



Personnel Commission
AGENDA OF REGULAR MEETING
Wednesday, March 14, 2018 - 5:30 P.M.
Site 18, Room 125
37230 37th Street East, Palmdale, CA 93550

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Mrs. Kathleen Duren, Chairperson
Mr. Don Wilson, Vice Chairperson
Mrs. Deneese Thompson, Commissioner
Ms. Mary Theus, Interim Director, Personnel Commission

I. PRELIMINARY BUSINESS

ACTION

- A. Approval of Meeting Minutes – February 28, 2018 55-17/18
- B. Approval of Special Meeting Minutes – March 02, 2018 56-17/18

II. PUBLIC COMMENTS

- A. Comments Concerning Items on the Agenda
- B. Comments from Members of the General Public Regarding Non-Agenda Items

III. CONSENT AGENDA

Actions proposed for the Consent Agenda are items consistent with adopted rules and regulations of the Personnel Commission and are deemed routine in nature. They will be acted upon in one motion, without discussion, unless members of the Personnel Commission, staff, or a member in the audience requests an items removal. The item will be removed from the motion to approve and will be discussed immediately following the Consent Agenda.

ACTION

- A. Approval of Consent Agenda 57-17/18
 - 1. Ratification of Eligibility Lists
 - 2. Extension of Eligibility Lists
 - 3. Nullification of Eligibility Lists
 - 4. Ratification of Transfers

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

- A. Monthly Expenses Review

VI. INFORMATION/REPORTS

- A. Classified Update
- B. Interim Director, Personnel Commission
- C. Comments from Commissioners

VII. RECESS TO CLOSED SESSION

- A. With respect to every item of business to be discussed in closed session, pursuant to Government Code, Section 54957
 - 1. Public Employee: Discipline/Dismissal/Release

VIII. RECONVENE TO OPEN SESSION

IX. REPORT OUT ACTIONS TAKEN (if any) IN CLOSED SESSION

- A. With respect to every item of business to be discussed in closed session, pursuant to Government Code, Section 54957
1. Public Employee: Discipline/Dismissal/Release

X. DATE/TIME OF NEXT PERSONNEL COMMISSION MEETING: March 28, 2018 at 5:30 P.M.

OPEN SESSION ADJOURNMENT _____ P.M.

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Personnel Commission office at 661 285 2902. Notification 48 hours prior to the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting.

As of July 1, 2008, the District is required to make documents (revised or otherwise) distributed to the Personnel Commission within 72 hours of a meeting, simultaneously available for public review, provided such documents are not otherwise exempt from public disclosure. Such documents will be available for public review in the Personnel Commission office.

Personnel Commission Meeting
of the
Palmdale School District

Minutes of February 28, 2018 Scheduled Meeting

CALL TO ORDER	The meeting was called to order by Chairperson Kathleen Duren at 5:30 p.m., followed by the Pledge of Allegiance led by Don Wilson.
MEMBERS PRESENT	Mrs. Kathleen Duren, Chairperson Mr. Don Wilson, Vice Chairperson Mrs. Deneese Thompson, Commissioner A quorum was present
STAFF PRESENT	Ms. Mary Theus, Interim Director, Personnel Commission Mrs. Susan McCormick, Administrative Secretary
PRELIMINARY BUSINESS	Mrs. Thompson moved to approve the minutes of the February 14, 2018 meeting, with Mr. Wilson providing a second, and Mrs. Duren called for discussion. Hearing none, Mrs. Duren called for the vote, and the motion passed unanimously.
PUBLIC COMMENTS CONCERNING AGENDA ITEMS	None
PUBLIC COMMENTS CONCERNING NON-AGENDA ITEMS	Veronica Rojas, School Secretary and CSEA Negotiating Team Member, addressed the Commission concerning the negotiations summary that will soon be presented to the Commission. Ms. Rojas asked that the Commission look closely at the school site classifications and similar District Office classifications and examine them for equity.
CONSENT AGENDA	Mr. Wilson moved to examine the Consent Agenda items individually, with Mrs. Thompson providing a second, and Mrs. Duren called for discussion. Hearing none, Mrs. Duren called for the vote, and the motion passed unanimously. Ratification of Eligibility Lists Mr. Wilson moved to approve the Ratification of Eligibility Lists, with Mrs. Thompson providing a second. Discussion followed regarding open positions and the particular challenges in finding qualified applicants for some hard-to-fill positions, and the transition rate of employees in entry-level positions. Mrs. Duren then called for the vote, and the motion passed unanimously Nullification of Eligibility Lists Mrs. Thompson moved to approve the Nullification of Eligibility Lists, with Mr. Wilson providing a second. Discussion followed clarifying the need to nullify lists in order to merge new lists. Mrs. Duren then called for the vote and the motion passed unanimously.

