

Urbana Adult Education
June 13, 2019 through August 14, 2019

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

Date	Description	Amount
6/15/19	6/15 Payroll	48,389.03
6/30/19	6/30 Payroll	33,210.36
	<u>FY19 Total</u>	<u>81,599.39</u>
7/15/19	7/15 Payroll	26,941.58
7/30/19	7/30 Payroll	25,540.27
	<u>FY20 Total</u>	<u>52,481.85</u>

Bank Transfers from Accounts Payable to Imprest Fund to Replenish:

No Replenish Transfer for June -
No Replenish Transfer for July -

Attached computer generated Accounts Payable check reports:

Checks 2165-2176 (FY19 June Weekly Bills 6/20/19)	6,016.50
Checks 2177-2182 (FY19 June Weekly Bills 6/27/19)	35,415.10
<u>FY19 Total</u>	<u>41,431.60</u>

Checks 2183 (FY20 July Weekly Bills 7/4/19)	800.00
Checks 2184-2186 (FY20 July Monthly Bills 7/18/19)	1,794.79
Checks 2187-2189 (Voided Check-printing error)	-
Checks 2190-2192 (FY20 August Weekly Bills 8/1/19)	458.10
Checks 2193-2196 (FY20 August Monthly Bills 8/20/19)	999.27
<u>FY20 Total</u>	<u>4,052.16</u>
Total Accounts Payable	45,483.76
Total Payroll	<u>134,081.24</u>
Grand Total	<u>179,565.00</u>

The preceding list of FY19 Accounts Payable in the amount of \$41,431.60 is approved by the Board of Education, Urbana School District 116 on August 20, 2019.

The preceding list of FY20 Accounts Payable in the amount of \$4,052.16 is approved by the Board of Education, Urbana School District 116 on August 20, 2019.

The Payroll for FY19 in the amount of \$81,599.39 is approved by the Board of Education, Urbana School District 116 on August 20, 2019.

The Payroll for FY20 in the amount of \$52,481.85 is approved by the Board of Education, Urbana School District 116 on August 20, 2019.

President

Secretary

Chief Financial Officer

VENDOR	INVOICE NUMBER	INVOICE DESCRIPTION	PO ACCOUNT		AMOUNT	CHECK NUMBER	
			NUMBER	NUMBER		NUMBER	NUMBER
ABSOPURE WATER CO.	87161922	Staff and student water invoice for the month of June	0	92E000 2540 3900 35 381342	19.35		2165
AT&T	217337498706	Fax line invoice from May 8th-June 7th			42.58		2166
CDS OFFICE TECHNOLOGIES	INV1240812	Copier usage for main copy room from 6-18-19 thru 7-14-19	0	92E000 1310 3240 35 130000	92.26		2167
CDS OFFICE TECHNOLOGIES	INV1240812	Copier usage for main copy room from 6-18-19 thru 7-14-19	0	92E000 2320 3240 35 130000	10.25		2167
CDS OFFICE TECHNOLOGIES	INV1240811	Copier usage for ESL building from 6-17-19 thru 7-16-19	0	92E000 1310 3240 35 130000	45.36		2167
CDS OFFICE TECHNOLOGIES	INV1240811	Copier usage for ESL building from 6-17-19 thru 7-16-19	0	92E000 2320 3240 35 130000	5.04		2167
CITY OF URBANA	Parking GN74	Quarterly parking invoice for July 1, 2019 through September 30th, 2019	0	92E000 2540 3200 35 130000	1,620.00		2168
GRAY, MARCELLOS	marcellos gray	Travel reimbursement to Marcellos Gray for the IACEA Board meeting on June 6-7th at the Wyndham Hotel in Springfield, IL.	0	92E000 2210 3320 35 010000	91.75		2169
GRAY, MARCELLOS	marcellos gray	Travel reimbursement to Marcellos Gray for the IACEA Board meeting on June 6-7th at the Wyndham Hotel in Springfield, IL.	0	92E000 2210 3320 35 030000	91.75		2169
PROLITERACY WORLDWIDE	Salt&Light Mate	Class/program materials for the Salt and Light Project for the Secretary of State's Work Experience Grant.	0	92E000 1310 4110 35 750003	2,302.44		2170
ROE SCHOOLWORKS	Shawna Scherer	Registration fee for the Principal/Teacher Evaluator Retraining through the ROE School/works for Shawna Scherer to be held on 6/26/19 @ the ROE 54 in Danville, IL.	0	92E000 2210 3320 35 130000	150.00		2171
Salt and Light NFP	Salt&Light Spac	Space classroom rental fee for part of May and for the month of June for the Salt and Light Project for the Secretary of State's Office Work Experience Grant.	0	92E000 0000 0000 35 750003	300.00		2172
STAR UNIFORMS	19394503	CNA uniform expense for WIOA student Shantell McNutt	0	92E000 1333 4140 35 684421	116.00		2173
TRIAD SHREDDING CORP	33241	Paper shredding pick-up on 5-14-19	0	92E000 0000 3000 35 000000	45.00		2174
URBANA SCHOOL DISTRICT #116	USD Utility 6-1	USD utilities invoice from 5/30/19 thru 6/14/19: Electric-298.55; Water-127.31 and Phone-45.16	0	92E000 2540 3960 35 381342	298.55		2175
URBANA SCHOOL DISTRICT #116	USD Utility 6-1	USD utilities invoice from 5/30/19 thru 6/14/19: Electric-298.55; Water-127.31 and Phone-45.16	0	92E000 2540 3710 35 381342	127.31		2175

