

Urbana Adult Education
December 15th through January 11th of 2018

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/15/17	12/15 Payroll	34,019.32
12/20/17	12/20 Payroll	33,001.72
Total		<u>67,021.04</u>

Bank Transfers from Accounts Payable to Imprest Fund to Replenish:

12/28/17		2,538.97
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Attached computer generated check reports:

Checks 1931-1939 (FY18 January's Bills)	<u>13,271.48</u>
Total Accounts Payable	15,810.45
Total Payroll	<u>67,021.04</u>
Grand Total	<u>82,831.49</u>

The preceding list of FY18 Accounts Payable in the amount of \$15,810.45 is approved by the Board of Education, Urbana School District 116 on January 16, 2018.

The Payroll for FY18 in the amount of \$67,021.04 is approved by the Board of Education, Urbana School District 116 on January 16, 2018.

President

Secretary

Chief Financial Officer

Urbana School District 116-UAEC				
Imprest Disbursement Report				
12/31/17				
				Amount
Balance from November 30, 2017 Report as of 11-1-17				4,000.00
Interest earned for November of 2017 (Posted on 12-1-17)				0.03
Interest earned for December of 2017 (Posted on 1-1-18)				0.03
Replenish transfer from Accounts Payable 12/28/17				2,538.97
Available Balance				6,539.00
November's Disbursements				2,539.00
Reconciliation Figure-11/30/17				4,000.00
Description	Check #	Vendor	Account	Amount
SIU-C for CNA testing for 14 students for the 2017 Oct-Dec CNA class	1630	Southern Illinois University	92E000 1333 4140 35 684421	335.00
			92E000 2120 3900 35 030000	268.00
			92E000 2120 3900 35 760001	335.00
Total				938.00
City of Urbana Parking space rental for Jan-March 18th of 2017-Lot 25	1631	City of Urbana	92E000 2540 3200 35 881342	1,350.00
Total				1,350.00
CDS Leasing-Copier lease payment for 11-01-17 thru 11	1632	CSD Leasing	92E000 1310 3240 35 010000	112.95
			92E000 1310 3240 35 030000	112.95
			92E000 2320 3240 35 030000	12.55
			92E000 2320 3240 35 010000	12.55
Total				251.00
Subtotal				2,539.00

VENDOR	INVOICE NUMBER	INVOICE DESCRIPTION	AMOUNT	PO ACCOUNT NUMBER	PO ACCOUNT NUMBER	CHECK NUMBER
ABSOPURE WATER CO. ATA&T	86587012 217337498712	Water bill for the month of December Phone bill for fax for November 8th-December 7th	27.00 42.70	0 92E000 2540 3900 35 381342 0 92E000 2540 3430 35 381342		1931 1932
CARLE FOUNDATION HOSPITAL	Carle Bill	Medical testing for CNA students for the Oct-Dec class	49.00	0 92E000 1333 4140 35 684421		1933
CARLE FOUNDATION HOSPITAL	Carle Bill	Medical testing for CNA students for the Oct-Dec class	98.00	0 92E000 2120 3900 35 030000		1933
CARLE FOUNDATION HOSPITAL	Carle Bill	Medical testing for CNA students for the Oct-Dec class	98.00	0 92E000 2120 3900 35 760001		1933
CDS LEASING	57308538	Copier lease payment for December	112.95	0 92E000 1310 3240 35 010000		1934
CDS LEASING	57308538	Copier lease payment for December	112.95	0 92E000 1310 3240 35 030000		1934
CDS LEASING	57308538	Copier lease payment for December	12.55	0 92E000 2320 3240 35 010000		1934
CDS LEASING	57308538	Copier lease payment for December	12.55	0 92E000 2320 3240 35 030000		1934
CDS OFFICE TECHNOLOGIES	INV1127992	Copier usage for main building	49.78	0 92E000 1310 3240 35 010000		1935
CDS OFFICE TECHNOLOGIES	INV1127992	Copier usage for main building	49.78	0 92E000 1310 3240 35 030000		1935
CDS OFFICE TECHNOLOGIES	INV1127992	Copier usage for main building	5.54	0 92E000 2320 3240 35 010000		1935
CDS OFFICE TECHNOLOGIES	INV1127992	Copier usage for main building	5.53	0 92E000 2320 3240 35 030000		1935
CDS OFFICE TECHNOLOGIES	INV1129622	Copier usage for ESL building	18.90	0 92E000 1310 3240 35 010000		1935
CDS OFFICE TECHNOLOGIES	INV1129622	Copier usage for ESL building	18.90	0 92E000 1310 3240 35 030000		1935
CDS OFFICE TECHNOLOGIES	INV1129622	Copier usage for ESL building	2.10	0 92E000 2320 3240 35 010000		1935
CDS OFFICE TECHNOLOGIES	INV1129622	Copier usage for ESL building	2.10	0 92E000 2320 3240 35 030000		1935
URBANA SCHOOL DISTRICT #116	P-card 01	Hotel and lodging for Lynett Correa-Velez for the 2017 WIOA Summit in Springfield, IL on October 24th.	67.13	0 92E000 2210 3320 35 010000		1938
URBANA SCHOOL DISTRICT #116	P-card 01	Hotel and lodging for Lynett Correa-Velez for the 2017 WIOA Summit in Springfield, IL on October 24th.	67.12	0 92E000 2210 3320 35 030000		1938
URBANA SCHOOL DISTRICT #116	P-card 02	Hotel and lodging for Carol Sutherland for the 2017 WIOA Summit in Springfield, IL on October 24th.	67.12	0 92E000 2210 3320 35 010000		1938
URBANA SCHOOL DISTRICT #116	P-card 02	Hotel and lodging for Carol Sutherland for the 2017 WIOA Summit in Springfield, IL on October 24th.	67.13	0 92E000 2210 3320 35 030000		1938
URBANA SCHOOL DISTRICT #116	P-card 03	Food for staff development meeting.	99.00	0 92E000 0000 3150 35 000000		1938
URBANA SCHOOL DISTRICT #116	P-card 04	Building maintenance supplies	21.00	0 92E000 2540 4130 35 381342		1938
URBANA SCHOOL DISTRICT #116	P-card 05	Building maintenance supplies	13.05	0 92E000 2540 4130 35 381342		1938
URBANA SCHOOL DISTRICT #116	P-card 06	Building maintenance supplies-refund for taxes paid on P-card 05.	-1.08	0 92E000 2540 4130 35 381342		1938
URBANA SCHOOL DISTRICT #116	P-card 07	Building maintenance supplies	23.95	0 92E000 2540 4130 35 381342		1938