Ratification of Transfers

Mr. Wilson moved to approve the Ratification of Transfers, with Mrs. Thompson providing a second, and Mrs. Duren called for discussion. Hearing none, Mrs. Duren called for the vote, and the motion passed unanimously

UNFINISHED BUSINESS

None

NEW BUSINESS

Approval of Eligibility List With Less Than Three Ranks:

Occupational Therapist

Mrs. Thompson moved to approve the Eligibility List With Less Than Three Ranks for Occupational Therapist, with Mr. Wilson providing a second. Discussion followed clarifying the challenges in finding applicants for this position and the need to approve lists with fewer ranks in order to provide qualified candidates for interview. Mrs. Duren then called for the vote and the motion passed unanimously.

INFORMATION / REPORTS

Classified Update

Ms. Theus distributed the Classified Update. It was noted that although the positions of Fiscal Services Administrator and Director of Accounting are widely posted, only one application has been submitted.

Interim Director, Personnel Commission

Mrs. Theus conveyed that we currently have 42 candidates in the pre-employment process, and another 18 in the reference-checking phase. Several of those in pre-employment are using the Onboard system to complete their paperwork after necessary physical and fingerprint appointments.

Comments from Commissioners

Mrs. Duren thanked those in attendance for their presence. She mentioned that calculators will be provided for all exams except those that require instruction of students. Also, the Commission staff will move forward with providing all exams online rather than in written/Scantron format, with a couple of exceptions.

Mrs. Duren then addressed an email she received that questioned whether or not an Education Code violation exists in her serving as the District's appointee to the Board of Directors for The Palmdale Aerospace Academy (TPAA) while concurrently serving as CSEA's elected member of the Personnel Commission. She clarified that after discussions with both the District and Commission's legal counsel, it was determined that a conflict of interest does not exist. Mrs. Duren also shared that she is a true champion of the merit system and classified employees, and for this reason, she was appointed to the

Board at TPAA. She expressed her devotion to the Personnel Commission and stated if a conflict were to arise, she would consider resigning from the additional post.

Mrs. Thompson shared that Mrs. Duren's comments were well stated.

RECESS TO CLOSED SESSION

Recess to closed session at 5:50 P.M.

RECONVENE TO OPEN SESSION

Reconvened to open session at 6:45 P.M.

REPORT OUT OF CLOSED SESSION

With no action taken, there is no report.

NEXT MEETING


A Special Meeting is scheduled on March 02, 2018 at 9:00 A.M. in Room 125 at Site 18.

The next regular meeting of the Personnel Commission is scheduled for March 14, 2018 at 5:30 P.M. in Room 125 at Site 18.

ADJOURNMENT

Mrs. Thompson moved to adjourn the meeting, with Mr. Wilson providing a second. Meeting was adjourned at 6:53 P.M.

Respectfully submitted,



Mary Theus
Interim Director, Personnel Commission

APPROVED:

Kathleen Duren, Chairperson

Don Wilson, Vice Chairperson

Deneese Thompson, Commissioner



Palmdale School District

Launching a lifetime of learning

Personnel Commission

37230 37th Street East
Palmdale, CA 93550
661.285.2902
661.285.2137 Fax

www.palmdalesd.org

*Kathleen Duren, Commissioner
Deneese Thompson, Commissioner
Don Wilson, Commissioner
Vicki Galli, Director*

Classified Update for February 28, 2018

1. Testing Status:

Administrative Clerk II	Performance/written exam 03/13/18
Benefits/Payroll Clerk	Performance/written exam 03/27/18
Bilingual Administrative Clerk II	Performance/written exam 03/13/18
Bilingual/ECE Teacher Assistant	QAI scheduled 02/27/18
Instructional Assistant I	Written exam 03/07/18
Occupational Therapist	QAI scheduled 02/20/18
Paraeducator/LVN	Written exam 03/06/18, QAI scheduled 03/15/18

