

Urbana Adult Education
April 11, 2015 through May 12, 2015

Bank Transfers from Adult Education to Urbana School District Consolidated:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
4/14/15	4/15 Payroll	38,392.63
4/29/15	4/30 Payroll	42,517.65

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

4/30/15		751.84
4/30/15	To correct initial transfer	(30.00)

Attached computer generated check reports:

Checks 1522-1538 May Bills	<u>24,973.06</u>
Total Accounts Payable	25,694.90
Total Payroll	<u>80,910.28</u>
Grand Total	106,605.18

The preceding list of Accounts Payable in the amount of \$25,694.90 is approved by the Board of Education, Urbana School District 116 on May 19, 2015.

The Payroll in the amount of \$80,910.28 is approved by the Board of Education, Urbana School District 116 on May 19, 2015.

President

Secretary

Chief Financial Officer

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT		CHECK
	NUMBER	DESCRIPTION		NUMBER	NUMBER	
ABSOPURE WATER CO.	83577386	Classroom water	50.00	0	92E000 2540 3900 35 381342	1522
ANDERSON, ARLENE	ABA FY15	ABA FY15; no 1099 items on list; to contract limit of 2,240	2,240.00	0	92E000 2120 3900 35 130000	1523
AT&T	21733749879337	Phone Office	27.68	0	92E000 2540 3430 35 381342	1524
CAREER CRUISING	Q6UJ9A09V6HJ	Career Crusing software renewal	999.00	0	92E000 1333 4110 35 684421	1525
CARLE	CNA TB/Drug	CNA TB/Drug testing	176.00	0	92E000 1333 4140 35 684421	1526
CARLE	CNA TB/Drug	CNA TB/Drug testing	1,672.00	0	92E000 2645 3900 35 760001	1526
CDS LEASING	May	May copier rent, #28/60	257.00	0	92E000 1310 3240 35 040000	1527
CDS OFFICE TECHNOLOGIES	918296	Copier usage	285.18	0	92E000 1361 3240 35 494620	1528
CDS OFFICE TECHNOLOGIES	917351	Staples for copier	102.22	0	92E000 1310 4110 35 780000	1528
CLARK, DONNA	Excel class	Excel class & textbooks/SNAP software	253.27	0	92E000 2210 3320 35 010000	1529
CLARK, DONNA	Excel class	Excel class & textbooks/SNAP software	246.79	0	92E000 2210 3320 35 030000	1529
CLARK, DONNA	Excel class	Excel class & textbooks/SNAP software	135.02	0	92E000 2210 3320 35 040000	1529
HARRIS, JANAI	April mileage	April mileage	25.47	0	92E000 1333 3320 35 684421	1530
KAPLAN, KAREN	CNA Inst Conf	Annual CNA Instructor Conference, 4/17, Springfield	99.07	0	92E000 2210 3320 35 760001	1531
LANGENDORF, SHERI	Graduation	Graduation Supplies-cups, plates, napkins	54.00	0	92E000 2900 4111 35 200000	1532
STAR UNIFORMS	65903-3	CNA Clinical supplies for Malaysia Wicks	120.00	0	92E000 1333 4140 35 684421	1533
SUTHERLAND, CAROL	April mileage	April mileage	10.81	0	92E000 1333 3320 35 684421	1534
URBANA SCHOOL DISTRICT #116	pcard01	Credit on returned toilet paper dispensers	-10.00	0	92E000 2540 4130 35 381342	1536
URBANA SCHOOL DISTRICT #116	pcard02	Refund of tax paid to Staples with March pcard04 invoice	-6.82	0	92E000 1310 4110 35 780000	1536
URBANA SCHOOL DISTRICT #116	pcard03	Air purifier/filters	157.66	0	92E000 2540 3230 35 381342	1536
URBANA SCHOOL DISTRICT #116	pcard04	Air purifyer filters	5.97	0	92E000 2320 4150 35 010000	1536
URBANA SCHOOL DISTRICT #116	pcard04	Air purifyer filters	5.82	0	92E000 2320 4150 35 030000	1536
URBANA SCHOOL DISTRICT #116	pcard04	Air purifyer filters	3.19	0	92E000 2320 4150 35 040000	1536
URBANA SCHOOL DISTRICT #116	pcard05	Printer cartridge for classroom	40.87	0	92E000 1310 4110 35 010000	1536
URBANA SCHOOL DISTRICT #116	pcard05	Printer cartridge for classroom	39.83	0	92E000 1310 4110 35 030000	1536
URBANA SCHOOL DISTRICT #116	pcard05	Printer cartridge for classroom	21.79	0	92E000 1310 4110 35 040000	1536
URBANA SCHOOL DISTRICT #116	pcard06	Printer color cartridges for lab	116.29	0	92E000 1310 4110 35 010000	1536
URBANA SCHOOL DISTRICT #116	pcard06	Printer color cartridges for lab	113.31	0	92E000 1310 4110 35 030000	1536
URBANA SCHOOL DISTRICT #116	pcard06	Printer color cartridges for lab	61.99	0	92E000 1310 4110 35 040000	1536
URBANA SCHOOL DISTRICT #116	pcard07	Vacuum part	18.99	0	92E000 2540 4130 35 381342	1536
URBANA SCHOOL DISTRICT #116	pcard08	IACEA Conference lodging 3/5 for Deanna Trujillo	31.27	0	92E000 2210 3320 35 010000	1536
URBANA SCHOOL DISTRICT #116	pcard08	IACEA Conference lodging 3/5 for Deanna Trujillo	30.47	0	92E000 2210 3320 35 030000	1536
URBANA SCHOOL DISTRICT #116	pcard08	IACEA Conference lodging 3/5 for Deanna Trujillo	16.66	0	92E000 2210 3320 35 040000	1536

