

Policy Council
GTB Benodjenh Center
Early Head Start/Head Start/GSRP/Child Care
3/26/2020

- **Sign in**
- **Review Previous Minutes**
- **Policy Council Member Update:**
Chair: VACANT
Vice Chair: VACANT
Recording Officer: VACANT
Parent Representative(s): Sarah Murphey
Community/Elder Representative: Deb Fox
Community Representative: Sean Cahill
Community Representative: Helen Cook
Tribal Council Liaison: Theresa Pelcher

Sign in:

Chelsea Fink
Trista Erickson
Leona Burfield
Theresa Pelcher
Sarah Murphey
Sean Cahill
Helen Cook

- **Staff/Enrollment Update**

Classroom A: 10 enrolled students in person

Lead Teacher: Angeleia Gann
Assistant Teacher: Alejandra Castellanos (currently on LOA)
Classroom Bus/Aide: VACANT

Classroom B: 9 students enrolled in person

Lead Teacher: Lisa Falk
Assistant Teacher: Alia Shaw (currently on LOA)
Classroom Bus/Aide: Delia Shawandase

Classroom C: 6 students enrolled

Lead Teacher: Christine Newstead
Assistant Teacher: Amanda Maas
Classroom Bus/Aide: VACANT

Classroom D: 6 students enrolled

Lead Teacher: Aimee McClellan
Assistant Teacher: Danielle Franco-Hernandez
Classroom Bus/Aide: VACANT

Childcare: 6 children enrolled

Caregiver: Francis Wanageshik
Caregiver: Victoria Chippewa

Introducing Sarah Murphey to Policy Council

We need more parents to fill positions on policy council.

Classroom A is max enrolled and has one vacant position.

Classroom B has one opening. Ast teacher will be back from LOA next week.

Classroom C is max enrolled and has one position open.

Class D is max enrolled and has one position open.

EHS home Base Program: 7 families enrolled-several slots open

Home Visitor: Anne Kiogima

Home Visitor: VACANT

- **Recruitment: We are required to continue to recruit and enroll offering virtual/at-home learning for those families who want to participate in that capacity. We now have our own website which is also helpful with recruitment. Check it out at: <https://benodjenhcenter.weebly.com/>**
- **Maintenance may be contracting out a cleaning service to ensure our building is getting cleaned regularly and properly.**
- **We are working on our next steps in opening as the rest of the Tribe is working on theirs.**
- **COVID Response Plans have been updated and sent out earlier this week.**
- **Professional Development Fridays will continue once able. During COVID staff has been working on various trainings, webinars, and other staff development while working from home. (through: ECLKC, MiRegistry, MyPeers, TS Gold/Creative Curriculum, CACFP, ISD, Office of Head Start)**
- **We are in search of new policy council members. We need four parents to join to meet our 51% requirement of currently enrolled parents.**
- **Policy council training will be completed for new Policy Council members as they join, right now just Sarah.**
- **Budget Review**
- **Required & Miscellaneous Program Information**
Monthly Reports: Benodjenh Center Monthly Report, Credit Card Report with corresponding Budget Reports, Child and Adult Care Food Program (CACFP), Claim Status Report, Enrollment Report. Program Performance Summary Report.
- **COLA funding review and approvals**
- **Next Policy Council Meeting:** To be determined.

We are looking for students to enroll in HV program. There is one HV position vacant. There was an interview this morning for this position.

Waiting for maintenance bids for cleaning crew to be approved.

A few ideas for our next steps in opening are: adding a FTF day on Thursday, offer childcare to Benodjenh staff (to help support out staff, vacancies have been hard), increasing childcare enrollment to 10 from 8.

Trista still learning about Budget and Budget Review, Dawn has been taking lead on this. We have a lot of good ideas to add to the budget for improvement.

Program Performance Summary Report is not a monthly report and gets sent out as needed.

Approvals for COLA given verbally: Sean, Sarah, Helen

Approvals for COVID plan updates given verbally: Sean, Sarah, Helen

Monthly Report

DIVISION NAME: Little Spirit
PREPARED BY: Trista Erickson

MONTH/YEAR: February, 2021
DATE RECEIVED:

PROGRAM NUMBER: 230.3370, 230.3350, 230.5100, 230.5103, 230.6000,
PROGRAM NAME: HS/EHS, CCDF, ITC Tribal Home Visiting, ITC Healthy Start
PROGRAM TERM:

6/1/20-5/31/21 (HS/EHS) & 10/1/20-9/30/21, 4/1/20-3/30/21, 10/1/20-9/30/21????

