

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 6431.99 to the order of TAYLOR PUBLISHING CO. dba BALFOUR and charge the account of YEARBOOK Acc't. No. 55
 Purpose: FINAL PAYMENT FOR 2013 YEARBOOK

YEARBOOK
 Club or Activity

[Signature]
 Faculty Adviser - Signature

II. Account Balance \$ 9839.25 Verified by [Signature]
 Date 6/25/13 Comment _____

III. Approved _____ Date _____
 Principal - Signature

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

DATE 6/25/13

ACCOUNT NAME Yearbook

ACCT.# 2055

VENDOR Taylor Publishing Co. dba Balfour

AMOUNT \$6,431.99

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

final payment for 2013 UHS yearbook
see attached

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio
NAME

Laurie DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 7/16/13

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Invoice

Date: 6/6/2013
 Invoice: 33006261
 Sales Order #: 139552
 Customer PO:
 Analyst Code: 1

Client Information

Customer #: 72455

Adviser: Janet Gabriel & Dave Jones
 Union High School
 2350 North Third Street
 Union, NJ 07083

Sales Representative

Name: Nancy Prudente
 Phone: 732-899-4228
 Fax: 732-899-5093
 Email: nancy.prudente@balfour-rep.com

General Information

Christine Anderson
 Credit Representative
 1-800-482-0425

Main Items

Description	Units	Price	Amount
350 Copies of 2013 Yearbook with 200 pages (Includes Yearzines and production Credits of \$1000.00)	350.00		\$28,630.50
Subtotal of Main Items:			\$28,630.50

Additional Items

Description	Units	Price	Amount
FedEx	0.00		\$0.00
Postage and Handling	0.00		\$0.00
Freight and Handling	1.00		\$1,527.53
Freight on Supplies	0.00		\$0.00
Sales Tax	0.00		\$0.00
Miscellaneous Supplies	0.00		\$0.00
Overs in excess of original order	37.00	33.50	\$1,239.50
Workshop/Scholar/Tuition	0.00		\$0.00
KEEPSAKE SLEEVES 2/SET YB ADD	2.00	2.50	\$5.00
SPARKLE DUSTJACKET 9X12 YB ADD	2.00	4.00	\$8.00
DUST JACKETS 9X12	7.00	1.15	\$8.05
AUTOGRAPH B&W GLUEIN 9X12	13.00	.57	\$7.41
Subtotal of Additional Items:			\$2,795.49

Subtotal of Main Items + Additional Items: \$31,425.99

Deposits and/or Credit Memo: \$-17,994.00

Net Due 30 days: \$13,431.99

PREVIOUSLY PAID

7,000.00

PAID 6/25/13

6,431.99

Invoice

Date: 6/6/2013
Invoice: 33006261
Sales Order #: 139552
Customer PO:
Analyst Code: 1

Customer #: 72455

Adviser: Janet Gabriel & Dave Jones
Union High School
2350 North Third Street
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Name: Nancy Prudente
Phone: 732-899-4228
Fax: 732-899-5093
Email: nancy.prudente@balfour-rep.com

Christine Anderson
Credit Representative
1-800-482-0425

Copies In Excess of Order

If you received copies in excess of your original order and were unable to sell all or part, please complete this form and return to Taylor Publishing Company for credit.

37 Number of excess copies received @ \$33.50 each = \$1,239.50 as itemized on your yearbook invoice.

 / Number of excess copies sold.

 / Total number of excess copies remaining to be credited to your yearbook account.

Please return within 30 days of invoice date.

Signature



Return this portion with payment in Envelope Provided

Make Checks Payable to:
Taylor Publishing Company
dba Balfour
P.O. Box 911514
Dallas, TX 75391-1514

OR

To Pay by Credit Card
Please call 1-800-482-0425

Customer Number: 72455

Amount Paid: 6431.99

EXHIBIT B-1

Student Organization Fund Approval for Expenditure in Excess of \$1,000,00.

School: Kawameeh Middle School

Date: June 17, 2013

Department: Farewell Booklet

Vendor: Jostens

Amount: \$6,363.33

PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):

Balance due for Eighth Grade Yearbook

In accordance with the Student Organization Fund - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Jason Malanda – Principal

Name



Signature

Per the Student Organization Fund - Policy and Procedural Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1000.00.

I approve the purchase of goods/services per the attached.

