

Urbana Adult Education

December 8, 2011 through January 6, 2012

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/13/11	12/15 Payroll	45,628.41
12/14/11	12/16 Payroll	38,623.83

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

1/6/12	<i>December replenish performed 1/6</i>	1,507.69
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Attached computer generated check reports:

Checks 1079-1091, January Bills	<u>30,639.91</u>
Total Accounts Payable	<u>32,147.60</u>
Total Payroll	<u>84,252.24</u>
Grand Total	<u>116,399.84</u>

The preceding list of Accounts Payable in the amount of \$32,147.60 is approved by the Board of Education, Urbana School District 116 on January 17, 2012.

The Payroll in the amount of \$84,252.24 is approved by the Board of Education, Urbana School District 116 on January 17, 2012.

President

Secretary

Director of Business and Financial Services

04.11.10.00.04-010073 Board List Adult Education January 2012 (Dates: 01/17/12 - 01/17/12)

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INVOICE		INVOICE		PO ACCOUNT		CHECK	
VENDOR	NUMBER	DESCRIPTION	AMOUNT	NUMBER	NUMBER	NUMBER	NUMBER
ABSOPURE WATER CO.	82205342	Classroom Water	15.00	0 92E000 2540 3900 35 381342		1079	
AMSCO SCHOOL PUBLICATIONS, INC.	24017750	Community Education Materials	262.53	2311200017 92E000 1320 4200 35 060000		1080	
AT&T	217337498712	Fax line	25.72	0 92E000 2540 3430 35 381342		1081	
CDS LEASING	12041210	Jan copier lease	506.25	0 92E000 1310 3240 35 903982		1082	
CDS LEASING	12041210	Jan copier lease	56.25	0 92E000 2320 3240 35 903982		1082	
CDS OFFICE TECHNOLOGIES	INV0643387	Copier usage	252.72	0 92E000 1310 3240 35 903982		1083	
CDS OFFICE TECHNOLOGIES	INV0643387	Copier usage	28.08	0 92E000 2320 3240 35 903982		1083	
CDS OFFICE TECHNOLOGIES	INV0651050	Copier Usage	107.45	0 92E000 1310 3240 35 903982		1083	
CDS OFFICE TECHNOLOGIES	INV0651050	Copier Usage	11.94	0 92E000 2320 3240 35 903982		1083	
CHAMPAIGN TELEPHONE CO	1083181-IN	Replace hold music jack	90.00	0 92E000 2540 3430 35 381342		1084	
CITY OF URBANA	Parking Jan-Mar	Parking Jan-Mar	2,400.00	0 92E000 2540 3200 35 381342		1085	
LABYRINTH LEARNING	63151	Digital Divide Materials	57.95	2311200016 92E000 1362 4110 35 580000		1086	
MYERS, ALICE	Nov/Dec Mileage	Nov/Dec Mileage	17.67	0 92E000 2110 3320 00 120000		1087	
PREMIER PRINT GROUP	124028	Spring 2012 Print & prepare for mailing	3,077.50	0 92E000 2320 3600 35 060000		1088	
QUILL CORPORATION	multiple	Materials	104.01	2311200014 92E000 2320 4150 35 903982		1089	
URBANA SCHOOL DISTRICT #116	Phone Dec	Phone Dec	131.10	0 92E000 2540 3430 35 381342		1090	
URBANA SCHOOL DISTRICT #116	EBA 1	EBA Adcock	48.99	0 92E000 2320 2290 36 130000		1090	
URBANA SCHOOL DISTRICT #116	Utility 1	Electricity	1,064.37	0 92E000 2540 3960 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Utility 2	Natural Gas	208.52	0 92E000 2540 3950 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Utility 3	Water/sewage	188.33	0 92E000 2540 3710 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Dell 1	Dell Vostro V1540 Laptop	726.53	0 92E000 1362 5000 35 580000		1090	