TRIB/AL COUNCIL GOALS/OBJECTIVES:

To provide a holistic, safe, nurturing and learning environment for our children and families. Five-year plan is to have language immersion classes as part of the total learning program.

PROGRAM STAFFING UPDATES: The Benodjenh Center currently has 7 openings. There are 4 part time positions vacant, they are: 2 EHS Classroom/Bus Aides, 1 HS Classroom/Bus Aide, and 1 Bus Driver, 4 full time positions are vacant, they are: the Benodjenh Center Director, 1 EHS Classroom/Bus Aide, 1 Early Head Start Home Visitor, and the Family Spirit Home Visitor. There is also 1 other position that is still vacant, that is: the Bookkeeper/Assistant Director position in which the Recommendation of Hire documents for Daniel Stewart have been submitted and now awaiting response from candidate/applicant.

GRANT UPDATES: There are concerns about the CCDF grants and the ITC Healthy Start grant. Department Manager will be working with OMB to clear up concerns. This grant is funded from 4.1.20-3.31.21. The Healthy Start Nurse position has been filled by Nancy Burgess since 1/25/2021.???

TRAVEL/TRAINING/PRESENTATIONS/MEETINGS ATTENDED:

Feb. 1st – Trista Erickson entered and submitted GSRP/MISD Spring Data Collection due to TBAISD

Feb. 1st – Trista Erickson entered and submitted HSES Enrollment & Center Status Reports due

Feb. 2nd - Reflective Supervision for Trista Erickson with Maggie Sprattmoran, Mental Health Consultant

Feb. 2nd – Management Meeting to complete the Self-Assessment

Feb. 3rd – Trista Erickson & Lisa Falk attended an IEP Meeting for a HS/GSRP student

Feb. 3rd – Trista Erickson attended the MI HS/EHS Director's Round Table & Check-in

Feb. 3rd – Chelsea Fink worked on CACFP claim

Feb. 5th-12th – Chelsea Fink on Vacation

Feb. 4th – Management Leadership/Reflective Supervision with Maggie Sprattmoran

Feb. 4th – Benodjenh Center All Staff Meeting

Feb. 5th – Leona Burfield attended an IMH, Interoception training

Feb. 10th – Lkeona Burfield and Anne Kiogima attended the Leelanau County Reflective Group

Feb. 10th – Michigan's Racial Equity Cohort meeting (Leona Burfield & Alejandra Castellanos attended)

Feb. 11th – Trista Erickson attended the Leelanau EC Advisory Committee Meeting

Feb. 11th – Trista Erickson attended the MHSA Director's Meeting

Feb. 11th – Management Leadership/Reflective Supervision with Maggie Sprattmoran
 Feb. 12th- Policy Council Meeting
 Feb. 12th – TS GOLD Assessment Checkpoints due
 Feb. 12th – MTSS Planning Meeting with Management, Theresa O’Boyle; EC Specialist, and Maggie Sprattmoran; Mental Health Consultant
 Feb. 12th – Trista Erickson & Leona Burfield attended a Leadership Series Training
 Feb. 15th - Management Meeting to complete the Self-Assessment and send to PC for approval
 Feb. 15th – Management Meeting for Staff Meeting planning
 Feb. 16th – Chelsea Fink Met with ITC Healthy Start Nurse
 Feb. 16th – Brad Strand and Delia Shawandase conducted a Bus Evacuation Drill
 Feb. 16th – Trista Erickson & Chelsea Fink along with HR conducted the ITC Tribal HV Interview
 Feb. 16th – Management Meeting to continue Staff Meeting planning
 Feb. 17th – Chelsea Fink registered on new CACFP website
 Feb. 17th – Management Meeting to finish Staff Meeting planning
 Feb. 17th – Trista Erickson went to Background Dept. for re-fingerprinting
 Feb. 18th – Benodjenh Center Staff Meeting
 Feb. 18th - Management Leadership/Reflective Supervision with Maggie Sprattmoran
 Feb. 18th – Parent Meeting
 Feb. 19th - School Readiness Team Planning Meeting with Management, Theresa O’Boyle; GSRP EC Specialist, and staff: Lisa Falk, Christine Newstead, and Anne Kiogima
 Feb. 19th – Budget Meeting with Dawn Shenoskey and Leona Burfield for 2022 T/TA & supplies needed
 Feb. 19th – Leona Burfield attended a Family Engagement webinar
 Feb. 22nd – Chelsea Fink attended the “Promoting Children's Health” webinar
 Feb. 22nd – Theresa O’Boyle; GSRP EC Specialist here to check-in and observe/support HS/GSRP classroom
 Feb. 22nd – Trista entered and submitted EHS/HS/GSRP Program Data to MDE
 Feb. 23rd – Benzie/Leelanau Health Dept./Ruth Griner here to follow up on vision & hearing screenings for 3-5-year-old enrolled children
 Feb. 24th – Chelsea Fink attended the “Nutrition Building Blocks” webinar