James J. Damato, Board Secretary

Date

Manny Vieira, Business Administrator

Date



INVOICE

Please Pay From This Invoice

Remit To:
Jostens
21336 NETWORK PLACE
CHICAGO IL 60673-1213

Ship To: No. 1056262 KAWAMEEH MIDDLE SCHOOL 490 DAVID TERRACE UNION NJ 07083		Sold To: No. 1056262 KAWAMEEH MIDDLE SCHOOL 490 DAVID TERRACE UNION NJ 07083		Invoice # 918417	Date 12-JUN-2013	Page 1 of 1	
				Terms NET 30	Job Number 17353	Job Year 2013	
Bill To:		No. 1056262		Customer PO Number			
KAWAMEEH MIDDLE SCHOOL YEARBOOK17353 AMANDA MAXWELL 490 DAVID TERRACE UNION NJ 07083			Revised Date	Sales Agent		Agent #	
			ORIGINAL	BONNIE BLACKMAN		0980	
				Ship Date	Copies	Pages	
				24-MAY-2013	200	72	
			For Customer Service Call 800-322-9725				
Line #	Description					Sell Price	
1	REFLECTIONS GOLD PROGRAM:					.00	
2	8 1/2 X 11, 72 PAGES FULL COLOR, 125 COPIES					4,200.00	
3	75 ADDITIONAL COPIES @\$28					2,100.00	
4	15 EXTRA COPIES					411.60	
5	IN THE EVENT THAT YOU DO NOT SELL OR USE YOUR OVERRUN COPIES, PLEASE E-MAIL OR CALL YOUR PLANT CONSULTANT FOR CREDIT WITHIN 60 DAYS OF YOUR INVOICE DATE WITH THE NUMBER OF OVERRUNS YOU WERE UNABLE TO SELL OR USE.					.00	
6	CUSTOM LITHO 07/04/12					.00	
7	FULL COVER SCHOOL DESIGN COVER					INCLUDED	
8	CREATIVE ART TIME FOR CUSTOM ART SET-UP					96.00	
9	80# GLOSS PAPER STOCK					INCLUDED	
10	TRANSCOLOR MARS RED ENDSHEETS					INCLUDED	
11	200 WHAT'S UP YEAR IN REVIEW MAGAZINES					INCLUDED	
12	200 COLOR AUTOGRAPH SECTIONS					INCLUDED	
13	36 ONE LINE PERSONALIZATIONS @ \$4.10					147.60	
14	25 TWO LINE PERSONALIZATIONS @ \$6.45					161.25	
15	72 ICONS @ \$2.10					151.20	
16	14 JDS SIGNATURE PACKAGES @ \$13.20					184.80	
17	22 JDS DELUXE PACKAGES @ \$21.69					477.18	
18	25 EIGHT PAGE AUTOGRAPH SECTIONS @\$1.10					27.50	
19	14 CLEAR PLASTIC COVERS @ \$1.15					16.10	
20	<DEPOSITS Collected>					-1,720.00	
		Total Charges +	Shipping & Handling +	Total Tax +	Total Credits/ Adjustments (-)	Total Deposits/Payments (-)	
		7,973.23	110.10	0.00	0.00	-1,720.00	
						Please Pay This Amount 6,363.33	

Please Detach and Return This Portion With Your Payment. Thank You For Your Order.

Customer PO Number	Customer Number	Invoice Number	Invoice Date	Amount	Payment
	1056262	918417	12-JUN-2013	6,363.33	

Remit To: Jostens
21336 NETWORK PLACE
CHICAGO IL 60673-1213

KAWAMEEH MIDDLE SCHOOL
YEARBOOK17353 AMANDA MAXWELL
490 DAVID TERRACE
UNION NJ 07083

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL Union High School Athletics DATE 6/28/2013
ACCOUNT NAME Volleyball Club Account # 3330 ACCT.# 3330
VENDOR Cesar Vega Head Volleyball Coach AMOUNT \$2000.00
For Midwest Volleyball Warehouse

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S)):

THIS is for an estimation for reimbursement for Volleyball apparel
ordered each year for the team. This will be for end of the season
jackets and jerseys. The team will raise funds through the sale of
fruit snacks all year long.

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Linda Ionta- Director of Athletics, Health, Phys Ed & Nurses

NAME



SIGNATURE

BOARD APPROVAL DATE: _____

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JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL Union High School Athletics

DATE 6/28/2013

ACCOUNT NAME Union High School Volleyball Acct

ACCT.# 3330

VENDOR IE Planners Inc.

AMOUNT 4000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

This is for an estimation for the cost of fruit snack sales for the volleyball team. The sale of volleyball fruit snack will go towards team items and to support the entire team during the season.

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Linda Ionta- Dir of Athletics, Phys Ed. Nurses & Health
NAME

SIGNATURE

BOARD APPROVAL DATE: _____

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JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE