
004747-01	29200	092916	0 34738	1138 SCHOOL SPECIALITY SUPPLY	22.07	23.65	PF	208117200539	LASER LABEL #5160 WHI
Vendor Total					22.07	23.65			
004833-01	36000	092916	0 34739	1233 SCHURLE SIGNS INC	398.75	398.75	PF	52758	VARIOUS SIGNS
Vendor Total					398.75	398.75			
004832-01	35200	092916	0 34740	4045 SHESC RECEIVABLES	6500.00	6500.00	PF	25519	RENEW ODYSSEYWARE LIC
Vendor Total					6500.00	6500.00			
004834-01	37350	092916	0 34741	0580 SHORT STOP	526.34	526.34	PF		VEHICLE GAS
Vendor Total					526.34	526.34			
004831-01	31900	092916	0 34742	1159 STANION WHOLESALE ELECTR	40.08	40.08	PF	4159227	HS BUILDING LIGHT BUL
Vendor Total					40.08	40.08			
004830-01	41850	092916	0 34743	1258 SYSCO KANSAS CITY, INC.	1025.87	1025.87	PF		FOOD FOR STUDENT MEAL
Vendor Total					1025.87	1025.87			
004624-01	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	17.00	17.00	PF	Multiples	VERB TEACHING POSTERS
004624-02	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	37.95	37.95	PF	Multiples	20 TEACHING POSTERS
004624-03	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	10.00	PF	Multiples	SPANISH POSTER
004624-04	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	10.00	PF	Multiples	SPANISH POSTER
004624-05	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	10.00	PF	Multiples	SPANISH POSTER
004624-06	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	23.79	PF	Multiples	SPANISH POSTER
004624-07	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	10.00	PF	Multiples	SPANISH POSTER

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 PAYMENT JOURNAL
 RILEY STATE BANK

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CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAY PAID TYP	INVOICE	DESCRIPTION
004624-08	48700	092916	0 34744	4016 TEACHER'S DISCOVERY	10.00	10.00 PF	Multiples	SPANISH POSTER
					(128.74)	92405	
Vendor Total					114.95	128.74		
004835-01	41850	092916	0 34745	4046 THE THOMPSON CO.	1687.99	1687.99 PF		FOOD TO PREPARE STUDE
004835-02	41850	092916	0 34745	4046 THE THOMPSON CO.	1290.67	1290.67 PF		FOOD TO PREPARE STUDE
Vendor Total					2978.66	2978.66		
004843-01	28200	092916	0 34746	0895 THE WIRING GUY, INC.	145.00	145.00 PF	28858	HS SECURITY LABOR & B
Vendor Total					145.00	145.00		
004837-01	42200	092916	0 34747	0897 THERMAL COMFORT AIR, INC	287.65	287.65 PF	Multiples	GS DISHWASHER REPAIR
004837-02	42200	092916	0 34747	0897 THERMAL COMFORT AIR, INC	194.33	194.33 PF	Multiples	GS WARMER SWITCH
004837-03	42200	092916	0 34747	0897 THERMAL COMFORT AIR, INC	88.50	88.50 PF	Multiples	GS STEAMER REPAIRED
004837-04	42200	092916	0 34747	0897 THERMAL COMFORT AIR, INC	71.90	71.90 PF	Multiples	GS GARBAGE DISPOSAL F
004837-05	31500	092916	0 34747	0897 THERMAL COMFORT AIR, INC	71.90	71.90 PF	Multiples	GS ROOFTOP REPAIRED
004837-06	31500	092916	0 34747	0897 THERMAL COMFORT AIR, INC	352.73	352.73 PF	Multiples	HS A/C REPAIRED
004837-07	31500	092916	0 34747	0897 THERMAL COMFORT AIR, INC	130.90	130.90 PF	Multiples	GS A/C FAN REPAIRED
004837-08	42200	092916	0 34747	0897 THERMAL COMFORT AIR, INC	231.90	231.90 PF	Multiples	HS MILK COOLER REPAIR
					(287.65)	144797	
					(194.33)	144820	
					(88.50)	144930	
					(71.90)	144640	
					(71.90)	144821	
					(352.73)	144694	
					(130.90)	144752	
					(231.90)	143994	
Vendor Total					1429.81	1429.81		
004850-01	50350	092916	0 34748	1365 TITAN TRAILER, MFG.	200.20	200.20 PF	025336	AG STUDENT PROJECT IT
Vendor Total					200.20	200.20		
004836-01	37450	092916	0 34749	0106 TMHC	105.00	105.00 PF	Multiples	RANDOM TESTING
004836-02	37450	092916	0 34749	0106 TMHC	260.00	260.00 PF	Multiples	RANDOM TESTING
004836-03	37450	092916	0 34749	0106 TMHC	110.00	110.00 PF	Multiples	RANDOM TESTING
					(105.00)	201875	
					(260.00)	209656	
					(110.00)	221780	
Vendor Total					475.00	475.00		