 Feb. 24th – Management Team along with all staff conducted a Fire Drill
 Feb. 24th – Trista Erickson attended Tribal Council Meeting
 Feb. 25th – Chelsea Fink attended a Mental Health webinar
 Feb. 25th – Management Leadership/Reflective Supervision with Maggie Sprattmoran
 Feb. 25th – MI’s Racial Equity Cohort meeting (Leona Burfield & Alejandra Castellanos attended)
 Feb. 26th – All staff attended the Benodjenh Center Support Team “MTSS” Meeting/Training on Resiliency with Laura Miller; SSW TBAISD, Theresa ‘Boyle; GSRP EC Specialist TBAISD, and Maggie Sprattmoran; Mental Health Consultant
 Feb. 26th –All staff attended the ZONO sanitizing units training with Tart Franco
 Feb. 26th – Leona Burfield attended an Anti-bias ECE training

FOOD DISTRIBUTION: We began in-person learning on 1/11. We are currently operating face to face 3 days/week (M-W) and virtually 1 day/week (Friday). We provide and send home breakfast, lunch, and snack for each child every Wednesday during the afternoon bus drop off (2/3, 2/10, 2/17, & 2/24).

End of Month Enrollment (EOM) attached

CACFP claim attached (February not filed yet)

Credit Card Expenditures – Requisition & PO list from NWS attached

Financials attached



End-Of-Month Enrollment - February 2021

Total

<i>Total Reported Enrollment</i>	<i>Total Funded Enrollment</i>
41	83


Head Start

	<i>Operated this month</i>	<i>Last day of services provided</i>	<i>Reported Enrollment</i>	<i>Funded Enrollment</i>	<i>Grant Status</i>
	Yes	Feb 28, 2021	20	35	Reported
Initially Reported:	On 03/01/2021 by Trista Erickson				
Last Updated:	On 03/01/2021 08:20:40 AM, EST by Trista Erickson				
Grantee Comments:	Due to the COVID-19 Pandemic and the need to take more cautious health and safety practices, we are serving less children, however we are continuing to recruit and enroll children/families, offering virtual learning to additional families that apply.				

Early Head Start

	<i>Operated this month</i>	<i>Last day of services provided</i>	<i>Reported Enrollment</i>	<i>Funded Enrollment</i>	<i>Grant Status</i>
	Yes	Feb 28, 2021	21	48	Reported
Initially Reported:	On 03/01/2021 by Trista Erickson				
Last Updated:	On 03/01/2021 08:20:40 AM, EST by Trista Erickson				
Grantee Comments:	Due to the COVID-19 Pandemic and the need to take more cautious health and safety practices, we are serving less children, however we are continuing to recruit and enroll children/families, offering virtual learning to additional families that apply.				

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 **Office of Head Start / Head Start Enterprise System**

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[OHS Center Status Reporting - Guidance](#)
[OHS Center Status Reporting - Webinar \(Video\)](#)

Instructions

Download the template for the current reporting period. Enter the services provided on the last operational day of the month at each center and upload the document.

Prefilled Template: [Center Status Report - Prefilled.xlsx](#)

Blank Template: [Center Status Report - No Data.xlsx](#)

Center Status Report

for Feb 2021: [90CI010045 Center Status Reporting Feb 2021.xlsx](#) [Replace](#)

Last uploaded on 03/01/2021 09:20 AM, EST by Trista Erickson

Warnings

Program Type	Warnings
Head Start	<p>The Total Head Start Children Reported exceeds the total number of slots for Center GTB Benodjenh Center. Please provide a comment below.</p> <p>Explanation: We provide both in-person learning and virtual learning to all 20 enrolled HS children including 3 days of in-person learning and 1 virtual learning day each week.</p>
Early Head Start	<p>The Total Center Slots does not match your Funded Enrollment for this month.</p> <p>Explanation: Due to the COVID-19 Pandemic and the need for more cautious health and safety practices, we are serving less children at this time, however we are continuing to recruit and enroll offering virtual learning to families that apply.</p>

For assistance, please contact the HSES Help Desk at help@hsesinfo.org or call 1-866-771-4737 (toll-free) or 1-571-429-4858 (local), Monday - Friday, 8 a.m. - 7 p.m. EST (not available on weekends or federal holidays)

The data in this spreadsheet contains grantee-reported information from the Centers page in HSES. If any of the data in the pre-populated cells (Center I update the Centers page in HSES with the correct information. Once accurate centers data is entered and saved, please re-download this spreadsheet to centers data, contact the HSES helpdesk at help@hsesinfo.org.

