

Urbana Adult Education
November 16th through December 14th of 2017

Bank Transfers from Adult Education Accounts Payable to Urbana School District Consolidated:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/15/17	11/15 Payroll	33,569.59
11/30/17	11/30 Payroll	32,657.65
Total		<u>66,227.24</u>

Bank Transfers from Accounts Payable to Imprest Fund to Replenish:

11/30/17 825.31

Attached computer generated check reports:

Checks 1925-1930 (FY18 December's Bills)	<u>14,488.45</u>
Total Accounts Payable	15,313.76
Total Payroll	<u>66,227.24</u>
Grand Total	<u>81,541.00</u>

The preceding list of FY18 Accounts Payable in the amount of \$15,313.76 is approved by the Board of Education, Urbana School District 116 on December 19, 2017.

The Payroll for FY18 in the amount of \$66,227.24 is approved by the Board of Education, Urbana School District 116 on December 19, 2017.

President

Secretary

Chief Financial Officer

Urbana School District 116-UAEC				
Imprest Disbursement Report				
11/30/17				
				Amount
Balance from October 31, 2017 Report as of 11-1-17				4,000.00
Interest earned for October of 2017 (Posted on 11-1-17)				0.03
Interest earned for November of 2017 (Posted on 12-1-17)				0.03
Replenish transfer from Accounts Payable 11/30/17				825.31
Available Balance				4,825.34
November's Disbursements				825.34
Reconciliation Figure-11/30/17				4,000.00
Description	Check #	Vendor	Account	Amount
Arlene Anderson's travel reimbursement for ICCB Advisory Board Meeting in Springfield, IL on September 28th	1620	Arlene Anderson	92E000 2210 3320 35 130000	92.23
Total				92.23
Marcellos Gray's travel reimbursement for CSBO class held in Naperville, IL on October 27-28th	1621	Marcellos Gray	92E000 2210 3320 35 130000	169.60
Total				169.60
Lynette Correa-Velez's mileage reimbursement for the 2017 IL Digital Learning Lab held on October 26th in Bloomington, IL.	1622	Lynette Correa-Velez	92E000 2210 3320 35 010000	27.42
Total			92E000 2210 3320 35 030000	27.42
Lynette Correa-Velez's travel reimbursement for the 2017 IL WIOA Summit in Springfield, IL held on October 24th, 2017	1623	Lynette Correa-Velez	92E000 2210 3320 35 010000	11.09
Total			92E000 2210 3320 35 030000	11.09
Carol Sutherland's travel reimbursement for the DAIS-I training held in Springfield, IL on October 11th, 2017	1624	Carol Sutherland	92E000 2210 3320 35 010000	5.02
Total			92E000 2210 3320 35 030000	5.02
Carol Sutherland's travel reimbursement for the WIOA Summit Training held in Springfield, IL on October 24-25, 2017	1625	Carol Sutherland	92E000 2210 3320 35 010000	53.26
Total			92E000 2210 3320 35 030000	53.25
Arlene Anderson's travel reimbursement for ICC Director's meeting and for the Forum for Excellence Conference held at the Marriott in Normal, IL on Setember 18-20	1626	Arlene Anderson	92E000 2210 3320 35 130000	91.25
Total				91.25
Arlene Anderson's travel reimbursement for ICCB Special Task Force meeting held at the Illinois State Library in Springfield, IL on October 23, 2017	1627	Arlene Anderson	92E000 2210 3320 35 130000	92.23
Total				92.23
Marcellos Gray's travel reimbursement for attending the IACEA Board meeting on November 8-9 at the Wyndham in Springfield, IL.	1628	Marcellos Gray	92E000 2210 3320 35 130000	141.47
Total				141.47
Addie Placido's reimbursement for the CNA graduation cake for the August-October CNA class held on October 5th	1629	Adelaide Placido	92E000 0000 3150 35 000000	44.99
Total				44.99
Subtotal				825.34