2. Postings:

Administrative Clerk II	Closes 03/02/18
Benefits/Payroll Clerk	Closes 03/16/18
Bilingual Administrative Clerk II	Closes 03/02/18
Bilingual ECE Teacher Assistant	Continuous
Director of Accounting	Closes 03/12/18
ECE Disabilities/Mental Health Specialist	Closes 03/26/18
ECE Teacher Assistant	Continuous
Fiscal Services Administrator	Closes 03/12/18
Instructional Assistant I	Closes 03/02/18

Occupational Therapist	Continuous
Paraeducator Certified Interpreter	Continuous
Paraeducator Certified Interpreter II	Continuous

Personnel Commission Meeting
of the
Palmdale School District

Minutes of March 2, 2018 Special Meeting

CALL TO ORDER

The Chairperson, Mrs. Kathleen Duren, called the meeting to order at 9:00 A.M., followed by the Pledge of Allegiance led by Mrs. Thompson.

MEMBERS PRESENT

Mrs. Kathleen Duren, Chairperson
Mr. Don Wilson, Vice Chairperson
Mrs. Deneese Thompson, Commissioner

A quorum was present

STAFF PRESENT

Ms. Mary Theus, Interim Director, Personnel Commission

**PUBLIC COMMENTS CONCERNING
AGENDA ITEMS**

Michael Tocco, Director of Maintenance & Operations, commented on the recent negotiations with CSEA, and his participation on the negotiations team for the District. He articulated his support of the salary recommendations agreed on by the District and CSEA for classified bargaining unit positions. Mr. Tocco mentioned the recent salary increases for technology classifications, as an example, where annual earnings are close to salaries for Assistant Directors. He encouraged the Commission to consider the compression of salaries and in what way it will affect employees now and in the future. He further stated that employees are receiving low to no pay increases, yet new hires may receive compensation at a higher scale due to the range structure. Mr. Tocco opined that compression would curtail promotional advancements affecting the bargaining unit and leadership classifications across the board. He shared that he recognizes that the Board has full authority over salaries, but also acknowledged that the Commission has a responsibility to look at the big picture when presenting current and future recommendations. The salary schedules for CSEA and classified leadership positions warrant comprehensive analysis. He concluded by thanking the Commission for hearing his comments.

Astrid Cante, CSEA President, Chapter 296, concurred with Mr. Tocco's statements, and thanked him for his support. She stated that historically, unit members in the technology classifications were not looking to promote to leadership classifications. Employees that seek

to promote are not on the high end of the pay scale, so CSEA will continue to advocate for better pay; recognition for classified employees is long overdue. Ms. Cante appealed to the Commission to support the salary increases negotiated and agreed on by the District when evaluating for internal equity.

Ernest Maldonado, Custodian II, and Katie Troncoso, Child Nutrition Manager, both on the CSEA negotiating team, thanked Mr. Tocco for his support. They requested the Commission to look closely at the internal equity of wages among all classes, as well as the duties of all positions. Ms. Troncoso added that there should be equal pay for all, and urged the Commission to consider equitable pay for the Child Nutrition Manager classification.

SALARY/INTERNAL EQUITY STUDY

Mrs. Duren remarked that the Commission was going to give the proposed increases a good look in addition to the ranges for other classifications. While conducting the study, the Commissioners may have dialogue with CSEA and District representatives, Mr. Tracy Marsh and Ms. Sandra McCoy. Mrs. Duren shared the anticipated time lines for the necessary approvals and implementation by other entities, such as the Board and LACOE, and mentioned that the Commission does not want to stall the process. The Commission intends to accomplish the study today, but will consider an additional day if needed. When the study is complete, a written recommendation to the Board of Trustees will follow.

RECESS

The Commission recessed for a meal break at 12:30 P.M. and reconvened at 1:30 P.M. to resume the study.

NEXT MEETING

The next scheduled regular meeting of the Personnel Commission is March 14, 2018 at 5:30 P.M. in Room 125 at Site 18.

ADJOURNMENT

Mr. Wilson motioned to adjourn the Special Meeting, with Mrs. Thompson providing a second. The meeting adjourned at 3:15 P.M.