In HSES, there are 68 total center slots and 83 total funded enrollment slots. Please review center slots for accuracy.

Instructions : Please report enrollment at the center and program option level, using the highlighted cells below, for Head Start and/or Early Head Start Reporting screen under the Center Level Reporting section. Grantees participating in the underenrollment improvement process must upload the complete agency must continue to report monthly enrollment using the Center Level Reporting spreadsheet until completing the underenrollment improvement process.

Reporting Month: January 2021

Key :



Not operating program option at center

Grand Traverse Band of Ottawa and Chippewa Indians - 90CI010045

Center Name	Program Option	AIAN Head Start		
		Program Number	Enrollment Slots	Reported Enrollment
GTB Benodjenh Center	Center-based	000	35	32
GTB Benodjenh Center	Home-based			
Total			35	32

Michigan Nutrition Data System

Michigan Department of Education

Child And Adult Care Food Program Claims System Claim Status Report

MIND ([./mindhomepage.aspx](#)) CACFP Claims ([cacfphomepage.aspx](#)) **Claim Status Report** Reports ▾ User Management ▾ Help ▾

Logoff ([./mindLogin.aspx](#))

MIND ([./mindhomepage.aspx](#)) / CACFP Claims ([cacfphomepage.aspx](#)) / Claim Status Report

Sponsor: GRAND TRAVERSE BAND OF OTTAWA & (450000008)

Fiscal Year: 2021 (October 1, 2020 - September 30, 2021)

Claim Month: February 2021

Claim Status Report for : February 2021

GRAND TRAVERSE BAND OF OTTAWA & (450000008)
CHIPPEWA INDIANS HEAD START
SUTTONS BAY MI 49682

1. ORIGINAL CLAIM - Child and Adult Care Food Program

PROCESS DATE: Mar 04, 2021

	Servings	Rate	Reimbursement	
Breakfast				
BREAKFAST A	382	1.8900	\$721.98	
	Breakfast Reimbursement Total			\$721.98
Lunch				
LUNCH A	404	3.5100	\$1,418.04	
	Lunch Reimbursement Total			\$1,418.04
Snack				
SNACK A	400	0.9600	\$384.00	
	Snack Reimbursement Total			\$384.00
	Cash-In-Lieu-Of Commodities Total			\$98.98
	Original Claim Reimbursement Total			\$2,623.00

B. Payment Summary For Claim Month :

Original Claim Reimbursement Total	\$2,623.00
Amended Claim(s) Reimbursement Total	\$0.00
Claim Reimbursement Total	\$2,623.00

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Credit Card Report

myFavorites | Financial Management | Maintenance

Vendor Inquiry - 10636 - FIFTH THIRD BANK

open PO'S ✓



Purchase Orders

From 03/03/2020 To 03/03/2021

Last Name/Business

Number

Go Reset



Vendors

- 10637 - FIFTH THIRD AUTO LEASING TRUST
- 10636 - FIFTH THIRD BANK
 - User Defined
 - Invoices
 - Receipt of Goods
 - Checks
 - 1099 History
 - Purchase Orders
 - Requisitions
 - Wire Transfers
- 13071 - FIFTH THIRD INSURANCE
- 18126 - FIFTH THIRD PROCESSING SOLUTIONS

	#	Amount	Expensed	Encumbered
Edit	0	\$0.00	\$0.00	\$0.00
Open	5	\$3,843.05	\$0.00	\$3,843.05
Complete	0	\$0.00	\$0.00	\$0.00
Total	5	\$3,843.05	\$0.00	\$3,843.05
Canceled	0	\$0.00	\$0.00	\$0.00
Voided	0	\$0.00	\$0.00	\$0.00

Status	#	Number	Description	Type	G/L Date	Arr
Open		2021-00003725	39th Native American Child & Family Virtual Confere...	Standard	02/10/2021	
Open		2021-00003724	Teachstone Training LLC Trista E.	Standard	02/16/2021	
Open		2021-00003426	Benodjenh ServSafe	Standard	01/25/2021	
Open		2021-00003381	Sam's Club Benodjenh	Standard	01/21/2021	
Open		2021-00002216	COVID TruSens Air Purifiers	Standard	11/20/2020	

1 - 5 of 5 records

GRAND TRAVERSE BAND

Open Purchase Order Report

As of G/L Date 03/02/21
 Report by Department - Purchase Order Number
 Summary Listing