VENDOR	INVOICE		INVOICE DESCRIPTION	PO ACCOUNT		AMOUNT	CHECK NUMBER
	NUMBER	DESCRIPTION		NUMBER	NUMBER		
URBANA SCHOOL DISTRICT #116	USD Utility 6-1	USD utilities invoice from 5/30/19 thru 6/14/19: Electric-298.55; Water-127.31 and Phone-45.16	0	92E000 2540 3430 35 381342	45.16	2175	
	USD Utility 5-3	USD utilities invoice from 5/15/19 thru 5/30/19: Electric-456.10 and Phone-45.00.	0	92E000 2540 3960 35 381342	456.10	2175	
	USD Utility 5-3	USD utilities invoice from 5/15/19 thru 5/30/19: Electric-456.10 and Phone-45.00.	0	92E000 2540 3430 35 381342	45.00	2175	
WESTERN ILLINOIS UNIVERSITY	1544	Testing materials for student services, the invoice was just submitted to the business office for processing.	0	92E000 2120 4110 35 130000	112.60	2176	
BRYANT, LEONARD	Leonard Bryant-	WIOA mileage reimbursement for Leonard Bryant for the month of June	0	92E000 1400 3320 35 684421	71.92	2177	
HERFF JONES	2470986	Cap and Gown rentals for student graduation minus the taxes and credit	0	92E000 2900 4111 35 130000	2,425.65	2178	
MANIATES, KATHY	Kathy-5772208	ESL instructional materials reimbursement to Kathy Maniates	0	92E000 1361 4110 35 494620	143.84	2179	
MANIATES, KATHY	Kathy-7261812	ESL instructional materials reimbursement to Kathy Maniates	0	92E000 1361 4110 35 494620	11.95	2179	
MANIATES, KATHY	Kathy-4933801	ESL instructional materials reimbursement to Kathy Maniates	0	92E000 1361 4110 35 494620	11.95	2179	
MANIATES, KATHY	Kathy-2861802	ESL instructional materials reimbursement to Kathy Maniates	0	92E000 1361 4110 35 494620	15.02	2179	
MANIATES, KATHY	Kathy-5477053	ESL instructional materials reimbursement to Kathy Maniates	0	92E000 1361 4110 35 494620	11.95	2179	
TM SERVICES	345	Cleaning service for July and August of 2018	0	92E000 2540 3230 35 381342	2,112.00	2180	
TM SERVICES	346	Building cleaning services for September, October and November of 2018	0	92E000 2540 3230 35 381342	4,800.00	2180	
TM SERVICES	348	Building cleaning services for December of 2018, January and February of 2019	0	92E000 2540 3230 35 381342	4,320.00	2180	
TM SERVICES	350	Building cleaning services for March, April and May of 2019	0	92E000 2540 3230 35 381342	3,384.00	2180	
URBANA SCHOOL DISTRICT #116	FY19 USD Insura	FY19 Liability insurance for Urbana Adult Education	0	92E000 2540 3810 35 381342	5,363.00	2181	
URBANA SCHOOL DISTRICT #116	FY19 USD Insura	FY19 Liability insurance for Urbana Adult Education	0	92E000 2120 3820 35 381342	1,651.00	2181	
URBANA SCHOOL DISTRICT #116	FY19 USD Insura	FY19 Liability insurance for Urbana Adult Education	0	92E000 1310 3820 35 381342	573.00	2181	
URBANA SCHOOL DISTRICT 116 UAE PAYR	USD Benefits 6-	USD benefits payment for payroll 6-13-19: IMRF-3465.05, FICA-2192.40 and	0	92L000 4540 0000 00 000000	3,465.05	2182	

