

SANTA CLARA COUNTY OFFICE OF EDUCATION
1290 RIDDER PARK DRIVE, SAN JOSE, CA 95131
DISTRICT BUSINESS SERVICES
SCHOOLS COMMERCIAL REVOLVING FUND

29053305 BATCH NO. 0239

29 MOUNTAIN VIEW WHISMAN SD

P.O. NUMBER	INV DATE	INVOICE DESCRIPTION	AMOUNT
PV500247	01/22/25	010-0000-0-4311-00-0000-7100-000000-009-0610	103.23
PV500247	01/22/25	010-0000-0-4311-00-0000-7100-000000-009-0610	70.36
PV500247	01/22/25	010-0000-0-4311-00-0000-7400-000000-009-0400	69.30
PV500247	01/22/25	010-0000-0-4311-00-1110-1000-000000-009-0204	1,354.00
PV500247	01/22/25	010-0000-0-4311-00-1110-1000-000000-009-0204	1,354.00
PV500247	01/22/25	010-0000-0-4311-00-1110-1000-000000-009-0204	667.00
PV500247	01/22/25	010-9552-0-4311-00-0000-2495-000000-014-0302	61.32
PV500248	01/22/25	010-0000-0-4311-00-1110-1000-000000-009-0204	181.54
PV500248	01/22/25	010-0000-0-4311-00-1110-1000-000000-009-0204	595.55
PV500248	01/22/25	010-0000-0-5200-00-0000-7100-000000-009-0610	4,050.00
PV500248	01/22/25	010-0000-0-5830-00-0000-7100-000000-009-0600	2,988.00
PV500248	01/22/25	010-1100-0-4310-00-1110-1000-000000-011-0100	127.84
PV500248	01/22/25	010-1100-0-4310-00-1110-1000-000000-011-0100	104.90
PV500248	01/22/25	010-2600-0-4311-00-1110-1000-000000-009-0234	12.99
PV500248	01/22/25	010-2600-0-4311-00-1110-1000-000000-009-0234	6.94
PV500248	01/22/25	010-9590-0-5300-00-1110-1000-000000-009-0570	750.00
PV500248	01/22/25	010-9590-0-5846-00-0000-2420-000000-009-0570	56.93
PV500248	01/22/25	010-9590-0-5846-00-0000-2420-000000-009-0580	39.00
PV500248	01/22/25	010-9590-0-5846-00-0000-2420-000000-009-0580	34.32
PV500248	01/22/25	120-5210-0-4311-00-0001-1000-000000-009-0271	595.55
PV500249	01/22/25	010-0000-0-5200-00-0000-7100-000000-009-0600	485.00
PV500249	01/22/25	010-0000-0-5300-00-0000-7100-000000-009-0600	131.47
PV500249	01/22/25	010-0000-0-5300-00-0000-7100-000000-009-0600	58.02
PV500250	01/22/25	010-0000-0-5200-00-0000-7300-000000-009-0500	695.00
END OF REMITTANCE ADVICE			
WARRANT ISSUE DATE: 02/24/25			DISCOUNT TAKEN: 0.00
			NET: 14,592.26

COUNTY OF SANTA CLARA WARRANT
SANTA CLARA COUNTY OFFICE OF EDUCATION

1290 RIDDER PARK DRIVE, SAN JOSE, CA 95131
DISTRICT BUSINESS SERVICES
FUND 4760 SCHOOLS COMMERCIAL REVOLVING FUND

29 MOUNTAIN VIEW WHISMAN SD

WARRANT NUMBER 29053305

ISSUE DATE Feb 24 2025

PAY EXACTLY

***** FOURTEEN THOUSAND FIVE HUNDRED NINETY TWO AND 26/100 DOLLARS

PAY THIS AMOUNT	\$*****14,592.26
-----------------	------------------

VENDOR# 005762

PAY TO U.S. BANK CORPORATE PAYMENT
SYSTEM
PO BOX 790428
ST. LOUIS MO 63179-0428

FILE COPY

THIS IS NOT
A WARRANT

Mountain View Whisman SD	Purpose	1/22/25	PMT 500247	
FIRST STUDENT22009	USED CARD IN DEC TO HOLD A DEPOSIT. DO NOT APPLY CREDIT- NO PAYMENT SENT		-\$1,555.47	
LE BOULANGER - E-COMME	BREAKFAST FOR 50 @ GRAHAM STAFF PD DAY	010-0000-0-4311-00-1110-1000-000000-009-0204	\$1,354.00	
LE BOULANGER - E-COMME	BREAKFAST FOR 50 @ GRAHAM STAFF PD DAY	010-0000-0-4311-00-1110-1000-000000-009-0204	\$1,354.00	
LE BOULANGER - E-COMME	BREAKFAST FOR 58 @ STEVENSON STAFF PD DAY	010-0000-0-4311-00-1110-1000-000000-009-0204	\$667.00	
SAFEWAY #0705	CAFECITO @SPARC FOR GRAHAM MCKINNEY VENTO FAMILIES	010-9552-0-4311-00-0000-2495-000000-014-0302	\$61.32	
PANERA BREAD #204485 O	SUPERINTENDENT LUNCH IWTH BOARD OF TRUSTEES	010-0000-0-4311-00-0000-7100-000000-009-0610	\$103.23	
PANERA BREAD #204485 O	REFRESHMENTS FOR BOARD OF TRUSTEES STUDY SESSION	010-0000-0-4311-00-0000-7100-000000-009-0610	\$70.36	
MALDONADO'S PIZZERIA	SAFETY PLANNING MEETING WORKING LUNCH	010-0000-0-4311-00-0000-7400-000000-009-0400	\$69.30	\$2,123.74
Mountain View Whisman 2	Purpose	1/22/25	PMT 500248	
HOO*HOOTSUITE INC	RECURRING CHARGE TO MANAGE MVWSD SOCIAL MEDIA ACCOUNTS	010-0000-0-5830-00-0000-7100-000000-009-0600	\$2,988.00	
DMARCREPORT.COM	RECURRING CHARGE TO SUBSCRIBE TO IT SECURITY SERVICE FOR IP ADDR MONITORING	010-9590-0-5300-00-1110-1000-000000-009-0570	\$750.00	
COSTCO WHSE #0143	ELOP CAMP MEAL FOR NON REGISTERED STUDENTS	010-2600-0-4311-00-1110-1000-000000-009-0234	\$12.99	
DRIP	RECURRING CHARGE FOR MONTHLY SUBSCRIPTION FOR IT USE	010-9590-0-5846-00-0000-2420-000000-009-0580	\$39.00	
BACKBLAZE INC	RECURRING CHARGE FOR MONTHLY SUBSCRIPTION FOR IT DATA BACKUP	010-9590-0-5846-00-0000-2420-000000-009-0570	\$56.93	
WAL-MART #2280	ELOP CAMP MEAL FOR NON REGISTERED STUDENTS	010-2600-0-4311-00-1110-1000-000000-009-0234	\$6.94	
LE BOULANGER - E-COMME	STAFF PD DAY; SECRETARY TRAINING AT D.O.	010-0000-0-4311-00-1110-1000-000000-009-0204	\$181.54	
SPECIALTYS.COM	REFRESHMENTS FOR TK STAFF DEVELOPMENT DAY	120-5210-0-4311-00-0001-1000-000000-009-0271	\$595.55	
SPECIALTYS.COM	REFRESHMENTS FOR TK STAFF DEVELOPMENT DAY	010-0000-0-4311-00-1110-1000-000000-009-0204	\$595.55	
NAME-CHEAP.COM* 42DFPA	RECURRING CHARGE FOR DOMAIN NAME REGISTERING	010-9590-0-5846-00-0000-2420-000000-009-0580	\$34.32	
CALIFORNIA SCHOOL BOARD	CSBA REGISTRATION FOR TRUSTEE REED	010-0000-0-5200-00-0000-7100-000000-009-0610	\$4,050.00	
SMART AND FINAL 432	CLASS PRIZE FOR CRITTENDEN IREADY CAMPAIGN	010-1100-0-4310-00-1110-1000-000000-011-0100	\$127.84	
COSTCO WHSE #0143	CLASS PRIZE FOR CRITTENDEN IREADY CAMPAIGN	010-1100-0-04310-00-1110-1000-000000-011-0100	\$104.90	\$9,543.56
Rudolph	Purpose	1/22/25	PMT 500249	
AMERICAN ASSOC OF SCHOOL	CREDIT BALANCE REVISION FROM NOV 2024	010-0000-0-5200-00-0000-7100-000000-009-0600	\$485.00	
HBR*SUBSCRIPTION	CREDIT BALANCE REVISION FROM NOV 2024	010-0000-0-5300-00-0000-7100-000000-009-0600	\$131.47	
EDWEEK PRINT	CREDIT BALANCE REVISION FROM NOV 2024	010-0000-0-5300-00-0000-7100-000000-009-0600	\$58.02	\$674.49
Westover	Purpose	1/22/25	PMT 500249	
AMERICAN ASSOC OF SCHOOL	CREDIT BALANCE REVISION FROM NOV 2024; Refund for cancellation -National Conference	010-0000-0-5200-00-0000-7300-000000-009-0500	\$695.00	\$695.00
		charges	\$13,036.79	\$13,036.79
		credits	-1555.47	
		statement amount	\$14,592.26	
		current balance due:	\$13,036.79	

Credit Card Recurring Charges

Ref.	Vendor	Description	Amount	Charge Date	Frequency	Justification	Backup	Requested by	Invoice
1	Drip	Marketing tool to send Health & Wellness and IT newsletters, weekly tech tips	\$39.00	Jan. 3	Monthly	Digital payment only	D...	Jon Aker	
2	Namecheap	Domain name certificate for mvwsdconnect.com and mvwsdconnect.net	\$34.32	Jan. 13	Annually	Digital payment only	N...	Jon Aker	
3	Backblaze	Storage for an offsite backup of all servers	\$792.00	Oct. 9	Annually	Digital payment only	B...	Jon Aker	☐
4	Namecheap	Domain name certificate for mvwsd.org address	\$16.98	Nov. 15	Annually	Digital payment only	N...	Jon Aker	☐
5	Backblaze	Data backup service for Windows laptops	\$80.62	Dec. 18	Monthly	Digital payment only	B...	Jon Aker	
6	Hootsuite	Social Media management for district & sites	\$2,988.00	Dec. 26	Annually	Digital payment only	P...	Shelly Hausman	
7	DMARC Report	Security monitoring of DMARC and MTA-STS records	\$750.00	Dec. 31	Annually	Initial payment credit card only	D...	Jon Aker	



U.S. BANCORP SERVICE CENTER
P. O. Box 6343
Fargo, ND 58125-6343



MOUNTAIN VIEW WHISMAN SD

ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 01-22-25
TOTAL ACTIVITY \$ 2,123.74



000011086 01 SP 106481230483732 P
MOUNTAIN VIEW WHISMAN SD
MOUNTAIN VIEW WHISMAN
1400 MONTECITO AVE.
MOUNTAIN VIEW CA 94043-4590

"MEMO STATEMENT ONLY"
DO NOT REMIT PAYMENT

WE CERTIFY THAT ALL PURCHASES LISTED ON THIS STATEMENT HAVE BEEN RECEIVED, UNLESS ANNOTATED TO THE CONTRARY, ARE TRUE, CORRECT AND FOR OFFICIAL BUSINESS ONLY. PAYMENT IS AUTHORIZED.

Cardholder _____ Date _____ Approver _____ Date _____

NEW ACCOUNT ACTIVITY

POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
12-24	12-23	FIRST STUDENT22009 866-841-2504 CA PUR ID: 1828681-00126924 TAX: 0.00	74692164358106829581359	4131	1,555.47CR ✓
01-07	01-07	LE BOULANGER - E-COMME SUNNYVALE CA PUR ID: 1063805520 TAX: 0.00	24269795007000913429563	5814	1,354.00 ✓
01-07	01-07	LE BOULANGER - E-COMME SUNNYVALE CA PUR ID: 1063805525 TAX: 0.00	24269795007000913429647	5814	1,354.00 ✓
01-07	01-07	LE BOULANGER - E-COMME SUNNYVALE CA PUR ID: 1063805537 TAX: 0.00	24269795007000913429720	5814	667.00 ✓
01-13	01-10	SAFEWAY #0705 MOUNTAIN VIEW CA PUR ID: 501000134940 TAX: 0.00	24231685011209410024080	5411	61.32 ✓
01-13	01-12	PANERA BREAD #204485 O 650-968-2066 CA PUR ID: 00000000000000000000 TAX: 0.00	24692165012102873619344	5814	103.23 ✓
01-13	01-12	PANERA BREAD #204485 O 650-968-2066 CA PUR ID: 00000000000000000000 TAX: 0.00	24692165012102873619351	5814	70.36 ✓
01-20	01-16	MALDONADO'S PIZZERIA 650-9628499 CA	24089995017900012100019	5812	69.30 ✓

→ not taking credit
blc did not pay
charge prior
month.

Default Accounting Code:

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER [REDACTED]		ACCOUNT SUMMARY	
	STATEMENT DATE 01-22-25	DISPUTED AMOUNT \$.00	PREVIOUS BALANCE	\$.00
SEND BILLING INQUIRIES TO: C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 6335 FARGO, ND 58125-6335	AMOUNT DUE \$ 0.00 DO NOT REMIT		PURCHASES & OTHER CHARGES	\$3,679.21
			CASH ADVANCES	\$.00
			CASH ADVANCE FEE	\$.00
			CREDITS	\$1,555.47
			TOTAL ACTIVITY	\$2,123.74

Fw: CRE-00072218 - Payment Receipt

1 message

Dustin Payne <dustin.payne@firstgroup.com>
To: "jzepezauer@mvwsd.org" <jzepezauer@mvwsd.org>

Mon, Dec 23, 2024 at 11:34 AM

----- Forwarded Message -----

From: **FIRSTcharter Southwest** <southwestcharterquotes@firstgroup.com>
Date: December 23, 2024 at 11:32 AM
Subject: CRE-00072218 - Payment Receipt
To: Maria Ayala <mayala@mvwsd.org>



Dear Maria Ayala,

Your payment of USD -1,555.47 for Order Number 00126924 has succeeded. Here is a copy of your payment information:

Payment: CRE-00072218
Amount: USD -1,555.47

Type: Visa
AVSMatch: 3
CVVMatch:
transType: refund

Please contact us if there are any questions about this payment.

Sincerely,

First Student Charter Bus
(855) 870-8747



Fw: CRE-00071840 - Payment Receipt

Payne, Dustin <Dustin.Payne@firstgroup.com>
To: John Zepezauer <jzepezauer@mvwsd.org>

Mon, Dec 23, 2024 at 11:34 AM

Hi John,

Absolutely! We received the check today and applied it to the account. I sent the refund receipt to Maria Ayala, but I will forward to you now.