Department Benodjenh Benodjenh		Department	Benodjenh Benodjenh	G/L Date	10/01/2019	Amount	7,717.60
Purchase Order	2020-00000299	Vendor	13672 - TEAM FINANCIAL GROUP INC	Deliver by Date		Voided	.00
Description	522638 Benodjenh Copier Lease Ends FY 2024		TEAM FINANCIAL GROUP INC	Printed Date	10/18/2019	Discourtd	.00
Type	Blanket		650 3 MILE ROAD SUITE 200	Completed Date		Expensed	5,813.20
Status	Open		GRAND RAPIDS, MI 49544	Expiration Date		Remaining	634.80
Bill To Location	BILL TO OMB - Accounts Payable Dept					Encumbered	634.80
Assigned To Buyer							
Resolution Number							
<hr/>							
Purchase Order	2020-00005097	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount	2,500.00
Description	Bus Repairs	Vendor	11862 - SUTTONS BAY SCHOOLS	Deliver by Date	07/07/2020	Voided	.00
Type	Blanket		SUTTONS BAY PUBLIC SCHOOLS	Printed Date	07/10/2020	Discourtd	.00
Status	Open		PO BOX 367	Completed Date		Expensed	589.60
Bill To Location	BILL TO OMB - Accounts Payable Dept		SUTTONS BAY, MI 49682	Expiration Date		Remaining	1,910.40
Assigned To Buyer						Encumbered	1,910.40
Resolution Number							
<hr/>							
Purchase Order	2020-00005098	Department	Benodjenh Benodjenh	G/L Date	06/12/2020	Amount	895.34
Description	PPE Supplies for COVID-19	Vendor	19767 - MCKESSON MEDICAL -SURGICAL, INC	Deliver by Date		Voided	.00
Type	Standard		MCKESSON MEDICAL-SURGICAL INC	Printed Date	07/10/2020	Discourtd	.00
Status	Open		9954 MARYLAND DRIVE SUITE 4000	Completed Date		Expensed	747.40
Bill To Location	BILL TO OMB - Accounts Payable Dept		RIDGE, VA 23233	Expiration Date		Remaining	147.94
Assigned To Buyer						Encumbered	147.94
Resolution Number							
<hr/>							
Purchase Order	2020-00005101	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount	400.00
Description	Classroom Experiences EHS	Vendor	10821 - HANSEN FOODS	Deliver by Date	07/07/2020	Voided	.00
Type	Blanket		HANSEN FOODS	Printed Date	07/10/2020	Discourtd	.00
Status	Open		PO BOX 306	Completed Date		Expensed	.00
Bill To Location	BILL TO OMB - Accounts Payable Dept		SUTTONS BAY, MI 49682	Expiration Date		Remaining	400.00
Assigned To Buyer						Encumbered	400.00
Resolution Number							
<hr/>							
Purchase Order	2020-00005103	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount	400.00
Description	Classroom Experiences HS	Vendor	10821 - HANSEN FOODS	Deliver by Date	07/07/2020	Voided	.00
Type	Blanket		HANSEN FOODS	Printed Date	07/10/2020	Discourtd	.00
Status	Open		PO BOX 306	Completed Date		Expensed	.00
Bill To Location	BILL TO OMB - Accounts Payable Dept		SUTTONS BAY, MI 49682	Expiration Date		Remaining	400.00
Assigned To Buyer						Encumbered	400.00
Resolution Number							
<hr/>							
Purchase Order	2020-00005105	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount	2,500.00
Description	Repairs and Maintenance in Kitchen	Vendor	14024 - HOBART SALES & SERVICE	Deliver by Date	07/07/2020	Voided	.00
Type	Blanket		HOBART SALES & SERVICE	Printed Date	07/10/2020	Discourtd	.00

GRAND TRAVERSE BAND

Open Purchase Order Report

As of G/L Date 03/02/21
 Report by Department - Purchase Order Number
 Summary Listing

