

amazon purchasing

3 messages

Susan Turner <sturner@masonacademy.com> To: Joe Baird <jbaird@masonacademy.com> Cc: David Hull <dhull@masonacademy.com> Thu, Sep 29, 2016 at 11:41 AM

Hello, Mr. Baird-

Please see attached documentation supporting the school's purchase of amazon gift cards from Scrip, and the use of those cards to purchase books and supplies on amazon.com.

A note on amazon purchasing-

We may place a \$3,000.00 order for books on amazon. However, this purchase will actually be charged to our debit card or applied to a gift card only when items within the order are shipped. This results in hundreds of transactions. I reconcile every single one, but most of my amazon records are not scanned.

Since you have access to MCA's amazon account, you are able to see all purchases and pull reports for account activity. You are also welcome to audit my paper files for amazon purchases.

I hope the attached satisfies any questions you had regarding the amazon gift card purchases. Please let me know if you have additional questions.

Thank You

d Activity	Your Gif	Card Balance: \$0.00	Your Auto-Reload Setting	
deem a Gift Card	Delect Very D	Dedeem a Olf Court	Auto-Reload on a schedule or when you	ur balance gets low.
nage Bulk Gift Card lers	Reload Your B	Redeem a Gift Card	Set up Auto-Reload	-
e Gift Card Links chase a Gift Card : Cards Help		heckout. Limitations: Your Gift Card Balance canno	rders when you checkout. If you would rather not use yo b be transferred to other accounts or used to purchase (
Give an	Page 2 of 9 (161 transactions)			
mazon Allowance	Date	Description		Amoun
An easy way to fund	September 9, 2016	Payment towards Amazon.com order	(103-2778573-0030407)	\$-47.0
hopping on Amazon	August 30, 2016	Payment towards Amazon.com order		\$-142.3
> Get Started	September 8, 2016	Gift card claim (claim code xxxx-xxx)		\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)	-	\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)		\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)		\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)		\$100.0
amazon allowance	September 8, 2016	Gift card claim (claim code xxxx-xxx)	(xx-GUX7)	\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)	xx-NGRC)	\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)	(xx-GL3D)	\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)	xx-VH6S)	\$100.0
S Will	September 8, 2016	Gift card claim (claim code xxxx-xxx)	xxx-L76C)	\$100.0
a .	September 8, 2016	Gift card claim (claim code xxxx-xxx)	xx-PH5L)	\$100.0
AMAZON	September 8, 2016	Gift card claim (claim code xxxx-xxxx	xxx-P6JD)	\$100.0
	September 8, 2016	Gift card claim (claim code xxxx-xxx)	(xx-BF32)	\$100.0
SIFT CARDS	September 8, 2016	Gift card claim (claim code xxxx-xxx	xxx-Z33Y)	\$100.0
The perfect	September 8, 2016	Gift card claim (claim code xxxx-xxx)	xxx-EBSQ)	\$100.0
birthday present	September 2, 2016	Payment towards Amazon.com order	(103-1377086-7970601)	\$-43.7
> Shop now	September 1, 2016	Gift card claim (claim code xxxx-xxx)	(xx-9L4R)	\$2,000.0
	September 1, 2016	Gift card claim (claim code xxxx-xxx)	(xx-3NU4)	\$1,500.0

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rd Balance	Your	Gift Card Balance: \$0.00	Your Auto-Reload Setting	
it Card			Auto-Reload on a schedule or when your balance of	iets low.
Gift Card	Reload Y	Cour Balance Redeem a Gift Card	Set up Auto-Reload	
<mark>d Links</mark> ift Card I <u>D</u>		p of checkout. Limitations: Your Gift Card Balance cann ms and conditions.	ders when you checkout. If you would rather not use your balance, y t be transferred to other accounts or used to purchase other gift card	
an	Page 5 of 9 (161 transactio	ons)		
llowance	Date	Description		Amount
ay to fund	August 9, 2016	Gift card claim (claim code xxxx-xxxxx-9	Г95)	\$500.00
on Amazon	August 9, 2016	Gift card claim (claim code xxxx-xxxxx-Y	033)	\$500.00
Started	August 9, 2016	Gift card claim (claim code xxxx-xxxxx-C	A72)	\$500.00
	August 9, 2016	Gift card claim (claim code xxxx-xxxxx-C	72B)	\$500.00
		c'0 11: (1: 1	0071	+500.00

