

BOARD OF EDUCATION TOWNSHIP OF UNION

Bills And Claims Report By Account Number

for Batch 65 and Check Date is from 03/06/2015 to 03/31/2015

va_bill1.10272014
03/27/2015

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type	Check Description or Multi Remit To Check Name	Check#	Check Amount
PENDING PAYMENTS							
11-000-291-241-01-54- EMPLOYER CONTRIB PERS	15-02842		383244/ STATE OF NEW JERSEY DIV OF	CF	EMPLOYER CONTRIB PERS		1,456,208.00
			OF				
Total for Pending Payments							\$1,456,208.00

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Account # / Description	PO #	Inv #	Vendor # / Name	Check Check Description or		Check#	Check Amount
				Type *	Multi Remit To Check Name		
UNPOSTED CHECKS							
DB:10-402- CR:10-101-	NAP Check		1092 / UNION BOARD OF EDUC	HF	DECEMBER	30001	135,249.21
	NAP Check		1092 / UNION BOARD OF EDUC	HF	JANUARY	30002	139,485.15
DB:10-141- CR:10-101-	NAP Check		348810/ UNION BD/ED AGENCY ACCT HF	HF	4,031,839.50	30008	187,261.68
	NAP Check		348810/ UNION BD/ED AGENCY ACCT HF	HF	3,588,672.98	30013	186,381.84
			Total for Non A/P Checks				\$648,377.88
11-000-291-220-01-54-/ SOCIAL SECURITY PERS	15-01068		348800/ UNION BD/ED AGENCY ACCT HP	HP	MARCH	30007	86,771.72
	15-01068		348800/ UNION BD/ED AGENCY ACCT HP	HP	MARCH	30012	56,189.01
			Total for 11-000-291-220-01-54- SOCIAL SECURITY PERS				\$142,960.73
11-000-291-249-01-54-/ EMPLOYER CONTRIB DCRP	15-01069		386568/ UNION BD/ED AGENCY ACCT HP	HP	DCRP MARCH	30006	1,176.33
	15-01069		386568/ UNION BD/ED AGENCY ACCT HP	HP	DCRP MARCH	30011	1,179.55
			Total for 11-000-291-249-01-54- EMPLOYER CONTRIB DCRP				\$2,355.88
			Total for Unposted Checks				\$793,694.49

BOARD OF EDUCATION TOWNSHIP OF UNION

Bills And Claims Report By Account Number

for Batch 65 and Check Date is from 03/06/2015 to 03/31/2015

va_bill1.10272014
03/27/2015

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 03/27/2015 at 09:30:03 AM
be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	10				\$648,377.88	\$648,377.88
10	11	\$1,456,208.00		\$145,316.61		\$1,601,524.61
Fund 10	TOTAL	\$1,456,208.00		\$145,316.61	\$648,377.88	\$2,249,902.49
GRAND	TOTAL	\$1,456,208.00	\$0.00	\$145,316.61	\$648,377.88	\$2,249,902.49

Chairman Finance Committee

Member Finance Committee

BOARD OF EDUCATION TOWNSHIP OF UNION

Bills And Claims Report By Account Number

for Batch 61

va_bill1.10272014
03/25/2015

Account # / Description	PO #	Inv #	Vendor # / Name	Check Type *	Check Description or Multi Remit To Check Name	Check#	Check Amount
PENDING PAYMENTS							
11-000-261-890-03-26- / MAINTENANCE EXP	15-02213		149900/ HILTI, INC	CF	TOOLS AND FASTENERS		1,620.85
11-401-100-890-09-00- / MUSICE CO-CURRICULAR	15-02783		386031/ AMERICAN TOURS & TRAVEL INC.	CF	MUSICE CO-CURRICULAR		12,030.00
Total for Pending Payments							\$13,650.85

BOARD OF EDUCATION TOWNSHIP OF UNION
Bills And Claims Report By Account Number
 for Batch 61

va_bill1.10272014
 03/25/2015

Resolution that the list of claims for goods received and services rendered and certified to be correct by the Business Administrator, Run on 03/25/2015 at 09:57:24 AM be approved for payment and further that the Secretary's and Treasurer's financial reports be accepted as filed.

