

Urbana Adult Education
March 14, 2012 through April 12, 2012

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

<u>Date</u>	<u>Description</u>	<u>Amount</u>
3/14/12	3/15 Payroll	48,381.46
3/29/12	3/30 Payroll	47,623.26

Bank Transfer from Accounts Payable to Imprest Fund to Replenish:

4/2/12		2,559.76
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Attached computer generated check reports:

Checks 1114-1119 April Bills	<u>4,815.07</u>
Total Accounts Payable	<u>7,374.83</u>
Total Payroll	<u>96,004.72</u>
Grand Total	<u>103,379.55</u>

The preceding list of Accounts Payable in the amount of \$7,374.83 is approved by the Board of Education, Urbana School District 116 on April 17, 2012.

The Payroll in the amount of 96,004.72 is approved by the Board of Education, Urbana School District 116 on April 17, 2012.

President

Secretary

Director of Business and Financial Services

VENDOR	INVOICE	INVOICE	AMOUNT	PO ACCOUNT					CHECK	
	NUMBER	DESCRIPTION		NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	
ABSOPURE WATER CO.	82330948	Classroom Water	25.00	0	92E000	2540	3900	35	381342	1114
CDS LEASING	13081931	April copier lease	562.50	0	92E000	1320	3240	35	060000	1115
CDS OFFICE TECHNOLOGIES	Inv0676353	Copier usage	334.95	0	92E000	1310	3240	35	903982	1116
CDS OFFICE TECHNOLOGIES	Inv0676353	Copier usage	37.22	0	92E000	2320	3240	35	903982	1116
CDS OFFICE TECHNOLOGIES	Inv0675210	Staple cartridge	102.22	0	92E000	1000	4000	35	630000	1116
JOSTENS INC	15052994		125.81	0	92E000	1310	4110	35	903982	1117
JOSTENS INC	15052994		42.88	0	92E000	1333	4110	35	684421	1117
MONTGERARD, DEBRA	Feb-Mar mileage	Feb-Mar mileage	29.53	0	92E000	2110	3320	00	120000	1118
URBANA SCHOOL DISTRICT #116	EBA1	EBA Diane Terando	553.24	0	92E000	1353	2290	48	400000	1119
URBANA SCHOOL DISTRICT #116	P-Card1	Teacher CD	29.60	0	92E000	1361	4110	35	494620	1119
URBANA SCHOOL DISTRICT #116	P-Card2	CNA Supplies	96.82	0	92E000	1000	4000	35	630000	1119
URBANA SCHOOL DISTRICT #116	P-Card3	GED Test admin manual	21.95	0	92E000	1310	4110	35	903982	1119
URBANA SCHOOL DISTRICT #116	p-Card4	CNA supplies for graduation	32.36	0	92E000	1000	4000	35	630000	1119
URBANA SCHOOL DISTRICT #116	P-Card5	CNA instructor name badge	7.50	0	92E000	1000	4000	35	630000	1119
URBANA SCHOOL DISTRICT #116	P-Card6	Bertha Kent TAOEP King	98.20	0	92E000	2110	4110	00	120000	1119
URBANA SCHOOL DISTRICT #116	P-Card7	Staff inservice 2/27 refreshments	30.10	0	92E000	2900	4100	00	000000	1119
URBANA SCHOOL DISTRICT #116	P-Card8	Croissant class supplies	90.48	0	92E000	1320	4110	35	060000	1119
URBANA SCHOOL DISTRICT #116	P-Card9	U of I parking	35.00	0	92E000	1395	3200	35	703990	1119
URBANA SCHOOL DISTRICT #116	EBA4	EBA David Adcock	50.00	0	92E000	2320	2290	36	130000	1119
URBANA SCHOOL DISTRICT #116	EBA2	EBA Karen Stephen	2,414.76	0	92E006	2110	2290	00	120000	1119
URBANA SCHOOL DISTRICT #116	EBA3	EBA David Adcock	94.95	0	92E000	2320	2290	36	130000	1119
Totals for checks			4,815.07							

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

Balance from February 29, 2012 Report	4,000.00
Bank Transfer from Accounts Payable to Replenish Account 4/3/12	2,559.76
Available Balance	6,559.76
March Disbursements	<u>2,559.76</u>
Bank Reconciliation Figure, March 31, 2012	<u><u>4,000.00</u></u>

Check	Vendor	Account	Amount	Description
1135	David Gordon	92E000-1320-3920-35-060000	134.76	Comm. Ed. Consultant Fee
1136	IACEA	92E000-2900-4100-00-000000	225.00	Conference Registration
1137	Lori Barker	92R000-1351-0000-00-000000	25.00	Comm. Ed. Tuition Refund
1138	Elizabeth Scholebo	92R000-1351-0000-00-000000	60.00	Comm. Ed. Tuition Refund
1139	Lisa Margolin	92R000-1351-0000-00-000000	25.00	Comm. Ed. Tuition Refund
1140	Tiffani Henry	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1141	Dana Pratt	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1142	Bob Rowe	92E000-1320-3920-35-060000	440.00	Comm. Ed. Consultant Fee
1143	University Y.M.C.A.	92E000-1320-3260-35-060000	150.00	Comm. Ed. Facility Use
1144	Bari Arnote	92R000-1351-0000-00-000000	70.00	Comm. Ed. Tuition Refund
1145	<i>Void</i>			
1146	<i>Void</i>			
1147	Terry Gravely	92R000-1351-0000-00-000000	70.00	Comm. Ed. Tuition Refund
1148	Bob Rowe	92E000-1320-3920-35-060000	480.00	Comm. Ed. Consultant Fee
1149	Kim Peck	92E000-1320-3920-35-060000	90.00	Comm. Ed. Consultant Fee
1150	Brigitte Pieke	92E000-1320-3920-35-060000	140.00	Comm. Ed. Consultant Fee
1151	Shirley Splittstoesser		55.00	
		35.00	92E000-1320-3920-35-060000	Comm. Ed. Consultant Fee
		20.00	92E000-1320-4110-35-060000	Comm. Ed. Materials
1152	Olinda Pavao Braga de Sousa	92E000-1320-3920-35-060000	105.00	Comm. Ed. Consultant Fee
1153	John Sloan	92R000-1351-0000-00-000000	30.00	Comm. Ed. Tuition Refund
1154	Bob Rowe	92E000-1320-3920-35-060000	<u>400.00</u>	Comm. Ed. Consultant Fee
			<u>2,559.76</u>	