Department		Benodjenh Benodjenh							
Status	Open			Completed Date		Expensed			
Bill To Location	BILL TO OMB - Accounts Payable Dept			Expiration Date		Remaining			
Assigned To Buyer						Encumbered			
Resolution Number									
Purchase Order	2020-00005122	Department	Benodjenh Benodjenh	G/L Date	06/29/2020	Amount		10,000.00	
Description	Benodjenh Hansen's Food and Food Supplies for	Vendor	10821 - HANSEN FOODS	Deliver by Date		Voided		.00	
Type	Classrooms			Printed Date	07/10/2020	Discourted			
Status	Blanket			Completed Date		Expensed		5,282.43	
Bill To Location	Open			Expiration Date		Remaining		4,717.57	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept					Encumbered		4,717.57	
Resolution Number									
Purchase Order	2020-00005540	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount		2,500.00	
Description	Benodjenh Valley City Linen INC	Vendor	17168 - VALLEY CITY LINEN INC	Deliver by Date	07/07/2020	Voided		.00	
Type	Blanket			Printed Date	07/13/2020	Discourted			
Status	Open			Completed Date		Expensed		544.65	
Bill To Location	BILL TO OMB - Accounts Payable Dept			Expiration Date		Remaining		1,955.35	
Assigned To Buyer						Encumbered		1,955.35	
Resolution Number									
Purchase Order	2020-00005541	Department	Benodjenh Benodjenh	G/L Date	07/07/2020	Amount		339.75	
Description	Benodjenh Lakeshore Learning Supplies for	Vendor	11046 - LAKESHORE LEARNING MATERIALS	Deliver by Date	07/07/2020	Voided		.00	
Type	Childcare COVID-19			Printed Date	07/13/2020	Discourted			
Status	Standard			Completed Date		Expensed		.00	
Bill To Location	Open			Expiration Date		Remaining		339.75	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept					Encumbered		339.75	
Resolution Number									
Purchase Order	2020-00005748	Department	Benodjenh Benodjenh	G/L Date	07/17/2020	Amount		1,218.59	
Description	Office supplies / Delivery Bags COVID	Vendor	11814 - STAPLES INC	Deliver by Date	07/17/2020	Voided		.00	
Type	Standard			Printed Date	08/05/2020	Discourted		.00	
Status	Open			Completed Date		Expensed		996.76	
Bill To Location	BILL TO OMB - Accounts Payable Dept			Expiration Date		Remaining		.00	
Assigned To Buyer						Encumbered		.00	
Resolution Number									
Purchase Order	2020-00005863	Department	Benodjenh Benodjenh	G/L Date	08/10/2020	Amount		13,600.00	
Description	Mental Health Consultant - COVID-19	Vendor	19903 - SPRATT LLC	Deliver by Date		Voided		.00	
Type	Blanket			Printed Date	08/12/2020	Discourted		.00	
Status	Open			Completed Date		Expensed		12,622.50	

GRAND TRAVERSE BAND

Open Purchase Order Report

As of G/L Date 03/02/21
 Report by Department - Purchase Order Number
 Summary Listing

Department		Benodjeh Benodjeh		BILL TO OMB - Accounts Payable Dept		Assigned To Buyer		Resolution Number	
Purchase Order		2021-00000662		Department		Empire, MI 49630		Expiration Date	
Description	Benodjeh SchoolHealthCorp COVID SuppliesForCenter/Staff PPE	Vendor	Benodjeh Benodjeh 17515 - SCHOOL HEALTH CORPORATION	G/L Date	10/07/2020	Amount	1,800.89	Deliver by Date	10/07/2020
Type	Standard		SCHOOL HEALTH CORPORATION 865 MURFIELD DRIVE HANOVER PARK, IL 60133	Printed Date	10/16/2020	Discounted	.00	Completed Date	
Status	Open			Expiration Date		Expensed	1,800.89	Expiration Date	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept			Remaining		Encumbered	.00		
Resolution Number				Encumbered					
Purchase Order		2021-00000663		Department		Benodjeh Benodjeh		G/L Date	
Description	Supplies for HS/EHS/GSRP Center Base	Vendor	20071 - AED SUPERSTORE AED SUPERSTORE 1800 US HWY 51 N WOODRUFF, WI 54568	Deliver by Date	10/07/2020	Amount	218.50	Printed Date	10/16/2020
Type	Standard			Expiration Date		Discounted	.00	Completed Date	
Status	Open			Expiration Date		Expensed	218.50	Expiration Date	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept			Remaining		Encumbered	.00		
Resolution Number				Encumbered					
Purchase Order		2021-00000878		Department		Benodjeh Benodjeh		G/L Date	
Description	Equipment repair and maintenance	Vendor	10711 - GORDON N STOWE & ASSOCIATES GORDON N STOWE & ASSOCIATES 5918 N LILLY RD SUITE #3 CANTON, MI 48187-3697	Deliver by Date	10/19/2020	Amount	620.00	Printed Date	10/26/2020
Type	Standard			Expiration Date		Discounted	.00	Completed Date	
Status	Open			Expiration Date		Expensed	310.00	Expiration Date	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept			Remaining		Encumbered	310.00		
Resolution Number				Encumbered			310.00		
Purchase Order		2021-00000879		Department		Benodjeh Benodjeh		G/L Date	
Description	BENODJEH FY21 Blanket Food Supplies for Classrooms HS/EHS/GSRP	Vendor	11874 - SYSCO FROST-PACK SYSCO FROST-PACK PO BOX 8769 GRAND RAPIDS, MI 49518-8769	Deliver by Date	10/20/2020	Amount	20,000.00	Printed Date	10/27/2020
Type	Blanket			Expiration Date		Discounted	.00	Completed Date	
Status	Open			Expiration Date		Expensed	11,207.11	Expiration Date	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept			Remaining		Encumbered	8,792.89		
Resolution Number				Encumbered			8,792.89		
Purchase Order		2021-00002216		Department		Benodjeh Benodjeh		G/L Date	
Description	COVID TruSens Air Purifiers	Vendor	10636 - FIFTH THIRD BANK FIFTH THIRD BANK ATTN: ERIC THIBO MD# HTCMB3	Deliver by Date	11/20/2020	Amount	1,841.00	Printed Date	12/16/2020
Type	Standard			Expiration Date		Discounted	.00	Expiration Date	
Status	Open			Expiration Date		Expensed	.00	Expiration Date	
Assigned To Buyer	BILL TO OMB - Accounts Payable Dept			Remaining		Encumbered	1,841.00		
Resolution Number				Encumbered			1,841.00		