Blessings,



DUSTIN PAYNE

Accounts Receivable | First Student, Inc.

Zone 3 - Charter Center

Toll Free: 855-870-8747 |

firststudentinc.com

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From: John Zepezauer <jzepezauer@mvwsd.org>
Sent: Monday, December 23, 2024 11:28 AM
To: Payne, Dustin <Dustin.Payne@firstgroup.com>
Subject: Re: Fw: CRE-00071840 - Payment Receipt

CAUTION: This email is from an external source. 'jzepezauer@mvwsd.org' Please beware of links and attachments.

Hi Dustin, just checking back- were you able to reverse this credit card charge?

On Thu, Dec 12, 2024 at 11:55 AM John Zepezauer <jzepezauer@mvwsd.org> wrote:

received, thank you.

Is there any way you can send me an invoice for this trip?

On Thu, Dec 12, 2024 at 11:09 AM Dustin Payne <dustin.payne@firstgroup.com> wrote:

----- Forwarded Message -----

From: **FIRSTcharter Southwest** <southwestcharterquotes@firstgroup.com>

Date: December 12, 2024 at 11:07 AM

Subject: CRE-00071840 - Payment Receipt

To: Maria Ayala <mayala@mvwsd.org>



Dear Maria Ayala,

Your payment of USD 1,555.47 for Order Number 00126924 has succeeded. Here is a copy of your payment information:

Payment: CRE-00071840

Amount: USD 1,555.47

Name: Mountainview SD

Card Number: XXXXXXXXXXXXX8612

Type: Visa

Expiration Date: 1128

profileProcStatus: 0

profileProcStatusMsg: Use Profile Transaction Completed

Please contact us if there are any questions about this payment.

Sincerely,

First Student Charter Bus

(855) 870-8747



--

John Zepezauer

Account Technician (A/P)

Fiscal Services

Mountain View Whisman School District

650-526-3546

www.mvwsd.org

--

John Zepezauer

Account Technician (A/P)

Fiscal Services

Mountain View Whisman School District

650-526-3546

www.mvwsd.org

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Fwd: First Student - Awaiting Payment for Order #00126924

John Zepezauer <jzepezauer@mvwsd.org>

To: "Payne, Dustin" <Dustin.Payne@firstgroup.com>

Fri, Dec 13, 2024 at 10:24 AM

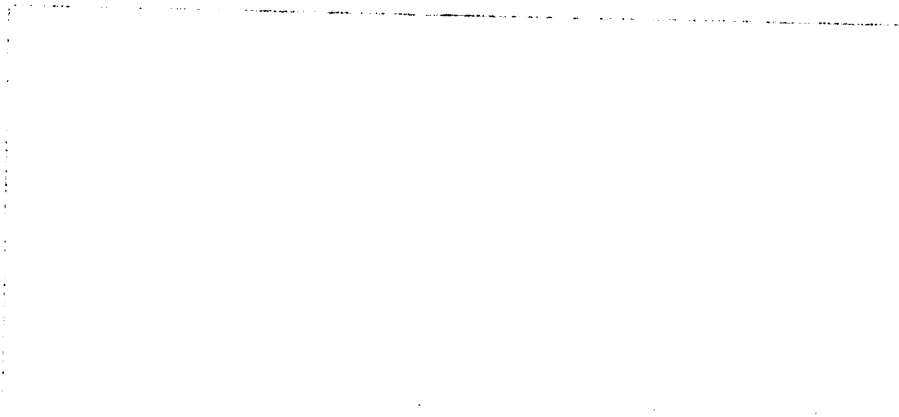
Cc: Coco Ayala <mayala@mvwsd.org>, Frances Rodriguez <frodriguez@mvwsd.org>

Hi Dustin,
as discussed, attached is a copy of the check that is mailing today.

On Thu, Dec 12, 2024 at 12:13 PM Payne, Dustin <Dustin.Payne@firstgroup.com> wrote:

Hi John,

Yes, everything stated below is correct. When mailing tomorrow, please include the customer and order number as listed on confirmation/invoice sent. (See screenshot below) If any other questions, do not hesitate to ask. Thank you for your time, patience and understanding today!



Blessings,



IconDescription
automatically
generated

DUSTIN PAYNE

Accounts Receivable | First Student, Inc.

Zone 3 - Charter Center

Toll Free: 855-870-8747 |

firststudentinc.com

Focus on Safety | Care for Our Students | Foster Teamwork

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 A black and white image of a carDescription automatically generated with low confidence

From: John Zepezauer <jzepezauer@mvwsd.org>
Sent: Thursday, December 12, 2024 11:26 AM
To: Payne, Dustin <Dustin.Payne@firstgroup.com>
Cc: Coco Ayala <mayala@mvwsd.org>; Frances Rodriguez <frodriguez@mvwsd.org>
Subject: Re: First Student - Awaiting Payment for Order #00126924

CAUTION: This email is from an external source. 'jzepezauer@mvwsd.org' Please beware of links and attachments.

Hi Dustin,

thank you for taking the call from me and Nadia Pongo today.

I wanted to clarify for Frances and Coco (Maria) here:

we have agreed to hold the reservation with our District credit card. However, the credit card transaction will be cancelled after I email you a copy of the check, which will be available tomorrow.

The hard copy check will be mailed from our county office in San Jose, and will arrive shortly by US mail.

thanks to all for your efforts on this.

On Thu, Dec 12, 2024 at 10:31 AM Frances Rodriguez <frodriguez@mvwsd.org> wrote:

Hi John,

Please see options to pay First Student. Just let us know what form of payment you will be doing.

Frances Rodriguez

Administrative Assistant to Cathy Baur, Chief Academic Officer

Department of Educational Services

Mountain View Whisman School District

650-526-3561

www.mvwsd.org

----- Forwarded message -----

From: Payne, Dustin <Dustin.Payne@firstgroup.com>

Date: Thu, Dec 12, 2024 at 10:28 AM

Subject: RE: First Student - Awaiting Payment for Order #00126924

To: Frances Rodriguez <frodriguez@mvwsd.org>

Cc: Coco Ayala <mayala@mvwsd.org>

Hello Frances,

That should be fine as long as you email a copy of the check to place on file today. We also accept credit card and check by phone if that is easier. As long as we have proof of payment by 330pm (pst) everything should be ok.

Blessings,

DUSTIN PAYNE

Accounts Receivable | First Student, Inc.

Zone 3 - Charter Center

Toll Free: 855-870-8747 |

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From: Frances Rodriguez <frodriguez@mvwsd.org>

Sent: Thursday, December 12, 2024 9:47 AM

To: Payne, Dustin <Dustin.Payne@firstgroup.com>

Cc: Coco Ayala <mayala@mvwsd.org>

Subject: Re: First Student - Awaiting Payment for Order #00126924

CAUTION: This email is from an external source. 'frodriguez@mvwsd.org' Please beware of links and attachments.

Hello Dustin,

We can have a live check by today from the County Office. If we get you a check number and mail it out today, will that work?

Frances Rodriguez

Administrative Assistant to Cathy Baur, Chief Academic Officer

Department of Educational Services

Mountain View Whisman School District

650-526-3561

www.mvwsd.org

On Wed, Dec 11, 2024 at 3:03 PM Payne, Dustin <Dustin.Payne@firstgroup.com> wrote:

Hi Maria,

I did not see a contact number for Frances listed below. I called and left a voicemail for you stating that we will still need payment prior to trip running. A PO is only a promise to pay but is not payment itself. The previous trips we've ran for your account have all been paid by checks sent to us prior to trips running. Please feel free to give me a call soon as possible at 855-870-8747 for any questions.

Blessings,

DUSTIN PAYNE

Accounts Receivable | First Student, Inc.

Zone 3 - Charter Center

Toll Free: 855-870-8747 |

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From: Coco Ayala <mayala@mvwsd.org>
Sent: Tuesday, December 10, 2024 3:55 PM
To: Payne, Dustin <Dustin.Payne@firstgroup.com>
Subject: Re: First Student - Awaiting Payment for Order #00126924

CAUTION: This email is from an external source. 'mayala@mvwsd.org' Please beware of links and attachments.

Good afternoon Dustin,

Thank you for reaching out. Payment for this trip is being handled by MVWSD - Ed Services office via Purchase Order.

Please contact Frances Rodriguez at frrodriguez@mvwsd.org for payment/P.O. details. Note, this information was provided at booking. Let me know if you have further questions or concerns.

Kindest regards,

Maria

Maria Ayala

Administrative Assistant

Mistral Elementary School

Mountain View Whisman School District

mayala@mvwsd.org

(650) 526 - 3575

On Tue, Dec 10, 2024 at 3:46 PM Dustin Payne <dustin.payne@firstgroup.com> wrote:

Hello Maria Ayala,

We have not received a payment for order #00126924 for the amount of \$USD 1,555.47. The date of the trip is on 12/13/2024. We do require payment prior to the date of the trip. Please give us a call at your earliest convenience. If no response is provided, trip will be cancelled due to non-payment. The best phone number to reach us is 855-870-8747.

Have a great day,

Dustin from Accounts Receivable Team

First Student, Inc. | #22009

Office: 855.870.8747 Option 4 | Hours: 7:00 AM-5:00 PM PST Mon-Fri

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--

John Zepezauer

Account Technician (A/P)

Fiscal Services

Mountain View Whisman School District

650-526-3546

www.mvwsd.org

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--

John Zepezauer

Account Technician (A/P)

Fiscal Services

Mountain View Whisman School District

650-526-3546

www.mvwsd.org

4 attachments

Click here to download the attachments. Right-click here to download the attachments.

image001.png
38K



image002.png
4K

image003.png
11K



First Student ck 29052840.pdf
19K

MVWSD Credit Card Purchase

Name	Swati Dagar
Title	Director
School Site or Department	Ed Services
Date	12/13/2024
Event Date (if applicable)	01/06/2025

[For Office Use Only]

Credit Card Check Out:

Date 12/13/2024Time 11:15 am

Credit Card Returned*:

Date 12/13/2024Time 11:45 am

Mountain View
Whisman
School District

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase:

Staff PD Day: 100 Elementary Staff at Crittenden and 100 Middle School Staff at Graham

SACS Code: 010-0000-0-4311-00-1110-1000-000000-009-0204

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor) Vendor: <u>Le Boulanger</u>	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Continental Breakfast for 50	4	\$565.95	2,263.80
2	Estimated Delivery Fee	1	181.00	181.00
3	Tip	2	20.00	40.00
ESTIMATED SUBTOTAL NOT TO EXCEED				3,000
Tax				206.57
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				\$1,354.00

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Swati Dagar Date: 12/13/2024

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: Cathy Baur Date: 12/13/2024

Supervisor Print Name & Title: Cathy Baur, Associate Superintendent

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: Denise Liu

12/13/2024

Continental Breakfast for 50

Big group? We have the perfect item for you! Enjoy:

- * Assorted bagels, cream cheese, jam & butter.
- * 3 Group Yogurt Parfaits or Group Fruit Bowls
- * Assorted petite Muffins, Filled petite Danish and Croissants
- * Choice of 1 large hot and 1 small hot beverage
- * 25 individual orange juices or water.

Item comes with everything needed to enjoy your meal!

Serves 50

\$565.95

—

+

Add to Order



Order No: 387750
Date: Monday, January 06, 2025
Store Code: Santa Clara
Store: Santa Clara

Catering - CONFIRMATION

Billing/Client Information

Credit Card: VISA(...8612)
Client: Swati Dagar
Client Phone: (650) 526-3500

Delivery Information

Delivery Date: 01/06/2025
Delivery: 7:15 - 7:30 AM

Crittenden Middle School
1701 Rock Street
Mountain View, CA 94043

Cyndee Nguyen
Phone: (510) 364-7480

Number of Guests: 100

Order Note: Deliver to Crittenden Middle School. Please bring extra coffee cups. Driver please go to the front of the school on Rock Street - meet at school front office. Please call when you arrive at Crittenden.

Order entered by: Online

Printed: 12/13/2024 11:45 AM PST

Price	Amount
-------	--------

Breakfast - Continental Breakfast - Group

2 Continental Breakfast for 50

565.95 1,131.90

Bagels and Pastries*

- 40 Assorted Bagels
- 20 Mini Filled Croissant
- 30 Mini Filled Danish
- 20 Assorted Mini Muffins
- 2 Large Regular Coffee Box (3 Gallon)
- 1 Regular Coffee Box
- 1 Hot Tea Box
- 30 Orange Juice - 10 Oz Size
- 20 Bottled Water
- 6 Fresh Fruit Bowl Large

Large Box- Serves 34*

Small Box- Serves 8*

Individual OJ or Water*

Fruit Bowls or Yogurt Bars*

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca. 95052 Catering Line: 408-523-9818

Cancellations must be made directly with the catering desk during regular business hours. Please see our policy for cancellations. A 50% cancellation fee may be incurred.

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	1,131.90
Delivery Fee:	90.55
Estimated Tax (9.125%):	111.55
Gratuity:	20.00
Estimated Total:	1,354.00

Powered by MSI



Order No: 387751

Date: Monday, January 06, 2025

Store Code: Santa Clara

Store: Santa Clara

Catering - CONFIRMATION**Billing/Client Information**

Credit Card: VISA(...8612)

Client: Swati Dagar

Client Phone: (650) 526-3500

Delivery Information

Delivery Date: 01/06/2025

Delivery: 7:15 - 7:30 AM

Graham Middle School
1175 Castro Street
Mountain View, CA 94040Sebastian Benavidez
Phone: (559) 907-2063

Number of Guests: 100

Order Note: Please call when you arrive at Graham Middle School. Please come to the school front office and call the contact number for Sebastian Benavidez. Please get extra cups for coffee.

Order entered by: Online

Printed: 12/13/2024 11:45 AM PST

Price Amount**Breakfast - Continental Breakfast - Group****2 Continental Breakfast for 50**

565.95 1,131.90

Bagels and Pastries*

40 Assorted Bagels

20 Mini Filled Croissant

30 Mini Filled Danish

20 Assorted Mini Muffins

Large Box- Serves 34*

2 Large Regular Coffee Box (3 Gallon)

Small Box- Serves 8*

1 Regular Coffee Box

1 Hot Tea Box

Individual OJ or Water*

30 Orange Juice - 10 Oz Size

20 Bottled Water

Fruit Bowls or Yogurt Bars*

6 Fresh Fruit Bowl Large

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca. 95052 Catering Line: 408-523-9818

Cancellations must be made directly with the catering desk during regular business hours. Please see our policy for cancellations. A 50% cancellation fee may be incurred.

