

Urbana Adult Education

January 7, 2012 through February 13, 2012

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
1/12/12	1/13 Payroll	37,694.40
1/27/12	1/30 Payroll	36,312.90

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

1/31/12		2,480.00
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Attached computer generated check reports:

Checks 1092-1102, February Bills	<u>11,014.83</u>
Total Accounts Payable	<u>13,494.83</u>
Total Payroll	<u>74,007.30</u>
Grand Total	<u>87,502.13</u>

The preceding list of Accounts Payable in the amount of \$13,494.83 is approved by the Board of Education, Urbana School District 116 on February 21, 2012.

The Payroll in the amount of \$74,007.30 is approved by the Board of Education, Urbana School District 116 on February 21, 2012.

President

Secretary

Director of Business and Financial Services

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT			CHECK
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	NUMBER
ABSOPURE WATER CO.	82266002	Classroom Water	16.50	0	92E000 2540 3900 35 381342	1092	
ADCOCK, DAVID	IACEA Board	IACEA Board meeting 1/26-27, 2012	22.00	0	92E000 2210 3320 35 903982	1093	
AT & T	2173374987	PHONE	25.67	0	92E000 2540 3430 35 381342	1094	
CDS LEASING	12376227	Feb copier lease	506.25	0	92E000 1310 3240 35 903982	1095	
CDS LEASING	12376227	Feb copier lease	56.25	0	92E000 2320 3240 35 903982	1095	
CDS OFFICE TECHNOLOGIES	INV0658338	VoEd Materials	338.40	2311200022	92E000 1000 4000 35 630000	1096	
CDS OFFICE TECHNOLOGIES	INV0660203	Copier usage	220.41	0	92E000 1310 3240 35 903982	1096	
CDS OFFICE TECHNOLOGIES	INV0660203	Copier usage	24.49	0	92E000 2320 3240 35 903982	1096	
MONTGERARD, DEBRA	Nov-Jan mileage	Nov-Jan mileage	33.69	0	92E000 2110 3320 00 120000	1097	
MYERS, ALICE	Jan mileage	Jan mileage	27.91	0	92E000 2110 3320 00 120000	1098	
QUILL CORPORATION	9805012	VoEd Materials	1,150.05	2311200021	92E000 1000 4000 35 630000	1099	
QUILL CORPORATION	9805012	VoEd Materials	583.15	2311200021	92E000 1362 4110 35 580000	1099	
QUILL CORPORATION	9804979	VoEd Materials	1,202.19	2311200024	92E000 1000 4000 35 630000	1099	
QUILL CORPORATION	9804979	VoEd Materials	399.99	2311200024	92E000 1000 5000 35 630000	1099	
SCHOOL KIDS HEALTHCARE	1438527	CNA Voed Materials	795.93	2311200023	92E000 1000 4000 35 630000	1100	
SCHOOL KIDS HEALTHCARE	1440184	CNA Voed Materials	179.50	2311200023	92E000 1000 4000 35 630000	1100	
URBANA SCHOOL DISTRICT #116	P-card1	Postage-Blake May	3.64	0	92E000 2320 3410 35 903982	1101	
URBANA SCHOOL DISTRICT #116	P-card2	Mail audits & purchase stamps	400.40	0	92E000 2320 3410 35 903982	1101	
URBANA SCHOOL DISTRICT #116	P-card3	Hardware - returned 1/5 (credit coming)	7.19	0	92E000 2540 3230 35 903982	1101	
URBANA SCHOOL DISTRICT #116	Phone Dec	Phone Dec	6.35	0	92E000 2540 3430 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Phone Jan	Phone Jan	127.45	0	92E000 2540 3430 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Print shop 1	Basic Ed printing	99.19	0	92E000 1310 4110 35 903982	1101	
URBANA SCHOOL DISTRICT #116	Print shop 2	Vo Ed printing	2.50	0	92E000 1000 4000 35 630000	1101	
URBANA SCHOOL DISTRICT #116	Print shop 3	Digital Divide printing	81.84	0	92E000 1362 4110 35 580000	1101	
URBANA SCHOOL DISTRICT #116	Print shop 4	Comm Ed printing	25.52	0	92E000 1320 4110 35 060000	1101	
URBANA SCHOOL DISTRICT #116	A&R 56578	Boiler backflow pump repairs	772.53	0	92E000 2540 3230 35 903982	1101	
URBANA SCHOOL DISTRICT #116	A&R 56714	Boiler backflow pump leak	323.51	0	92E000 2540 3230 35 903982	1101	
URBANA SCHOOL DISTRICT #116	Krut's 2783	North outside light repair	282.00	0	92E000 2540 3230 35 903982	1101	
URBANA SCHOOL DISTRICT #116	News-Gazette Ad	CNA Instructors	172.48	0	92E000 2320 4150 35 903982	1101	
URBANA SCHOOL DISTRICT #116	Night Sup UHS	Fall 2011 Night Supervisor UHS	607.54	0	92E000 2320 3900 35 060000	1101	
URBANA SCHOOL DISTRICT #116	Utility 1	Electricity	944.56	0	92E000 2540 3960 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Utility 2	Natural Gas	626.01	0	92E000 2540 3950 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Utility 3	Water/sewage	237.35	0	92E000 2540 3710 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Internet	Internet	52.90	0	92E000 2540 3430 35 381342	1101	
URBANA SCHOOL DISTRICT #116	EBA Adcock	EBA David Adcock	154.58	0	92E000 2320 2290 36 130000	1101	
URBANA SCHOOL DISTRICT #116	Utility	NATURAL GAS	459.88	0	92E000 2540 3950 35 381342	1101	
URBANA SCHOOL DISTRICT #116	Print Shop Jan	CNA Applications	23.00	0	92E000 1000 4000 35 630000	1101	
VELAZQUEZ, MIRELSIE	Jan mileage	Jan mileage	22.03	0	92E000 2110 3320 00 120000	1102	
Totals for checks			11,014.83				