Respectfully Submitted,



Mary Theus
Interim Director, Personnel Commission

APPROVED:

Kathleen Duren, Chairperson

Don Wilson, Vice Chairperson

Deneese Thompson, Commissioner

TO: Board of Trustees

FROM: Personnel Commission

DATE: March 6, 2018

RE: Salary Range Recommendations for the Classified Service

The Personnel Commission held a Special Meeting on March 2, 2018 to examine internal equity of the negotiated proposed salaries for the classified service represented by CSEA. In addition to internal equity among CSEA classifications, other considerations were the minimum wage increases and how it restrains the salary scale, compression of salaries and its effect on both the CSEA and Leadership schedules, and reduction in career ladder progressions due to salary increases over and beyond that of classified leadership.

The Commission endorses a majority of the proposed schedule negotiated and agreed on by the District and CSEA. Although the Commission recognizes the financial implication to the District, we have a responsibility to resolve the inequity of ranges for the classified service. We recommend a modification to the range structure for the below classifications as presented.

Classification	Current Schedule		Negotiated Schedule		P.C. Recommendation	
	Range	Minimum	Range	Minimum	Range	Minimum
Accounting Clerk II	29	19.55	32	21.04	31	20.51
Administrative Clerk II	24	17.30	26	18.17	25	17.71
Attendance Clerk	25	17.71	25	17.71	26	18.17
Bilingual Administrative Clerk II	24	17.30	26	18.17	25	17.71
Bilingual Attendance Clerk	25	17.71	25	17.71	26	18.17
Bilingual School Secretary	28	19.06	29	19.55	31	20.51
Child Nutrition Manager	23	16.88	26	18.17	28	19.06
Instructional Asst. III	15	13.85	-	-	19	15.30
Paraeducator- Moderate to Severe	25	17.71	25	17.71	27	18.60
Personnel Administrative Clerk	26	18.17	26	18.17	27	18.60
School Secretary	28	19.06	29	19.55	31	20.51
Sp. Ed. Instr. Asst II	15	13.85	17	14.55	19	15.30
Sp. Ed. Instr. Asst III	19	15.30	19	15.30	21	16.05
Translator (<i>District</i>)	22	16.46	25	17.71	27	18.60

The Commission requests that the Board of Trustees consider the recommendations for full implementation. Alternatively, consider each classification separately for implementation, and execute the additional recommended changes over a two-year period. In addition, we encourage a comprehensive review and adjustment of the classified salary schedule for uniform alignment of ratios between ranges and steps.

The Commission will endeavor to review classified job descriptions and salaries periodically for both CSEA and Leadership to ensure internal equity is present and maintained.

**PALMDALE SCHOOL DISTRICT
PERSONNEL COMMISSION
March 14, 2018**

CLASSIFIED RECRUITMENT SUMMARY REPORT

Job Classification	Open Date	Close Date	Written Exam Date	QAI Date	Number of Applicants	Number Passed MQs	Number Passed Written	Passed Performance	Number Passed QAI	Number Eligible	Effective Date	Expiration Date	Merged *Yes/No	Total # of Ranks (Incl. merged)
Bilingual ECE Teacher Assistant	12/11/17	01/26/18	02/08/18	02/27/18	28	1	1	NA	1	1	03/01/18	02/28/19	*Yes	3
Child Nutrition Cashier I	01/26/18	02/15/18	2/20/18, 2/22/18	NA	114	69	53	NA	NA	53	02/23/18	02/22/19	No	14
ECE Teacher Assistant	01/10/18	01/26/18	02/08/18	02/27/18	22	2	2	NA	2	2	03/01/18	02/28/19	*Yes	9

*Only new eligibles have the expiration date of the merged eligibility list; previous eligibles maintain the original expiration date.

This certifies the eligibility list process is complete and in compliance with pertinent Education Codes (merit system) and Personnel Commission Rules and Regulations.



Mary Theus
Interim Director, Personnel Commission



Date

PALMDALE SCHOOL DISTRICT

PERSONNEL COMMISSION

AGENDA ITEM

DATE March 14, 2018 _____ REPORT

TO: Personnel Commission X ACTION

FROM: Mary Theus
Interim Director, Personnel Commission

RE: EXTENSION OF ELIGIBILITY LIST(S)

STATUS

The eligibility list(s) for the following classifications still contain(s) a sufficient number of qualified ranks.

