

Urbana Adult Education
December 11, 2014 through January 12, 2015

Bank Transfers from Adult Education to Urbana School District Consolidated:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/15/14	12/15 Payroll	39,569.06
12/19/14	12/19 Payroll	41,982.60

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

12/23/14	4,751.41
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Attached computer generated check reports:

Checks 1472-1481 January Bills	<u>27,239.11</u>
Total Accounts Payable	31,990.52
Total Payroll	<u>81,551.66</u>
Grand Total	113,542.18

The preceding list of Accounts Payable in the amount of \$31,990.52 is approved by the Board of Education, Urbana School District 116 on January 20, 2015.

The Payroll in the amount of \$81,551.66 is approved by the Board of Education, Urbana School District 116 on January 20, 2015.

President

Secretary

Chief Financial Officer

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT		CHECK
	NUMBER	DESCRIPTION		NUMBER	NUMBER	
AT&T	217337498712	Fax line	27.31	0	92E000 2540 3430 35 381342	1472
CARLE	CNA	TB & Drug testing for CNA Students	268.00	0	92E000 1333 4140 35 684421	1473
CARLE	CNA	TB & Drug testing for CNA Students	1,258.00	0	92E000 2645 3900 35 760001	1473
CDS LEASING	Jan	January copier lease, #24/60	92.24	0	92E000 1310 3240 35 010000	1474
CDS LEASING	Jan	January copier lease, #24/60	89.87	0	92E000 1310 3240 35 030000	1474
CDS LEASING	Jan	January copier lease, #24/60	49.16	0	92E000 1310 3240 35 040000	1474
CDS LEASING	Jan	January copier lease, #24/60	10.25	0	92E000 2320 3240 35 010000	1474
CDS LEASING	Jan	January copier lease, #24/60	10.00	0	92E000 2320 3240 35 030000	1474
CDS LEASING	Jan	January copier lease, #24/60	5.48	0	92E000 2320 3240 35 040000	1474
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	119.47	0	92E000 1310 3240 35 010000	1475
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	116.41	0	92E000 1310 3240 35 030000	1475
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	63.68	0	92E000 1310 3240 35 040000	1475
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	13.28	0	92E000 2320 3240 35 010000	1475
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	12.95	0	92E000 2320 3240 35 030000	1475
CDS OFFICE TECHNOLOGIES	0891088	Copier usage	7.09	0	92E000 2320 3240 35 040000	1475
CITY OF URBANA	Urbana Parking	Parking, Lot 25, renter 94	2,400.00	0	92E000 2540 3200 35 381342	1476
CLARK, DONNA	STAR Materials	STAR Materials	152.89	0	92E000 1310 4110 35 010000	1477
CLARK, DONNA	STAR Materials	STAR Materials	148.98	0	92E000 1310 4110 35 030000	1477
CLARK, DONNA	STAR Materials	STAR Materials	81.50	0	92E000 1310 4110 35 040000	1477
HARRIS, JANAI	December	December mileage	36.41	0	92E000 1333 3320 35 684421	1478
SUTHERLAND, CAROL	Dec mileage	Dec mileage	5.26	0	92E000 1333 3320 35 684421	1479
URBANA SCHOOL DISTRICT #116	pcard01	Printer cartridge for computer lab	28.81	0	92E000 1310 4110 35 010000	1480
URBANA SCHOOL DISTRICT #116	pcard01	Printer cartridge for computer lab	28.07	0	92E000 1310 4110 35 030000	1480
URBANA SCHOOL DISTRICT #116	pcard01	Printer cartridge for computer lab	15.36	0	92E000 1310 4110 35 040000	1480
URBANA SCHOOL DISTRICT #116	pcard02	COABE Memberships; \$150 for up to 5 (regularly \$45 each); Byndom, Grant, Anderson, Maniates	59.82	0	92E000 2210 3320 35 010000	1480
URBANA SCHOOL DISTRICT #116	pcard02	COABE Memberships; \$150 for up to 5 (regularly \$45 each); Byndom, Grant, Anderson, Maniates	58.29	0	92E000 2210 3320 35 030000	1480
URBANA SCHOOL DISTRICT #116	pcard02	COABE Memberships; \$150 for up to 5 (regularly \$45 each); Byndom, Grant, Anderson, Maniates	31.89	0	92E000 2210 3320 35 040000	1480
URBANA SCHOOL DISTRICT #116	pcard03	Communication Skills for Women workshop, 1/22; Anderson, Clark	39.08	0	92E000 2210 3320 35 010000	1480
URBANA SCHOOL DISTRICT #116	pcard03	Communication Skills for Women workshop, 1/22; Anderson, Clark	38.08	0	92E000 2210 3320 35 030000	1480
URBANA SCHOOL DISTRICT #116	pcard03	Communication Skills for Women workshop, 1/22; Anderson, Clark	20.84	0	92E000 2210 3320 35 040000	1480