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Page 5 of 9 (161 transactio	ons)	
Date	Description	Amount
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-9T95)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-YD3J)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-CA72)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-C72B)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-H88T)	\$500.00
August 5, 2016	Payment towards Amazon.com order (103-7168675-0706657)	\$-256.93
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-8DME)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-J3JZ)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-E2X6)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-N63D)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-35X6)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-RGF8)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-5BH2)	\$500.00
August 5, 2016	Payment towards Amazon.com order (103-9434352-1707421)	\$-93.94
August 4, 2016	Payment towards Amazon.com order (103-6697597-9749868)	\$-270.00
August 2, 2016	Payment towards Amazon.com order (103-0213150-5342652)	\$-816.52
August 6, 2016	Payment towards Amazon.com order (103-1118050-3978641)	\$-4.00
August 6, 2016	Payment towards Amazon.com order (103-9095676-4286629)	\$-4.00
August 6, 2016	Payment towards Amazon.com order (103-5912951-5517808)	\$-4.35
August 6, 2016	Payment towards Amazon.com order (103-1756163-1609821)	\$-11.44

Page 4 of 9 (161 transactions)

Date	Description	Amount
August 16, 2016	Payment towards Amazon.com order (103-5597563-1842622)	\$-76.48
August 16, 2016	Payment towards Amazon.com order (103-2204392-8884252)	\$-24.35
August 16, 2016	Payment towards Amazon.com order (103-2764821-8381803)	\$-4.00
August 16, 2016	Payment towards Amazon.com order (103-7784468-1799446)	\$-4.81
August 16, 2016	Payment towards Amazon.com order (103-5743319-8146669)	\$-5.18
August 16, 2016	Payment towards Amazon.com order (103-8426019-9978635)	\$-4.00
August 16, 2016	Payment towards Amazon.com order (103-8906788-3490667)	\$-4.00
August 9, 2016	Payment towards Amazon.com order (103-8315881-6466642)	\$-1,217.25
August 13, 2016	Payment towards Amazon.com order (103-4090911-2876210)	\$-516.16
August 12, 2016	Payment towards Amazon.com order (103-6258502-9086631)	\$-285.76
August 12, 2016	Payment towards Amazon.com order (103-1832246-1636221)	\$-340.00
August 6, 2016	Payment towards Amazon.com order (103-4742140-8875460)	\$-1,236.83
August 12, 2016	Payment towards Amazon.com order (103-9541668-4264204)	\$-59.10
August 6, 2016	Payment towards Amazon.com order (103-7318914-6775465)	\$-43.73
August 9, 2016	Payment towards Amazon.com order (103-6586833-7512218)	\$-129.50
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-WDX4)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-8NX4)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-PXND)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-MUTR)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-ZQBH)	\$500.00

Your Gift Card Balance: **\$0.00**
 Reload Your Balance
 Redeem a Gift Card

Your Auto-Reload Setting

Auto-Reload on a schedule or when your balance gets low. Set up Auto-Reload

Your balance will never expire. We'll automatically apply your balance to eligible orders when you checkout. If you would rather not use your balance, you can deselect it in the Payment Selection step of checkout. Limitations: Your Gift Card Balance cannot be transferred to other accounts or used to purchase other gift cards. See the <u>Amazon.com Gift Card terms and conditions</u>.