Job Classification	Effective Date	Expiration Date	Date Extended
Administrative Clerk II	03/17/17	03/16/18	09/16/18

RECOMMENDATION

It is recommended that the eligibility list(s) stated above, be extended for a period of six months.

PALMDALE SCHOOL DISTRICT

PERSONNEL COMMISSION

AGENDA ITEM

DATE March 14, 2018 _____ REPORT

TO: Personnel Commission _____ X ACTION

FROM: Mary Theus
Interim Director, Personnel Commission

RE: NULLIFICATION OF ELIGIBILITY LIST(S)

STATUS

The eligibility list(s) for the following classifications have expired or have insufficient ranks remaining.

Job Classification	Effective Date	Expiration Date
Bilingual ECE Teacher Assistant	02/02/18	02/01/19
ECE Teacher Assistant	02/02/18	02/01/19

RECOMMENDATION

It is recommended that the eligibility list(s) stated above be nullified.

AGENDA ITEM

Transfers and Reassignments

- a. Dameron-Brown, Rebecca Effective 02/14/18, from Early Childhood Education Disabilities/Mental Health Specialist to Special Education Instructional Assistant I (PT), 5.75 hours/182 days Replacement for Kayla Spragin, Voluntary Demotion
- b. Hoffman, Ashley Effective 02/13/18, from Administrative Clerk II to Risk Management Specialist (Risk Mgmt), Replacement for Dawn Schmucker, Promotion
- c. Pomposo, Norma Effective 02/20/18, Bilingual Typist Clerk, from (DGM), 5.75 hours/182 days to (WEC), 5.75 hours/12 months, Increase in Work Year by Seniority, Growth
- d. Stokes, Terrance Effective 02/20/18, Instructional Assistant I, from (GP), 5.75 hours/182 days, to (CH/MZ), 6.5 hours/182 days, Increase in Hours by Seniority, Replacement for Raquel Aguayo
- e. Theus, Mary Effective 01/29/18, from Personnel Analyst-Confidential to Interim Director of Personnel Commission

PALMDALE SCHOOL DISTRICT

PERSONNEL COMMISSION

AGENDA ITEM

DATE: March 14, 2018 X REPORT

TO: Personnel Commission ACTION

FROM: Mary Theus
Interim Director, Personnel Commission

RE: MONTHLY EXPENSES REVIEW

BACKGROUND

Attached are the expenses as captured by Infinite Visions for the dates listed at the top of the report. Expenses are categorized by Object code.

STATUS

This action supports student achievement by procuring supplies, materials, equipment and services while ensuring that district funds are being managed in accordance with all applicable state and federal laws and Board policy.

The Commissioners will review transactions entered into by the Personnel Commission Director or employees delegated with the authority to procure supplies, materials, apparatus, equipment, and services.

RECOMMENDATION

It is recommended that the Personnel Commission review the monthly expenses as presented by the attached report from Infinite Visions.

Palmdale School District

Personnel Commission 230

From Date: 2/1/2018

To Date: 2/28/2018

Fiscal Year: 2017-2018

Account Number	Description	Budget	Adjustments	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Bal	%Bud
01.0.00000.0.00000.74400.4320.2300000	Supplies	\$11,450.00	\$0.00	\$11,450.00	\$23.37	\$3,593.55	\$7,856.45	\$728.33	\$7,128.12	62.25%

Transaction Detail (Standard)

Reference Number	Requisition Number	PO/Ship Number	Description	Name	Journal	Amount		
2092018	6	11	AP POSTING	VINCE'S PASTA & PIZZA	Accounts Payable	\$23.37		
					Detail Total:	\$23.37		
01.0.00000.0.00000.74400.4380.2300000	Supplies-Technology		\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
01.0.00000.0.00000.74400.4399.2300000	Holding		\$41,526.00	\$0.00	\$41,526.00	\$0.00	\$41,526.00	100.00%
01.0.00000.0.00000.74400.4420.2300000	Non Cap Asset		\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
01.0.00000.0.00000.74400.4480.2300000	Non Cap Asset Technology		\$6,500.00	\$0.00	\$6,500.00	\$0.00	\$2,283.88	35.14%
01.0.00000.0.00000.74400.5210.2300000	Mileage		\$2,000.00	\$0.00	\$2,000.00	\$17.33	\$560.43	71.98%