VENDOR	INVOICE		AMOUNT	PO ACCOUNT			CHECK NUMBER
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	
URBANA SCHOOL DISTRICT #116	pcard04	Printer cartridges for color printer in lab	119.63	0	92E000 1310 4110 35 010000	1480	
URBANA SCHOOL DISTRICT #116	pcard04	Printer cartridges for color printer in lab	116.57	0	92E000 1310 4110 35 030000	1480	
URBANA SCHOOL DISTRICT #116	pcard04	Printer cartridges for color printer in lab	63.77	0	92E000 1310 4110 35 040000	1480	
URBANA SCHOOL DISTRICT #116	pcard05	Air fresheners	20.00	0	92E000 2540 4130 35 381342	1480	
URBANA SCHOOL DISTRICT #116	pcard06	CNA Class DVDs	626.85	0	92E000 1333 4110 35 684421	1480	
URBANA SCHOOL DISTRICT #116	pcard07	Pocket folders for classroom	7.82	0	92E000 1310 4110 35 010000	1480	
URBANA SCHOOL DISTRICT #116	pcard07	Pocket folders for classroom	7.62	0	92E000 1310 4110 35 030000	1480	
URBANA SCHOOL DISTRICT #116	pcard07	Pocket folders for classroom	4.16	0	92E000 1310 4110 35 040000	1480	
URBANA SCHOOL DISTRICT #116	pcard08	TAOEP Materials-alarm clock	9.99	0	92E000 2110 4110 35 120000	1480	
URBANA SCHOOL DISTRICT #116	Telephone Dec	Telephone Dec	94.56	0	92E000 2540 3430 35 381342	1480	
URBANA SCHOOL DISTRICT #116	Warehouse	Warehouse items	185.99	0	92E000 2540 4130 35 381342	1480	
URBANA SCHOOL DISTRICT #116	Warehouse	Warehouse items	238.19	0	92E000 1310 4110 35 780000	1480	
URBANA SCHOOL DISTRICT #116	Audit	FY14 Audit	2,058.21	0	92E000 2320 3170 35 010000	1480	
URBANA SCHOOL DISTRICT #116	Audit	FY14 Audit	2,005.56	0	92E000 2320 3170 35 030000	1480	
URBANA SCHOOL DISTRICT #116	Audit	FY14 Audit	1,097.23	0	92E000 2320 3170 35 040000	1480	
URBANA SCHOOL DISTRICT #116	Telephone Nov	Telephone Nov	6.82	0	92E000 2540 3430 35 381342	1480	
URBANA SCHOOL DISTRICT #116	Print Shop	Print Shop Nov	45.19	0	92E000 1310 4110 35 010000	1480	
URBANA SCHOOL DISTRICT #116	Print Shop	Print Shop Nov	44.04	0	92E000 1310 4110 35 030000	1480	
URBANA SCHOOL DISTRICT #116	Print Shop	Print Shop Nov	24.09	0	92E000 1310 4110 35 040000	1480	
URBANA SCHOOL DISTRICT #116	EBA Epinger	EBA Lenita Epinger	622.50	0	92E000 2120 2290 35 120000	1480	
URBANA SCHOOL DISTRICT #116	EBA Epinger	EBA Lenita Epinger	321.58	0	92E000 2120 2290 35 494620	1480	
URBANA SCHOOL DISTRICT #116	EBA Epinger	EBA Lenita Epinger	300.92	0	92E000 2110 2290 35 120000	1480	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/15	Benefits 12/15	4,140.50	0	92L000 4540 0000 00 000000	1481	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/15	Benefits 12/15	2,232.37	0	92L000 4570 0000 00 000000	1481	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/15	Benefits 12/15	522.09	0	92L000 4580 0000 00 000000	1481	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/19	Benefits 12/19	4,094.70	0	92L000 4540 0000 00 000000	1481	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/19	Benefits 12/19	2,382.47	0	92L000 4570 0000 00 000000	1481	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12/19	Benefits 12/19	557.22	0	92L000 4580 0000 00 000000	1481	
Totals for checks			27,239.11				

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92	ADULT ED	13,929.35	0.00	13,309.76	27,239.11
***	Fund Summary Totals ***	13,929.35	0.00	13,309.76	27,239.11

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

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 December 31, 2014

Balance from November 30, 2014 Report	4,000.00
Replenish transfer from Accounts Payable 12/23/14	4,751.41
Available Balance	8,751.41
December Disbursements	4,751.41
Bank Reconciliation Figure, December 31, 2014	4,000.00

Check	Vendor	Account	Amount	Description
1465	SIUC	92E000 2120 3900 35 760001	35.00	CNA State Exam Fee
1466	Robert Rowe	92E000 1320 3920 35 060000	665.00	Comm Ed Consultant Fee
1467	Karen Kaplan		181.32	Memory Loss Conference
		72.31	92E000 2210 3320 35 010000	
		70.46	92E000 2210 3320 35 030000	
		38.55	92E000 2210 3320 35 040000	
1468	Robert Rowe	92E000 1320 3920 35 060000	525.00	Comm Ed Consultant Fee
1469	Brett Grant		218.20	COABE Conf. Airfare
		87.02	92E000 2210 3320 35 010000	
		84.79	92E000 2210 3320 35 030000	
		46.39	92E000 2210 3320 35 040000	
1470	Donna Clark		492.29	Reimbursement for college class
		196.33	92E000 2210 3320 35 010000	
		191.30	92E000 2210 3320 35 030000	
		104.66	92E000 2210 3320 35 040000	
1471	SIUC	92E000 1333 4140 35 684421	35.00	CNA State Exam Fee (retest)
1472	SIUC		1,950.00	CNA State Exam Fees
		195.00	92E000 2120 3900 35 030000	
		390.00	92E000 2120 3900 35 040000	
		1,105.00	92E000 2120 3900 35 760001	
		260.00	92E000 1333 4140 35 684421	
1473	Samuel Byndom		649.60	EBRI STAR Training, 12/9-11 Hotel reimbursement 5 staff
		259.06	92E000 2210 3320 35 010000	
		252.43	92E000 2210 3320 35 030000	
		138.11	92E000 2210 3320 35 040000	
			4,751.41	