Bags _____

Trays _____

Big Kahuna's _____

Subtotal: 1,131.90

Delivery Fee: 90.55

Estimated Tax (9.125%): 111.55

Gratuity: 20.00

Estimated Total: 1,354.00

Powered by MSI



Invoice No: 387750
Invoice Date: **Monday, January 06, 2025**
Store Code: **Santa Clara**
Store: **Santa Clara**

Catering - INVOICE

Billing/Client Information

Credit Card: VISA(...8612)
Client: Swati Dagar
Client Phone: (408) 221-8894

Delivery Information

Delivery Date: **01/06/2025**
Delivery: 7:15 - 7:30 AM

Crittenden Middle School
1701 Rock Street
Mountain View, CA 94043

Cyndee Nguyen
Phone: (510) 364-7480

Number of Guests: 100

Order Note: Deliver to Crittenden Middle School. Please bring extra coffee cups. Driver please go to the front of the school on Rock Street - meet at school front office. Please call when you arrive at Crittenden.

Order entered by: Online

Printed: 01/07/2025 01:00 AM PST

	Price	Amount
--	-------	--------

Breakfast - Continental Breakfast - Group

2 Continental Breakfast for 50		565.95	1,131.90
Bagels and Pastries*	40 Assorted Bagels		
	20 Mini Filled Croissant		
	30 Mini Filled Danish		
	20 Assorted Mini Muffins		
Large Box- Serves 34*	2 Large Regular Coffee Box (3 Gallon)		
Small Box- Serves 8*	1 Regular Coffee Box		
	1 Hot Tea Box		
Individual OJ or Water*	30 Orange Juice - 10 Oz Size		
	20 Bottled Water		
Fruit Bowls or Yogurt Bars*	6 Fresh Fruit Bowl Large		

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca 95052 Catering Line: 408-523-9818

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	1,131.90
Delivery Fee:	90.55
Tax (9.125%):	111.55
Gratuity:	20.00
Total:	1,354.00
Payment:	1,354.00
	(Visa)
Balance Due:	0.00

Powered by MSI



Invoice No: 387751
Invoice Date: **Monday, January 06, 2025**
Store Code: Santa Clara
Store: Santa Clara

Catering - INVOICE

Billing/Client Information

Credit Card: VISA(...8612)
Client: Swati Dagar
Client Phone: (408) 221-8894

Delivery Information

Delivery Date: **01/06/2025**
Delivery: 7:15 - 7:30 AM

Graham Middle School
1175 Castro Street
Mountain View, CA 94040

Sebastian Benavidez
Phone: (559) 907-2063

Number of Guests: 100

Order Note: Please call when you arrive at Graham Middle School. Please come to the school front office and call the contact number for Sebastian Benavidez. Please get extra cups for coffee.

Order entered by: Online

Printed: 01/07/2025 01:00 AM PST

	Price	Amount
--	-------	--------

Breakfast - Continental Breakfast - Group

2 Continental Breakfast for 50		565.95	1,131.90
Bagels and Pastries*	40 Assorted Bagels		
	20 Mini Filled Croissant		
	30 Mini Filled Danish		
	20 Assorted Mini Muffins		
Large Box- Serves 34*	2 Large Regular Coffee Box (3 Gallon)		
Small Box- Serves 8*	1 Regular Coffee Box		
	1 Hot Tea Box		
Individual OJ or Water*	30 Orange Juice - 10 Oz Size		
	20 Bottled Water		
Fruit Bowls or Yogurt Bars*	6 Fresh Fruit Bowl Large		

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca 95052 Catering Line: 408-523-9818

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	1,131.90
Delivery Fee:	90.55
Tax (9.125%):	111.55
Gratuity:	20.00
Total:	1,354.00
Payment:	1,354.00
	(Visa)
Balance Due:	0.00

Powered by MSI

MVWSD Credit Card Purchase

Name	Swati Dagar
Title	Director
School Site or Department	Ed Services
Date	12/16/2024
Event Date (if applicable)	01/06/2025

[For Office Use Only]

Credit Card Check Out:

Date 12/17/2024Time 8:50 am

Credit Card Returned*:

Date 12/17/2024Time 9:12 am

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase:

Staff PD Day: 70 Instructional Assistants and Behavior Techs at Stevenson School

SACS Code: 010-0000-0-4311-00-1110-1000-000000-009-0204 Ed Services- for 70 people

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor) Vendor: <u>Le Boulanger</u>	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Continental Breakfast for 50	1	565.95	2,263.80
2	Continental Breakfast for 8	1	110.95	110.95
3	Estimated Delivery Fee	1	54.15	54.15
4	Tip	1	10.00	10.00
				731.05
ESTIMATED SUBTOTAL NOT TO EXCEED				\$800.00
Tax				67.62
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				<u>\$667.00</u>

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Swati Dagar Date: 12/17/2024

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: Cathy Baur Date: 12/17/2024

Supervisor Print Name & Title: Cathy Baur, Associate Superintendent

[For Business Office Use Only]

Processed by Name & Title:

Denise Lin (Account Technician I)

Signature

Amin Kim

1/13/2025

Continental Breakfast for 50

Big group? We have the perfect item for you! Enjoy:

- * Assorted bagels, cream cheese, jam & butter.
- * 3 Group Yogurt Parfaits or Group Fruit Bowls
- * Assorted petite Muffins, Filled petite Danish and Croissants
- * Choice of 1 large hot and 1 small hot beverage
- * 25 individual orange juices or water.

Item comes with everything needed to enjoy your meal!

Serves 50

\$565.95



Add to Order



Continental Breakfast for 8

Breakfast includes bagels, petite pastries, fruit or yogurt, coffee & orange juice

1 Order serves 8 people.

\$110.95



Add to Order

You have **3** of these in your cart.



Order No: 387773
Date: Monday, January 06, 2025
Store Code: Santa Clara
Store: Santa Clara

Catering - CONFIRMATION

Billing/Client Information

Credit Card: VISA(...8612)
Client: Swati Dagar
Client Phone: (650) 526-3500

Delivery Information

Delivery Date: 01/06/2025
Delivery: 7:45 - 8:00 AM

Stevenson Elementary School
750 San Pierre Way
Mountain View, CA 94043

Jennifer Morgen
Phone: (408) 313-6135

Number of Guests: 70

Order Note: Please call Jennifer upon arrival to the school front office.
Order entered by: Online

Printed: 12/17/2024 09:09 AM PST

	Price	Amount
Breakfast - Continental Breakfast - Group		

1 Continental Breakfast for 50		565.95	565.95
Bagels and Pastries*	20 Assorted Bagels		
	10 Mini Filled Croissant		
	15 Mini Filled Danish		
	10 Assorted Mini Muffins		
Large Box- Serves 34*	1 Large Regular Coffee Box (3 Gallon)		
Small Box- Serves 8*	1 Regular Coffee Box		
Individual OJ or Water*	25 Orange Juice - 10 Oz Size		
Fruit Bowls or Yogurt Bars*	3 Fresh Fruit Bowl Large		

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca. 95052 Catering Line: 408-523-9818

Cancellations must be made directly with the catering desk during regular business hours. Please see our policy for cancellations. A 50% cancellation fee may be incurred.

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	565.95
Delivery Fee:	45.28
Estimated Tax (9.125%):	55.77
Gratuity:	0.00
Estimated Total:	667.00



Invoice No: 387773
Invoice Date: **Monday, January 06, 2025**
Store Code: Santa Clara
Store: Santa Clara

Catering - INVOICE

Billing/Client Information

Credit Card: VISA(...8612)
Client: Swati Dagar
Client Phone: (408) 221-8894

Delivery Information

Delivery Date: **01/06/2025**
Delivery: 7:45 - 8:00 AM

Stevenson Elementary School
750 San Pierre Way
Mountain View, CA 94043

Jennifer Morgen
Phone: (408) 313-6135

Number of Guests: 70

Order Note: Please call Jennifer upon arrival to the school front office.

Order entered by: Online

Printed: 01/07/2025 01:01 AM PST

	Price	Amount
--	-------	--------

Breakfast - Continental Breakfast - Group

1 Continental Breakfast for 50

Bagels and Pastries*

Large Box- Serves 34*

Small Box- Serves 8*

Individual OJ or Water*

Fruit Bowls or Yogurt Bars*

- 20 Assorted Bagels
- 10 Mini Filled Croissant
- 15 Mini Filled Danish
- 10 Assorted Mini Muffins
- 1 Large Regular Coffee Box (3 Gallon)
- 1 Regular Coffee Box
- 25 Orange Juice - 10 Oz Size
- 3 Fresh Fruit Bowl Large

565.95 565.95

*Total for all items ordered

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca 95052 Catering Line: 408-523-9818

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	565.95
Delivery Fee:	45.28
Tax (9.125%):	55.77
Gratuity:	0.00
Total:	667.00
Payment:	667.00
	(Visa)
Balance Due:	0.00

Powered by MSI

MVWSD Credit Card Purchase

Name	Priscila Bogdanic
Title	McK-V Liaison
School Site or Department	DO
Date	Jan 10, 2025
Event Date (if applicable)	Jan 13, 2025

1/10/25 @ Noon

[For Office Use Only]
 Credit Card Check Out:
 Date 1/10/2025
 Time 1:30 pm

Credit Card Returned*:
 Date 1/10/2025
 Time 1:55 pm



Mountain View
Whisman
School District

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _On Jan 13 we are having our monthly "Cafecito @SPARC" for our McK-V families. I need to use the Credit Card, because I was told I can not use my credit card and get reimbursed. ____

SACS Code: 010-9552-0-4311-00-0000-2495-000000-014-0302

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Individually wrapped pastries (Safeway)	2	10.00	20.00
2	Variety of Tea (Safeway)	1	10.00	10.00
3	Fruit (Safeway)	1	10.00	10.00
4	Yogurt (Safeway)	2	5.00	10.00
5	Mini Bagels (safeway)	2	10.00	20.00
6	Cream Cheese (safeway)	2	5.00	10.00
ESTIMATED SUBTOTAL NOT TO EXCEED				80.00
Tax				
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				\$ 61.32

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: _____ Date: 1/09/2025

Supervisor or Board President Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: _____ Date: 1/9/25

Supervisor Print Name & Title: Geoff Chang, Director

[For Business Office Use Only]

Processed by Name & Title: Denise Lin (Account Technician I) Signature Denise Lin
1/10/2025



Store 705 Dir Jeff Harms
Main:(650) 961-4868 Rx:(650) 961-4851
570 North Shoreline
MOUNTAIN VIEW CA 94040



YOUR CASHIER TODAY WAS SELF

GROCERY		Price	You Pay
7073405243	CELESTIAL TEA BAGS	4.49	2.50 S
	Member Savings -1.99		
7073405500	C S TEA FRT SMPLR	4.49	2.50 S
	Member Savings -1.99		
REFRIG/FROZEN			
2113004367	LUC VEG CRN CHEESE	3.99	3.99 S
2113004379	LUC CREAM CHEESE	3.99	3.99 S
7047040389	YOPLAIT ORIG	7.99	5.99 S
	Member Savings -2.00		
74236521670	HORIZON HALF/ HALF	4.99	4.99 S
BAKED GOODS			
4812121657	THOMAS MINI BAGEL	5.89	5.89 S
4812190078	THOMAS EVERYTHING	5.89	0.00 S
	Member Savings -5.89		
7222015049	SVENHARDS CINNAMON	12.99	11.99 S
	Member Savings -1.00		
7222015050	SVENHARDS VRTY PK	12.99	11.99 S
	Member Savings -1.00		
PRODUCE			
73231300209	CRUNCH PAK TRAY	3.99	3.99 S
73231300210	SWEET APPLE SLICES	3.99	3.50 S
	Member Savings -0.49		

TAX	0.00
**** BALANCE	61.32

Credit Purchase 01/10/25 13:49
CARD # *****8612
REF: 394940486120 AUTH: 00022347

PAYMENT AMOUNT 61.32

AL VISA CREDIT	
Visa	61.32
CHANGE	0.00

YOUR SAVINGS	
Member Savings	14.36
Total	14.36
Total Savings Value	19%

YOUR POINTS
Points Earned Today 61
Points Available 122

TOTAL NUMBER OF ITEMS SOLD = 12
01/10/25 13:49 705 51 79 8851

MVWSD Credit Card Purchase

Name	Nancy Villalba
Title	Executive Assistant to the Superintendent
School Site or Department	Superintendent's Office
Date	1/11/2025
Event Date (if applicable)	Board of Trustees Study Session

[For Office Use Only]

Credit Card Check Out:

Date 1/10/2025Time 10:55 am

Credit Card Returned*:

Date 1/10/2025Time 11:51 am

Mountain View
Whisman
School District

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _____

Per Dr. Skelly lunch was to be ordered for the board of trustees' study session held on Saturday, January 11, 2024; agenda is attached as backup.

SACS Code: 010-0000-0-4311-00-0000-7100-000000-009-0610
 Documentation of prior approval for restricted SACS accounts must be attached to this form.
 SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Grilled Cheese	1	10.29	10.29
2	Rustic Baked Potato Soup	1	10.89	10.89
3	Smokehouse BBQ Chicken	1	13.79	13.79
4	Asian Sesame Chicken salad	1	15.39	15.39
5	Homestyle Chicken Noddle Soup QTY 1 / \$12.19 / \$12.19		Tip	11.21
6			Delivery	3.00
ESTIMATED SUBTOTAL NOT TO EXCEED				74.74
Tax				6.81
Convenience Fee Shipping/Handling				7.47
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				103.23

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Nancy Villalba Date: 1-10-24

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 1/13/2025

Supervisor Print Name & Title: Kevin Skelly, Interim Superintendent

[For Business Office Use Only]
 Processed by Name & Title: Denise Liu (Account Technician I) Signature: Denise Liu
1/13/2025

1/10/25, 11:29 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!



Nancy Villalba <nvillalba@mvwsd.org>

We've received your Delivery order, Nancy!

1 message

Panera Bread <panera@m2.panerabread.com>
Reply-To: panera@m2.panerabread.com
To: nvillalba@mvwsd.org

Fri, Jan 10, 2025 at 11:23 AM

Your order is in the works.

Thanks for your order, Nancy! You're one visit closer to earning a reward.



Your order for Delivery
will be ready at:

11:05 AM - 11:15 AM

01/11/2025

1035 El Monte Avenue
Mountain View, CA
94041

<https://mail.google.com/mail/u/0/?ik=f9d17c167&view=pt&search=all&permthid=thread-f:1820891046302992495&simpl=msg-f:1820891046302992495>

1/4

1/10/25, 11:29 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

650-968-2066

DELIVERY ADDRESS

1400 Montecito Ave
Mountain View, CA
94043

Track Order

Get Help

Click to track the status of your delivery or
to get help with your order.