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 PAYMENT JOURNAL
 RILEY STATE BANK

DATE PREPARED 093016

UNIFIED SCHOOL DISTRICT #378

CHECKS 092816 - 102016

PURCHASE ORDER NO	SACCT	DATE PAID	CHECK NO.	VENDOR NO. NAME	ORDER AMOUNT	AMOUNT PAID	PAY TYP	INVOICE	DESCRIPTION
004838-01	35700	092916	0 34750	0912 TWIN VALLEY INC.	4868.40	4868.40	PF		BLDG PHONE, INTERNET,
Vendor Total					4868.40	4868.40			
004840-01	28900	092916	0 34751	0921 UPS	5.74	5.74	PF	0000137R33366	RETURN PACKAGE
Vendor Total					5.74	5.74			
004841-01	37300	092916	0 34752	0924 US CELLULAR	58.00	58.00	PF		BUS TRACKING PROGRAM
Vendor Total					58.00	58.00			
004839-01	41850	092916	0 34753	1240 US FOODS	2804.47	2804.47	PF		FOOD TO PREPARE STUDE
Vendor Total					2804.47	2804.47			
004842-01	37300	092916	0 34754	1190 VERIZON WIRELESS	795.22	795.22	PF		BUS CELL PHONE CHARGE
004842-02	35700	092916	0 34754	1190 VERIZON WIRELESS	795.22	795.22	PF		DO CELL PHONE CHARGES
Vendor Total					1590.44	1590.44			
004845-01	51600	092916	0 34755	0960 WAMEGO HIGH SCHOOL	120.00	120.00	PF	HS VB ENTRY	HS VB ENTRY FEE
Vendor Total					120.00	120.00			
004844-01	31300	092916	0 34756	0964 WASTE MANAGEMENT OF MANH	1644.01	1644.01	PF	SEPT	HS SEPT. TRASH SERVIC
004844-02	31300	092916	0 34756	0964 WASTE MANAGEMENT OF MANH	99.14	99.14	PF	SEPT	LV BALLFIELD TRASH SE
004844-03	31300	092916	0 34756	0964 WASTE MANAGEMENT OF MANH	447.58	447.58	PF	SEPT	GS SEPT TRASH SERVICE
Vendor Total					2190.73	2190.73			
004623-01	25700	092916	0 34757	1317 WOODWIND BRASSWIND	179.00	179.00	PF	32720433	SEE ATTACHED REQ. FOR
Vendor Total					179.00	179.00			
Journal Total					84700.90	82586.31			

RCHS Activity Fund - September 2016

<u>Activity Name</u>	<u>Beginning Cash</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Cash Balance</u>
AD Athletic Fund	2,347.28	-	-	2,347.28
Art Club	2,970.59	51.50	-	3,022.09
Band Misc	2,769.47	-	514.55	2,254.92
Baseball Misc	2,036.54	-	-	2,036.54
Boys Basketball Misc	716.66	-	-	716.66
Cheerleading	650.81	2,397.84	1,600.21	1,448.44
Class of 2016	2,195.73	-	2,195.73	-
Class of 2017	1,029.81	174.00	-	1,203.81
Class of 2018	2,785.48	3,113.00	-	5,898.48
Class of 2019	2,236.40	-	-	2,236.40
Class of 2020	385.83	-	-	385.83
Community Leadership Class	410.72	-	-	410.72
Cross Country Misc.	1,906.40	-	-	1,906.40
Culture Club	692.71	-	-	692.71
Dance	1,193.80	44.00	24.00	1,213.80
Debate Misc	124.13	-	-	124.13
Ecology Club	345.91	1,480.05	647.09	1,178.87
Faculty Fund	635.62	-	-	635.62
FBLA	2,212.42	-	-	2,212.42
FCCLA	601.86	15.00	-	616.86
FFA	19,445.79	1,378.00	1,635.72	19,188.07
Football Misc	143.61	-	-	143.61
Forensics Misc	455.03	-	-	455.03
Golf Misc	74.32	1,549.85	332.99	1,291.18
Key Club - Admin	2,124.40	120.00	-	2,244.40
Mass Media III	156.35	-	-	156.35
Musical Theatre	1,705.61	2,193.65	400.00	3,499.26
NHS	1,365.11	-	-	1,365.11
Pep Club	1,041.82	5.00	-	1,046.82
RCHS Girls Basketball	157.11	2,645.30	400.00	2,402.41
Renaissance	5,047.42	1,008.00	2,125.26	3,930.16
SADD	265.17	-	-	265.17
Senior Sitting Fee	259.98	20.00	-	279.98
Softball Misc	1,164.68	-	-	1,164.68
Student Council	788.02	1,244.10	844.79	1,187.33
Track & Field Misc.	944.29	-	-	944.29
Tri-M	906.74	-	-	906.74
Vocal Music Misc	5,972.73	-	-	5,972.73
Volleyball Misc	1,475.77	-	-	1,475.77
Wrestling	101.11	450.00	-	551.11
Yearbook	4,367.41	250.00	1,212.82	3,404.59
	76,210.64	18,139.29	11,933.16	\$ 82,416.77

