

Urbana Adult Education
November 13, 2014 through December 10, 2014

Bank Transfers from Adult Education to Urbana School District Consolidated:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/14/14	11/14 Payroll	43,487.90
11/24/14	11/25 Payroll	46,437.89

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

11/25/14		1,085.22
----------	--	----------

Attached computer generated check reports:

Checks 1460-1471 December Bills	<u>23,140.95</u>
Total Accounts Payable	24,226.17
Total Payroll	<u>89,925.79</u>
Grand Total	114,151.96

The preceding list of Accounts Payable in the amount of \$24,226.17 is approved by the Board of Education, Urbana School District 116 on December 16, 2014.

The Payroll in the amount of \$89,925.79 is approved by the Board of Education, Urbana School District 116 on December 16, 2014.

President

Secretary

Chief Financial Officer

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT			CHECK
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	
ABSOPURE WATER CO.	acct 657393	Classroom water	70.00	0	92E000 2540 3900 35 381342	1460	
AT&T	217337498711	Phone office	27.69	0	92E000 2540 3430 35 381342	1461	
CARLE	P-YCKQM-33748-D	CNA class TB & Drug testing	176.00	0	92E000 1333 4140 35 684421	1462	
CARLE	P-YCKQM-33748-D	CNA class TB & Drug testing	1,848.00	0	92E000 2645 3900 35 760001	1462	
CDS LEASING	December	December copier lease, #23/60	257.00	0	92E000 1361 3240 35 494620	1463	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	106.51	0	92E000 1310 3240 35 010000	1464	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	103.78	0	92E000 1310 3240 35 030000	1464	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	56.77	0	92E000 1310 3240 35 040000	1464	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	11.84	0	92E000 2320 3240 35 010000	1464	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	11.54	0	92E000 2320 3240 35 030000	1464	
CDS OFFICE TECHNOLOGIES	0885055	Copier usage	6.34	0	92E000 2320 3240 35 040000	1464	
HARRIS, JANAI	Nov Mileage	November Mileage	21.50	0	92E000 1333 3320 35 684421	1465	
MICHAELS' CATERING	132857	Lunches for Career Fair presenters 12/4	225.00	0	92E000 0000 4000 35 000000	1466	
MID-AMERICA PUBLISHERS, INC.	Urbana Adult Ed	Constitution books bought with donation from Peggy Buck	246.02	0	92E000 0000 4000 35 000000	1467	
URBANA SCHOOL DISTRICT #116	EBA Janai Harri	EBA Janai Harris	805.45	0	92E000 1333 2290 35 684421	1469	
URBANA SCHOOL DISTRICT #116	EBA Janai Harri	EBA Janai Harris	177.20	0	92E000 2110 2290 35 010000	1469	
URBANA SCHOOL DISTRICT #116	EBA Janai Harri	EBA Janai Harris	172.75	0	92E000 2110 2290 35 030000	1469	
URBANA SCHOOL DISTRICT #116	EBA Janai Harri	EBA Janai Harris	94.43	0	92E000 2110 2290 35 040000	1469	
URBANA SCHOOL DISTRICT #116	EBA Janai Harri	EBA Janai Harris	138.87	0	92E000 2110 2290 35 120000	1469	
URBANA SCHOOL DISTRICT #116	pcard01	Webcam for lab	39.08	0	92E000 1310 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard01	Webcam for lab	38.08	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard01	Webcam for lab	20.84	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard02	Printer Cartridge APL, Peggy Buck	12.88	0	92E000 1310 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard02	Printer Cartridge APL, Peggy Buck	12.55	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard02	Printer Cartridge APL, Peggy Buck	6.86	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard03	Printer cartridges for name badge printer	26.90	0	92E000 2120 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard03	Printer cartridges for name badge printer	26.21	0	92E000 2120 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard03	Printer cartridges for name badge printer	14.35	0	92E000 2120 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard04	Painting supplies	30.39	0	92E000 2540 4130 35 381342	1469	
URBANA SCHOOL DISTRICT #116	pcard05	Return textbooks	5.04	0	92E000 2320 3410 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard05	Return textbooks	4.92	0	92E000 2320 3410 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard05	Return textbooks	2.69	0	92E000 2320 3410 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard06	Doorbell for ramp door	15.97	0	92E000 2540 3230 35 381342	1469	
URBANA SCHOOL DISTRICT #116	pcard07	Photos for staff picture display board	4.63	0	92E000 2320 4150 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard07	Photos for staff picture display board	4.51	0	92E000 2320 4150 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard07	Photos for staff picture display board	2.46	0	92E000 2320 4150 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard08	Video camera & camera; yearbook & student newsletter activities and recording Friday	126.82	0	92E000 1310 4110 35 010000	1469	