Gift Card Activity

Page 2 of 9 (161 transactions)

Date	Description	Amount
September 9, 2016	Payment towards Amazon.com order (103-2778573-0939407)	\$-47.06
August 30, 2016	Payment towards Amazon.com order (103-4823568-7593855)	\$-142.39
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-SR5X)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-G6TJ)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-7EQE)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-D8NK)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-G9FF)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-GUX7)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-NGRC)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-GL3D)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-VH6S)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-L76C)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-PH5L)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-P6JD)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-BF32)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-Z33Y)	\$100.00
September 8, 2016	Gift card claim (claim code xxxx-xxxxx-EBSQ)	\$100.00
September 2, 2016	Payment towards Amazon.com order (<u>103-1377086-7970601</u>)	\$-43.70
September 1, 2016	Gift card claim (claim code xxxx-xxxxx-9L4R)	\$2,000.00
September 1, 2016	Gift card claim (claim code xxxx-xxxxx-3NU4)	\$1,500.00

Hi,

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Date	Description	Amount
August 5, 2016	Payment towards Amazon.com order (103-0655489-8104260)	\$-4.00
August 5, 2016	Payment towards Amazon.com order (103-9606745-9802659)	\$-4.00
August 5, 2016	Payment towards Amazon.com order (103-1237161-0101830)	\$-4.00
August 5, 2016	Payment towards Amazon.com order (103-6146998-8585837)	\$-5.29
August 5, 2016	Payment towards Amazon.com order (103-9187230-8314648)	\$-5.04
August 5, 2016	Payment towards Amazon.com order (103-3585359-2029860)	\$-8.00
August 5, 2016	Payment towards Amazon.com order (103-4894672-1706626)	\$-4.00
August 5, 2016	Payment towards Amazon.com order (<u>103-0840305-7197019</u>)	\$-5.97
August 5, 2016	Payment towards Amazon.com order (103-2932878-3873048)	\$-4.63
August 4, 2016	Payment towards Amazon.com order (<u>103-8069139-8539466</u>)	\$-1,918.04
August 5, 2016	Payment towards Amazon.com order (<u>103-5052191-3861025</u>)	\$-7.52
August 5, 2016	Payment towards Amazon.com order (<u>103-9483203-1562624</u>)	\$-4.95
August 5, 2016	Payment towards Amazon.com order (103-3123246-0381821)	\$-18.55
August 5, 2016	Payment towards Amazon.com order (<u>103-6518543-5773035</u>)	\$-11.28
August 5, 2016	Payment towards Amazon.com order (<u>103-5884916-0577848</u>)	\$-4.14
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-SZK4)	\$500.00
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-PYJB)	\$500.00
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-8HL3)	\$500.00
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-XZBQ)	\$500.00
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-Z5U9)	\$500.00

« Previous 1 ... 3 4 5 6 7 8 9 Next »

AMAZON GIFT CARDS

Millions of Items. No Expiration.

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/ww.amazon.com/gp/css/gc/balance/ref=gc_ya_bal_pag_num_8?ie=UTF8&page=8&sort=date

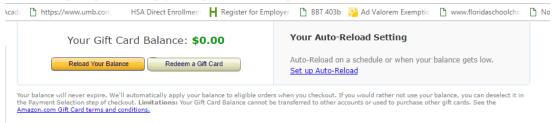
Your Gift Card Balance: \$0.00	Your Auto-Reload Setting	
Reload Your Balance Redeem a Gift Card	Auto-Reload on a schedule or when your balance gets low. <u>Set up Auto-Reload</u>	

Gift Card Activity

Page 8 of 9 (161 transactions)

Date	Description	Amount
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-RJV5)	\$500.00
August 2, 2016	Payment towards Amazon.com order (103-8125450-5995430)	\$-7.27
August 2, 2016	Payment towards Amazon.com order (103-4162483-0341041)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-2125371-3588248)	\$-12.53
August 2, 2016	Payment towards Amazon.com order (103-4330409-0089066)	\$-9.44
August 2, 2016	Payment towards Amazon.com order (103-3430664-1826657)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-8593468-8231438)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-0308806-8339418)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-7618350-5396221)	\$-8.07
August 2, 2016	Payment towards Amazon.com order (103-6003933-8004267)	\$-20.59
August 2, 2016	Payment towards Amazon.com order (103-8847354-5757048)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-6241601-1225849)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-9607911-3460205)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-1200354-0442664)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-3085234-7565846)	\$-8.93
August 2, 2016	Gift card claim (claim code xxxx-xxxxx-C382)	\$500.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-44XM)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-WKCX)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-FN8L)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-D242)	\$100.00