RCHS Petty Cash - September 2016

<u>Fund</u>	<u>Beginning Cash</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Cash Balance</u>
Petty Cash	1,320.00	3,301.00	3,121.00	1,500.00
	1,320.00	3,301.00	3,121.00	\$ 1,500.00

RCGS ACTIVITY FUND STATEMENT**9/1/2016**

<u>ACTIVITIES</u>	<u>BEGINNING</u> <u>BALANCE 9/01/16</u>	<u>RECEIPTS</u>	<u>EXPENSES</u>	<u>ENDING</u> <u>BALANCE 9/30/16</u>
Class of 2021	912.30	2,169.70	642.00	2,440.00
Class of 2022	56.00	4.00	0.00	60.00
Builders Club	36.00	0.00	0.00	36.00
Cheer	983.15	1,272.00	226.00	2,029.15
Falcon Day	385.73	0.00	0.00	385.73
Flowers	388.05	0.00	0.00	388.05
Girls Basketball	73.00	0.00	0.00	73.00
Math Camp	60.00	0.00	0.00	60.00
School Events (Renaissance)	3,271.33	0.00	25.00	3,246.33
Social	525.59	162.00	0.00	687.59
Student Council	1,386.36	530.15	591.61	1,324.90
Yearbook	2,874.29	0.00	0.00	2,874.29
Totals	10,951.80	4,137.85	1,484.61	13,605.04

ALL Data

Current Cash Balance Report

Arranged by:
Group ID and Activity Number

Date: 09/01/2016 thru 09/30/2016

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
P Petty Cash					
1000 Petty Cash	951.28	1,367.00	1,367.00	0.00	951.28
P Petty Cash Totals:	951.28	1,367.00	1,367.00	0.00	951.28
Report Totals:	951.28	1,367.00	1,367.00	0.00	951.28

Sep 30, 2016

Pg 1 of 1

RILEY COUNTY USD 378
DISTRICT OFFICE
PETTY CASH
PO BOX 326
RILEY KS 66531

1

NICOLE L FAJEN, CLERK

Checking Account			
09/01/2016	Beginning Balance		238.10
	1 Deposits/Other Credits	+	8.25
	0 Checks/Other Debits	-	.00
09/30/2016	Ending Balance	30 Days in Statement Period	246.35

----- Deposits/Other Credits -----

09/09/2016	Deposit	8.25
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	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

----- Daily Ending Balance -----

09/01	238.10	09/09	246.35
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THIS FORM IS PROVIDED TO HELP YOU BALANCE YOUR CHECKBOOK

CHECKS OUTSTANDING—NOT CHARGED TO ACCOUNT

NO.	\$	
TOTAL	\$	

BANK BALANCE SHOWN ON THIS STATEMENT \$ 246.35

ADD+

DEPOSITS NOT CREDITED IN THIS STATEMENT (IF ANY) \$ _____

TOTAL \$ 0

SUBTRACT-

CHECKS OUTSTANDING \$ 0

BALANCE \$ 246.35

SHOULD AGREE WITH YOUR CHECKBOOK BALANCE AFTER DEDUCTING SERVICE CHARGE (IF ANY) SHOWN ON THIS STATEMENT.

IMPORTANT:

- PLEASE NOTIFY US OF ANY CHANGE OF ADDRESS
- IF ANY DISCREPANCY EXISTS BETWEEN THE BANK'S AND YOUR RECORDS.
- PLEASE WRITE OR CALL:



IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone us at the telephone number or write us at the address on the statement as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared.

- (1) Tell us your name and account number (if any).
- (2) Describe the error or the transfer you are unsure about and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within 10 business days.

We will tell you the results of our investigation within 10 business days after we hear from you and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will recredit your account within 10 business days for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not recredit your account.

If we decide that there was no error, we will send you a written explanation within 3 business days after we finish our investigation. You may ask for copies of the documents that we used in our investigation.