VENDOR	INVOICE NUMBER	INVOICE DESCRIPTION	AMOUNT	FO ACCOUNT NUMBER	CHECK NUMBER
ABSOPURE WATER CO.	86562517	Drinking water payment for November.	42.00	0 92E000 2540 3900 35 381342	1925
AT&T	217337498711	Fax line payment from 10-8-17 thru 11-7-17	42.79	0 92E000 2540 3430 35 381342	1926
CARLE FOUNDATION HOSPITAL	Carle Bill	Carle CNA medical invoice for the Oct-Dec class	243.00	0 92E000 1333 4140 35 684421	1927
CARLE FOUNDATION HOSPITAL	Carle Bill	Carle CNA medical invoice for the Oct-Dec class	243.00	0 92E000 2120 3900 35 030000	1927
CARLE FOUNDATION HOSPITAL	Carle Bill	Carle CNA medical invoice for the Oct-Dec class	292.00	0 92E000 2120 3900 35 760001	1927
CDS OFFICE TECHNOLOGIES	INV1123551	Building #2-copier usage payment for 10-17-17 thru 11-16-17	18.90	0 92E000 1310 3240 35 010000	1928
CDS OFFICE TECHNOLOGIES	INV1123551	Building #2-copier usage payment for 10-17-17 thru 11-16-17	18.90	0 92E000 1310 3240 35 030000	1928
CDS OFFICE TECHNOLOGIES	INV1123551	Building #2-copier usage payment for 10-17-17 thru 11-16-17	2.10	0 92E000 2320 3240 35 010000	1928
CDS OFFICE TECHNOLOGIES	INV1123551	Building #2-copier usage payment for 10-17-17 thru 11-16-17	2.10	0 92E000 2320 3240 35 030000	1928
CDS OFFICE TECHNOLOGIES	INV1120992	Main Buidling-copier usage payment for 10-18-17 thru 11-17-17	62.60	0 92E000 1310 3240 35 010000	1928
CDS OFFICE TECHNOLOGIES	INV1120992	Main Buidling-copier usage payment for 10-18-17 thru 11-17-17	62.60	0 92E000 1310 3240 35 030000	1928
CDS OFFICE TECHNOLOGIES	INV1120992	Main Buidling-copier usage payment for 10-18-17 thru 11-17-17	6.94	0 92E000 2320 3240 35 010000	1928
CDS OFFICE TECHNOLOGIES	INV1120992	Main Buidling-copier usage payment for 10-18-17 thru 11-17-17	6.96	0 92E000 2320 3240 35 030000	1928
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 10/11/17-10/25/17: Electric-626.89, Water-13.45 and Phone-13.86.	13.86	0 92E000 2540 3430 35 381342	1929
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 10/11/17-10/25/17: Electric-626.89, Water-13.45 and Phone-13.86.	13.45	0 92E000 2540 3710 35 381342	1929
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 10/11/17-10/25/17: Electric-626.89, Water-13.45 and Phone-13.86.	626.89	0 92E000 2540 3960 35 381342	1929
URBANA SCHOOL DISTRICT #116	USD Warehouse	APL-GED materials and supplies for the classroom. A duplicate payment was made for November's bills check #1920. This is a reverse entry for the duplicate payment.	-174.53	0 92E000 1310 4110 35 010000	1929
URBANA SCHOOL DISTRICT #116	USD Warehouse	APL-GED materials and supplies for the classroom. A duplicate payment was made for	-174.53	0 92E000 1310 4110 35 030000	1929

VENDOR	INVOICE		INVOICE DESCRIPTION	AMOUNT	PO ACCOUNT		CHECK NUMBER
	NUMBER	NUMBER			NUMBER	NUMBER	
URBANA SCHOOL DISTRICT #116	USD Warehouse		November's bills check #1920. This is a reverse entry for the duplicate payment.	-87.26	0	92E000 1333 4110 35 684421	1929
URBANA SCHOOL DISTRICT #116	A. Harris		November's bills check #1920. This is a reverse entry for the duplicate payment.	2,640.00	0	92E000 1310 3850 35 010000	1929
URBANA SCHOOL DISTRICT #116	A. Harris		Unemployment for Amanda Harris from 7-1-17 thru 9-30-17.	880.00	0	92E000 2120 3850 35 010000	1929
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		Unemployment for Amanda Harris from 7-1-17 thru 9-30-17.	2,583.61	0	92L000 4540 0000 00 000000	1930
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		USD benefits bill for the 11-15-17 payroll: IMRF-2583.61, FICA-1885.90 and Medicare-440.98	1,885.90	0	92L000 4570 0000 00 000000	1930
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		USD benefits bill for the 11-15-17 payroll: IMRF-2583.61, FICA-1885.90 and Medicare-440.98	440.98	0	92L000 4580 0000 00 000000	1930
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		USD benefits bill for the 11-15-17 payroll: IMRF-2583.61, FICA-1885.90 and Medicare-440.98	2,539.03	0	92L000 4540 0000 00 000000	1930
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		USD benefits bill for the 11-30-17 payroll: IMRF-2539.03, FICA-1829.34 and Medicare-427.82	1,829.34	0	92L000 4570 0000 00 000000	1930
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefit 11-		USD benefits bill for the 11-30-17 payroll: IMRF-2539.03, FICA-1829.34 and Medicare-427.82	427.82	0	92L000 4580 0000 00 000000	1930
Totals for checks				14,488.45			

FUND SUMMARY

<u>FUND DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
92 ADULT ED	9,706.68	0.00	4,781.77	14,488.45
*** Fund Summary Totals ***	9,706.68	0.00	4,781.77	14,488.45

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