



3600 N. Garfield  
Midland, TX 79705

## Notice and Agenda of Regular Meeting

Pre-K Sub Board

Midland College

January 11, 2022

A regular meeting of the Pre-K Academy Sub Board of Midland College will be held on January 11th, 2022 beginning at 4 p.m. via Zoom.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as show on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

Join Zoom Meeting

<https://us02web.zoom.us/j/83291035300?pwd=T3hrQTh4WC9jcmxGeStoRXBJT2Mvdz09>

Meeting ID: 832 9103 5300

Passcode: 695042

1. Public comments/audience participation
2. Consent Agenda
  - a. Minutes of the October 12th, 2021 meeting
3. Dean's Report
  - a. Monthly financial report
  - b. Covid protocols
  - c. Professional Development
  - d. New
4. Principal's Report

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code chapter 551, subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

This notice was posted in compliance with the Texas Open Meetings Act on ...

Thursday, January 6th, 2022

For the Pre-K Academy Sub Board

**Midland College  
Pre – K Sub Board  
Regular Meeting  
October 12, 2021**

The Pre-K Sub Board of Midland College met for a regular board meeting on October 12, 2021 the meeting began at 4:06 p.m. through Zoom video conferencing. The following members were in attendance:

Becca Myers – Educate Midland

Pattie Stewart – PB Workforce

Linda Cowden – Midland College

Pam Desparrois - ECISD

Meeting was called to order at 4:06 p.m.

Becca Myers – Board member

(1) Consent Agenda

Denise McKown, Dean of Education

- a. Minutes of the August 10, 2021 meeting  
Motion by Linda Cowden  
Seconded by Pattie Stewart  
Motioned carried 3 – 0  
Nays by None

(2) Dean's Report

a. Monthly financial report

- The Head Start budget expenditures were used on office supplies and background fees for the month of September.
- The 1882 budget expenditures from last year were less than what TEA had given us and they are giving a check for the difference. The amount of the check is 24,316.43 and will be used in our regular payroll account. This year we are utilizing the funds on substitutes. Substitutes will go through MISD and we will be invoiced and they will be withholding from this monthly total.

b. Covid Protocols

- We having been following the childcare guidelines outline by the state of Texas. We report directly to licensing when we have a positive case and they then direct us to the health dept. We had a couple of push backs where we had to close the centers.

We did find out that it was only a recommendation and not mandated. We have now decided not to close the centers down when there is a positive case. We have maintained the Covid protocols with the exception of mandating mask wearing.

c. Board Members

- Replacing Dana Terebessy we have 2 potential replacements
- Possible expanding of board members from 5 to 7 in the future.

d. Professional Development

- The Admin. Team will be meeting to discuss how they want to use left over funds from the grant last Year for ongoing professional development from Conscious Discipline.

e. ESSER Funds (Covid Funds from the Gov't)

- We need more clarification from the district on how we can expend the funds. Looking at contracting with a Licensed Professional Counselor for social/emotional classroom support.

f. Pre-K Sub Board Meeting

- The next board meeting will be held November 9, 2021.

(3) Principal's Report

a. Staffing and Enrollment

- Full enrollment with 68 students
- Short one certified teacher
- 2 new applicants both certified teachers and have experience. Lori has requested for background checks and will schedule them for interviews.

b. Campus Improvement Plan

- The goals for Pre-K Academy are not matching up with the goals at MISD pre-k students. It will go to the board on October 25<sup>th</sup> to be approved.

c. Head Start Partnership

- Continuing Partnership Form will be signed by Becca Myers and Denise McKown.

d. Events

- Oct. 11<sup>th</sup> – Staff Meeting
- Oct. 20<sup>th</sup> – Head Start Parent Meeting
- Oct. 25<sup>th</sup> – 29<sup>th</sup> Red Ribbon Week
- Oct. 28<sup>th</sup> – Conscious Discipline Virtual Parent Training with Abbi Kruse
- Oct. 29<sup>th</sup> Head Start will come in the morning for our HS monitoring and in the afternoon, students will trick or treat around Midland College campus.
- November 5<sup>th</sup> – Parent Teacher Conferences

(5) Adjournment

Becca Myers announced adjournment of the meeting at 4:30 p.m.