Urbana School District 116 - Urbana Adult Education
 Imprest Disbursements Report
 For Month Ended January 31, 2012

Balance from December 31, 2011 Report	4,000.00
Bank Transfer from Accounts Payable to Replenish Account 1/31/12	2,480.00
Available Balance	6,480.00
January Disbursements	2,480.00
Bank Reconciliation Figure, January 31, 2012	4,000.00

Check	Vendor	Account	Amount	Description
1090	Jung Suk Son	92R000-1351-0000-00-000000	198.00	Comm. Ed. Tuition Refund
1091	Katherine Mock-Sheperd	92R000-1351-0000-00-000000	55.00	Comm. Ed. Tuition Refund
1092	Naza Agassi	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1093	Mitchell Bentsen	92R000-1351-0000-00-000000	70.00	Comm. Ed. Tuition Refund
1094	Rita Drechsel	92R000-1351-0000-00-000000	77.00	Comm. Ed. Tuition Refund
1095	Robert Foil	92R000-1351-0000-00-000000	250.00	Comm. Ed. Tuition Refund
1096	Henry Lipps	92R000-1351-0000-00-000000	360.00	Comm. Ed. Tuition Refund
1097	Mark MacLeod	92R000-1351-0000-00-000000	180.00	Comm. Ed. Tuition Refund
1098	Allan Steinberg	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1099	<i>Void</i>	92R000-1351-0000-00-000000		
1100	<i>Void</i>	92R000-1351-0000-00-000000		
1101	Judy Lubben	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1102	Tracy Thurman	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1103	Adam Ward	92R000-1351-0000-00-000000	180.00	Comm. Ed. Tuition Refund
1104	Chris Kuechler	92R000-1351-0000-00-000000	35.00	Comm. Ed. Tuition Refund
1105	Janet Serbe	92R000-1351-0000-00-000000	35.00	Comm. Ed. Tuition Refund
1106	Gail LeFever	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1107	Debby Borg	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1108	Cindy Doyle	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1109	Amy Podlasek	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1110	Paul Anderson	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1111	Alan Creech	92E000-1320-3920-35-060000	25.00	Comm. Ed. Consultant Fee
1112	University YMCA	92E000-1320-3260-35-060000	150.00	Comm. Ed. Facilities Use
1113	Bob Rowe	92E000-1320-3920-35-060000	300.00	Comm. Ed. Consultant Fee
1114	Keyonna Spivey	92R000-1351-0000-00-000000	55.00	Comm. Ed. Tuition Refund
1115	Tara Bossert	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
			2,480.00	