

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453.

EXHIBIT B-1

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

School : Union High

Date: 2/12/2020

DEPARTMENT: Athletics: Girls Field Hockey

Account: 3290

VENDOR: BSN Sports

Amount: estimation \$3000.00

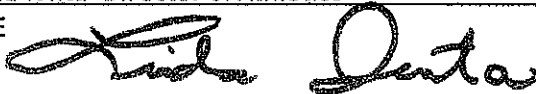
Estimation for team jackets for the entire Field Hockey team through fundraising efforts.

Benefit the entire track Team.

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.

Manuel Vieira , Business Administrator

Date: \_\_\_\_\_

F-9

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453.

EXHIBIT B-1

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

School : Union High

Date: 2/12/2020

DEPARTMENT: Athletics: Girls Field Hockey

Account: 3290

VENDOR: BSN Sports

Amount: estimation \$3000.00

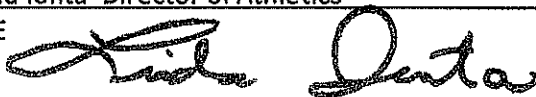
Estimation for team jackets for the entire Field Hockey team through fundraising efforts.

Benefit the entire track Team.

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.

Manuel Vieira , Business Administrator

Date: \_\_\_\_\_

**EXHIBIT B-1**

**Student Organization Fund Approval for Expenditure in Excess of \$1000.00**

**SCHOOL:** Connecticut Farms School

**DATE:** 02/11/2020

**DEPARTMENT:** Grade 1

**VENDOR:** Essex County Turtle Back Zoo

**AMOUNT:** 1080.00

**PURPOSE OF EXPENDITURE {ATTACH APPROPRIATE INVOICE(S)}**

*Grade 1 Field Trip to observe animal environments.*

**In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the of the referenced expenditure in excess of \$1000.00**

Receipt Acknowledgement:

Principal

Date

Per the Student Organization Funds –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.

Board Secretary

Date

Business Administrator

Date

RECEIVED  
2/13/2020



Joseph N. DiVincenzo, Jr  
Essex County Executive

**ESSEX COUNTY  
TURTLE BACK**



560 Northfield Avenue  
West Orange, NJ 07052  
Phone: 973-731-5800 x227



Daniel K. Salvante  
Director

**INVOICE**

No: MA-360

NAME CONNECTICUT FARMS ELEMENTARY SCHOOL

ATTN: CHRISTINA SAVARESE

875 STUYVESANT AVENUE

UNION, NJ 07083

DATE: 1/31/2020

PHONE 732-429-3580

**RAIN DATE: APRIL 20, 2020**

		DESCRIPTION	PRICE	AMOUNT
4/8/2020	81	FIELD TRIP TO TURTLE BACK ZOO CHILDREN	\$8.00	\$648.00
	27	ADULTS	\$8.00	\$216.00
	108	SMRC ENHANCEMENT FUND	\$2.00	\$216.00
		<i>*PLEASE SEE ATTACHED FORM REGARDING SMRC</i>		
		<i>REMINDER: IF PAYMENT IS NOT RECEIVED PRIOR</i>		
		<i>TO YOUR TRIP AND YOU DECIDE TO PAY THE DAY OF</i>		
		<i>YOU WILL BE CHARGED GENERAL ADMISSION</i>		
		<i>ADULTS: \$15.00 AND CHILDREN \$12.00</i>		
		<i>PLEASE NOTE WE DO NOT ACCEPT PAYMENT OVER PHONE</i>		
		<i>PLEASE MAKE PAYMENT TO COUNTY OF ESSEX AND MAIL TO:</i>		
		<i>TURTLE BACK ZOO</i>		
		<i>560 NORTHFIELD AVENUE</i>		
		<i>WEST ORANGE, NEW JERSEY 07052</i>		
		<i>ATTN: GROUP SALES</i>		
		<i>THANK YOU.....</i>		
		<i>NO REFUNDS--PASSES ONLY</i>		
			<b>BALANCE DUE:</b>	<b>\$1,080.00</b>

Township of Union Schools K-12



Diane Cappiello <dcappiello@twpunionschools.org>

---

## Exhibit B-1 from Career Ed-HOSA for March 2020 Board Approval

1 message

---

**Laura Finnerty** <lfinnerty@twpunionschools.org>  
To: Diane Cappiello <dcappiello@twpunionschools.org>  
Cc: Grace Mitchko <gmitchko@twpunionschools.org>

Wed, Feb 5, 2020 at 9:08 AM

Good morning, Diane -

Here is Exhibit B-1 from Career Ed-HOSA for a request payment to Rutgers School of Health Professions for an upcoming test this Spring.

Can you please add this to the agenda for the March 2020 Board Meeting?

As always, your help is greatly appreciated!

