

EXHIBIT B-1

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

School : Union High

Date: 7/14/2021

DEPARTMENT: Athletics: Athletic

Account: 3380

VENDOR: UCIAC

Amount: estimation \$ 4,000.00

This is an estimation of the cash taken at the door for the Union County Wrestling tournamanet held at Union High School in January 2022.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

Linda Ionta- Director of Athletics

NAME



SIGNATURE

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only 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.

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

Yolanda Koon, Business Administrator

Date: _____

EXHIBIT B-1

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

School : Union High

Date: 7/14/2021

DEPARTMENT: Athletics: Athletic

Account: 3380

VENDOR: NJSIAA

Amount: estimation \$ 12,000.00

This is an estimation of the cash taken at the door for the Regions Wrestling tournament held at Union High School in Feb. 2022.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

Linda Ionta- Director of Athletics

NAME



SIGNATURE

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

Yolanda Koon, Business Administrator

Date: _____

EXHIBIT B-1

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

School : Union High

Date: 7/14/2021

DEPARTMENT: Athletics: Athletic

Account: 2100

VENDOR: NJSIAA

Amount: estimation \$ 4,000.00

This is an estimation of the cash taken at the door for a State playoff games if we qualify for a
Football playoffs and home team advantage! The Games will be held throughout most of December.
Tournament held, at Union High School 2021.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

Linda Ionta- Director of Athletics

NAME



SIGNATURE

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only 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.

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

Yolanda Koon, Business Administrator

Date:

EXHIBIT B-1

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

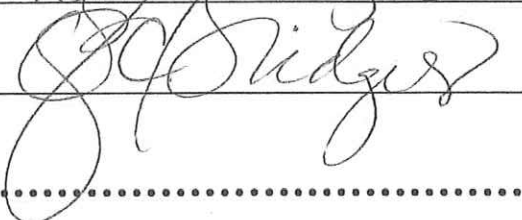
SCHOOL: Union High School Date: 7/29/21
DEPARTMENT: Peer Ambassadors Account: 2003
VENDOR: Stitch America Amount: Total: 1,712.37

PURPOSE OF EXPENDITURE (attach appropriate invoice(s):

Purchase of the official uniform shirt for
Peer Ambassadors Program. The shirts are to be
distributed at the last training on 8/20 for the
Freshman Orientation on 8/31

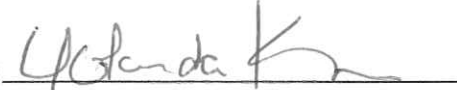
In accordance with the Student Organization Fund-Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00.

NAME: Patricia Bridges

SIGNATURE: 

.....
Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only 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 approved amount.

Yolanda Koon, Business Administrator  Date: 8/2/2021



Diane Cappiello <dcappiello@twpunionschools.org>

Request for emergency approval of purchase over \$1,000 for UHS Peer Ambassadors

1 message

Laura Finnerty <lfinnerty@twpunionschools.org>

Fri, Jul 30, 2021 at 10:19 AM

To: Diane Cappiello <dcappiello@twpunionschools.org>

Cc: Patricia Bridges <patbridges@twpunionschools.org>, Yolanda Koon <ykoon@twpunionschools.org>

Good morning, Diane -

I apologize for not contacting you sooner. My colleagues and I were working in another part of the building helping Mr. Hoyt organize our book closet when you called yesterday.

Here is the paperwork that I just received from Pat Bridges for the purchase of the Peer Ambassador polos that our student volunteers wear during Freshman and New Student Orientation at the end of August. If we wait until the August BOE meeting for approval, we will not get the shirts in time, and we need them as soon as possible. The student volunteers wear different color shirts that help to streamline the orientation for our new students.

Here is a breakdown of the quotes that total \$1,712.37

Embroidery Quote #T83034 - \$748.12

Embroidery Quote #T83035 - \$161.75

Embroidery Quote #T83036 - \$356.00

Embroidery Quote #T83037 - \$446.50

Would it be possible to make an exception to approve this purchase before the August BOE meeting since it is for a program purchase that has historically been approved? If you have any questions, please let me know.

As always, your assistance is greatly appreciated.

Sincerely,

Laura Finnerty
Secretary and UHS SAA Bookkeeper
Union High School - Main Office
2350 North Third Street
Union, NJ 07083
(908) 851-6501

**UHS Peer Ambassador Stitch America Purchase - Summer 2021.pdf**

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