ORDER SUMMARY: #6051715846038143

6 items • \$103.23 • Delivery

Grilled Cheese	\$10.29
Chips	
Qty: 1	
Rustic Baked Potato Soup	\$10.89
French Baguette	
Qty: 1	
Smokehouse BBQ Chicken	\$13.79
Chips	
Qty: 1	
Southwest Chicken Ranch Salad	\$12.19
French Baguette	
Qty: 1	
Asian Sesame Chicken Salad	\$15.39
French Baguette	

<https://mail.google.com/mail/u/0/?ik=f9d17c167&view=pt&search=all&permthid=thread-f:1820891046302992495&simpl=msg-f:1820891046302992495>

2/4

1/10/25, 11:29 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

Qty: 1

Homestyle Chicken Noodle Soup \$12.19
French Baguette

Qty: 1

Subtotal \$74.74
Tax \$6.81
Convenience Fee \$9.47
Delivery Fee \$1.00
Tip \$11.21
Order Total \$103.23

VISA ending in 8612 \$103.23

NEED HELP?

Start Here

CAFE #204485
650-968-2066
1035 El Monte Avenue
Mountain View, CA 94041

We bake our items fresh daily and will try our best to fulfill your order exactly as you specify. However, should an issue occur, we'll do our best to replace, substitute or work with you on arrival to adjust the order to your liking

For quick answers to most questions, please visit our **customer help** or call us at 855-3-PANERA (855-372-6372) to speak with a Customer Care specialist. Phone support is available Monday through Saturday from 7am-7pm CST.

Do you need to **cancel** your order?

Follow us @panerabread



Privacy Policy • Terms of Use

1/10/25, 11:29 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

Panera Bread 1400 South Highway Drive, Suite 100, Fenton, MO 63026
© 2025 Panera Bread. All rights reserved.

N Villaalba

Order Number: 6051715846038143

Delivery

01/11/25 at 11:15 AM
Via: eCommerce Web

✓ 2 Spoons, 2 Knives, 2 Forks

✓ Smkhs BBQ Chx Sdw

✓ Grilled Chz

✓ 1/2 SW Chx Ranch Sld

✓ Asian Sesame Chx Sal

✓ Bwl Potato Soup

✓ BB Chx Ndl Soup

4 French Bag Side

2 Chips

✓ Confirm Napkins

Total

103.23

Order Checked By

Accuracy Matters. If your order is not
right, please let a manager know.



Mountain View Whisman School District Board of Trustees - Special Meeting

1400 Montecito Avenue
January 11, 2025

The Mountain View Whisman Board of Trustees meeting is held in person at the above location unless otherwise specified. The Board of Trustees meeting will continue to be available via Zoom by: <https://zoom.us/join>

The meeting will be streamed. Public comments must be done in person.

Live streaming available at
youtube.com/mvwsd

A request for a disability-related modification or accommodation may be made to the Superintendent's Office (650-526-3552) at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

(Live streaming available at www.mvwsd.org)

As a courtesy to others, please turn off your cell phone upon entering.

Under Approval of Agenda, item order may be changed. All times are approximate.

I. CALL TO ORDER (8:30 a.m.)

- A. Pledge
- B. Roll Call
- C. Approval of Agenda

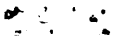
II. ACTION, DISCUSSION, AND PRESENTATION

- 1 [This meeting is a study session to build norms and protocols for board operations. A draft agenda and other information are attached.](#)

III. FUTURE BOARD MEETING DATES

- A. [Future Board Meeting Dates](#)
 - January 16, 2025
 - January 23, 2025 Special Meeting-Selection of Superintendent Search Firm
 - January 30, 2025
 - February 13, 2025
- B. [MVWSD 2024-25 Governance Calendar](#)
[2024-2025 Governance Calendar](#)

Agenda items listed on a designated month on the Governance Calendar are subject to change.



IV. ADJOURNMENT

NOTICES FOR AUDIENCE MEMBERS

1. **RECORDING OF MEETINGS:**

The open session will be video recorded and live streamed on the District's website (www.mvwsd.org).

2. **CELL PHONES:**

As a courtesy to others, please turn off your cell phone upon entering.

3. **FRAGRANCE SENSITIVITY:**

Persons attending Board meetings are requested to refrain from using perfumes, colognes or any other products that might produce a scent or chemical emission.

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El Distrito Escolar de Mountain View Whisman esta dedicado a proveer acceso y comunicacion a todas las personas que deseen asistir a las reuniones de la Junta. Se pide que aquellas personas que planean asistir a esta reunion y requieren de asistencia especial llamen a la Oficina del Superintendente al (650) 526-3552 con por lo menos 48 horas de anticipacion del horario y fecha de esta reunion, para asi poder coordinar los arreglos especiales.

5. **DOCUMENT AVAILABILITY:**

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Los documentos que se les proveen a la mayoria de los miembros de la Mesa Directiva sobre los temas en la sesion abierta de este orden del dia estaran disponibles para la inspeccion publica en la Oficina del Distrito, localizada en el 1400 Montecito Avenue durante las horas de oficinas regulares.

MVWSD Credit Card Purchase

Name	Nancy Villalba
Title	Executive Assistant to the Superintendent
School Site or Department	Superintendent's Office
Date	1/11/2025
Event Date (if applicable)	Board of Trustees Study Session

[For Office Use Only]

Credit Card Check Out:

Date 1/10/2025Time 10:55 am

Credit Card Returned*:

Date 1/10/2025Time 10:45 am

Mountain View
Whisman
School District

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _____

Per Dr. Skelly light refreshments were to be ordered for the board of trustees' study session held on Saturday, January 11, 2024; agenda is attached as backup.

SACS Code: 010-0000-0-4311-00-0000-7100-000000-009-0610
 Documentation of prior approval for restricted SACS accounts must be attached to this form.
 SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Cafe Blend Dark Roast Coffee Traveler	1	28.79	28.79
2	Bagel Pack	1	22.99	22.99
3				
4				
5			Tip	7.77
6			Delivery	3.00
ESTIMATED SUBTOTAL NOT TO EXCEED				51.78
Tax				2.63
Convenience Fee				5.18
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				70.36

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Nancy Villalba Date: 1-10-24

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 1/13/2025

Supervisor Print Name & Title: Kevin Skelly, Interim Superintendent

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: [Signature]
1/13/2025

1/10/25, 11:42 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

Panera Bread 1400 South Highway Drive, Suite 100, Fenton, MO 63026
© 2025 Panera Bread. All rights reserved.

Panera Bread <panera@m2.panerabread.com>
Reply-To: panera@m2.panerabread.com
To: nvillalba@mwbsd.org

Fri, Jan 10, 2025 at 11:41 AM

Your order is in the works.

Thanks for your order, Nancy! You're one
visit closer to earning a reward.



Your order for Delivery
will be ready at:

08:05 AM - 08:15 AM

01/11/2025

 1035 El Monte Avenue
Mountain View, CA
94041

 650-968-2066

DELIVERY ADDRESS

https://mail.google.com/mail/u/0/?ik=fc9d7c167&view=pt&search=all&permthid=thread-f:1820891046302992495&simpl=msg-f:1820891046302992495&simpl=m... 4/6

1/10/25, 11:42 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

 1400 Montecito Ave
Building
Mountain View, CA
94043

Track Order

Get Help

Click to track the status of your delivery or
to get help with your order.

ORDER SUMMARY: #6051715846051799

2 items • \$70.36 • Delivery

Bagel Pack \$22.99

2 Plain Bagel
2 Sesame Bagel
2 Blueberry Bagel
2 Everything Bagel
2 Cinnamon Crunch Bagel
Cinnamon Swirl & Raisin Bagel
2 Multigrain Bagel Flat
2 Plain Cream Cheese Spread Tub
All Unsliced

Qty: 1

Cafe Blend Dark Roast Coffee Tote \$28.79

Qty: 1

Subtotal	\$51.78
Tax	\$2.63
Convenience Fee	\$7.18
Delivery Fee	\$1.00
Tip	\$7.77

Order Total \$70.36

https://mail.google.com/mail/u/0/?ik=fc9d7c167&view=pt&search=all&permthid=thread-f:1820891046302992495&simpl=msg-f:1820891046302992495&simpl=m... 5/6

1/10/25, 11:42 AM

Mountain View Whisman School District Mail - We've received your Delivery order, Nancy!

VISA ending in 8612

\$70.36

NEED HELP?

Start Here

CAFE #204485
650-968-2066
1035 El Monte Avenue
Mountain View, CA 94041

We bake our items fresh daily and will try our best to fulfill your order exactly as you specify. However, should an issue occur, we'll do our best to replace, substitute or work with you on arrival to adjust the order to your liking.

For quick answers to most questions, please visit our [customer help](#) or call us at 855-3-PANERA (855-372-6372) to speak with a Customer Care specialist. Phone support is available Monday through Saturday from 7am-7pm CST.

Do you need to [cancel](#) your order?

Follow us @panerabread



[Privacy Policy](#) • [Terms of Use](#)

Panera Bread 1400 South Highway Drive, Suite 100, Fenton, MO 63026

© 2025 Panera Bread. All rights reserved.



*Scan here or visit
PaneraBread.com/MyPanera
to sign up and for program and
offer terms and conditions.
Restrictions apply.

N Villalba

Order Number: 6051715846051799

Delivery

01/11/25 at 08:15 AM
Via: eCommerce Web

MODIFIED

1 2 Knives

1 Dark Rst Coffee Tote

1 Bagel Pack

- + 2 Plain CC Tub
- + 2 Plain Bagel
- + 2 Sesame Bagel
- + 2 Blueberry Bagel
- + 2 Everything Bagel
- + 2 Cinnamon Crunch Bgl
- + 1 Cin Swirl Raisin Bgl
- + 2 Multigrain Bagel Flat
- + All Unsliced

1 Confirm Napkins

Total 70.36

Order Checked By _____

Accuracy Matters. If your order is not
right, please let a manager know



Mountain View Whisman School District Board of Trustees - Special Meeting

1400 Montecito Avenue
January 11, 2025

The Mountain View Whisman Board of Trustees meeting is held in person at the above location unless otherwise specified. The Board of Trustees meeting will continue to be available via Zoom by: <https://zoom.us/join>

The meeting will be streamed. Public comments must be done in person.

Live streaming available at
youtube.com/mvwsd

A request for a disability-related modification or accommodation may be made to the Superintendent's Office (650-526-3552) at least twenty-four (24) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

(Live streaming available at www.mvwsd.org)

As a courtesy to others, please turn off your cell phone upon entering.

Under Approval of Agenda, item order may be changed. All times are approximate.

I. CALL TO ORDER (8:30 a.m.)

- A. Pledge
- B. Roll Call
- C. Approval of Agenda

II. ACTION, DISCUSSION, AND PRESENTATION

- 1 [This meeting is a study session to build norms and protocols for board operations. A draft agenda and other information are attached.](#)

III. FUTURE BOARD MEETING DATES

- A. [Future Board Meeting Dates](#)
 - January 16, 2025
 - January 23, 2025 Special Meeting-Selection of Superintendent Search Firm
 - January 30, 2025
 - February 13, 2025
- B. [MVWSD 2024-25 Governance Calendar](#)
[2024-2025 Governance Calendar](#)

Agenda items listed on a designated month on the Governance Calendar are subject to change.

IV. ADJOURNMENT

NOTICES FOR AUDIENCE MEMBERS

1. **RECORDING OF MEETINGS:**

The open session will be video recorded and live streamed on the District's website (www.mvwsd.org).

2. **CELL PHONES:**

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P.O. BOX 6343
FARGO ND 58125-6343



000000863 02 SP 106481230471199 P
MOUNTAIN VIEW WHISMAN SD
ATTN JOHN ZEPEZAUER
1400 MONTECITO AVENUE
MOUNTAIN VIEW CA 94043-4590

ACCOUNT NUMBER [REDACTED]
STATEMENT DATE 01-22-2025
AMOUNT DUE \$20,713.83
NEW BALANCE \$20,713.83
PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED

\$

Please make check payable to "U.S. Bank"

U.S. BANK CORPORATE PAYMENT SYSTEMS
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

4246044555755226 002071383 002071383

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY									
MOUNTAIN VIEW WHISMA 4246 0445 5575 5226	Previous Balance	Purchases And Other + Charges	Cash + Advances	Cash Advance + Fees	Late Payment + Charges	- Credits	- Payments	= New Balance	
Company Total	\$64,737.74	\$14,592.26	\$0.00	\$0.00	\$0.00	\$1,555.47	\$57,060.70	\$20,713.83	

MARKETING MESSAGES

WE CERTIFY THAT ALL PURCHASES LISTED ON THIS STATEMENT HAVE BEEN RECEIVED, UNLESS ANNOTATED TO THE CONTRARY, ARE TRUE, CORRECT AND FOR OFFICIAL BUSINESS ONLY. PAYMENT IS AUTHORIZED.