GRAND TRAVERSE BAND

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Department Benodjeh Benodjeh		102 W FRONT ST TRAVERSE CITY, MI 49684	Encumbered	1,841.00
Assigned To Buyer				
Resolution Number				
Purchase Order	2021-00002344	Department	G/L Date	12/09/2020
Description	QI/COVID Cash Advance for Supplies classroom	Vendor	Deliver by Date	12/09/2020
Type	Standard		Printed Date	12/11/2020
Status	Open		Completed Date	
Bill To Location	BILL TO OMB - Accounts Payable Dept		Expiration Date	
Assigned To Buyer				
Resolution Number				
Purchase Order	2021-00002354	Department	G/L Date	12/09/2020
Description	Supplies for crafts in CC	Vendor	Deliver by Date	12/09/2020
Type	Standard		Printed Date	12/14/2020
Status	Open		Completed Date	
Bill To Location	BILL TO OMB - Accounts Payable Dept		Expiration Date	
Assigned To Buyer				
Resolution Number				
Purchase Order	2021-00003284	Department	G/L Date	01/11/2021
Description	Benodjeh QI/COVID, Supplies for Classrooms	Vendor	Deliver by Date	01/11/2021
Type	Standard		Printed Date	01/19/2021
Status	Open		Completed Date	
Bill To Location	BILL TO OMB - Accounts Payable Dept		Expiration Date	
Assigned To Buyer				
Resolution Number				
Purchase Order	2021-00003379	Department	G/L Date	01/21/2021
Description	Benodjeh Mileage reimbursement Lisa Falk	Vendor	Deliver by Date	01/21/2021
Type	Standard		Printed Date	01/22/2021
Status	Open		Completed Date	
Bill To Location	BILL TO OMB - Accounts Payable Dept		Expiration Date	
Assigned To Buyer				
Resolution Number				
Purchase Order	2021-00003381	Department	G/L Date	01/21/2021
Description	Sam's Club Benodjeh	Vendor	Deliver by Date	01/21/2021
Type	Standard		Printed Date	01/22/2021
Status	Open		Completed Date	
Bill To Location	BILL TO OMB - Accounts Payable Dept		Expiration Date	
Assigned To Buyer				
Resolution Number				

