

**Subject:** Re: Bills review

**From:** Teri Shaw <shawt@mokena159.org>

**Date:** 4/16/2025, 8:53 AM

**To:** Kelli MacMillan <macmillank@mokena159.org>

Hi Kelli,

Here is a photo of the record board

On Mon, Apr 14, 2025 at 3:39 PM Teri Shaw <[shawt@mokena159.org](mailto:shawt@mokena159.org)> wrote:

Attached are the bills that you requested.

1. BCBS is paid by a wire transfer each month, not a check. The amount of activity for insurance shows up in the financial reports each month.
2. Megan is a former employee who had money left in her lunch account. She asked for a refund.

On Mon, Apr 14, 2025 at 11:57 AM Kelli MacMillan <[macmillank@mokena159.org](mailto:macmillank@mokena159.org)> wrote:

Hi Teri,

Can you send me the following bills to review:

1. Alpha
2. BCBS
3. Himes, Petrarca & Fester
4. Will Co. Reg Office of Education
5. LW Area SpEd
6. Evergreen Chicago
7. Home Depot
8. PMA Securities
9. Medworks of Joliet
10. Riverside workforce

I can review those today before we talk tomorrow :).

Couple quick questions:

1. Where do we see Medical / Life bills hitting the A/P reports? My FOIA said they were paid monthly but I don't see them hitting the A/P. What am I missing?
2. Why is Megan Sorenson on the A/P?

Thanks,  
Kelli

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

From: **Kelli MacMillan** <[macmillank@mokena159.org](mailto:macmillank@mokena159.org)>

Date: Mon, Apr 14, 2025 at 10:10 AM  
Subject: Re: Bills review  
To: Teri Shaw <[shawt@mokena159.org](mailto:shawt@mokena159.org)>

OK, tomorrow 2pm is good!

I'll get you a list of bills I'd like to review shortly.

Thanks,  
Kelli

On Mon, Apr 14, 2025 at 9:24 AM Teri Shaw <[shawt@mokena159.org](mailto:shawt@mokena159.org)> wrote:

Hi Kelli,  
Today at 2 to 3  
Tomorrow at 2 to 3  
Wednesday is pretty free for me

I can email a bill to you

We get prices on tires from Midwest and Poms and choose the lower price. We pay for tires with the transportation p-card.

On Mon, Apr 14, 2025 at 1:17 AM Kelli MacMillan <[macmillank@mokena159.org](mailto:macmillank@mokena159.org)> wrote:

Good morning Teri,

Let me know what time you're available to review bills.

There are a few I'd like to see hard copies. Is it necessary for me to come into the office or can you just send them to me if I get you a list this morning?

Did Steve approve the tires purchase for bus 5? How do we normally purchase tires for our buses?

Thanks,  
Kelli

--

**Teri Shaw, Ed.D., M.B.A., C.S.B.O.**

*Chief School Business Official*

**Mokena School District 159**

p: 708-342-4917 m: 815-343-0447

a: 11244 Willowcrest Lane, Mokena, IL 60448

w: [www.mokena159.org](http://www.mokena159.org) e: [shawt@mokena159.org](mailto:shawt@mokena159.org)

--

**Teri Shaw, Ed.D., M.B.A., C.S.B.O.***Chief School Business Official***Mokena School District 159****p:** 708-342-4917 **m:** 815-343-0447**a:** 11244 Willowcrest Lane, Mokena, IL 60448**w:** [www.mokena159.org](http://www.mokena159.org) **e:** [shawt@mokena159.org](mailto:shawt@mokena159.org)

--

**Teri Shaw, Ed.D., M.B.A., C.S.B.O.***Chief School Business Official***Mokena School District 159****p:** 708-342-4917 **m:** 815-343-0447**a:** 11244 Willowcrest Lane, Mokena, IL 60448**w:** [www.mokena159.org](http://www.mokena159.org) **e:** [shawt@mokena159.org](mailto:shawt@mokena159.org)

---

**Attachments:**

Mokena\_Junior\_High\_PE\_Slide\_In\_Record\_Board\_v4.pdf

188 KB