Transaction Detail (Standard)

Reference Number	Requisition Number	PO/Ship Number	Description	Name	Journal	Amount
JAN2018MILG	0	0	AP POSTING	THEUS, MARY	Accounts Payable	\$17.33
					Detail Total:	\$17.33
01.0.00000.0.00000.74400.5220.2300000	Conferences/Mileage		\$18,000.00	\$0.00	\$18,000.00	\$714.29
					\$8,724.37	\$9,275.63
					\$1,988.46	\$7,287.17
						40.48%

Transaction Detail (Standard)

Reference Number	Requisition Number	PO/Ship Number	Description	Name	Journal	Amount
CF18219LGMIPKML	11420	17181	AP POSTING	CONFERENCES	Accounts Payable	\$468.73
CF18219ML	11420	17181	AP POSTING	CONFERENCES	Accounts Payable	\$46.82
CF18219PKML	11420	17181	AP POSTING	CONFERENCES	Accounts Payable	\$198.74
					Detail Total:	\$714.29

01.0.00000.0.00000.74400.5310.2300000	District Membership	\$3,290.00	\$0.00	\$3,290.00	\$0.00	\$3,290.00	\$0.00	\$0.00	\$0.00	0.00%
01.0.00000.0.00000.74400.5712.2300000	Direct Costs-Printing	\$1,960.00	\$0.00	\$1,960.00	\$0.00	\$796.00	\$1,164.00	\$0.00	\$1,164.00	59.39%
01.0.00000.0.00000.74400.5719.2300000	Direct Costs-Mailing Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$290.17	\$1,709.83	\$0.00	\$1,709.83	85.49%
01.0.00000.0.00000.74400.5810.2300000	Advertising - Legal	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$930.49	\$9,069.51	\$1,317.11	\$7,752.40	77.52%
01.0.00000.0.00000.74400.5822.2300000	Legal Expenses	\$46,273.00	\$0.00	\$46,273.00	\$0.00	\$11,170.00	\$35,103.00	\$35,103.00	\$0.00	0.00%
01.0.00000.0.00000.74400.5828.2300000	Software Support	\$27,375.00	\$0.00	\$27,375.00	\$0.00	\$26,065.00	\$1,310.00	\$0.00	\$1,310.00	4.79%

Palmdale School District

Personnel Commission 230

From Date: 2/1/2018

To Date: 2/28/2018

Fiscal Year: 2017-2018

Account Number	Description	Budget	Adjustments	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Bal	%Bud
01.0.00000.0.00000.74400.5830.2300000	Consultants	\$6,400.00	\$0.00	\$6,400.00	\$0.00	\$0.00	\$6,400.00	\$0.00	\$6,400.00	100.00%
01.0.00000.0.00000.74400.5890.2300000	Other Operation Services	\$1,350.00	\$0.00	\$1,350.00	\$0.00	\$250.00	\$1,100.00	\$1,100.00	\$0.00	0.00%
Function: Personnel Commission - 74400		\$784,769.00	\$0.00	\$784,769.00	\$48,887.44	\$392,979.54	\$391,789.46	\$40,236.90	\$351,552.56	44.80 %
01.0.00000.0.00000.82000.4320.2300000	Supplies	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,393.94	\$606.06	\$0.00	\$606.06	30.30%
01.0.00000.0.00000.82000.4393.2300000	Water, Bottled	\$100.00	\$0.00	\$100.00	\$19.02	\$95.10	\$4.90	\$4.90	\$0.00	0.00%
Function: Operations - 82000		\$2,100.00	\$0.00	\$2,100.00	\$19.02	\$1,489.04	\$610.96	\$4.90	\$606.06	28.86 %
Grand Total:		\$786,869.00	\$0.00	\$786,869.00	\$48,906.46	\$394,468.58	\$392,400.42	\$40,241.80	\$352,158.62	44.75%

Transaction Detail (Standard)							
Reference Number	Requisition Number	PO/Ship Number	Description	Name	Journal	Amount	
4449953020118	81447	181174	AP POSTING	SPARKLETTS	Accounts Payable	\$19.02	
					Detail Total:	\$19.02	

End of Report