Fund Summary

Fund Category	Sub Fund	Computer Checks	Computer Checks Non/AP	Hand Checks	Hand Checks Non/AP	Total Checks
10	11	\$13,650.85				\$13,650.85
GRAND	TOTAL	\$13,650.85	\$0.00	\$0.00	\$0.00	\$13,650.85

Chairman Finance Committee

Member Finance Committee

MEMORANDUM

TO: Lois Jackson
Chairperson, Fiscal and Planning Committee

FROM: James J. Damato, Board Secretary

DATE: March 25, 2015

I have reviewed the following requests:

- (1) Payment to Hilti, Inc. for various tools in the amount of \$1,620.85
- (2) Payment to American Tours & Travel, Inc. for chaperones/staff for band trip to Orlando, Florida in the amount of \$12,030

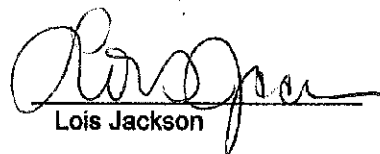
And find same to be acceptable in all its particulars in accordance with Policy File Code 3326.1 (attached). Please sign below indicating your approval to pay same prior to the next board meeting.

JJD:pd
Attachment

I APPROVE PAYMENT AS FOLLOWS:

- (1) Check No. 107419 made payable to Hilti, Inc. in the amount of \$1,620.85.
- (2) Check No. 107418 made payable to American Tours & Travel, Inc. in the amount of \$12,030.

Dated: March 25, 2015


Lois Jackson

ADVANCED APPROVAL FOR PAYMENT
OF BILLS BEFORE RATIFICATION

1. Pursuant to the authority granted to this Board of Education by N.J.S.A. 18A:19-1 et. seq., the Board hereby designates the Chairperson of the Fiscal Affairs and Planning Committee as the person authorized to approve payments after audit by the Secretary, and demand for payment by the vendor. The designated person shall review the audit and give written approval for the payment.
2. All payments approved and made under this policy shall be presented to the Board at its next meeting for ratification.
3. In the absence of the Chairperson of the Fiscal Affairs and Planning Committee, the Board President is hereby authorized to act under this policy.

Date: Reviewed June 1999

Legal Reference: N.J.S.A. 18A:19-1 et. seq.

VENDOR NO. 149900

BILL TO

**BOARD OF EDUCATION
TOWNSHIP OF UNION**

BUDGET YEAR

2014->2015

COUNTY OF UNION
2369 MORRIS AVENUE • P.O. BOX 3139
UNION, NEW JERSEY 07083-1939
(908) 851-6408, 6409 or 6410 • FAX (908) 964-1462

PURCHASE ORDER NUMBER	
15-02213	
THIS NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES AND CORRESPONDENCE.	

DATE: 10/15/2014

VENDOR:

SHIP TO:

HILTI, INC
5400 SOUTH 122ND E AVENUE
TULSA, , OK 74146

Attn To : TOM WIGGINS
OPERATIONS AND MAINTENANCE
2369 MORRIS AVENUE
UNION, , NJ 07083

P.O. TYPE		MISC. DESCRIPTION		
Po_type= Quote		TOOLS AND FASTENERS		
		<input type="checkbox"/> Partial <input checked="" type="checkbox"/> Complete		
QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	TOTAL AMOUNT
1	Each	SEE ATTACHED SHEET	1,987.15	1,987.15
		7508/11-000-261-890-03-26- (\$1,987.15) PINK TO WIGGINS		\$1,987.15
	State Contract	66012		
	May 20, 2014			
		<i>✓ rec'd inv.</i>		
			<i>Inv. #</i>	
			<i>4604940487</i>	<i>1614.61</i>
			<i>4604989401</i>	<i>6.24</i>
				<i>1620.85</i>
				<i>1,614.61 +</i>
				<i>6.24 +</i>
				<i>1,620.85</i>

INSTRUCTIONS TO VENDORS

VERBAL ORDERS ARE PROHIBITED.

