

Urbana Adult Education

November 12, 2011 through December 7, 2011

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
11/14/11	11/15 Payroll	46,509.67
11/29/11	11/30 Payroll	41,722.29

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

12/2/11	<i>November replenish performed 12/2</i>	1,786.09
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Attached computer generated check reports:

Checks 1048-1055, December Bills	<u>4,111.79</u>
Total Accounts Payable	<u>5,897.88</u>
Total Payroll	<u>88,231.96</u>
Grand Total	<u>94,129.84</u>

The preceding list of Accounts Payable in the amount of \$5,897.88 is approved by the Board of Education, Urbana School District 116 on December 13, 2011.

The Payroll in the amount of \$88,231.96 is approved by the Board of Education, Urbana School District 116 on December 13, 2011.

President

Secretary

Director of Business and Financial Services

VENDOR		INVOICE		INVOICE		PO ACCOUNT		CHECK	
VENDOR	NUMBER	DESCRIPTION	NUMBER	AMOUNT	NUMBER	NUMBER	AMOUNT	NUMBER	NUMBER
ABSOPURE WATER CO.	82174950	Classroom Water		25.00	0	92E000	2540 3900 35 381342	1048	1048
ADCOCK, DAVID	IACEA Board	IACEA Board meeting 11/17-18		123.20	0	92E000	2210 3320 35 903982	1049	1049
AT&T	217337498711	Phone office		25.79	0	92E000	2540 3430 35 381342	1050	1050
CDS LEASING	11680046	Dec. copier lease		506.25	0	92E000	1310 3240 35 903982	1051	1051
CDS LEASING	11680046	Dec. copier lease		56.25	0	92E000	2320 3240 35 903982	1051	1051
PEARSON EDUCATION	C3430227	Credit PO 2311200010		54.60	0	92E000	1361 4110 35 494620	1052	1052
PEARSON EDUCATION	C3430227	Credit PO 2311200010		54.60	0	92E000	2900 4120 00 000000	1052	1052
PEARSON EDUCATION	BK65209946	All About The USA 4		240.24	2311200012	92E000	1395 4110 35 703990	1052	1052
PLUMMER, LAURA	Nov 2011	Nov 2011 mileage		38.85	0	92E000	2110 3320 00 120000	1053	1053
URBANA SCHOOL DISTRICT #116	EBA	EBA David Adcock		24.99	0	92E000	2320 2290 36 130000	1055	1055
URBANA SCHOOL DISTRICT #116	Print Shop Oct1	CNA Materials		174.00	0	92E000	1000 4000 35 630000	1055	1055
URBANA SCHOOL DISTRICT #116	Print Shop Oct2	Basic Ed Materials		27.25	0	92E000	1310 4110 35 903982	1055	1055
URBANA SCHOOL DISTRICT #116	Utilities1	Electricity		1,737.04	0	92E000	2540 3950 35 381342	1055	1055
URBANA SCHOOL DISTRICT #116	Utilities2	Water		129.14	0	92E000	2540 3710 35 381342	1055	1055
URBANA SCHOOL DISTRICT #116	Internet	Internet		52.90	0	92E000	2540 3430 35 381342	1055	1055
URBANA SCHOOL DISTRICT #116	Depke	Welding supplies		210.83	0	92E000	1000 4000 35 630000	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card1	MS Office training DVD		49.95	0	92E000	2210 3320 35 580000	1055	1055
URBANA SCHOOL DISTRICT #116	P Card2	IACEA Board lodging 9/16		77.28	0	92E000	2210 3320 35 903982	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card3	WIA youth - erasers & pencils		12.46	0	92E000	1333 4110 35 684421	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card4	TAOEP materials-Laura Plummer/Y Ridge		99.95	0	92E000	2110 4110 00 120000	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card5	Return textbooks		10.11	0	92E000	2320 3410 35 903982	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card6	EL/Civics materials		16.89	0	92E000	1361 4110 35 494620	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card7	Stamps		44.00	0	92E000	2320 3410 35 060000	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card8	Stamps		248.00	0	92E000	2320 3410 35 903982	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card9	Pie class supplies		58.62	0	92E000	1320 4110 35 060000	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card10	Housing/Dining parking		30.00	0	92E000	1395 3200 35 703990	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card11	11/1 resume workshop materials		17.04	0	92E000	1333 4110 35 684421	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card12	Vo Ed Equipment-RAM		79.99	0	92E000	1000 5000 35 630000	1055	1055
URBANA SCHOOL DISTRICT #116	P-Card13	Vo Ed Equipment-RAM		104.97	0	92E000	1000 5000 35 630000	1055	1055

Totals for checks 4,111.79

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 For Month Ended November 30, 2011

Balance from October 31, 2011 Report	4,000.00
Bank Transfer from Accounts Payable to Replenish Account (not done until 12/2)	1,786.09
Available Balance	5,786.09
November Disbursements	1,786.09
Bank Reconciliation Figure, November 30, 2011	4,000.00

Check	Vendor	Account	Amount	Description
1067	Bob Rowe	92E000-1320-3920-35-060000	240.00	Comm. Ed. Consultant Fee
1068	Shirley Splittstoesser	92E000-1320-3920-35-060000	90.00	Comm. Ed. Consultant Fee
1069	Norma Ripkey	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1070	Sharon Hamilton	92R000-1351-0000-00-000000	55.00	Comm. Ed. Tuition Refund
1071	Shirley Splittstoesser		105.58	
	74.43	{ 92E000-1320-3920-35-060000		Comm. Ed. Consultant Fee
	31.15	{ 92E000-1320-4110-35-060000		Comm. Ed. Materials
1072	Cathy Barnard	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1073	DR global/Direct, Inc.	92E000-1362-4110-35-580000	89.90	Digital Divide Materials
1074	Pamela Thomas	92E000-2210-3140-35-580000	300.00	Digital Divide Staff Training
1075	Bonnie Hudson	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1076	Jeanette Durham	92R000-1351-0000-00-000000	25.00	Comm. Ed. Tuition Refund
1077	Kim Peck	92E000-1320-3920-35-060000	108.00	Comm. Ed. Consultant Fee
1078	Shirley Splittstoesser	92E000-1320-3920-35-060000	75.00	Comm. Ed. Consultant Fee
1079	Rebecca Vance		104.89	
	75.12	{ 92E000-1320-3920-35-060000		Comm. Ed. Consultant Fee
	29.77	{ 92E000-1320-4110-35-060000		Comm. Ed. Materials
1080	Mollie Bogart	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1081	Bob Rowe	92E000-1320-3920-35-060000	140.00	Comm. Ed. Consultant Fee
1082	Olinda Pavo Braga de Sousa	92E000-1320-3920-35-060000	157.50	Comm. Ed. Consultant Fee
1083	Nancy Dietrich		175.22	
	100	{ 92E000-1362-3100-35-580000		Digital Divide Training
	75.22	{ 92E000-1362-4110-35-580000		Digital Divide Materials
			1,786.09	