# Principal Report

## January

- 1) Staffing and Enrollment
- 2) Initiatives
  - a) Parent Engagement
  - b) Library
- 3) Head Start Partnership
  - a) Monitoring Visit
- 4) Wave 2 Progress Monitoring
- 5) Work in Progress
- 6) Upcoming Events
  - a) January 5<sup>th</sup> – First day of school
  - b) January 8<sup>th</sup> – MISD School Fair
  - c) January 11 and 13 – School Tours
  - d) January 17<sup>th</sup> - Holiday
  - e) January 19<sup>th</sup> – Head start Parent Meeting
  - f) January 20<sup>th</sup> – Virtual Family Math Night



9/1/2021 Thru 8/31/2022

| Account Number        | Description                             | Posted    | Encumbra  | Total Annual | Annual Budget | Over/Under Budget |
|-----------------------|---|-----------|-----------|--------------|---------------|-------------------|
| 12 623 1555 00 6329 0 | Pre-K: Contracted Food Service          | 4,170.00  | 10,830.00 | 15,000.00    | 83,000.00     | 68,000.00         |
| 12 623 1555 00 6401 0 | Pre-K Admin: Office Supplies            | 150       | 69.34     | 219.34       | 3,000.00      | 2,780.66          |
| 12 623 1555 00 6501 0 | Pre-K Admin: Copy Charges               | 109.65    | 0         | 109.65       | 1,500.00      | 1,390.35          |
| 12 623 1555 00 6503 0 | Pre-k Admin: Postage & Express Delivery | 5.68      | 0         | 5.68         | 250           | 244.32            |
| 12 623 1555 00 6504 0 | Pre-K Admin: Long-Distance/Cell Phone   | 200       | 0         | 200          | 700           | 500               |
| 12 623 1555 00 6611 0 | Pre-K Admin: Travel - Faculty & Staff   | 0         | 0         | 0            | 2,000.00      | 2,000.00          |
| 25 623 1555 00 6353 0 | Pre-K Private Don: Contracted Services  | 0         | 0         | 0            | 1,037.61      | 1,037.61          |
| 25 623 1555 00 6721 0 | Pre-K Private Don: Capital              | 16,974.00 | 2,354.99  | 19,328.99    | 20,000.00     | 671.01            |
|                       | Totals:                                 | 152341.61 | 13254.33  | 165595.94    | 668047.61     | 502451.67         |

9/1/2021 Thru 8/31/2022

| GL Account Number     | Source Code | Source Code | Line Number | Date       | Description                               | Amount   | Status        |
|-----------------------|-------------|-------------|-------------|------------|---|----------|---------------|
| 12 623 1555 00 6401 0 | PO          | 16326       | 1           | 10/12/2021 | NAEYC Membership Renewal                  | 150      | Encumbrance   |
| 12 623 1555 00 6401 0 | IV          | 4730        | 14          | 10/15/2021 | NAEYC Membership Renewal                  | 150      | Posted        |
| 12 623 1555 00 6401 0 | @@          | 16326       | 1           | 10/15/2021 | Unencumbrance by invoice<br>200268 594187 | -150     | Unencumbrance |
| 12 623 1555 00 6401 0 | PO          | 17058       | 3           | 1/5/2022   | Covid Respirator Masks                    | 69.34    | Encumbrance   |
|                       |             |             |             |            | Totals                                    | \$219.34 |               |

9/1/2021 Thru 8/31/2022

| Account Number        | Description                              | Posted   | Encumb | Total Annual | Annual Budget | Over/Under |
|-----------------------|--|----------|--------|--------------|---------------|------------|
| 25 623 7304 20 6329 0 | South Plains-Head: Contracted Food Serv  | 0        | 0      | 0            | 8,958.20      | 8,958.20   |
| 25 623 7304 20 6337 0 | South Plains-Head Start: Contract Serv.  | 0        | 0      | 0            | 0             | 0          |
| 25 623 7304 20 6401 0 | South Plains-Head Start: Office Supplies | 4,273.16 | 985.09 | 5,258.25     | 6,544.41      | 1,286.16   |
| 25 623 7304 20 6421 0 | South Plains-Head Start: Inst. Supplies  | 1,240.96 | 0      | 1,240.96     | 5,902.03      | 4,661.07   |
| 25 623 7304 20 6613 0 | South Plains-Head Start: Professional De | 0        | 195    | 195          | 5,000.00      | 4,805.00   |
| 25 623 7304 20 6711 0 | South Plains-Head Start: Equipment No    | 0        | 0      | 0            | 0             | 0          |
|                       | Totals:                                  | 5514.12  | 1180.1 | 6694.21      | 98896.64      | 92202.43   |