1. Invoices must be rendered on the enclosed voucher form.
2. Make a separate invoice for each order.
3. Do not make any shipments "Collect". Prepay transportation charges, and include amount on bill, unless otherwise agreed.
4. Enclose shipping memo with each shipment.
5. The right is reserved to cancel this order if reasonable shipment cannot be made.
6. The purchase is exempt by statute from payment of all Federal, State and Municipal excise, sales and other taxes.
7. All hazardous Chemical Products must be accompanied by material safety data sheets and labeled with CAS numbers.

ORDER INVALID UNLESS SIGNED BY THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

[Signature]
BUSINESS ADMINISTRATOR/BOARD SECRETARY DATE

VENDOR ACCEPTANCE CERTIFIES COMPLIANCE WITH FEDERAL AND STATE REGULATIONS REGARDING EQUAL EMPLOYMENT OPPORTUNITY WITHOUT REGARD TO RACE, CREED, COLOR, NATIONAL ORIGIN, ANCESTRY, AGE, SEX AFFECTIONAL OR SEXUAL ORIENTATION, MARITAL STATUS, FAMILIAL STATUS, LIABILITY FOR SERVICE IN THE ARMED FORCES OF THE UNITED STATES, ATYPICAL HEREDITARY CELLULAR OR BLOOD TRAIT OF ANY INDIVIDUAL OR NON-APPLICABLE DISABILITY.

DATE	P.O. No.	DESCRIPTION	AMOUNT
10/15/2014	15-02213	TOOLS AND FASTENERS	\$1,620.85

TOWNSHIP OF UNION, BOARD OF EDUCATION
 2369 MORRIS AVENUE
 UNION, NEW JERSEY 07083

TOTAL REMITTED → \$1,620.85

149900 HILTI, INC

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

TOWNSHIP OF UNION, BOARD OF EDUCATION
 2369 MORRIS AVENUE
 UNION, NEW JERSEY 07083

THIS WARRANT BECOMES A SIGHT DRAFT ON-BANK NAMED
 HEREON WHEN COUNTERSIGNED BY THE TREASURER

No. 107419

THE UNION CENTER BANK
 NATIONAL BANK
 UNION, NEW JERSEY 07083
 55-564
 212

VOID AFTER 90 DAYS FROM DATE

DATE	WARRANT NO.	CHECK AMOUNT
03/25/2015	107419	\$*****1,620.85

ONE Thousand SIX Hundred TWENTY Dollars & 85/100

PAY TO THE ORDER OF
 HILTI, INC
 P.O. BOX 382002
 PITTSBURGH PA 15250-8002

Paul R. ... PRESIDENT
... SECRETARY
Debra L. Cybert TREASURER

VENDOR NO.
386031

BILL TO

**BOARD OF EDUCATION
TOWNSHIP OF UNION**

COUNTY OF UNION
2369 MORRIS AVENUE • P.O. BOX 3139
UNION, NEW JERSEY 07083-1939
(908) 851-6408, 6409 or 6410 • FAX (908) 964-1462

BUDGET YEAR
2014->2015

PURCHASE ORDER NUMBER

15-02783

THIS NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES AND CORRESPONDENCE.

