

Urbana Adult Education
April 9, 2013 through May 13, 2013

Bank Transfers from Adult Education to Urbana School District Consolidated:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/12/13	4/15 Regular Payroll	28,012.04
4/26/13	4/30 Regular Payroll	30,098.05

Bank Transfers from Accounts Payable to Imprest Fund to Replenish:

4/30/13 509.00

Attached computer generated check reports:

Checks 1218-1229, May Bills	<u>19,875.58</u>
Total Accounts Payable	20,384.58
Total Payroll	<u>58,110.09</u>
Grand Total	<u>78,494.67</u>

The preceding list of Accounts Payable in the amount of \$20,384.58 is approved by the Board of Education, Urbana School District 116 on May 21, 2013.

The Payroll in the amount of 58,110.09 is approved by the Board of Education, Urbana School District 116 on May 21, 2013.

President

Secretary

Director of Business and Financial Services

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT					CHECK	
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	
ABSOPURE WATER CO.	82798731	Classroom water	20.00	0	92E000	2540	3900	35	381342	1218
ABSOPURE WATER CO.	82775296	Classroom water	35.00	0	92E000	2540	3900	35	381342	1218
ADCOCK, DAVID	Bus Token Reimb	WIA bus tokens	40.00	0	92E000	1333	4120	35	684421	1219
ADCOCK, DAVID	Doorbell batter	Doorbell batteries	5.58	0	92E000	2540	3230	35	381342	1219
ADCOCK, DAVID	ICCB Adm Mtg 4/	ICCB Adm Meeting 4/10-11	63.67	0	92E000	2210	3320	35	010000	1219
ADCOCK, DAVID	ICCB Adm Mtg 4/	ICCB Adm Meeting 4/10-11	42.44	0	92E000	2210	3320	35	030000	1219
ADCOCK, DAVID	ICCB Adm Mtg 4/	ICCB Adm Meeting 4/10-11	35.37	0	92E000	2210	3320	35	040000	1219
AT&T	217337498704	Phone	25.80	0	92E000	2540	3430	35	381342	1220
CDS LEASING	May 2013	May Copier Lease, #4/60	104.09	0	92E000	1310	3240	35	010000	1221
CDS LEASING	May 2013	May Copier Lease, #4/60	69.39	0	92E000	1310	3240	35	030000	1221
CDS LEASING	May 2013	May Copier Lease, #4/60	57.83	0	92E000	1310	3240	35	040000	1221
CDS LEASING	May 2013	May Copier Lease, #4/60	11.57	0	92E000	2320	3240	35	010000	1221
CDS LEASING	May 2013	May Copier Lease, #4/60	7.71	0	92E000	2320	3240	35	030000	1221
CDS LEASING	May 2013	May Copier Lease, #4/60	6.41	0	92E000	2320	3240	35	040000	1221
CDS OFFICE TECHNOLOGIES	0764985	Copier use	80.17	0	92E000	1310	3240	35	010000	1222
CDS OFFICE TECHNOLOGIES	0764985	Copier use	53.45	0	92E000	1310	3240	35	030000	1222
CDS OFFICE TECHNOLOGIES	0764985	Copier use	44.54	0	92E000	1310	3240	35	040000	1222
CDS OFFICE TECHNOLOGIES	0764985	Copier use	8.91	0	92E000	2320	3240	35	010000	1222
CDS OFFICE TECHNOLOGIES	0764985	Copier use	5.94	0	92E000	2320	3240	35	030000	1222
CDS OFFICE TECHNOLOGIES	0764985	Copier use	4.95	0	92E000	2320	3240	35	040000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	46.73	0	92E000	1310	3240	35	010000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	31.16	0	92E000	1310	3240	35	030000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	25.96	0	92E000	1310	3240	35	040000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	5.19	0	92E000	2320	3240	35	010000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	3.46	0	92E000	2320	3240	35	030000	1222
CDS OFFICE TECHNOLOGIES	0772451	Copier use	2.89	0	92E000	2320	3240	35	040000	1222
DILLMAN, SHARON	CNA Conf	CNA Conf 4/19	37.86	0	92E000	2210	3320	35	760000	1223
JOSTENS INC	Grad announce	70 Graduation Announcements for WIA participants	70.00	0	92E000	1333	4130	35	684421	1224
JOSTENS INC	15819087	Altrusa Graduation 28 diplomas	96.38	0	92E000	0000	4000	35	000000	1224
KAPLAN, KAREN	CNA Conf	Cna Conf 4/19	100.57	0	92E000	2210	3320	35	760000	1225
URBANA SCHOOL DISTRICT #116	Overpayment	Overpaid paper towel warehouse bill of 3/19	-30.00	0	92E000	2540	4130	35	381342	1227
URBANA SCHOOL DISTRICT #116	IMRF 4/15	IMRF 4/15	1,704.52	0	92L000	4540	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	FICA 4/15	FICA 4/15	1,127.42	0	92L000	4570	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	Medicare 4/15	Medicare 4/15	362.41	0	92L000	4580	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	IMRF 4/30	IMRF 4/30	1,687.75	0	92L000	4540	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	FICA 4/30	FICA 4/30	1,274.83	0	92L000	4570	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	Medicare 4/30	Medicare 4/30	393.82	0	92L000	4580	0000	00	000000	1227
URBANA SCHOOL DISTRICT #116	Pcard1	WIA Textbooks	131.88	0	92E000	1333	4110	35	684421	1227