VENDOR		INVOICE		INVOICE		AMOUNT	PO ACCOUNT		CHECK NUMBER
		NUMBER	DESCRIPTION	DESCRIPTION	NUMBER		NUMBER		
URBANA SCHOOL DISTRICT #116 UAE PAYR	USD Benefits 6-		Medicare-566.92	USD benefits payment for payroll 6-13-19:		2,192.40	0 92L000 4570 0000 00 000000	2182	
				IMRF-3465.05, FICA-2192.40 and					
				Medicare-566.92					
URBANA SCHOOL DISTRICT #116 UAE PAYR	USD Benefits 6-		Medicare-566.92	USD benefits payment for payroll 6-13-19:		566.92	0 92L000 4580 0000 00 000000	2182	
				IMRF-3465.05, FICA-2192.40 and					
				Medicare-566.92					
URBANA SCHOOL DISTRICT #116 UAE PAYR	USD Benefits 6-		Medicare-566.92	USD benefits payment for payroll 6-27-19:		2,370.72	0 92L000 4540 0000 00 000000	2182	
				IMRF-2370.72, FICA-1516.11 and					
				Medicare-408.62					
URBANA SCHOOL DISTRICT #116 UAE PAYR	USD Benefits 6-		Medicare-408.62	USD benefits payment for payroll 6-27-19:		1,516.11	0 92L000 4570 0000 00 000000	2182	
				IMRF-2370.72, FICA-1516.11 and					
				Medicare-408.62					
URBANA SCHOOL DISTRICT #116 UAE PAYR	USD Benefits 6-		Medicare-408.62	USD benefits payment for payroll 6-27-19:		408.62	0 92L000 4580 0000 00 000000	2182	
				IMRF-2370.72, FICA-1516.11 and					
				Medicare-408.62					
RAMSHAW REAL ESTATE	1000			Lease term for two parking spaces at 202 N.		800.00	0 92E000 2540 3200 35 381342	2183	
				Race Street for 10 months (August 7, 2019					
				thru May 31, 2020)					
AT&T	217337498707			Fax line charges from Jun 8 through July 7th		43.34	0 92E000 2540 3430 35 381342	2184	
	63985071			Copier lease payment for July		225.90	0 92E000 1310 3240 35 130000	2185	
	63985071			Copier lease payment for July		25.10	0 92E000 2320 3240 35 130000	2185	
URBANA SCHOOL DISTRICT #116	USD Utility 7-1			USD Utilities from 6-15-19 thru 7-15-19:		844.45	0 92E000 2540 3960 35 381342	2186	
				Electric-844.45; Gas-441.13 and					
				Water&Sewage-214.87.					
URBANA SCHOOL DISTRICT #116	USD Utility 7-1			USD Utilities from 6-15-19 thru 7-15-19:		441.13	0 92E000 2540 3950 35 381342	2186	
				Electric-844.45; Gas-441.13 and					
				Water&Sewage-214.87.					
URBANA SCHOOL DISTRICT #116	USD Utility 7-1			USD Utilities from 6-15-19 thru 7-15-19:		214.87	0 92E000 2540 3710 35 381342	2186	
				Electric-844.45; Gas-441.13 and					
				Water&Sewage-214.87.					
CDS LEASING	64341274			Copier lease payment for August of 2019		225.90	0 92E000 1310 3240 35 130000	2190	
	64341274			Copier lease payment for August of 2019		25.10	0 92E000 2320 3240 35 130000	2190	
	INV1246955			Copier usage charge from 7-17-2019 thru		45.36	0 92E000 1310 3240 35 130000	2191	
CDS OFFICE TECHNOLOGIES	INV1246955			8-16-19 for ESL Building					
				Copier usage charge from 7-17-2019 thru		5.04	0 92E000 2320 3240 35 130000	2191	
				8-16-19 for ESL Building					
CDS OFFICE TECHNOLOGIES	INV1246956			Copier usage payment from 7-18-19 thru		64.53	0 92E000 1310 3240 35 130000	2191	
				8-17-19 for the main building					