VENDOR	INVOICE NUMBER	INVOICE DESCRIPTION	AMOUNT	FO ACCOUNT NUMBER	CHECK NUMBER
URBANA SCHOOL DISTRICT #116	P-card 08	Buidling maintenance supplies	1.98	0 92E000 2540 4130 35 381342	1938
URBANA SCHOOL DISTRICT #116	P-card 09	Buidling maintenance supplies return purchase from P-card 08.	- 1.98	0 92E000 2540 4130 35 381342	1938
URBANA SCHOOL DISTRICT #116	P-card 10	Buidling maintenance supplies	7.52	0 92E000 2540 4130 35 381342	1938
URBANA SCHOOL DISTRICT #116	P-card 11	Buidling cleaning supplies	13.88	0 92E000 2540 4130 35 381342	1938
URBANA SCHOOL DISTRICT #116	P-card 12	Classroom supplies for APL-GED	5.99	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 12	Classroom supplies for APL-GED	5.98	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 13	Classroom supplies for APL-GED	23.98	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 13	Classroom supplies for APL-GED	23.98	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 14	Continuing education CNA for Nancy Roth for the class titled "Falls, Preventions, Assessment and Intervention".	119.00	0 92E000 2210 3320 35 130000	1938
URBANA SCHOOL DISTRICT #116	P-card 15	Storage cabinets for student files	239.98	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 15	Storage cabinets for student files	239.98	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 16	Classroom supplies for APL-GED	124.87	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 16	Classroom supplies for APL-GED	124.88	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 17	Classroom cartridge for printer for APL-GED	101.77	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 17	Classroom cartridge for printer for APL-GED	101.77	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 18	Keys for locking file storage cabinets for maintenance supplies	23.70	0 92E000 2540 4130 35 381342	1938
URBANA SCHOOL DISTRICT #116	P-card 19	Classroom cartridge for printer	32.25	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 19	Classroom cartridge for printer	32.24	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	P-card 20	Classroom resource guides for APL-GED	10.00	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	P-card 20	Classroom resource guides for APL-GED	10.00	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	USD Printshop	Copies for classroom materials	16.26	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	USD Printshop	Copies for classroom materials	16.25	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	USD Warehouse	Classroom supplies	54.62	0 92E000 1310 4110 35 010000	1938
URBANA SCHOOL DISTRICT #116	USD Warehouse	Classroom supplies	54.62	0 92E000 1310 4110 35 030000	1938
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 11-6-17 thru 12-5-17: Electric-495.27, Water-129.05 and Phone-12.92.	12.92	0 92E000 2540 3430 35 381342	1938
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 11-6-17 thru 12-5-17: Electric-495.27, Water-129.05 and Phone-12.92.	129.05	0 92E000 2540 3710 35 381342	1938
URBANA SCHOOL DISTRICT #116	USD Utilities	USD utilities invoice from 11-6-17 thru 12-5-17: Electric-495.27, Water-129.05 and Phone-12.92.	495.27	0 92E000 2540 3960 35 381342	1938
URBANA SCHOOL DISTRICT #116 UAE PAYR	Benefits 12-15-17	Benefits 12-15-17: IMRF-2668.09, FICA-1895.70 and	2,668.09	0 92L000 4540 0000 00 000000	1939

VENDOR	INVOICE		INVOICE DESCRIPTION	PO ACCOUNT		CHECK NUMBER
	NUMBER	DESCRIPTION		NUMBER	NUMBER	
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12-15-	Medicare-443.33.	1,895.70	0 92L000 4570 0000 00 0000000	1939	
	Benefits 12-15-	UDS Benefits bill for payroll 12-15-17:				
		IMRF-2668.09, FICA-1895.70 and Medicare-443.33.				
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12-15-	UDS Benefits bill for payroll 12-15-17:	443.33	0 92L000 4580 0000 00 0000000	1939	
		IMRF-2668.09, FICA-1895.70 and Medicare-443.33.				
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12-20-	UDS Benefits bill for payroll 12-20-17:	2,874.95	0 92L000 4540 0000 00 0000000	1939	
		IMRF-2874.95, FICA-1804.01 and Medicare-421.89.				
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12-20-	UDS Benefits bill for payroll 12-20-17:	1,804.01	0 92L000 4570 0000 00 0000000	1939	
		IMRF-2874.95, FICA-1804.01 and Medicare-421.89.				
URBANA SCHOOL DISTRICT 116 UAE PAYR	Benefits 12-20-	UDS Benefits bill for payroll 12-20-17:	421.89	0 92L000 4580 0000 00 0000000	1939	
		IMRF-2874.95, FICA-1804.01 and Medicare-421.89.				

Totals for checks 13,271.48

FUND SUMMARY

FUND DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92 ADULT ED	10,107.97	0.00	3,163.51	13,271.48
*** Fund Summary Totals ***	10,107.97	0.00	3,163.51	13,271.48

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