Cardholder _____ Date _____ Approver _____ Date _____

NEW ACTIVITY					
TARA VIKJORD		CREDITS \$1,018.25	PURCHASES \$0.00	CASH ADV \$0.00	TOTAL ACTIVITY \$1,018.25 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	74798264366000000000076	PAYMENT - THANK YOU 00000 C		380.00 CR
12-31	12-24	74798264366000000000084	PAYMENT - THANK YOU 00000 C		32.52 CR
12-31	12-24	74798264366000000000092	PAYMENT - THANK YOU 00000 C		588.74 CR
12-31	12-24	74798264366000000000100	PAYMENT - THANK YOU 00000 C		11.99 CR
12-31	12-24	74798264366000000000118	PAYMENT - THANK YOU 00000 C		5.00 CR

CUSTOMER SERVICE CALL 800-344-5696	ACCOUNT NUMBER 		ACCOUNT SUMMARY	
	STATEMENT DATE 01/22/25	DISPUTED AMOUNT .00	PREVIOUS BALANCE	64,737.74
			PURCHASES & OTHER CHARGES	14,592.26
SEND BILLING INQUIRIES TO: U.S. Bank National Association C/O U.S. Bancorp Purchasing Card Program P.O. Box 6335 Fargo, ND 58125-6335	AMOUNT DUE 20,713.83		CASH ADVANCES	.00
			CASH ADVANCE FEES	.00
			LATE PAYMENT CHARGES	.00
			CREDITS	1,555.47
			PAYMENTS	57,060.70
			ACCOUNT BALANCE	20,713.83



Company Name: MOUNTAIN VIEW WHISMAN SD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2025

NEW ACTIVITY					
ARLINE SIAM		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$255.00	\$0.00	\$0.00	\$255.00 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	7479826436600000000126	PAYMENT - THANK YOU 00000 C		255.00 CR
CLAUDIA OLACIREGUI		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$380.38	\$0.00	\$0.00	\$380.38 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	7479826436600000000134	PAYMENT - THANK YOU 00000 C		86.86 CR
12-31	12-24	7479826436600000000142	PAYMENT - THANK YOU 00000 C		30.00 CR
12-31	12-24	7479826436600000000159	PAYMENT - THANK YOU 00000 C		44.00 CR
12-31	12-24	7479826436600000000167	PAYMENT - THANK YOU 00000 C		175.52 CR
12-31	12-24	7479826436600000000175	PAYMENT - THANK YOU 00000 C		44.00 CR
VERNORRIS TAYLOR		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$353.95	\$0.00	\$0.00	\$353.95 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	7479826436600000000183	PAYMENT - THANK YOU 00000 C		324.00 CR
12-31	12-24	7479826436600000000191	PAYMENT - THANK YOU 00000 C		29.95 CR
DEBORAH AUSTIN		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$495.00	\$0.00	\$0.00	\$495.00 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	7479826436600000000209	PAYMENT - THANK YOU 00000 C		495.00 CR
TERRI KEMPER		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$768.31	\$0.00	\$0.00	\$768.31 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	7479826436600000000217	PAYMENT - THANK YOU 00000 C		26.94 CR
12-31	12-24	7479826436600000000225	PAYMENT - THANK YOU 00000 C		34.36 CR
12-31	12-24	7479826436600000000233	PAYMENT - THANK YOU 00000 C		35.43 CR
12-31	12-24	7479826436600000000241	PAYMENT - THANK YOU 00000 C		551.58 CR
12-31	12-24	7479826436600000000258	PAYMENT - THANK YOU 00000 C		120.00 CR
ERIKA NAVARRO		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$1,872.08	\$0.00	\$0.00	\$1,872.08 CR



Company Name: MOUNTAIN VIEW WHISMAN SD

Corporate Account Number: [REDACTED]

Statement Date: 01-22-2025

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000266	PAYMENT - THANK YOU 00000 C	36.36 CR
12-31	12-24	74798264366000000000274	PAYMENT - THANK YOU 00000 C	39.45 CR
12-31	12-24	74798264366000000000282	PAYMENT - THANK YOU 00000 C	106.10 CR
12-31	12-24	74798264366000000000290	PAYMENT - THANK YOU 00000 C	26.21 CR
12-31	12-24	74798264366000000000308	PAYMENT - THANK YOU 00000 C	63.74 CR
12-31	12-24	74798264366000000000316	PAYMENT - THANK YOU 00000 C	21.82 CR
12-31	12-24	74798264366000000000324	PAYMENT - THANK YOU 00000 C	174.34 CR
12-31	12-24	74798264366000000000332	PAYMENT - THANK YOU 00000 C	102.50 CR
12-31	12-24	74798264366000000000340	PAYMENT - THANK YOU 00000 C	51.75 CR
12-31	12-24	74798264366000000000357	PAYMENT - THANK YOU 00000 C	24.90 CR
12-31	12-24	74798264366000000000365	PAYMENT - THANK YOU 00000 C	9.08 CR
12-31	12-24	74798264366000000000373	PAYMENT - THANK YOU 00000 C	181.23 CR
12-31	12-24	74798264366000000000381	PAYMENT - THANK YOU 00000 C	9.97 CR
12-31	12-24	74798264366000000000399	PAYMENT - THANK YOU 00000 C	17.44 CR
12-31	12-24	74798264366000000000407	PAYMENT - THANK YOU 00000 C	127.75 CR
12-31	12-24	74798264366000000000415	PAYMENT - THANK YOU 00000 C	70.23 CR
12-31	12-24	74798264366000000000423	PAYMENT - THANK YOU 00000 C	24.90 CR
12-31	12-24	74798264366000000000431	PAYMENT - THANK YOU 00000 C	181.23 CR
12-31	12-24	74798264366000000000449	PAYMENT - THANK YOU 00000 C	27.98 CR
12-31	12-24	74798264366000000000456	PAYMENT - THANK YOU 00000 C	74.63 CR
12-31	12-24	74798264366000000000464	PAYMENT - THANK YOU 00000 C	24.90 CR
12-31	12-24	74798264366000000000472	PAYMENT - THANK YOU 00000 C	181.23 CR
12-31	12-24	74798264366000000000480	PAYMENT - THANK YOU 00000 C	13.58 CR
12-31	12-24	74798264366000000000498	PAYMENT - THANK YOU 00000 C	27.98 CR
12-31	12-24	74798264366000000000506	PAYMENT - THANK YOU 00000 C	13.98 CR
12-31	12-24	74798264366000000000514	PAYMENT - THANK YOU 00000 C	119.40 CR
12-31	12-24	74798264366000000000522	PAYMENT - THANK YOU 00000 C	119.40 CR

DANIELLE LYONS

CREDITS
\$17.46

PURCHASES
\$0.00

CASH ADV
\$0.00

TOTAL ACTIVITY
\$17.46 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000530	PAYMENT - THANK YOU 00000 C	17.46 CR

PERLA GALENO

CREDITS
\$322.52

PURCHASES
\$0.00

CASH ADV
\$0.00

TOTAL ACTIVITY
\$322.52 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000548	PAYMENT - THANK YOU 00000 C	25.97 CR
12-31	12-24	74798264366000000000555	PAYMENT - THANK YOU 00000 C	12.54 CR
12-31	12-24	74798264366000000000563	PAYMENT - THANK YOU 00000 C	25.97 CR
12-31	12-24	74798264366000000000571	PAYMENT - THANK YOU 00000 C	76.81 CR
12-31	12-24	74798264366000000000589	PAYMENT - THANK YOU 00000 C	12.54 CR
12-31	12-24	74798264366000000000597	PAYMENT - THANK YOU 00000 C	64.31 CR
12-31	12-24	74798264366000000000605	PAYMENT - THANK YOU 00000 C	33.96 CR
12-31	12-24	74798264366000000000613	PAYMENT - THANK YOU 00000 C	36.46 CR
12-31	12-24	74798264366000000000621	PAYMENT - THANK YOU 00000 C	33.96 CR

SEBASTIAN BENAVIDEZ

CREDITS
\$961.59

PURCHASES
\$0.00

CASH ADV
\$0.00

TOTAL ACTIVITY
\$961.59 CR



Company Name: MOUNTAIN VIEW WHISMAN SD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2025

NEW ACTIVITY				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000639	PAYMENT - THANK YOU 00000 C	85.06 CR
12-31	12-24	74798264366000000000647	PAYMENT - THANK YOU 00000 C	20.56 CR
12-31	12-24	74798264366000000000654	PAYMENT - THANK YOU 00000 C	76.96 CR
12-31	12-24	74798264366000000000662	PAYMENT - THANK YOU 00000 C	38.16 CR
12-31	12-24	74798264366000000000670	PAYMENT - THANK YOU 00000 C	104.35 CR
12-31	12-24	74798264366000000000688	PAYMENT - THANK YOU 00000 C	108.58 CR
12-31	12-24	74798264366000000000696	PAYMENT - THANK YOU 00000 C	345.00 CR
12-31	12-24	74798264366000000000704	PAYMENT - THANK YOU 00000 C	56.50 CR
12-31	12-24	74798264366000000000712	PAYMENT - THANK YOU 00000 C	13.80 CR
12-31	12-24	74798264366000000000720	PAYMENT - THANK YOU 00000 C	112.62 CR
MOUNTAIN VIEW WHISMAN SD		CREDITS	PURCHASES	CASH ADV
[REDACTED]		\$1,555.47	\$3,679.21	\$0.00
				TOTAL ACTIVITY
				\$2,123.74
Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-24	12-23	74692164358106829581359	FIRST STUDENT22009 866-841-2504 CA	1,555.47 CR
01-07	01-07	24269795007000913429563	LE BOULANGER - E-COMME SUNNYVALE CA	1,354.00
01-07	01-07	24269795007000913429647	LE BOULANGER - E-COMME SUNNYVALE CA	1,354.00
01-07	01-07	24269795007000913429720	LE BOULANGER - E-COMME SUNNYVALE CA	667.00
01-13	01-10	24231685011209410024080	SAFEWAY #0705 MOUNTAIN VIEW CA	61.32
01-13	01-12	24692165012102873619344	PANERA BREAD #204485 O 650-968-2066 CA	103.23
01-13	01-12	24692165012102873619351	PANERA BREAD #204485 O 650-968-2066 CA	70.36
01-20	01-16	24089995017900012100019	MALDONADO'S PIZZERIA 650-9628499 CA	69.30
MOUNTAIN VIEW WHISMAN 2		CREDITS	PURCHASES	CASH ADV
[REDACTED]		\$0.00	\$9,543.56	\$0.00
				TOTAL ACTIVITY
				\$9,543.56
Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-27	12-26	24906414361217654405647	HOO*HOOTSUITE INC 778-5889767 TX	2,988.00
12-31	12-31	244921643665000005817578	DMARCREPORT.COM DMARCREPORT.C CA	750.00
01-03	01-02	24943005003124153973932	COSTCO WHSE #0143 MOUNTAIN VIEW CA	12.99
01-06	01-03	24000775003500006767993	DRIP WWW.DRIP.COM MN	39.00
01-06	01-05	24000775005000006739090	BACKBLAZE INC HTTPWWW.BACK CA	56.93
01-06	01-03	24455015003142000736046	WAL-MART #2280 MOUNTAIN VIEW CA	6.94
01-07	01-07	24269795007000913429803	LE BOULANGER - E-COMME SUNNYVALE CA	181.54
01-07	01-07	24492165007000003006441	SPECIALTYS.COM SPECIALTYS.CO CA	1,191.10
01-15	01-15	24000775015500000287671	NAME-CHEAP.COM* 42DFPA WWW.NAMECHEAP AZ	34.32
01-16	01-15	24275305016073192021053	CALIFORNIA SCHOOL BOARD 916-371-4691 CA	4,050.00
01-17	01-16	24231685017215095594358	SMART AND FINAL 432 MOUNTAIN VIEW CA	127.84
01-17	01-16	24943005017132649673291	COSTCO WHSE #0143 MOUNTAIN VIEW CA	104.90
AYINDE RUDOLPH		CREDITS	PURCHASES	CASH ADV
[REDACTED]		\$0.00	\$674.49	\$0.00
				TOTAL ACTIVITY
				\$674.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000738	CR.BAL.REV 00000 C	485.00
12-31	12-24	74798264366000000000746	CR.BAL.REV 00000 C	131.47
12-31	12-24	74798264366000000000753	CR.BAL.REV 00000 C	58.02

Partial in Dec. Credit taken in



Company Name: MOUNTAIN VIEW WHISMAN SD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2025

NEW ACTIVITY

CATHY BAUR [REDACTED]	CREDITS \$1,161.99	PURCHASES \$0.00	CASH ADV \$0.00	TOTAL ACTIVITY \$1,161.99 CR
---------------------------------	------------------------------	----------------------------	---------------------------	--

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000761	PAYMENT - THANK YOU 00000 C	69.99 CR
12-31	12-24	74798264366000000000779	PAYMENT - THANK YOU 00000 C	426.32 CR
12-31	12-24	74798264366000000000787	PAYMENT - THANK YOU 00000 C	80.00 CR
12-31	12-24	74798264366000000000795	PAYMENT - THANK YOU 00000 C	88.00 CR
12-31	12-24	74798264366000000000803	PAYMENT - THANK YOU 00000 C	97.72 CR
12-31	12-24	74798264366000000000811	PAYMENT - THANK YOU 00000 C	199.97 CR
12-31	12-24	74798264366000000000829	PAYMENT - THANK YOU 00000 C	199.99 CR

NANCY RODRIGUEZ [REDACTED]	CREDITS \$3,703.40	PURCHASES \$0.00	CASH ADV \$0.00	TOTAL ACTIVITY \$3,703.40 CR
--------------------------------------	------------------------------	----------------------------	---------------------------	--

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000000837	PAYMENT - THANK YOU 00000 C	41.62 CR
12-31	12-24	74798264366000000000845	PAYMENT - THANK YOU 00000 C	64.66 CR
12-31	12-24	74798264366000000000852	PAYMENT - THANK YOU 00000 C	9.71 CR
12-31	12-24	74798264366000000000860	PAYMENT - THANK YOU 00000 C	13.43 CR
12-31	12-24	74798264366000000000878	PAYMENT - THANK YOU 00000 C	0.01 CR
12-31	12-24	74798264366000000000886	PAYMENT - THANK YOU 00000 C	339.51 CR
12-31	12-24	74798264366000000000894	PAYMENT - THANK YOU 00000 C	618.00 CR
12-31	12-24	74798264366000000000902	PAYMENT - THANK YOU 00000 C	14.95 CR
12-31	12-24	74798264366000000000910	PAYMENT - THANK YOU 00000 C	46.12 CR
12-31	12-24	74798264366000000000928	PAYMENT - THANK YOU 00000 C	167.79 CR
12-31	12-24	74798264366000000000936	PAYMENT - THANK YOU 00000 C	50.01 CR
12-31	12-24	74798264366000000000944	PAYMENT - THANK YOU 00000 C	106.75 CR
12-31	12-24	74798264366000000000951	PAYMENT - THANK YOU 00000 C	120.07 CR
12-31	12-24	74798264366000000000969	PAYMENT - THANK YOU 00000 C	28.84 CR
12-31	12-24	74798264366000000000977	PAYMENT - THANK YOU 00000 C	437.97 CR
12-31	12-24	74798264366000000000985	PAYMENT - THANK YOU 00000 C	200.00 CR
12-31	12-24	74798264366000000000993	PAYMENT - THANK YOU 00000 C	613.63 CR
12-31	12-24	74798264366000000001009	PAYMENT - THANK YOU 00000 C	720.00 CR
12-31	12-24	74798264366000000001017	PAYMENT - THANK YOU 00000 C	39.00 CR
12-31	12-24	74798264366000000001025	PAYMENT - THANK YOU 00000 C	3.24 CR
12-31	12-24	74798264366000000001033	PAYMENT - THANK YOU 00000 C	0.17 CR
12-31	12-24	74798264366000000001041	PAYMENT - THANK YOU 00000 C	47.92 CR
12-31	12-24	74798264366000000001058	PAYMENT - THANK YOU 00000 C	20.00 CR

REBECCA WESTOVER 4246-0470-0184-9246	CREDITS \$45,309.72	PURCHASES \$695.00	CASH ADV \$0.00	TOTAL ACTIVITY \$44,614.72 CR
--	-------------------------------	------------------------------	---------------------------	---