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT		CHECK NUMBER
	NUMBER	DESCRIPTION		NUMBER	NUMBER	
URBANA SCHOOL DISTRICT #116	Pcard2	Printer cartridge for DA	24.29	0	92E000 2320 4150 35 010000	1227
URBANA SCHOOL DISTRICT #116	Pcard2	Printer cartridge for DA	16.20	0	92E000 2320 4150 35 030000	1227
URBANA SCHOOL DISTRICT #116	Pcard2	Printer cartridge for DA	13.50	0	92E000 2320 4150 35 040000	1227
URBANA SCHOOL DISTRICT #116	Pcard3	Panasonic copier toner	27.04	0	92E000 1310 4110 35 010000	1227
URBANA SCHOOL DISTRICT #116	Pcard3	Panasonic copier toner	18.02	0	92E000 1310 4110 35 030000	1227
URBANA SCHOOL DISTRICT #116	Pcard3	Panasonic copier toner	15.02	0	92E000 1310 4110 35 040000	1227
URBANA SCHOOL DISTRICT #116	Pcard4	Doorballs for handicap access ramp doors	43.94	0	92E000 2540 3230 35 381342	1227
URBANA SCHOOL DISTRICT #116	Loan payment	Loan payment, May, 2013	10,000.00	0	92L000 4340 0000 00 000000	1227
URBANA SCHOOL DISTRICT #116	Warehouse1	Cups	27.34	0	92E000 2540 4130 35 381342	1227
URBANA SCHOOL DISTRICT #116	Warehouse2	Pencils, batteries	6.75	0	92E000 1310 4110 35 010000	1227
URBANA SCHOOL DISTRICT #116	Warehouse2	Pencils, batteries	4.50	0	92E000 1310 4110 35 030000	1227
URBANA SCHOOL DISTRICT #116	Warehouse2	Pencils, batteries	3.75	0	92E000 1310 4110 35 040000	1227
URBANA SCHOOL DISTRICT #116	Davis-Houk	Backflow preventer repairs	398.13	0	92E000 2540 3230 35 381342	1227
URBANA SCHOOL DISTRICT #116	Tepper Electric	Emergency light repairs	147.00	0	92E000 2540 3230 35 381342	1227
URBANA SCHOOL DISTRICT #116	Phone March	Phone March	108.59	0	92E000 2540 3430 35 381342	1227
URBANA SCHOOL DISTRICT #116	Utilities1	Electricity	629.24	0	92E000 2540 3960 35 381342	1227
URBANA SCHOOL DISTRICT #116	Utilities2	Natural Gas	309.35	0	92E000 2540 3950 35 381342	1227
URBANA SCHOOL DISTRICT #116	Utilities3	Water	98.36	0	92E000 2540 3710 35 381342	1227
URBANA SCHOOL DISTRICT #116	EBA Adcock1	EBA David Adcock	1.75	0	92E000 2320 2290 35 381342	1227
URBANA SCHOOL DISTRICT #116	EBA Adcock1	EBA David Adcock	16.24	0	92E000 2320 2290 36 130000	1227
URBANA SCHOOL DISTRICT #116	EBA Adcock2	EBA David Adcock	9.85	0	92E000 2320 2290 35 381342	1227
URBANA SCHOOL DISTRICT #116	EBA Adcock2	EBA David Adcock	91.68	0	92E000 2320 2290 36 130000	1227
WILLIAMS, GARY	Honorarium	"Positive Plan for Goals" presentation, 4/25/13	50.00	0	92E000 1333 4130 35 684421	1228
WILLIAMS, JACQUELINE	April mileage	April mileage	19.39	0	92E000 1333 3320 35 684421	1229
Totals for checks			19,875.58			

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92	ADULT ED	16,550.75	0.00	3,324.83	19,875.58
***	Fund Summary Totals ***	16,550.75	0.00	3,324.83	19,875.58

***** End of report *****

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 For Month Ended April 30, 2013

Balance from March 31 Report	4,000.00
Bank Transfer 4/30 from Accounts Payable to Replenish Account	509.00
Available Balance	4,509.00
April Disbursements	<u>509.00</u>
Bank Reconciliation Figure, April 30, 2013	<u><u>4,000.00</u></u>

Check	Vendor	Account	Amount	Description
1329	Jostens	92E000-1333-4120-35-684421	252.00	WIA Student cap & gown/tassels
1330	CDS Leasing	92E000-1310-3240-35-010000	257.00	April Copier Lease not in April Bills (company won't invoice before 5th. We will generate check in future to avoid late fees.)
	104.09	92E000-1310-3240-35-010000		
	69.39	92E000-1310-3240-35-030000		
	57.83	92E000-1310-3240-35-040000		
	11.57	92E000-2320-3240-35-010000		
	7.71	92E000-2320-3240-35-030000		
	6.41	92E000-2320-3240-35-040000		
			<u>509.00</u>	