9/1/2021 Thru 8/31/2022

| GL Account Number     | Source Code | Source Code | Line Number | Date       | Description                                  | Amount    | Status        |
|-----------------------|-------------|-------------|-------------|------------|--|-----------|---------------|
| 25 623 7304 20 6401 0 | PO          | 15859       | 1           | 9/13/2021  | Open PO for Office Supplies                  | 3,000.00  | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 15923       | 1           | 9/13/2021  | Open PO for Walmart                          | 1,500.00  | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 15922       | 2           | 9/16/2021  | TX HHSC - Background Fees                    | 18        | Encumbrance   |
| 25 623 7304 20 6401 0 | IV          | 4617        | 7           | 9/22/2021  | TX HHSC - Background Fees                    | 18        | Posted        |
| 25 623 7304 20 6401 0 | @@          | 15922       | 1           | 9/22/2021  | Unencumbrance by invoice 10322<br>52921002   | -18       | Unencumbrance |
| 25 623 7304 20 6401 0 | IV          | 4632        | 36          | 9/27/2021  | Open PO for Office Supplies                  | 2,166.83  | Posted        |
| 25 623 7304 20 6401 0 | @@          | 15859       | 1           | 9/27/2021  | Unencumbrance by invoice 24389<br>22953700   | -2,166.83 | Unencumbrance |
| 25 623 7304 20 6401 0 | PO          | 16184       | 1           | 10/4/2021  | IdentoGo Reimbursement                       | 40.58     | Encumbrance   |
| 25 623 7304 20 6401 0 | RQ          | 17467       | 1           | 10/5/2021  | FEL3227901 Fellowes Shredder                 | 310.94    | Encumbrance   |
| 25 623 7304 20 6401 0 | IV          | 4696        | 22          | 10/8/2021  | IdentoGo Reimbursement                       | 40.58     | Posted        |
| 25 623 7304 20 6401 0 | @@          | 16184       | 1           | 10/8/2021  | Unencumbrance by invoice 28128<br>UZTX3TBJ   | -40.58    | Unencumbrance |
| 25 623 7304 20 6401 0 | PO          | 16254       | 1           | 10/8/2021  | 5 oz. Translucent Cups                       | 155.68    | Encumbrance   |
| 25 623 7304 20 6401 0 | IV          | 4715        | 47          | 10/13/2021 | 5 oz. Translucent Cups                       | 155.67    | Posted        |
| 25 623 7304 20 6401 0 | @@          | 16254       | 1           | 10/13/2021 | Unencumbrance by invoice<br>201572 S580577   | -155.68   | Unencumbrance |
| 25 623 7304 20 6401 0 | PO          | 16322       | 1           | 10/13/2021 | PX2128VT Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 2           | 10/13/2021 | PX2128BU Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 3           | 10/13/2021 | PX2128TQ Tempera Paint Gallon -<br>Turquoise | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 4           | 10/13/2021 | PX2128GR Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 5           | 10/13/2021 | PX2128YE Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 6           | 10/13/2021 | PX2128RG Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 7           | 10/13/2021 | PX2128RD Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 8           | 10/13/2021 | PX2128BR Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 9           | 10/13/2021 | PX2128WT Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | PO          | 16322       | 10          | 10/13/2021 | PX2128BK Tempera Paint Gallon -              | 15.19     | Encumbrance   |
| 25 623 7304 20 6401 0 | IV          | 4734        | 12          | 10/18/2021 | Open PO for Walmart                          | 390.92    | Posted        |

