

Arlington Public Schools
“Providing the means to accomplish dreams”

Supportive Information Sheet

Subject: **VOUCHER/WARRANT ADJUSTMENTS**

Action

Page(s): Three (3), including cover

Submitted by: Ms. Deborah Borgens, Executive Director of Financial Services

Date: June 8, 2009

Administrative Consideration:

Enclosed please find the current voucher / warrant adjustments.

Superintendent’s Recommendation:

That the Board approves the attached warrant adjustments.

ARLINGTON SCHOOL DISTRICT NO. 16
315 N. French Ave.
Arlington, Wa 98223
360-618-6239, Fax 360-618-6221

Warrants Issued Adjustment Form

To: Snohomish County Treasurer's Office
Jacqueline Albracht
 Fax : 425-388-3089

Date: **May 27, 2009**
 Approved by: Nancy Berger

WARRANTS VOIDED CANCELLED

Fund	Warr.#	Date	Vendor	Micro #	Amount	
Gen - Payroll	700001405	4/30/09	James R. Draper	496299	\$ 347.95	Deduction Cancelled
Gen - Payroll	700001348	3/31/09	James R. Draper	495754	\$ 347.95	Deduction Cancelled

MANUAL WARRANTS ISSUED:

Fund	Warr.#	Date	Vendor	Micro #	Amount	
Gen-Payroll	700002774	5/27/09	Shelley Kucera	492056	\$ 695.90	Correct Payroll

DUPLICATE WARRANTS - CHANGED:

FROM:

Fund	Warr.#	Date	Vendor	Micro #	Amount
------	--------	------	--------	---------	--------

TO:

Fund	Warr.#	Date	Vendor	Micro #	Amount
------	--------	------	--------	---------	--------

Contact Person: Nancy Berger
 Phone: 360-618-6239

- Fax to County Treasurer
- Copy to Board Secretary for Board Agenda
- Journal Voucher
- Cancelled Warrant File

ARLINGTON SCHOOL DISTRICT NO. 16
315 N. French Ave.
Arlington, Wa 98223
360-618-6239, Fax 360-618-6221

Warrants Issued Adjustment Form

To: Snohomish County Treasurer's Office
Jacqueline Albracht
 Fax : 425-388-3089

Date: **May 27, 2009**
 Approved by: Nancy Berger

WARRANTS **VOIDED** **CANCELLED**

Fund	Warr.#	Date	Vendor	Micro #	Amount	
Gen - AP	46298	5/29/09	Janet Fuller	496529	\$ 99.45	Paid on District Credit Card

MANUAL WARRANTS ISSUED:

Fund	Warr.#	Date	Vendor	Micro #	Amount
------	--------	------	--------	---------	--------

DUPLICATE WARRANTS - CHANGED:

FROM:

Fund	Warr.#	Date	Vendor	Micro #	Amount
------	--------	------	--------	---------	--------

TO:

Fund	Warr.#	Date	Vendor	Micro #	Amount
------	--------	------	--------	---------	--------

Contact Person: Nancy Berger
Phone: 360-618-6239

- Fax to County Treasurer
- Copy to Board Secretary for Board Agenda
- Journal Voucher
- Cancelled Warrant File