GRAND TRAVERSE BAND

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Department		Benodjeh Benodjeh	
Purchase Order	2021-00003426	Department	Benodjeh Benodjeh
Description	Benodjeh ServSafe	Vendor	10636 - FIFTH THIRD BANK
Type	Standard		FIFTH THIRD BANK
Status	Open		ATTN: ERIC THIBO
Bill To Location	BILL TO OMB - Accounts Payable Dept		MD# HTCMB3
Assigned To Buyer			102 W FRONT ST
Resolution Number			TRAVERSE CITY, MI 49684
Purchase Order	2021-00003504	Department	Benodjeh Benodjeh
Description	Benodjeh Classroom Supplies Amazon	Vendor	20346 - AMAZON CAPITAL SERVICES INC
Type	Standard		AMAZON CAPITAL SERVICES INC
Status	Open		520 TERRY AVENUE NORTH
Bill To Location	BILL TO OMB - Accounts Payable Dept		SEATTLE, WA 98109
Assigned To Buyer			
Resolution Number			
Purchase Order	2021-00003525	Department	Benodjeh Benodjeh
Description	Benodjeh Cash Advance Anne K.	Vendor	19003 - KIOGIMA, ANNE E
Type	Standard		ANNE E KIOGIMA
Status	Open		10660 E CHERRY BEND RD
Bill To Location	BILL TO OMB - Accounts Payable Dept		TRAVERSE CITY, MI 49684
Assigned To Buyer			
Resolution Number			
Purchase Order	2021-00003594	Department	Benodjeh Benodjeh
Description	Virtual Social EHS Need to make the drop before 2/25	Vendor	11915 - TOMS FOOD MARKETS
Type	Standard		TOMS FOOD MARKETS
Status	Open		1311 S DIVISION STREET
Bill To Location	BILL TO OMB - Accounts Payable Dept		TRAVERSE CITY, MI 49684
Assigned To Buyer			
Resolution Number			
Purchase Order	2021-00003596	Department	Benodjeh Benodjeh
Description	Benodjeh TEACHING STRATEGIES INC Gold Assmnts Prtfls Students Standard	Vendor	11889 - TEACHING STRATEGIES INC
Type	Open		TEACHING STRATEGIES INC
Status	Open		3088 MOMENTUM PLACE
Bill To Location	BILL TO OMB - Accounts Payable Dept		CHICAGO, IL 60689-5330
Assigned To Buyer			
Resolution Number			
Purchase Order	2021-00003597	Department	Benodjeh Benodjeh
Description			
Type			
Status			
Bill To Location			
Assigned To Buyer			
Resolution Number			

GRAND TRAVERSE BAND

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Department		Benodjenh Benodjenh		Vendor		11814 - STAPLES INC		Deliver by Date		02/05/2021		Voided		.00	
Description	Type	Status	Assigned To Buyer	Resolution Number	Department	Vendor	11814 - STAPLES INC	Printed Date	Completed Date	Expiration Date	Discussed	Expensed	Remaining	Encumbered	
Purchase Order	2021-00003724	Teachstone Training LLC	Trista E.		Department	Benodjenh Benodjenh	10636 - FIFTH THIRD BANK	G/L Date	02/16/2021	Amount	125.00	Voided	.00		
Description	Standard	Open	BILL TO OMB - Accounts Payable Dept		Vendor	FIFTH THIRD BANK	ATTN: ERIC THIBO	Printed Date	02/16/2021	Discussed	.00	Expensed	.00		
Status	Open					MD# HTCMB3	102 W FRONT ST	Completed Date		Expensed	.00	Remaining	125.00		
Assigned To Buyer						TRAVERSE CITY, MI 49684		Expiration Date		Encumbered	125.00				
Resolution Number															
Purchase Order	2021-00003725	39th Native American Child & Family Virtual Conference			Department	Benodjenh Benodjenh	10636 - FIFTH THIRD BANK	G/L Date	02/10/2021	Amount	500.00	Voided	.00		
Description	Standard	Open	BILL TO OMB - Accounts Payable Dept		Vendor	FIFTH THIRD BANK	ATTN: ERIC THIBO	Printed Date	02/16/2021	Discussed	.00	Expensed	.00		
Status	Open					MD# HTCMB3	102 W FRONT ST	Completed Date		Expensed	500.00	Remaining	500.00		
Assigned To Buyer						TRAVERSE CITY, MI 49684		Expiration Date		Encumbered	500.00				
Resolution Number															
Purchase Order	2021-00003922	EHS classroom supply & EHS home base supplies			Department	Benodjenh Benodjenh	20346 - AMAZON CAPITAL SERVICES INC	G/L Date	02/23/2021	Amount	3,526.95	Voided	.00		
Description	Standard	Open	BILL TO OMB - Accounts Payable Dept		Vendor	AMAZON CAPITAL SERVICES INC	520 TERRY AVENUE NORTH	Printed Date	02/26/2021	Discussed	.00	Expensed	.00		
Status	Open					SEATTLE, WA 98109		Completed Date		Expensed	3,526.95	Remaining	3,526.95		
Assigned To Buyer								Expiration Date		Encumbered	3,526.95				
Resolution Number															
Department Benodjenh Benodjenh Totals															
Purchase Orders 30															
Amount \$76,714.34															
Voided \$0.00															
Discussed \$0.00															
Expensed \$43,967.06															
Remaining \$31,255.85															
Encumbered \$31,255.85															
Grand Totals															
Purchase Orders 30															
Amount \$76,714.34															
Voided \$0.00															
Discussed \$0.00															
Expensed \$43,967.06															
Remaining \$31,255.85															
Encumbered \$31,255.85															

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Remaining	\$31,255.85
Encumbered	\$31,255.85