|                       |    |       |    |            |  |         |               |
|-----------------------|----|-------|----|------------|--|---------|---------------|
| 25 623 7304 20 6401 0 | @@ | 15923 | 1  | 10/18/2021 | Unencumbrance by invoice 10314<br>4214 Sep   | -390.92 | Unencumbrance |
| 25 623 7304 20 6401 0 | PO | 16503 | 1  | 10/25/2021 | IdentoGO Reimbursement -                     | 40.58   | Encumbrance   |
| 25 623 7304 20 6401 0 | IV | 4819  | 11 | 11/2/2021  | IdentoGO Reimbursement -                     | 40.58   | Posted        |
| 25 623 7304 20 6401 0 | @@ | 16503 | 1  | 11/2/2021  | Unencumbrance by invoice 31446<br>UZTX3V5G   | -40.58  | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4852  | 22 | 11/8/2021  | Open PO for Office Supplies                  | 97.75   | Posted        |
| 25 623 7304 20 6401 0 | @@ | 15859 | 2  | 11/8/2021  | Unencumbrance by invoice 24389<br>23016020   | -97.75  | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4884  | 19 | 11/17/2021 | Open PO for Office Supplies                  | 43.72   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 25 | 11/17/2021 | PX2128VT Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 27 | 11/17/2021 | PX2128BU Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 29 | 11/17/2021 | PX2128TQ Tempera Paint Gallon -<br>Turquoise | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 31 | 11/17/2021 | PX2128GR Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 33 | 11/17/2021 | PX2128YE Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 35 | 11/17/2021 | PX2128RG Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 37 | 11/17/2021 | PX2128RD Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 39 | 11/17/2021 | PX2128BR Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 41 | 11/17/2021 | PX2128WT Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4883  | 43 | 11/17/2021 | PX2128BK Tempera Paint Gallon -              | 15.19   | Posted        |
| 25 623 7304 20 6401 0 | @@ | 16322 | 1  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271   | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 2  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271   | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 3  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271   | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 4  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271   | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 5  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271   | -15.19  | Unencumbrance |

|                       |    |       |     |            |  |         |               |
|-----------------------|----|-------|-----|------------|--|---------|---------------|
| 25 623 7304 20 6401 0 | @@ | 16322 | 6   | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271 | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 7   | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271 | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 8   | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271 | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 9   | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271 | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 16322 | 10  | 11/17/2021 | Unencumbrance by invoice<br>201154 2453271 | -15.19  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 3   | 11/17/2021 | Unencumbrance by invoice 24389<br>23031961 | -43.72  | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4890  | 40  | 11/19/2021 | Open PO for Office Supplies                | -12.01  | Posted        |
| 25 623 7304 20 6401 0 | IV | 4890  | 46  | 11/19/2021 | Open PO for Office Supplies                | 12.01   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4890  | 52  | 11/19/2021 | Open PO for Office Supplies                | 10.23   | Posted        |
| 25 623 7304 20 6401 0 | PO | 16818 | 1   | 11/19/2021 | IdentoGo Reimbursement - Lori              | 40.58   | Encumbrance   |
| 25 623 7304 20 6401 0 | @@ | 15859 | 4   | 11/19/2021 | Unencumbrance by invoice 24389<br>C2301602 | 12.01   | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 5   | 11/19/2021 | Unencumbrance by invoice 24389<br>23025820 | -12.01  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 6   | 11/19/2021 | Unencumbrance by invoice 24389<br>23038730 | -10.23  | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4904  | 7   | 11/23/2021 | Open PO for Walmart                        | 66.81   | Posted        |
| 25 623 7304 20 6401 0 | @@ | 15923 | 2   | 11/23/2021 | Unencumbrance by invoice 10314<br>6911 Oct | -66.81  | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4921  | 69  | 11/29/2021 | Open PO for Office Supplies                | 222.75  | Posted        |
| 25 623 7304 20 6401 0 | IV | 4921  | 74  | 11/29/2021 | Open PO for Office Supplies                | 29.18   | Posted        |
| 25 623 7304 20 6401 0 | IV | 4921  | 100 | 11/29/2021 | IdentoGo Reimbursement - Lori              | 40.58   | Posted        |
| 25 623 7304 20 6401 0 | @@ | 16818 | 1   | 11/29/2021 | Unencumbrance by invoice<br>380003606 UZTX | -40.58  | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 7   | 11/29/2021 | Unencumbrance by invoice 24389<br>23030670 | -222.75 | Unencumbrance |

|                       |    |       |    |            |  |            |               |
|-----------------------|----|-------|----|------------|--|------------|---------------|
| 25 623 7304 20 6401 0 | @@ | 15859 | 8  | 11/29/2021 | Unencumbrance by invoice 24389<br>23031960 | -29.18     | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4957  | 22 | 12/8/2021  | Open PO for Office Supplies                | 291.27     | Posted        |
| 25 623 7304 20 6401 0 | IV | 4957  | 27 | 12/8/2021  | Open PO for Office Supplies                | 24.9       | Posted        |
| 25 623 7304 20 6401 0 | @@ | 15859 | 9  | 12/8/2021  | Unencumbrance by invoice 24389<br>23030671 | -291.27    | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 10 | 12/8/2021  | Unencumbrance by invoice 24389<br>23059060 | -24.9      | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4978  | 12 | 12/13/2021 | Open PO for Walmart                        | 386.52     | Posted        |
| 25 623 7304 20 6401 0 | @@ | 15923 | 3  | 12/13/2021 | Unencumbrance by invoice 10314<br>6911-11/ | -386.52    | Unencumbrance |
| 25 623 7304 20 6401 0 | IV | 4983  | 16 | 12/14/2021 | Open PO for Office Supplies                | 8.77       | Posted        |
| 25 623 7304 20 6401 0 | IV | 4983  | 21 | 12/14/2021 | Open PO for Office Supplies                | 86.2       | Posted        |
| 25 623 7304 20 6401 0 | @@ | 15859 | 11 | 12/14/2021 | Unencumbrance by invoice 24389<br>23059061 | -8.77      | Unencumbrance |
| 25 623 7304 20 6401 0 | @@ | 15859 | 12 | 12/14/2021 | Unencumbrance by invoice 24389<br>23064950 | -86.2      | Unencumbrance |
|                       |    |       |    |            | Totals                                     | \$5,258.25 |               |