Post Date	Tran Date	Reference Number	Transaction Description	Amount
12-31	12-24	74798264366000000001066	PAYMENT - THANK YOU 00000 C	9.25 CR
12-31	12-24	74798264366000000001074	PAYMENT - THANK YOU 00000 C	25.99 CR
12-31	12-24	74798264366000000001090	PAYMENT - THANK YOU 00000 C	630.00 CR
12-31	12-24	74798264366000000001108	PAYMENT - THANK YOU 00000 C	190.00 CR
12-31	12-24	74798264366000000001116	PAYMENT - THANK YOU 00000 C	248.98 CR
12-31	12-24	74798264366000000001124	PAYMENT - THANK YOU 00000 C	44,205.50 CR
12-31	12-24	74798264366000000001082	CR.BAL.REV 00000 C	695.00



Company Name: MOUNTAIN VIEW WHISMAN SD
Corporate Account Number: [REDACTED]
Statement Date: 01-22-2025

NEW ACTIVITY					
MEGHAN JINGUJI		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
[REDACTED]		\$441.05	\$0.00	\$0.00	\$441.05 CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
12-31	12-24	74798264366000000001132	PAYMENT - THANK YOU 00000 C		38.97 CR
12-31	12-24	74798264366000000001140	PAYMENT - THANK YOU 00000 C		283.71 CR
12-31	12-24	74798264366000000001157	PAYMENT - THANK YOU 00000 C		32.57 CR
12-31	12-24	74798264366000000001165	PAYMENT - THANK YOU 00000 C		37.87 CR
12-31	12-24	74798264366000000001173	PAYMENT - THANK YOU 00000 C		23.97 CR
12-31	12-24	74798264366000000001181	PAYMENT - THANK YOU 00000 C		23.96 CR

Department: 00000 Total:
Division: 00000 Total:

\$44,023.91CR
\$44,023.91CR



Denise Liu <deliu@mvwsd.org>

Fwd: Hootsuite - Payment Invoice

1 message

Shelly Hausman <shausman@mvwsd.org>

Thu, Dec 26, 2024 at 7:17 PM

To: Denise Liu <deliu@mvwsd.org>

Hi Denise. This is on your credit card. Thanks.
Sent from my iPhone

Begin forwarded message:

From: Hootsuite <no-reply@hootsuite.com>
Date: December 25, 2024 at 10:31:16 PM PST
To: Shelly Hausman <shausman@mvwsd.org>
Subject: Hootsuite - Payment Invoice



Invoice

Shelly Hausman
shausman@mvwsd.org
[View and update your account details »](#)

Invoice Date: 12/26/2024
Account Number: 71730920
Invoice Number: 2077523312

Amount Paid: US\$5,976.00 ¹

This invoice has been generated for immediate settlement based on the account usage period from 12/26/2024 to 12/25/2025.

Billing Details:

Balance Forward	US\$2,988.00
Team 3 Seats - Annual (Hootsuite Recurring Service - 1 @ 2,988.00)	US\$2,988.00
Electronic Payment 1/8/2024	US\$-2,988.00
Electronic Payment 12/26/2024	US\$-2,988.00

Amount Paid: **US\$5,976.00** ¹

Need help? Check out our Billing or
Technical FAQs



Submit a Ticket or Start a chat with a
Hootsuite Customer Advocate



Follow Us!



Hootsuite Inc.

Canada: GST # 84250-7261 • Quebec: QST # 1221199690

EU: VAT # EU372016096 • UK: VAT # 379 0616 70

Australia: ARN # 3000 0902 8510

Hootsuite Inc. [111 East 5th Avenue, Vancouver, CANADA, V5T 4L1](#)

Hootsuite is a Trademark of Hootsuite Inc.

This account notification was sent to because you are a Hootsuite user.
To update your email subscription please visit our [email preference centre](#). Please note that you will continue to
receive account notifications regardless of preference settings.
[View our privacy notice](#)

Purchasing request: Hootsuite, Dec 4, 2024

Process:

1. Check if they will accept a check monthly and open a Blanket PO and we can pay monthly

Hootsuite only accepts electronic payments. Please see below

help.hootsuite.com/hc/en-us/articles/1260804249590-Billing-FAQ#why-did-my-hootsuite-account-renew--0-2

★ Bookmarks http://www.smcl.o... SchoolMessenger: www.attendancew... Login / Sign up | G... SMCL Brand deliv... California Code of... Robin room sc

Managing your Hootsuite account

- Manage your Hootsuite invoices
- Refund policy
- About the Hootsuite Pro (pre-2016) plan
- > Settings
 - Login and security
- > Manage apps and integrations
- > Hootsuite mobile app
- > Discover trends with Insights
- > Troubleshoot
- > Hootsuite Academy

[your Hootsuite plan and account.](#)

What should I do if I haven't received my invoice?

You can access your invoices and billing history from Hootsuite. For more information, see [Manage your Hootsuite invoices](#).

If you have a Hootsuite Enterprise account, request your invoice from your customer account manager.

What methods of payment does Hootsuite accept?

Hootsuite accepts Visa, Mastercard, American Express, Discover, JCB, and Paypal instant payments.

To make payments from a bank account, connect the bank account to PayPal, and then use PayPal as your primary method of payment.

Hootsuite does not accept checks, debit, prepaid cards, wire transfers, or Paypal eCheck.

2. Check if we can pay for a year of service up front

We can and have paid annually in the past by credit card

3. If neither is possible, we can put it on the "purchasing" credit card

1. Write a statement that you tried to do both numbers 1 and 2 above

Hootsuite accepts only electronic payments, with the option to pay either monthly or annually. Our department prefers an annual payment of \$2,988.00 for consistency and a small price break. See the below screenshot for backup on billing and account features.

2. Write a statement of what the charges are for and why it is needed for operations

*we will attach your statements to each purchase every month as backup

MVWSD Communications Department (2 people) uses Hootsuite daily to manage 15 social media accounts (Instagram, Facebook and Twitter) for both the district and schools. It streamlines the process of managing multiple social media platforms from a single dashboard. It has features like scheduling posts in advance, tracking engagement metrics, and monitoring social media conversations in real-time. It greatly reduces the time needed to log into individual accounts, post content manually, or analyze performance separately. Additionally, the team collaboration tool allows us to delegate tasks, work on content together and share and "approve" posts. The time saved enables us to focus on strategy and creativity, so that we are engaging parents and the community online, sharing important information about services and programs and the results of our District's efforts.

Plan and Features

Billing Info

Your Hootsuite Account

Full Name:

Shelly Hausman

Email Address:

shausman@mvwsd.org

Selected Plan:

Team

Invoices and Billing Information

Billing History

Dec 26, 2023	View Invoice
Dec 26, 2022	View Invoice
Dec 26, 2021	View Invoice
Dec 26, 2020	View Invoice
May 15, 2020	View Invoice

Credit card ending in 2008 [Change](#)

[Save Changes](#)

What's included with your Team plan

- ✓ 3 users
- ✓ Social profiles: 20
- ✓ Customized analytics views
- ✓ Bulk content scheduling
- ✓ Team assignments

[Manage my subscription](#)

[Delete my account](#)



DMARC Report / DuoCircle LLC

EIN 472000247
5965 Village Way
Suite 105-234
San Diego California 92130
U.S.A
+1-833-773-0395 / www.dmarcreport.com

INVOICE

DMARC-INV-0042049

Balance Due
\$0.00

Bill To

Mountain View Whisman School District
Mountain View Whisman School District
1400 Montecito Ave
Mountain View
94043 California
U.S.A

Invoice Date : 31 Dec 2024
Terms : Due On Receipt
Due Date : 31 Dec 2024

#	Item & Description	Qty	Rate	Amount
1	Shield_12 \$ 750 1,000,000 10 included	1	750.00	750.00

Sub Total 750.00

Total \$750.00

Payment Made (-) 750.00

Balance Due \$0.00

Notes

Thanks for your business.

DMARC Report offers an annual subscription. It replaces the previous product that we were using DMARCDigest that only offered a monthly credit card subscription. While DMARC Report supports payment by purchase order or check, in order to create the initial account you need to use a credit card. So this credit card purchase would only be one time and for the renewal next year we would have time to receive the renewal invoice and make payment before the subscription expiration date.

DMARC Report is a security product that offers monitoring of our DMARC and MTA-STS records to ensure they are configured correctly and gives us insight into what IP addresses are attempting to send forged emails with our domains.

MVWSD Credit Card Purchase

12-16-24

Name	Erika Navarro
Title	BTB Supervisor
School Site or Department	Ed Services
Date	12/20/24
Event Date (if applicable)	Jan. 2, 2025 – Jan. 6, 2025

[For Office Use Only]	
Credit Card Check Out:	
Date	1/2/2025
Time	11:35 am
Credit Card Returned*:	
Date	1/2/2025
Time	1:30 pm



**Mountain View
Whisman
School District**

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: ELOP January Intersession
Camp meal for non-registered students not already included in meal counts arrive to camp unexpectedly

SACS Code: 010 - 2600 - 0 - 4311 - 00 - 1110 - 1000 - 000000 - 009 - 0234

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Pizza / Costco <u>water bottles for camp</u>		10.99 each	
2				
3				
4				
5				
6				
ESTIMATED SUBTOTAL NOT TO EXCEED				500.00
Tax				
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				12.99 + 6.94

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: [Signature] Date: 12/20/24

Supervisor or Board President Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 1/2/25

Supervisor Print Name & Title: Federal, State & Strategic Prgms Director

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: [Signature]
1/2/2025

1/2 - ELOP Jan. Camp
Snack Supplies



Mountain View #143

1000 N Rengstorff
Mountain View, CA 94043
(650) 988-1841

SELF-CHECKOUT

BP Member 111881424209
E 906165 KS WATER 8OZ 8.99
E 6300000000 CA REDEMP VA 4.00
SUBTOTAL 12.99
TAX 0.00
**** TOTAL 12.99

XXXXXXXXXXXX5798 CHIP Read
AID: A000000003100
Seq# 211016 App#: 005652
Visa Resp. APPROVED
Tran ID#: 500200211016....

APPROVED - Purchase
AMOUNT: \$12.99
01/02/2025 12:22 143 211 45 711

Visa 12.99
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 1
01/02/2025 12:22 143 211 45 711



21014321100452501021222

OP#: 711 Name: SCO

Thank You!

Please Come Again

Whse:143 Trn:211 Trn:45 OP:711

Items Sold: 1
BP 01/02/2025 12:22

ELOP Intercession Camp
01/25

You could win a \$1000 GiftCard!
Visit survey.walmart.com#7VMYV8SPDF3
For more details, see back of receipt.



Wal-Mart
650-917-1116 Mgr. JEREMIEL
600 HOWERS DR
MOUNTAIN VIEW CA 94040
ST# 02280 OP# 009015 TE# 15 TR# 02053

ITEMS SOLD 3
TC# 0061 2366 6246 3178 3252



GV BAK SODA 078742308890 F 3.42 N
GV BAK SODA 078742308890 F 3.42 N
CKOUT BAGFEE 000000011010K 0.10 0

SUBTOTAL 6.94
TOTAL 6.94
VISA TEND 6.94
CHANGE DUE 0.00

VISA CREDIT- 5798 I 1 APPR#059351
6.94 TOTAL PURCHASE
REF # 500372193746
TRANS ID - 465003625342092
VALIDATION - W8GZ
PAYMENT SERVICE - E
AID A0000000031010
TERMINAL # 29942062
*No Signature Required
01/03/25 09:22:13



Get free delivery
from this store
with Walmart+

Scan for 30 day free trial.

Low prices You Can Trust. Every Day.
01/03/25 09:22:36

[Drip] Invoice

1 message

Drip <support@drip.com>
To: jaker@mvwsd.org

Fri, Jan 3, 2025 at 2:06 AM



Drip Global, Inc.
323 Washington Ave N. Suite 200
Minneapolis, MN 55401

Bill to:
Mountain View Whisman School District
1400 MONTECITO AVE
MOUNTAIN VIEW CA 94043-4590

Invoice

Invoice: 153310636
Date: January 3, 2025

Services

1 month Drip Service

January 3, 2025 to February 3, 2025

\$39.00

Subtotal

\$39.00

Total New Charges (USD)

\$39.00

Payment Summary

Date	January 3, 2025
Payment #	615134601
Method	Credit card ending in 5798
Amount Charged	\$39.00
Amount Due	\$0.00

Plan Usage

Your email plan for the upcoming month includes a maximum of **2,500** active people and **unlimited** email sends.

	Actual usage through January 2	Limit from December 3 bill
Active people for Email	391	2,500
Emails sent	677	unlimited

Have questions about your plan?
We have all the details in the Help Center.

[View the Help Center](#)

To make sure you keep getting these emails, please add support@drip.com to your address book or allow list.

Our postal address: [323 Washington Ave N. Suite 200, Minneapolis, MN 55401](#)



Drip is a monthly subscription. I contacted the company on 12/9/2024 asking if they accepted purchase orders or checks for payments and whether we could pay up front with a check. I was told that they only accept credit cards or debit cards for payment and that annual plans were reserved for larger accounts.

Ruxanda L. (Drip)

Hi Jon,

Ruxanda here with Drip Support. Thank you for reaching out, I hope this finds you well!

I'm afraid we can only offer the option of payment outside of credit card on a case-by-case basis and for annual plans only. The other payment options would be: wire transfer or ACH.

I hope this is helpful, Jon! Let me know if I can help you with anything else. 😊

Best regards,

Ruxanda L.

Technical Support Specialist at Drip™ Europe

Visit the [Drip Help Center](#)

The Technology uses Drip to send out the monthly Technology newsletters, the weekly tech tips, and the Health & Wellness department uses it to send out their newsletters.