« Previous 1 3 4 5 6 7 8 9 Next »



Gift Card Activity

Date	Description	Amount
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-9T95)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-YD3J)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-CA72)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-C72B)	\$500.00
August 9, 2016	Gift card claim (claim code xxxx-xxxxx-H88T)	\$500.00
August 5, 2016	Payment towards Amazon.com order (103-7168675-0706657)	\$-256.93
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-8DME)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-J3JZ)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-E2X6)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-N63D)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-35X6)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxxx-RGF8)	\$500.00
August 8, 2016	Gift card claim (claim code xxxx-xxxx-5BH2)	\$500.00
August 5, 2016	Payment towards Amazon.com order (103-9434352-1707421)	\$-93.94
August 4, 2016	Payment towards Amazon.com order (103-6697597-9749868)	\$-270.00
August 2, 2016	Payment towards Amazon.com order (103-0213150-5342652)	\$-816.52
August 6, 2016	Payment towards Amazon.com order (103-1118050-3978641)	\$-4.00
August 6, 2016	Payment towards Amazon.com order (103-9095676-4286629)	\$-4.00
August 6, 2016	Payment towards Amazon.com order (103-5912951-5517808)	\$-4.35
August 6, 2016	Payment towards Amazon.com order (<u>103-1756163-1609821</u>)	\$-11.44

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Your Auto-Reload Setting Auto-Reload on a schedule or when your balance gets low.

Your balance will never expire. We'll automatically apply your balance to eligible orders when you checkout. If you would rather not use your balance, you can deselect it in the Payment Selection step of checkout. Limitations: Your Gift Card Balance cannot be transferred to other accounts or used to purchase other gift cards. See the Amazon.com Gift Card terms and conditions.

Set up Auto-Reload

Gift Card Activity

Page 8 of 9 (161 transactions)

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Date	Description	Amount
August 4, 2016	Gift card claim (claim code xxxx-xxxxx-RJV5)	\$500.00
August 2, 2016	Payment towards Amazon.com order (103-8125450-5995430)	\$-7.27
August 2, 2016	Payment towards Amazon.com order (103-4162483-0341041)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-2125371-3588248)	\$-12.53
August 2, 2016	Payment towards Amazon.com order (103-4330409-0089066)	\$-9.44
August 2, 2016	Payment towards Amazon.com order (103-3430664-1826657)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-8593468-8231438)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-0308806-8339418)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-7618350-5396221)	\$-8.07
August 2, 2016	Payment towards Amazon.com order (<u>103-6003933-8004267</u>)	\$-20.59
August 2, 2016	Payment towards Amazon.com order (103-8847354-5757048)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-6241601-1225849)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-9607911-3460205)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-1200354-0442664)	\$-4.00
August 2, 2016	Payment towards Amazon.com order (103-3085234-7565846)	\$-8.93
August 2, 2016	Gift card claim (claim code xxxx-xxxxx-C382)	\$500.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-44XM)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-WKCX)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-FN8L)	\$100.00
August 1, 2016	Gift card claim (claim code xxxx-xxxxx-D242)	\$100.00