DATE:
01/09/2015

VENDOR:

SHIP TO:

AMERICAN TOURS & TRAVEL INC.
8651 COMMODITY CIRCLE
ORLANDO, FL 32819

Attn To : Laura Muller
UNION HIGH SCHOOL
2350 NORTH THIRD STREET
UNION,, NJ 07083

P.O. TYPE		MISC. DESCRIPTION		
Po_type= Other				
				Partial <input type="checkbox"/> Complete <input type="checkbox"/>
QUANTITY ORDERED	CATALOG / UNIT	UHS Bands/color grd Chaperones ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	TOTAL AMOUNT
10	Each	Chaperone/Staff cost to accompy the UHS (Jazz band, marching band, color guards and sing choir) as they compete in the All American Music Festival in Orlando, Florida for the week of April 29 to May 3, 2015.	1,203.00	12,030.00
				\$12,030.00
7960/11-401-100-890-09-00- (\$12,030.00)				
UHS (jazz band, marching band, color guard and sing choir) will compete at the All American Music Festival in Disney, Fl. Request for 10 Chaperones all inclusive.				
BOE MTG: 2/17/2015				
Send Pink to R.Rago/CF				

INSTRUCTIONS TO VENDORS - (ADDITIONAL INFORMATION ON REVERSE SIDE)

VERBAL ORDERS ARE PROHIBITED.

1. Invoices must be rendered on the enclosed voucher form.
2. Make a separate invoice for each order.
3. Do not make any shipments "Collect". Prepay transportation charges, and include amount on bill, unless otherwise agreed.
4. Enclose shipping memo with each shipment.
5. The right is reserved to cancel this order if reasonable shipment cannot be made.
6. The purchase is exempt by statute from payment of all Federal, State and Municipal excise, sales and other taxes.
7. All hazardous Chemical Products must be accompanied by material safety data sheets and labeled with CAS numbers.

ORDER INVALID UNLESS SIGNED BY THE BUSINESS ADMINISTRATOR/BOARD SECRETARY

[Signature]
BUSINESS ADMINISTRATOR/BOARD SECRETARY DATE

VENDOR ACCEPTANCE CERTIFIES COMPLIANCE WITH FEDERAL AND STATE REGULATIONS REGARDING EQUAL EMPLOYMENT OPPORTUNITY WITHOUT REGARD TO RACE, CREED, COLOR, NATIONAL ORIGIN, ANCESTRY, AGE, SEX AFFECTIONAL OR SEXUAL ORIENTATION, MARITAL STATUS, FAMILIAL STATUS, LIABILITY FOR SERVICE IN THE ARMED FORCES OF THE UNITED STATES, ATYPICAL HEREDITARY CELLULAR OR BLOOD TRAIT OF ANY INDIVIDUAL OR NON-APPLICABLE DISABILITY.

DATE	P.O. No.	DESCRIPTION	AMOUNT
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01/09/2015	15-02783	MUSIC CO-CURRICULAR	\$12,030.00
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TOWNSHIP OF UNION, BOARD OF EDUCATION

2369 MORRIS AVENUE
UNION, NEW JERSEY 07083

TOTAL REMITTED →

\$12,030.00

386031 AMERICAN TOURS & TRAVEL INC.

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

TOWNSHIP OF UNION, BOARD OF EDUCATION

2369 MORRIS AVENUE
UNION, NEW JERSEY 07083

THIS WARRANT BECOMES A SIGHT DRAFT ON BANK NAMED
HEREON WHEN COUNTERSIGNED BY THE TREASURER

No. 107418

THE UNION CENTER BANK
NATIONAL BANK
UNION, NEW JERSEY 07083

55-564
212

VOID AFTER 90 DAYS FROM DATE

DATE	WARRANT NO.	CHECK AMOUNT
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03/25/2015 107418 \$*****12,030.00

TWELVE Thousand THIRTY Dollars & 00/100

PAY
TO THE
ORDER
OF

AMERICAN TOURS & TRAVEL INC.
8651 COMMODITY CIRCLE
ORLANDO FL 32819

Carl Thomas PRESIDENT
James Roman SECRETARY
Debra L. Cybert TREASURER