URBANA SCHOOL DISTRICT #116	Dell 2	5 Dell Optiplex 390 w/monitor @ \$875.42	2,626.26	0 92E000 1000 5000 35 630000		1090	
URBANA SCHOOL DISTRICT #116	Dell 2	5 Dell Optiplex 390 w/monitor @ \$875.42	1,750.84	0 92E000 1362 5000 35 580000		1090	
URBANA SCHOOL DISTRICT #116	CDWG	HP Laserjet pro P1606DN	219.00	0 92E000 1000 5000 35 630000		1090	
URBANA SCHOOL DISTRICT #116	Wells Fargo	Student Professional Liability Ins (CNA)	565.00	0 92E000 2540 3810 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Audit	FY11 Audit	6,804.00	0 92E000 2320 3170 35 903982		1090	
URBANA SCHOOL DISTRICT #116	EBA 2	EBA Adcock	91.55	0 92E000 2320 2290 36 130000		1090	
URBANA SCHOOL DISTRICT #116	EBA 3	EBA Terando	1,861.52	0 92E000 1353 2290 48 400000		1090	
URBANA SCHOOL DISTRICT #116	EBA 4	EBA Arwari	2,414.76	0 92E001 2110 2290 00 120000		1090	
URBANA SCHOOL DISTRICT #116	Unemployment	Unemployment-S.Smith-Williams	4,116.00	0 92E000 2900 3850 00 000000		1090	
URBANA SCHOOL DISTRICT #116	Phone Nov	Phone Nov	138.03	0 92E000 2540 3430 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Print Shop Nov	Print Shop Nov	39.15	0 92E000 1310 4110 35 903982		1090	
URBANA SCHOOL DISTRICT #116	Print Shop Nov	Print Shop Nov	24.60	0 92E000 1362 4110 35 580000		1090	
URBANA SCHOOL DISTRICT #116	Print Shop Nov	Print Shop Nov	10.00	0 92E000 2120 4110 35 903982		1090	
URBANA SCHOOL DISTRICT #116	Warehouse	Warehouse	37.04	0 92E000 1361 4110 35 494620		1090	
URBANA SCHOOL DISTRICT #116	Warehouse	Warehouse	241.25	0 92E000 2540 4130 35 381342		1090	
URBANA SCHOOL DISTRICT #116	Internet	Internet	52.90	0 92E000 2540 3430 35 381342		1090	
URBANA SCHOOL DISTRICT #116	P-Card 1	Lodging IACEA Board Mtg 11/18	77.28	0 92E000 2210 3320 35 903982		1090	
URBANA SCHOOL DISTRICT #116	P-card 2	Hold music charger	19.99	0 92E000 2320 4150 35 903982		1090	
URBANA SCHOOL DISTRICT #116	P-card 3	WTA incentives	100.00	0 92E000 1333 4110 35 684421		1090	
WILLIAMS, JACQUELINE	Aug-Dec Mileage	Aug-Dec Mileage	69.83	0 92E000 1333 3320 35 684421		1091	

Totals for checks 30,639.91

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 For Month Ended December 31, 2011

Balance from November 30, 2011 Report	4,000.00
Bank Transfer from Accounts Payable to Replenish Account (not done until 1/6)	1,507.69
Available Balance	5,507.69
November Disbursements	<u>1,507.69</u>
Bank Reconciliation Figure, December 31, 2011	<u><u>4,000.00</u></u>

Check	Vendor	Account	Amount	Description
1084	Shirley Splittstoesser	92E000-1320-3920-35-060000	37.50	Comm. Ed. Consultant Fee
1085	Bob Rowe	92E000-1320-3920-35-060000	200.00	Comm. Ed. Consultant Fee
1086	<i>Void-lost by payee</i>			
1087	Champaign Postmaster	92E000-2320-3410-35-060000	880.19	Mail Comm. Ed. Brochure
1088	Laura Pepple	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1089	Bob Rowe	92E000-1320-3920-35-060000	<u>360.00</u>	Comm. Ed. Consultant Fee
			<u>1,507.69</u>	