VENDOR	INVOICE	INVOICE	AMOUNT	NUMBER	PO ACCOUNT	CHECK
	NUMBER	DESCRIPTION			NUMBER	
URBANA SCHOOL DISTRICT #116	pcard09	Credit on pcard bill from FY12 & FY13, per USD	-25.96	0	92R000 1999 0000 00 000000	1536
URBANA SCHOOL DISTRICT #116	EBA Harris	EBA Janai Harris	121.76	0	92E000 1333 2290 35 684421	1536
URBANA SCHOOL DISTRICT #116	EBA Harris	EBA Janai Harris	26.79	0	92E000 2110 2290 35 010000	1536
URBANA SCHOOL DISTRICT #116	EBA Harris	EBA Janai Harris	26.12	0	92E000 2110 2290 35 030000	1536
URBANA SCHOOL DISTRICT #116	EBA Harris	EBA Janai Harris	14.28	0	92E000 2110 2290 35 040000	1536
URBANA SCHOOL DISTRICT #116	EBA Harris	EBA Janai Harris	21.00	0	92E000 2110 2290 35 120000	1536
URBANA SCHOOL DISTRICT #116	EBA Byndom	EBA Samuel Byndom	2.87	0	92E000 2320 2290 35 381342	1536
URBANA SCHOOL DISTRICT #116	EBA Byndom	EBA Samuel Byndom	199.13	0	92E000 2320 2290 35 130000	1536
URBANA SCHOOL DISTRICT #116	Telephone March	Phone office	10.62	0	92E000 2540 3430 35 381342	1536
URBANA SCHOOL DISTRICT #116	Utilities	Utilities 2/11-4/1	252.48	0	92E000 2540 3710 35 381342	1536
URBANA SCHOOL DISTRICT #116	Utilities	Utilities 2/11-4/1	1,360.41	0	92E000 2540 3950 35 381342	1536
URBANA SCHOOL DISTRICT #116	Utilities	Utilities 2/11-4/1	1,567.83	0	92E000 2540 3960 35 381342	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-10-	Copy paper	138.30	0	92E000 1310 4110 35 010000	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-10-	Copy paper	134.77	0	92E000 1310 4110 35 030000	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-10-	Copy paper	73.73	0	92E000 1310 4110 35 040000	1536
URBANA SCHOOL DISTRICT #116	Print Shop Marc	Print Shop March	53.55	0	92E000 1310 4110 35 760000	1536
URBANA SCHOOL DISTRICT #116	Print Shop Marc	Print Shop March	43.87	0	92E000 1310 4110 35 780000	1536
URBANA SCHOOL DISTRICT #116	Telephone April	Phone Office	93.72	0	92E000 2540 3430 35 381342	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-30-	Warehouse items	40.34	0	92E000 1310 4110 35 010000	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-30-	Warehouse items	39.31	0	92E000 1310 4110 35 030000	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-30-	Warehouse items	21.51	0	92E000 1310 4110 35 040000	1536
URBANA SCHOOL DISTRICT #116	Warehouse 4-30-	Warehouse items	190.33	0	92E000 2540 4130 35 381342	1536
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/15	Benefits transfer 4/15	3,580.66	0	92L000 4540 0000 00 000000	1537
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/15	Benefits transfer 4/15	2,231.32	0	92L000 4570 0000 00 000000	1537
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/15	Benefits transfer 4/15	521.86	0	92L000 4580 0000 00 000000	1537
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/30	Benefits transfer 4/30	3,721.64	0	92L000 4540 0000 00 000000	1537
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/30	Benefits transfer 4/30	2,439.48	0	92L000 4570 0000 00 000000	1537
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 4/30	Benefits transfer 4/30	570.54	0	92L000 4580 0000 00 000000	1537
WILLIAMS, JACQUELINE	WIA Gift cards	Gift cards for WIA follow up incentives	100.00	0	92E000 1333 4130 35 684421	1538

Totals for checks 24,973.06

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92	ADULT ED	13,065.50	-25.96	11,933.52	24,973.06
***	Fund Summary Totals ***	13,065.50	-25.96	11,933.52	24,973.06

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

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 April 30, 2015

Balance from March 31, 2015 Report	4,000.00
Replenish transfer from Accounts Payable 4/30/15	751.84
Correct transfer amount	(30.00)
Available Balance	4,721.84
April Disbursements	721.84
Bank Reconciliation Figure, April 30, 2015	4,000.00

Check	Vendor	Account	Amount	Description
1498	SIUC	92E000 2120 3900 35 760001	35.00	CNA State Exam May Test-retake
1499	SIUC	92E000 2120 3900 35 030000	35.00	CNA State Exam May Test-retake
1500	Donna Clark		11.94	ICCB Administrators' Meeting
		4.76 92E000 2210 3320 35 010000		
		4.64 92E000 2210 3320 35 030000		
		2.54 92E000 2210 3320 35 040000		
1501	Samuel Byndom		188.90	ICCB Administrators' Meeting
		75.33 92E000 2210 3320 35 010000		
		73.41 92E000 2210 3320 35 030000		
		40.16 92E000 2210 3320 35 040000		
1502	Marcellos Gray		205.50	ICCB Administrators' Meeting
		81.95 92E000 2210 3320 35 010000		
		79.86 92E000 2210 3320 35 030000		
		43.69 92E000 2210 3320 35 040000		
1503	Jostens	92E000 1333 4110 35 684421	148.50	WIA Cap & Gowns
1504	Jostens	92E000 0000 4000 35 0000	33.00	To replace checks written to UAE
1505	Brett Grant		64.00	COABE Conference
		25.52 92E000 2210 3320 35 010000		
		24.87 92E000 2210 3320 35 030000		
		13.61 92E000 2210 3320 35 040000		
			721.84	