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT			CHECK
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	NUMBER
URBANA SCHOOL DISTRICT #116	pcard08	(& other) workshops, speakers/presentations Video camera & camera; yearbook & student newsletter activities and recording Friday	123.57	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard08	(& other) workshops, speakers/presentations Video camera & camera; yearbook & student newsletter activities and recording Friday	67.61	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard09	STAR conf lodging; Arlene Anderson	31.27	0	92E000 2210 3320 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard09	STAR conf lodging; Arlene Anderson	30.47	0	92E000 2210 3320 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard09	STAR conf lodging; Arlene Anderson	16.66	0	92E000 2210 3320 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard10	STAR conf lodging; Jacqueline Williams	62.53	0	92E000 2210 3320 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard10	STAR conf lodging; Jacqueline Williams	60.93	0	92E000 2210 3320 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard10	STAR conf lodging; Jacqueline Williams	33.34	0	92E000 2210 3320 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard11	STAR conf lodging; Kathy Maniates	62.53	0	92E000 2210 3320 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard11	STAR conf lodging; Kathy Maniates	60.93	0	92E000 2210 3320 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard11	STAR conf lodging; Kathy Maniates	33.34	0	92E000 2210 3320 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard12	Mail audits, buy stamps	138.74	0	92E000 2320 3410 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard12	Mail audits, buy stamps	135.19	0	92E000 2320 3410 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard12	Mail audits, buy stamps	73.97	0	92E000 2320 3410 35 040000	1469	
URBANA SCHOOL DISTRICT #116	pcard13	HP Laserjet Pro 400 color laser printer	152.76	0	92E000 1310 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	pcard13	HP Laserjet Pro 400 color laser printer	148.85	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	pcard13	HP Laserjet Pro 400 color laser printer	81.43	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	Print Shop	Print Shop October	20.53	0	92E000 1310 4110 35 760000	1469	
URBANA SCHOOL DISTRICT #116	Print Shop	Print Shop October	115.46	0	92E000 1310 4110 35 780000	1469	
URBANA SCHOOL DISTRICT #116	Rogers Supply	Furnace filters	18.95	0	92E000 2540 3230 35 381342	1469	
URBANA SCHOOL DISTRICT #116	Telephone 11/20	Telephone Oct	111.14	0	92E000 2540 3430 35 381342	1469	
URBANA SCHOOL DISTRICT #116	Telephone 12/3	Telephone Nov	95.00	0	92E000 2540 3430 35 381342	1469	
URBANA SCHOOL DISTRICT #116	Utility 11/20	Utility charges	1,139.18	0	92E000 2540 3960 35 381342	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 11/20	Copy paper	94.99	0	92E000 1310 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 11/20	Copy paper	92.56	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 11/20	Copy paper	50.64	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 12/3	Various color papers, garbage bags	35.75	0	92E000 1310 4110 35 010000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 12/3	Various color papers, garbage bags	34.84	0	92E000 1310 4110 35 030000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 12/3	Various color papers, garbage bags	19.06	0	92E000 1310 4110 35 040000	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 12/3	Various color papers, garbage bags	29.89	0	92E000 1361 4110 35 494620	1469	
URBANA SCHOOL DISTRICT #116	Warehouse 12/3	Various color papers, garbage bags	38.30	0	92E000 2540 4130 35 381342	1469	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/14	Benefits 11/14	4,141.30	0	92L000 4540 0000 00 000000	1470	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/14	Benefits 11/14	2,521.16	0	92L000 4570 0000 00 000000	1470	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/14	Benefits 11/14	589.62	0	92L000 4580 0000 00 000000	1470	

<u>VENDOR</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DESCRIPTION</u>	<u>AMOUNT</u>	<u>PO ACCOUNT NUMBER</u>	<u>PO ACCOUNT NUMBER</u>	<u>CHECK NUMBER</u>
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/25	Benefits 11/25	4,359.94	0 92L000 4540 0000 00 000000		1470
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/25	Benefits 11/25	2,704.02	0 92L000 4570 0000 00 000000		1470
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 11/25	Benefits 11/25	632.39	0 92L000 4580 0000 00 000000		1470
WILSON, JESSICA	November Mileag	November Mileage	30.24	0 92E000 2110 3320 35 120000		1471
Totals for checks			23,140.95			

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92	ADULT ED	14,948.43	0.00	8,192.52	23,140.95
***	Fund Summary Totals ***	14,948.43	0.00	8,192.52	23,140.95

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

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 November 30, 2014

Balance from October 31, 2014 Report	4,000.00
Replenish transfer from Accounts Payable 11/25	1,085.22
Available Balance	5,085.22
November Disbursements	1,085.22
Bank Reconciliation Figure, November 30, 2014	4,000.00

Check	Vendor	Account	Amount	Description
1456	SIUC	92E000 1333 4140 35 684421	35.00	CNA State Exam Fee
1457	Sheri Langendorf	92E000 2210 3320 35 010000 92E000 2210 3320 35 030000 92E000 2210 3320 35 040000	36.00	EBRI/STAR Conference
	14.36			
	13.99			
			7.65	
1458	Arlene Anderson	92E000 2210 3320 35 010000 92E000 2210 3320 35 030000 92E000 2210 3320 35 040000	36.34	EBRI/STAR Conference
	14.49			
	14.12			
			7.73	
1459	Danielle Elmore-Tackitt	92R000 1351 0000 00 760001	275.00	Refund 1/2 CNA Tuition
1460	Samuel Byndom	92E000 2210 3320 35 010000 92E000 2210 3320 35 030000 92E000 2210 3320 35 040000	306.88	EBRI/STAR Conference
	122.38			
	119.25			
			65.25	
1461	Jacqueline Williams	92E000 2210 3320 35 010000 92E000 2210 3320 35 030000 92E000 2210 3320 35 040000	36.00	EBRI/STAR Conference
	14.36			
	13.99			
			7.65	
1462	Gloria Rainer	92R000 1351 0000 00 000000	40.00	Refund-Cooking with Bob Rowe
1463	Marcellos Gray	92E000 2210 3320 35 010000 92E000 2210 3320 35 030000 92E000 2210 3320 35 040000	40.00	ABE/ASE Curriculum Conf.
	15.95			
	15.54			
			8.51	
1464	Bob Rowe	92E000 1320 3920 35 060000	280.00	Comm. Ed. Consultant Fee
			1,085.22	