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the Payment Selec	ever expire. We'll automatically apply your balance to eligible orders when you checkout. If you would rathe tion step of checkout. Limitations: Your Gift Card Balance cannot be transferred to other accounts or used to and terms and conditions.	
Gift Card A	ctivity	
Page 8 of 9 (161 tr	ansactions)	
Date	Description	Amount
August 4, 2010	5 Gift card claim (claim code xxxx-xxxxxx-RJV5)	\$500.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-8125450-5995430</u>)	\$-7.27
August 2, 2010	5 Payment towards Amazon.com order (<u>103-4162483-0341041</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-2125371-3588248</u>)	\$-12.53
August 2, 2010	5 Payment towards Amazon.com order (<u>103-4330409-0089066</u>)	\$-9.44
August 2, 2010	5 Payment towards Amazon.com order (<u>103-3430664-1826657</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-8593468-8231438</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-0308806-8339418</u>)	\$-4.00
August 2, 2010	Payment towards Amazon.com order (<u>103-7618350-5396221</u>)	\$-8.07
August 2, 2010	5 Payment towards Amazon.com order (<u>103-6003933-8004267</u>)	\$-20.59
August 2, 2010	5 Payment towards Amazon.com order (<u>103-8847354-5757048</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-6241601-1225849</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-9607911-3460205</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-1200354-0442664</u>)	\$-4.00
August 2, 2010	5 Payment towards Amazon.com order (<u>103-3085234-7565846</u>)	\$-8.93
August 2, 2010	Gift card claim (claim code xxxx-xxxxx-C382)	\$500.00
August 1, 2010	5 Gift card claim (claim code xxxx-xxxxxx-44XM)	\$100.00
August 1, 2010	Gift card claim (claim code xxxx-xxxxx-WKCX)	\$100.00
August 1, 2010	5 Gift card claim (claim code xxxx-xxxxx-FN8L)	\$100.00
August 1, 2010	5 Gift card claim (claim code xxxx-xxxxxx-D242)	\$100.00
	« Previous 1 3 4 5 6 7 8 9 Next »	

Susan Turner Business Manager

P: 239-206-2590 F: 239-201-2056

34K

3073 Horseshoe Drive S Naples, FL 34104

Mason Classical Academy

Pursuant to School Board policy and Mason Classical Academy administrative procedures, this e-mail is the property of Mason Classical Academy and to be used for official business only. In addition, messages sent through this system are subject to the Public Records Law of the State of Florida and also to review by the school. **There should be no expectation of privacy.**

6 attachments Scrip purchases September Hull approved.pdf 1040K Scrip purchases August Hull approved.pdf 1982K amazon cards redeemed 8.1.16 500.pdf 801K amazon cards redeemed 8.6.16 1000.pdf 1244K I8520761 1500 amazon cards redeemed 9.8.16.pdf 2115K Amazon escrip summary.xls

Cc: David Hull <dhull@masonacademy.com>

Thank you, Mrs. Turner.

Joe [Quoted text hidden]

David Hull <dhull@masonacademy.com>

Wed, Oct 5, 2016 at 7:37 AM

Good morning,

One more point of clarification. This email was sent to Mr. Baird the day he wrote Mrs. Turner the 25 question list. This email addressed one of the questions, and this question alone is what took Mrs. Turner 3 hours. So, she did, in fact, send him the information prior to the board meeting. It is the other 24 questions that were not answered in time. Again, that part is my fault.

Thank you for your time.

Best regards, David Hull, Principal Mason Classical Academy

Begin forwarded message:

From: Susan Turner <sturner@masonacademy.com> Subject: amazon purchasing Date: September 29, 2016 at 11:41:54 AM EDT To: Joe Baird <jbaird@masonacademy.com> Cc: David Hull <dhull@masonacademy.com>

Hello, Mr. Baird-

Please see attached documentation supporting the school's purchase of amazon gift cards from Scrip, and the use of those cards to purchase books and supplies on amazon.com.

A note on amazon purchasing-

We may place a \$3,000.00 order for books on amazon. However, this purchase will actually be charged to our debit card or applied to a gift card only when items within the order are shipped. This results in hundreds of transactions. I reconcile every single one, but most of my amazon records are not scanned.

Since you have access to MCA's amazon account, you are able to see all purchases and pull reports for account activity. You are also welcome to audit my paper files for amazon purchases.

I hope the attached satisfies any questions you had regarding the amazon gift card purchases. Please let me know if you have additional questions.

Thank You

[Quoted text hidden]

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Hi,

Susan Turner Business Manager

P: 239-206-2590 F: 239-201-2056

3073 Horseshoe Drive S Naples, FL 34104

Mason Classical Academy

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15 attachments

Court Interest			Tour Arits Reload Setting		
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