* Receipt will arrive when food delivered

12-16-24

MVWSD Credit Card Purchase

Name	Tara Vikjord Noemi Herrera
Title	Chief Human Relations Officer
School Site or Department	Admin Services
Date	1/15/25
Event Date (if applicable)	01/16/2025

[For Office Use Only]	
Credit Card Check Out:	
Date	1/15/25
Time	2:45
* Noemi	
Credit Card Returned*:	
Date	1/16/25
Time	10:35 am



Mountain View
Whisman
School District

* CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED *

Reason for purchase(s). Include reason for using credit card for this purchase: _____

Safety planning meeting working lunch on 1/16/25

SACS Code: 010 - 0000 - 0 - 4311 - 00 - 0000 - 7400 - 000000 - 009 - 0400

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Pizza - Maldonados Pizzeria	2	27.30	54.60
2				
3				
4				
5				
6				
ESTIMATED SUBTOTAL NOT TO EXCEED				54.60
Tax				4.00
Shipping/Handling				6.00
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				\$69.30

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Employee responsible: Tara Vikjord Date: 1/15/25

Supervisor or Board President Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 1/16/25

Supervisor Print Name & Title: Tara Vikjord, Chief Human Relations Officer

[For Business Office Use Only]

Processed by Name & Title: Hera Hong Lee Signature: [Signature] Date: 1/16/25

Safety Planning meeting - working lunch
1/16/25

010-6000-6-4311-00-0000-7400-000000-009-0400

Jan 16, 2025

12:00pm

to

1:00pm

Jan 16, 2025

(GMT-08:00) Pacific Time - Los Angeles

Time zone

☐ All day

Does not repeat

✓ RSVP: Yes

Add note / guests

Event details

Find a time

Guests

Rooms

📍

Add location

🔔

Email

10

minutes

×

Add notification

📅

shausman@mvwsd.org

📁

Busy

Default visibility

?

Availability might be shown in other Google apps

≡

B

I

U

☰

☷

🔗

✂

agenda:

Remote learning plan

Workplace Violence Plan status and feedback

Add guests

- 12 guests
- 8 yes (2 in a meeting room)
- 3 no, 1 maybe
- 🗨

✉
- ✓

Shelly Hausman
- Organizer
- ✓

Dalewyn Spinks
- Office
- ✓

Julie Thompson
- ✓

Kenia Baquedano
- ✓

Meghan Jinguji
- ✓

Noemi Herrera
- Office
- ✓

Rebecca Westover
- ✓

Tara Vikjord
- ×

Jacqueline Keirns
- ×

Kevin Skelly
- ×

Pieter Dolmans
- ?

Nancy Villalba
- 📍

✓ District Office-1-Board Conference Room
- (15)

* Calendar cannot be shown

Backblaze has both annual and monthly subscriptions. I contacted the company on 12/10/2024 asking if they accepted purchase orders or checks for payments and whether we could pay up front with a check. I was told that they only accept credit cards or debit cards for payment.



Rae (Backblaze Help)

Dec 10, 2024, 11:01 PST

Hello,

Thank you for reaching out!

Unfortunately, we only accept credit or debit cards at this time.

I apologize for any inconvenience.

Rae

Support Agent

The Backblaze Team

This ticket will close automatically 36 hours after our agent responds.

You can reply to this ticket after it closes to re-open it or create a follow-up ticket.

We use Backblaze for two services. The annual service is the Backblaze backup software that we use to back up data on the Windows laptops for Business, HR, Superintendent, and Technology departments. The second is a monthly service that we use to store an offsite backup for all of our servers.

MVWSD Credit Card Purchase

Name	Swati Dagar
Title	Director
Department	Ed Services
Date	12/20/2024
Event Date (if applicable)	01/06/2025

[For Office Use Only]

Credit Card Check Out:

Date 12/20/2024Time 10:58 am

Credit Card Returned*:

Date 12/20/2024Time 11:30 am

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase:

Staff PD Day: Secretary Training in Conf. C/District Office

SACS Code: **010-0000-0-4311-00-1110-1000-000000-009-0204**

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor) Vendor: <u>Le Boulanger</u>	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Croissant	2	23.70	47.40
2	Blueberry cake	2	13.95	27.90
3	Coffee	2	25.95	51.90
4	Delivery Fee	1	30.00	30.00
5	Tip	1	10.00	10.00
ESTIMATED SUBTOTAL NOT TO EXCEED				167.20
Tax				14.40
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				181.60 181.54

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Swati Dagar Date: 12/20/2024

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: Cathy Baur Date: 12/20/2024

Supervisor Print Name & Title: Cathy Baur, Associate Superintendent

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: Denise Liu
12/20/2024



Order No: 387787

Date: Monday, January 06, 2025

Store Code: Santa Clara

Store: Santa Clara

Catering - CONFIRMATION

Billing/Client Information

Credit Card: VISA(...5798)

Client: Swati Dagar

Client Phone: (408) 221-8894

Delivery Information

Delivery Date: 01/06/2025

Delivery: 7:45 - 8:00 AM

Mountain View Whisman School District
1400 Montecito Avenue
Mountain View, CA 94043

Tara Vikjord
Phone: (209) 380-1198

Number of Guests: 25

Order Note: Please contact Tara at 209-380-1198 when you get at delivery address. Thanks

Order entered by: Online

Printed: 12/20/2024 11:47 AM PST

	Price	Amount
--	-------	--------

Breakfast - Bagels, Pastries, Etc

2 Butter Croissants - 6 pk	23.70	47.40
2 Blueberry Coffee Cake	13.95	27.90

Breakfast - Beverages

2 Small Regular Coffee Box	25.95	51.90
----------------------------	-------	-------

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca. 95052 Catering Line: 408-523-9818

Cancellations must be made directly with the catering desk during regular business hours. Please see our policy for cancellations. A 50% cancellation fee may be incurred.

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	127.20
Delivery Fee:	30.00
Estimated Tax (9.125%):	14.34
Gratuity:	10.00
Estimated Total:	181.54

Powered by MSI 



Invoice No: 387787
Invoice Date: **Monday, January 06, 2025**
Store Code: Santa Clara
Store: Santa Clara

Catering - INVOICE

Billing/Client Information

Credit Card: VISA(...5798)
Client: Swati Dagar
Client Phone: (408) 221-8894

Delivery Information

Delivery Date: **01/06/2025**
Delivery: 7:45 - 8:00 AM

Mountain View Whisman School District
1400 Montecito Avenue
Mountain View, CA 94043

Tara Vikjord
Phone: (209) 380-1198

Number of Guests: 25

Order Note: Please contact Tara at 209-380-1198 when you get at delivery address. Thanks
Order entered by: Online

Printed: 01/07/2025 01:01 AM PST

	Price	Amount
Breakfast - Bagels, Pastries, Etc		
2 Butter Croissants - 6 pk	23.70	47.40
2 Blueberry Coffee Cake	13.95	27.90
Breakfast - Beverages		
2 Small Regular Coffee Box	25.95	51.90

CONFIRMATIONS ARE NOT FINAL INVOICES! Payments submitted against confirmations will NOT reflect your final charge. You may contact our team with any questions you may have. For Payment Remittance Only: Le Boulanger, Inc. P.O Box 448 Santa Clara Ca 95052 Catering Line: 408-523-9818

Bags _____

Trays _____

Big Kahuna's _____

Subtotal:	127.20
Delivery Fee:	30.00
Tax (9.125%):	14.34
Gratuity:	10.00
Total:	181.54
Payment:	181.54
	(Visa)
Balance Due:	0.00

Powered by MSI 

MVWSD Credit Card Purchase

Name	Mariana Velasco
Title	Clerical Assistant
School Site or Department	MVWSD Preschool Program
Date	12/16/2024
Event Date (if applicable)	January 6, 2025

[For Office Use Only]
 Credit Card Check Out:
 Date 12/18/2024
 Time 7:47 am
 Credit Card Returned*:
 Date 12/18/24
 Time 12:23 pm



**Mountain View
Whisman
School District**

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _____

Purchase lunch for preschool and TK staff on staff development day at Specialty's Cafe & Bakery. The professional development training will meet on January 6, 2025 at the District Office Conference Room C at 8:00am

*Expense will be shared with the Department of Education - Per Cathy Baur (10TK+35PK) **STAFF**

SACS Code: 120-5210-0-4311-00-0001-1000-000000-009-0271 & 010-0000-0-4311-00-1110-1000-000000-009-0204

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Boxed Lunch	45	\$20.00	\$900.00
2	Sparkling water	45	\$3.00	\$135.00
3				
4				
5				
6				
ESTIMATED SUBTOTAL NOT TO EXCEED				\$1,250/\$1,300
Tax				
Shipping/Handling				\$150.00
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				\$1,191.10

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: [Signature] Date: 12/16/24

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 12/16/24

Supervisor Print Name & Title: Terri W. Kemper, Director - Preschool Programs

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature [Signature]
12/18/2024

Specialtys.com Order Confirmation #23696031

1 message

Specialty's <noreply@specialtys.com>Wed, Dec 18, 2024 at 9:12 AM

Reply-To: noreply@specialtys.com

To: Terri Kemper <twkemper813@gmail.com>



Specialty's

Menu • Locations • Business Catering • Specialty's Rewards

Order Confirmation

Hi Terri,

Thank you for placing your **DELIVERY** order from Specialty's.com!

Delivery Order Information

Delivery Date	Order Number
Monday, January 6, 2025	23696031
Delivery Time	Payment Method
10:30 AM - 11:00 AM	Credit Card - Mountain View Whisman 12/28
Delivery Location	5798 \$1,191.10

MVWSD Preschool
Suite Room C
[1400 Montecito Avenue](#)
[Mountain View CA, 94043](#)
Please deliver to the portable buildings across the parking lot from the main building. Conference Room C.

[Click here to tip](#)

Attn:

Terri Kemper
4088239243

Product	Qty.	Item Price	Amount
---------	------	------------	--------

Vegetarian Boxed Lunch	Vegetarian Boxed Lunch	7x	17.95	125.65
Turkey Pesto Boxed Lunch	Turkey Pesto Boxed Lunch	15x	19.95	299.25
Pellegrino Orange Sparkling Water	Pellegrino Orange Sparkling Water	30x	2.95	88.50
Classic Ham Boxed Lunch	Classic Ham Boxed Lunch	10x	18.95	189.50
Pulled Chicken Boxed Lunch	Pulled Chicken Boxed Lunch	6x	18.95	113.70
Classic Roast Beef Boxed Lunch	Classic Roast Beef Boxed Lunch	7x	20.95	146.65
Pellegrino Lemon Sparkling Water	Pellegrino Lemon Sparkling Water	15x	2.95	44.25

Special Requests

- mustard & mayo on the side for box lunches and sandwich platters/trays
- no onions in any of the sandwich box lunches

Subtotal	1,007.50
Delivery Fee	7.50
Service Charge	5.00
Tip	120.90
Sales Tax	50.20
Total	\$1,191.10

Big Rewards Status**PROJECTED BIG REWARDS VALUE****\$25.00****ORDERS AWAY FROM REDEEMING****4**



Denise Liu <deliu@mvwsd.org>

Credit Card request

Terri Kemper <tkemper@mvwsd.org>

Tue, Dec 17, 2024 at 4:06 PM

To: Mariana Velasco <mavelasco@mvwsd.org>

Cc: Denise Liu <deliu@mvwsd.org>, Hera Hong-Lee <hhonglee@mvwsd.org>

Hi Denise,

Sorry. One correction. It's not a 50/50 split. The split is 22% to Cathy's program and 78% to mine. That's to cover 10 meals for TK (Cathy) and 35 meals for PK (me). Please let me know if you have any additional questions.

Thank you,

Terri Wallace Kemper
Director, Preschool Programs
Mountain View Whisman School District
650-526-3533
www.mvwsd.org

On Tue, Dec 17, 2024 at 12:30 PM Mariana Velasco <mavelasco@mvwsd.org> wrote:

Hi Denise,

Attached are the emails with the requested information.

Also, as Cathy mentioned, the percentage will be 50/50 as last October.

Terri will place the order, I will let you know as soon as I find a good time for her.

She is going to the DO today, that can work out, or I can come anytime when you let me know is ready for pick-up.

Thank you,

On Tue, Dec 17, 2024 at 9:22 AM Mariana Velasco <mavelasco@mvwsd.org> wrote:

Hi Denise,

Terri can answer those questions once she gets a moment, thank you.

On Mon, Dec 16, 2024 at 2:10 PM Denise Liu <deliu@mvwsd.org> wrote:

Hi Mariana,

Form received, thank you! Could you also forward Cathy's email approval to use her budget (program 204) to pay part of the order? Also, what amount/percentage will be paid by each account? (e.g. Will it be 50/50?)

Lastly, what day will you be dropping by to pick up the credit card?

Thank you,

Denise Liu
Account Technician I
Fiscal Services
Mountain View Whisman School District
650-526-3500 Ext. 1085
www.mvwsd.org

On Mon, Dec 16, 2024 at 12:10 PM Mariana Velasco <mavelasco@mvwsd.org> wrote:

Hi,

Please find the form attached. Let me know if there is anything else it's needed.

Thank you,

--

Mariana Velasco
Clerical Assistant
MVWSD Preschool Program
(650)526-3500, Ext. 2005
www.mvwsd.org

--

Mariana Velasco
Clerical Assistant
MVWSD Preschool Program
(650)526-3500, Ext. 2005
www.mvwsd.org

--

Mariana Velasco
Clerical Assistant
MVWSD Preschool Program
(650)526-3500, Ext. 2005
www.mvwsd.org

On Thu, Dec 5, 2024 at 1:25 PM Cathy Baur <cbaur@mvwsd.org> wrote:

Hi,

Thanks! Will you make sure you communicate with the TK teachers and principals. I will pay for lunch. We can do it the same way as October.

Cathy

Cathy Baur

Associate Superintendent

Department of Educational Services

Mountain View Whisman School District

650-526-3545

www.mvwsd.org

On Dec 5, 2024, at 11:26 AM, Terri Kemper <tkemper@mvwsd.org> wrote:

Hi Cathy,

Here's our schedule for January 6th. I plan on providing lunch from Specialty's for PreK staff. Would you like to provide the same for the TK?

Monday, January 6th	District Office Conf. Rm. C	PreK Teachers & IAs, and TK Teachers	<i>Wiggle to Squiggle: Strategies to Support Gross and Fine Motor Skills in Young Children</i>	Lisa Kaplan Shaanan	8:00 - 11:00 am	11:00 am - 12:00 pm LUNCH
		TK Teachers	<i>TK Teacher Collaboration</i>	Self- directed	12:00 - 3:00 pm	
	Latham Office B	PreK Teachers & IAs	<i>Preschool Staff Meeting & Student Data Review</i>	Terri K. and PreK Staff	12:00 - 2:15 pm	
	Latham Office B	PreK Teachers & IAs	<i>Classroom Team Collaboration Mtg</i>	Classroom Teams	2:30 - 3:00 pm	
		PreK Teachers	<i>Curriculum Debrief</i>	Teachers & Terri K.	3:00 - 4:00 pm	

Terri Wallace Kemper

Director, Preschool Programs

Mountain View Whisman School District

650-526-3533

www.mvwsd.org

On Thu, Dec 5, 2024 at 8:49 AM Cathy Baur <cbaur@mvwsd.org> wrote:

Hi Terri,

Wondering what your plan is for January 6th PD day.