9/1/2021 Thru 8/31/2022

| GL Account Number     | Source Code | Source Code | Line Number | Date       | Description                                | Amount     | Status        |
|-----------------------|-------------|-------------|-------------|------------|--|------------|---------------|
| 25 623 7304 20 6421 0 | IV          | 4688        | 19          | 10/6/2021  | PreK-Open PO for Water                     | 7          | Posted        |
| 25 623 7304 20 6421 0 | IV          | 4688        | 66          | 10/6/2021  | Open PO for water                          | 42         | Posted        |
| 25 623 7304 20 6421 0 | IV          | 4814        | 15          | 11/2/2021  | Open PO for water                          | 28         | Posted        |
| 25 623 7304 20 6421 0 | PO          | 16567       | 1           | 11/2/2021  | B538621 Balt Outdoor Bulletin              | 448.09     | Encumbrance   |
| 25 623 7304 20 6421 0 | PO          | 16567       | 2           | 11/2/2021  | Shipping & Handling                        | 224.99     | Encumbrance   |
| 25 623 7304 20 6421 0 | IV          | 4831        | 19          | 11/3/2021  | Open PO for Water                          | 28         | Posted        |
| 25 623 7304 20 6421 0 | PO          | 16624       | 1           | 11/4/2021  | RYOBI Electrostatic Sprayer Kit            | 495        | Encumbrance   |
| 25 623 7304 20 6421 0 | IV          | 4851        | 19          | 11/8/2021  | Open PO for Water                          | 31.5       | Posted        |
| 25 623 7304 20 6421 0 | PO          | 16681       | 1           | 11/10/2021 | 5 Piece 8 Kids Gardening Tools             | 119.88     | Encumbrance   |
| 25 623 7304 20 6421 0 | IV          | 4878        | 227         | 11/16/2021 | RYOBI Electrostatic Sprayer Kit            | 245        | Posted        |
| 25 623 7304 20 6421 0 | @@          | 16624       | 1           | 11/16/2021 | Unencumbrance by invoice<br>201048 6180398 | -495       | Unencumbrance |
| 25 623 7304 20 6421 0 | IV          | 4897        | 17          | 11/22/2021 | 5 Piece 8 Kids Gardening Tools             | 119.88     | Posted        |
| 25 623 7304 20 6421 0 | @@          | 16681       | 1           | 11/22/2021 | Unencumbrance by invoice<br>201971 1CFM GR | -119.88    | Unencumbrance |
| 25 623 7304 20 6421 0 | IV          | 4915        | 13          | 11/23/2021 | Open PO for Water                          | 28         | Posted        |
| 25 623 7304 20 6421 0 | IV          | 4946        | 152         | 12/6/2021  | B538621 Balt Outdoor Bulletin              | 448.09     | Posted        |
| 25 623 7304 20 6421 0 | IV          | 4946        | 154         | 12/6/2021  | Shipping & Handling                        | 224.99     | Posted        |
| 25 623 7304 20 6421 0 | @@          | 16567       | 1           | 12/6/2021  | Unencumbrance by invoice<br>201078 1184423 | -448.09    | Unencumbrance |
| 25 623 7304 20 6421 0 | @@          | 16567       | 2           | 12/6/2021  | Unencumbrance by invoice<br>201078 1184423 | -224.99    | Unencumbrance |
| 25 623 7304 20 6421 0 | IV          | 5004        | 19          | 1/4/2022   | Open PO for Water & Cooler                 | 38.5       | Posted        |
|                       |             |             |             |            | Totals                                     | \$1,240.96 |               |