VENDOR	INVOICE NUMBER	INVOICE DESCRIPTION	AMOUNT	PO ACCOUNT		CHECK NUMBER
				NUMBER	NUMBER	
CDS OFFICE TECHNOLOGIES	INV1246956	Copier usage payment from 7-18-19 thru 8-17-19 for the main building	7.17	0	92E000 2320 3240 35 130000	2191
TRIAD SHREDDING CORP	USD#116 June 19	Office paper shredding services	85.00	0	93E000 0000 3000 35 000000	2192
BRYANT, LEONARD	Leonard Bryant-	WIOA mileage reimbursement for Leonard Bryant for the month of July	63.22	0	92E000 1400 3320 35 684421	2193
HERFF JONES	981710	Diploma covers for summer school graduates of 2019	43.02	0	93E000 0000 3000 35 000000	2194
HUMAN SERVICES COUNCIL	HSC-Sheronda	Human Service Council membership invoice for Sheronda Smith-Williams	25.00	0	92E000 2210 3320 35 130000	2195
REGIONAL PLANNING COMMISSION	4	LMIA 17 Workforce Innovation Board of East Central Illinois 2019 One Stop Center MOU 4 Quarter Billing from 4-1-19 thru 6-30-19	868.03	0	93E000 0000 3000 35 000000	2196

Totals for checks

45,483.76

FUND SUMMARY

FUND DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
92 ADULT ED	10,519.82	0.00	33,967.89	44,487.71
93 ADULT ED - PRIOR YEAR	0.00	0.00	996.05	996.05
*** Fund Summary Totals ***	10,519.82	0.00	34,963.94	45,483.76

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

Urbana School District 116-UAEC				
Imprest Disbursement Report				
06/30/19				
				Amount
Balance from May 31, 2019 Report				4,000.13
Interest earned for June posted on 6-30-19				0.03
Replenish transfer from Accounts Payable for June				-
Available Balance				4,000.16
June's Disbursements				-
Reconciliation Figure-6/30/19				4,000.16
Description	Check #	Vendor	Account	Amount
Total				-
Total				-
Total				-
Total				-
Total				-
Total				-
Total				-
Total				-
Subtotal				-

Urbana School District 116-UAEC				
Imprest Disbursement Report				
07/30/19				
				Amount
Balance from June 30, 2019 Report				4,000.16
Interest earned for July as of 7-30-19				0.03
Replenish transfer from Accounts Payable for July				-
Available Balance				4,000.19
July's Disbursements				-
Reconciliation Figure-7/30/19				4,000.19
Description	Check #	Vendor	Account	Amount
Total				-
Total				-
Total				-
Total				-
Total				-
Total				-
Total				-
Subtotal				-