Cathy



Mountain View
Whisman
School District

Mariana Velasco <mavelasco@mvwsd.org>

Professional Development Lunch

2 messages

Mariana Velasco <mavelasco@mvwsd.org>

To: Frances Rodriguez <frodriguez@mvwsd.org>, Terri Kemper <tkemper@mvwsd.org>

Mon, Dec 16, 2024 at 9:23 AM

Hi Frances,

I just wanted to confirm the SACS code:
010-0000-0-4311-00-1110-1000-000000-009-0204

Thanks,

--

Mariana Velasco
Clerical Assistant
MVWSD Preschool Program
(650)526-3500, Ext. 2005
www.mvwsd.org

Frances Rodriguez <frodriguez@mvwsd.org>

To: Mariana Velasco <mavelasco@mvwsd.org>

Mon, Dec 16, 2024 at 9:36 AM

yes, that's correct.

Frances Rodriguez
Administrative Assistant to Cathy Baur, Chief Academic Officer
Department of Educational Services
Mountain View Whisman School District
650-526-3561
www.mvwsd.org

[Quoted text hidden]



RECEIPT

Namecheap, Inc.
4600 East Washington Street. Suite 305,
Phoenix, AZ 85034
USA

www.namecheap.com

Order # 161143996

support@namecheap.com

Order Date	: 1/13/2025 6:56:45 PM	Payment Source	: CreditCard
Order Number	: 161143996	Initial Charge	: \$34.32
Transaction ID	: 195435052	Final Cost	: \$34.32
User Name	: jdaker		
Address	: Jon Aker Director of Technology Mountain View Whisman School District 1400 Montecito Ave Mountain View CA , 94043 US	Total Refund	: \$0.00
		Refund Transaction ID	: N/A
		Refunded To	: N/A

TYPE	NAME	QTY	DURATION	PRICE	SUB TOTAL
RENEW	Domain Renewal mvwsdconnect.com	1	1 year	\$16.98	\$16.98 ICANN Fee \$0.18
RENEW	Domain Renewal mvwsdconnect.net	1	1 year	\$16.98	\$16.98 ICANN Fee \$0.18
RENEW	Domain Privacy	1	years	\$0.00	\$0.00 ICANN Fee \$0.00
RENEW	Domain Privacy	1	years	\$0.00	\$0.00 ICANN Fee \$0.00
Sub Total					\$34.32
TOTAL					\$34.32

Additional Transaction Details:

Order	# cef92066-dfa6-4f31-a418-fa2b589fdd07
Approval	# ch_3QgxUul2aKwfvOvn1HBcYLEz

We use Namecheap as the registrar for all of our domain names and our wildcard certificate. I contacted the company to find out if they accepted POs instead of credit cards. They do not and said they could only accept checks over \$200.



Namecheap Billing Team

Wed, Jan 8, 3:03 PM (1 day ago)

to me

Dear Jon,

Thank you for the provided details. Your account ownership has been verified.

We are sorry to hear that your business office wants you to stop using credit cards, as payments via credit cards or PayPal are really fast and convenient compared to other methods.

As you can see from our previous reply, we typically do not accept checks as a payment method. Also, we do not accept payments by PO at all.

However, if none of the available payment options work for you, we are willing to make an exception.

Kindly note that:

- we do not accept checks as a regular payment method;
- we do not accept checks for amounts less than \$200.

If you wish to proceed, you can send the check to the following address: 4600 East Washington Street, Suite #305, Phoenix, AZ 85034.

IMPORTANT: After sending the check, please get in touch with us and provide the following information:

- check ID;
- amount sent;
- the service the payment is provided for (main domain of a hosting package or premium domain name).

Should you have any questions, feel free to reach out.

We are always here for you.

The domains we have with Namecheap include mvwsd.org and mvwsd.net both of which we depend on for email delivery for students and staff. The wildcard certificate is used to provide encryption for all of our websites. We can easily see what domains we would need to renew for that year and so there would only be one charge per year.

MVWSD Credit Card Purchase

Name	Nancy Villalba
Title	Executive Assistant to the Superintendent
School Site or Department	District Office
Date	1/15/2025
Event Date (if applicable)	2/22/25, 3/8/25, 4/5/25, 5/3/25, 6/7/25

[For Office Use Only]

Credit Card Check Out:

Date 1/15/2025Time 9:30 am

Credit Card Returned*:

Date 1/15/2025Time 11:25 am

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _____

In-person registration: CSBA Course 1: Foundations of Effective Governance/ Setting Direction for Trustee Reed on February 22, 2025 at the Alameda County Office of Education.

SACS Code: 010-0000-0-5200-00-0000-7100-000000-009-0610

Documentation of prior approval for restricted SACS accounts must be attached to this form.
SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	In-person registration: CSBA Courses 1-5: Masters in Governance	5	\$750.00	\$3,750.00
2	Course 1: Foundations of Effective Governance/ Setting Direction			
3	Course 2: Student Learning & Achievement/ Policy & Judicial Review			
4	Course 3: School Finance Part 1 and Part 2			
5	Course 4: Human Resources/ Collective Bargaining			
6	Course 5: Community Relations & Advocacy/ Governance Integration			
ESTIMATED SUBTOTAL				\$3,750.00
UPDATED TOTAL CO				\$3,750.00

Receipt totals

\$4,050.00

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD Credit Card Policy posted on the Intranet and agree to provide all required receipts and documentation for the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Nancy Villalba Date: 1-15-25

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: Kevin Skelly Date: 1/15/2025

Supervisor Print Name & Title: Kevin Skelly, interim Superintendent

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: Denise Liu
1/15/2025

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Confirmation

Invoice #: INV-74376-J9L5T8
Date Posted: Wednesday, January 15, 2025
Credit Card: *****5798
Total Paid: \$4,050.00

Bill To
Nancy Villalba
1400 Montecito Ave
Mountain View, CA 94043 United States

Date: Wednesday, January 15, 2025
Invoice #: INV-74376-J9L5T8
Status: Paid
Total: \$4,050.00
Balance: \$0.00

Ship To
Nancy Villalba
1400 Montecito Ave
Mountain View, CA 94043 United States

Items	Qty	Item Price	Item Total
MIG Course 1: Foundations of Effective Governance/ Setting Direction (February 22, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 2: Student Learning & Achievement/ Policy & Judicial Review (March 8, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 3: School Finance Part 1 and Part 2 (April 5, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 4: Human Resources/ Collective Bargaining (May 3, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 5: Community Relations & Advocacy/ Governance Integration (June 7, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
The Brown Act (Friday, January 24, 2025 - Virtual) - Ana Kristina Reed	1	\$300.00	\$300.00

Total: \$4,050.00
(\$4,050.00)

Payment to CSB - California School Board Association

Please print this receipt for your records.

Print Receipt

Attention: Due to necessary precautions we're currently taking against COVID-19, the CSBA Bookstore will have delayed processing and shipping of orders as we will be only shipping orders out once per week. Please notify our team if you have any questions at csba@csba.org. Thank you for understanding and we apologize for the inconvenience.



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MVWSD Credit Card Purchase

Name	Nancy Villalba
Title	Executive Assistant to the Superintendent
School Site or Department	District Office
Date	1/15/2024
Event Date (if applicable)	February 21, 2025

[For Office Use Only]

Credit Card Check Out:

Date 1/15/2025Time 9:30 am

Credit Card Returned*:

Date 1/15/2025Time 11:25 am

*** CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED ***

Reason for purchase(s), Include reason for using credit card for this purchase: _____

Virtual registration: CSBA Brown Act Training for Trustee Reed on February 21, 2025.

SACS Code: 010 - 0000 - 05200 - 60 - 0000 - 7100 - 000000 - 009 - 0610

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	Virtual registration: CSBA Brown Act Virtual Training	1	\$300.00	\$300.00
2				
3				
4				
5				
Receipt totals				
\$4,050.00				
ESTIMATED SUBTOTAL NOT TO EXCEED				\$300.00
Tax				
Shipping/Handling				
UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED				\$300.00

Employee Acknowledgment:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Nancy Villalba Date: 1-15-24

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: [Signature] Date: 1-15-24

Supervisor Print Name & Title: Kevin Skelly, interim Superintendent

[For Business Office Use Only]

Processed by Name & Title: Denise Lin (Account Technician I) Signature: Denise Lin
1/15/2025

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Confirmation

Invoice #: INV-74376-J9L5T8
Date Posted: Wednesday, January 15, 2025
Credit Card: *****5798
Total Paid: \$4,050.00

Bill To
 Nancy Villalba
 1400 Montecito Ave
 Mountain View, CA 94043 United States

Date: Wednesday, January 15, 2025
Invoice #: INV-74376-J9L5T8
Status: Paid
Total: \$4,050.00
Balance: \$0.00

Ship To
 Nancy Villalba
 1400 Montecito Ave
 Mountain View, CA 94043 United States

Items	Qty	Item Price	Item Total
MIG Course 1: Foundations of Effective Governance/ Setting Direction (February 22, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 2: Student Learning & Achievement/ Policy & Judicial Review (March 8, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 3: School Finance Part 1 and Part 2 (April 5, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 4: Human Resources/ Collective Bargaining (May 3, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
MIG Course 5: Community Relations & Advocacy/ Governance Integration (June 7, 2025 - IN PERSON) - Ana Kristina Reed	1	\$750.00	\$750.00
The Brown Act (Friday, January 24, 2025 - Virtual) - Ana Kristina Reed	1	\$300.00	\$300.00

Total: \$4,050.00Payment to **CSB - California School Board Association**

(\$4,050.00)

Please print this receipt for your records.

[Print Receipt](#)

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MVWSD Credit Card Purchase

Name	STEVE CHESLEY
Title	ASSISTANT PRINCIPAL
School Site or Department	CRITTENDEN M.S.
Date	1/15/2025
Event Date (if applicable)	

[For Office Use Only]

Credit Card Check Out:

Date 1/16/2025

Time 2:54 pm

Credit Card Returned*:

Date 1/16/2025

Time 4:20 pm



Mountain View
Whisman
School District

* CREDIT CARD MUST BE RETURNED WITH ALL RECEIPTS OF ITEMS LISTED *

Reason for purchase(s). Include reason for using credit card for this purchase: "LEVEL UP CAMPAIGN" FOR THE iREADY ASSESSMENT. (CLASS PRIZE)

SACS Code: 010-1100-0-4310-00-1110-1000-000000-011-0100

Documentation of prior approval for restricted SACS accounts must be attached to this form.

SACS code will NOT be adjusted afterwards

ITEM NO.	DESCRIPTION (Item & Vendor)	QTY	ESTIMATED PRICE	EST SUBTOTAL
1	ENTENMANN'S LITTLE BITES	15	\$11.89	\$178.35
2	HONEST KIDS, ORGANIC JUICE DRINK	8	\$15.99	\$127.92
3	OTTER POPS	8	\$5.99	\$47.92
4				
5				
6				

ESTIMATED SUBTOTAL NOT TO EXCEED

\$354.19

Tax

Shipping/Handling

UPDATED TOTAL CONFIRMED BY RECEIPT(S) ATTACHED

\$127.84

S&F

\$104.90

Costco

Employee Acknowledgement:

By signing below, I acknowledge that I have read the MVWSD credit card use policy as posted on the Intranet and agree to provide all required receipts and documentation immediately upon return of the credit card. I also understand that unauthorized or unapproved purchases may result in personal liability and/or disciplinary action.

Employee Signature: Steve Chesley Date: 1/15/2025

Supervisor Approval:

By signing below, I confirm that the described purchase(s) and use of the MVWSD credit card are necessary and comply with District policy as posted on the Intranet.

Supervisor Signature: Julie Thompson Date: 1/15/25

Supervisor Print Name & Title: Julie Thompson, Principal

[For Business Office Use Only]

Processed by Name & Title: Denise Liu (Account Technician I) Signature: Denise Liu

"LEVEL UP" For iREADY:

CLASS PRIZE - HONEST KIDS
LITTLE BITES } #185 STUDENTS.

SCHOOL PRIZE - OTTER POPS - #620 STUDENTS.

Smart & Final.

Warehouse & Market. Friend & Neighbor.

Store 432
141 E. EL CAMINO REAL
MOUNTAIN VIEW, CA 94040
Telephone (650) 962-1092

Beverage

Otter Pops Tropical	6.59	F
Honest Kids Organic	13.99	F
Regular Price \$14.99		
Honest Kids Organic	13.99	F
Regular Price \$14.99		
Otter Pops Tropical	6.59	F
Otter Pops	5.99	F
Otter Pops	5.99	F
Otter Pops	5.99	F
Otter Pops	5.99	F
Otter Pops Tropical	6.59	F
Otter Pops Tropical	6.59	F
Honest Kids Organic	13.99	F
Regular Price \$14.99		
Honest Kids Organic	13.99	F
Regular Price \$14.99		
HK Organic Fruit Punch	5.39	F
HK Organic Apple Juice	5.39	F
HK Organic Fruit Punch	5.39	F
HK Organic Apple Juice	5.39	F

General

Basket Verify	0.00
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SUBTOTAL 127.84

Total # Items Sold 17

127.84 @ 0.000% = 0.00

TOTAL 127.84
Visa 127.84

PURCHASE \$127.84

*****5798 Visa

CHIP CONTACTLESS

REF#: 023456 APPROVED

VISA CREDIT

ARQC - BB0DA206A7A0BE1B

Mode: Issuer

IAD: 06011203A00000

Total Saved \$4.00
Item Savings 4.00

Legend

F - food stamp eligible

0010432160125002000230



You were served by: Jude

Date Time Store Term Opr Tran
01/16/25 03:35 PM 432 2 40050 0230

Thank you for shopping with us!

Complete our survey and
enter for a chance to win a
\$500 SMART & FINAL GIFT CARD
Visit www.smartandfinal.com/survey
within 7 days of this shop

COSTCO

WHOLESALE

Mountain View #143

1000 N Rengstorff
Mountain View, CA 94043
(650) 988-1841

IG Member 111889928271

10 @ 10.49

E 186747 LITTLE BITES 104.90

SUBTOTAL 104.90

TAX 0.00

**** TOTAL 104.90

XXXXXXXXXXXX5798 H

AID: A0000000031010

Seq# 5228 App# 025079

Visa Resp: APPROVED

Tran ID#: 501600005228....

APPROVED - Purchase

AMOUNT: \$104.90

01/16/2025 16:00 143 5 272 18

Visa 104.90
CHANGE 0.00

TOTAL NUMBER OF ITEMS SOLD = 10

01/16/2025 16:00 143 5 272 18



21014300502722501161600

OP#: 18 Name: LOBO H.

Thank You!

Please Come Again

Whse:143 Trm:5 Trn:272 OP:18

Items Sold: 10

IG 01/16/2025 16:00