Thank you,

Laura Finnerty, Secretary  
Union High School  
2350 North Third Street  
Union, NJ 07083  
(908) 851-6501


 scan\_lfinnerty\_2020-02-05-09-00-44.pdf

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/4/20

DEPARTMENT: Career Ed-HOSA ACCOUNT: 2043

VENDOR: Rutgers School of Health Professions AMOUNT: 2,310.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

Dynamics of HC in Society test

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

NAME: Grace Mitchko

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date



Diane Cappiello <dcappiello@twpunionschools.org>

**B-1**

1 message


**Julie Carvalho** <jcarvalho@twpunionschools.org>  
To: Diane Cappiello <dcappiello@twpunionschools.org>


Fri, Feb 7, 2020 at 11:51 AM

Hello Diane  
I am attaching items for board approval...if not this month, then please for next month.  
Thank you...

 b1 Music/Band

 b1 pbsis.pdf

 b1 Drama/Stage Crew

 bi yearbooks.pdf

**Best Regards,**

**Julie Carvalho**  
Administrative Assistant to  
David Shaw, Interim Principal  
Burnet Middle School  
1000 Caldwell Avenue  
Union, NJ 07083  
908.851.6491  
jcarvalho@twpunionschools.org

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL BMS DATE 2.6.20  
DEPARTMENT Drama/Stage Crew  
VENDOR Audio Incorporated AMOUNT \$5187.95

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:

Audio equipment for school play

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

David Shaw  
NAME School Principal  
[Signature]  
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.

\_\_\_\_\_  
Board Secretary Date

Manuel E. Vieira, Business Administrator Date





**Audio Inc**  
 170 W Westfield Ave Suite 1  
 Roselle Park, NJ 07204  
 908-620-1007  
 fax: 908-620-1006

# Rental Quote

**PRINTED:** January 13, 2020  
**QUOTE NO:** RQ4940  
**QUOTED BY:** Carl Vitiello

**PO #:**  
**CUSTOMER:** Burnet Middle School  
**CONTACT:** Erin Sloan  
 1000 Caldwell Ave  
 Union, NJ 07083

**DATE OUT:** March 9, 2020 12:00 PM  
**DATE BACK:** March 15, 2020 6:00 PM  
**PROJECT:** Annie Jr. / revised 01-13

**EQUIPMENT TITLE:** Annie Jr. equipment / rev 01-13  
**EQP REF:** RQ4940EQ01

**VENUE:** Burnet Middle School  
 1000 Caldwell Ave  
 Union, NJ 07083

**LOAD IN** Mar-9-20 1:00 pm      **SHOW START** Mar-9-20 3:00 pm  
**SHOW END** Mar-15-20 5:00 pm      **STRIKE** Mar-15-20 5:00 pm

**Qty**      **Description**

## Annie Jr. equipment / revised 01-13

### Audio Consoles

1 BEHRINGER X32: 32X16

**Total for Audio Consoles**      **\$269.70**

### Speakers

1 EV QRX112/75: CASE OF 2  
 2 Turbosound TCS30: 2 5" LF, 1" HF, 250W @ 8ohms w/U-Bracket

**Total for Speakers**      **\$438.92**

### Speaker Amplifiers

2 QSC CX502: 02ch, 300W @ 8ohms

**Total for Speaker Amplifiers**      **\$98.71**

### Microphones

14 Mipro MU-55SKLX: (Sennheiser) Cond, Omni, Lav Mic: Beige  
 2 AKG C568 EB: Cond, HyperC, Shotgun Mic

**Total for Microphones**      **\$352.55**

### Wireless

6 Sennheiser SK500 G3: Beltpack Transmitter RF-G 566-608MHz  
 1 SENNHEISER 100 G3: 08CH RACK: RF-G  
 1 SENNHEISER 500 G3: 06CH RACK: RF-G

**Total for Wireless**      **\$1,646.50**

### Power Cable

1 ED: 050'  
 1 ED: 100'  
 2 EDm-3 EDf: Tri-Tap

**Total for Power Cable**      **\$19.82**

### Speaker Cable

4 NL4: 050'  
 4 NL4: 025'  
 2 NL4: Coupler

**Total for Speaker Cable**      **\$91.66**

### Multicore

1 RAPCO SNAKE: B-F, 24X8: 200' W/ED QUAD  
 1 Snake: F-F, 03ch, XLRm-XLRf: 100'

**Total for Multicore**      **\$125.15**

### Signal Cable

3 XLR: Jumper (001')  
 3 XLR: 025'



**Audio Inc**  
 170 W Westfield Ave Suite 1  
 Roselle Park, NJ 07204  
 908-620-1007  
 fax: 908-620-1006

# Rental Quote

**PRINTED:** January 13, 2020  
**QUOTE NO:** RQ4940  
**QUOTED BY:** Carl Vitiello

**Please do not pay from this quote:** This quote is subject to change pending equipment availability and/or customer changes. Please pay from the INVOICE you will receive from our accounting department. Thank you.

Please confirm acceptance of this Rental Quote by faxing or emailing back a signed copy of this quote. Our fax number is 908-620-1006. Please also include any Purchase Order information. No equipment or personnel will be scheduled until we receive your signed acceptance of this quote.

## Summary of Costs

<b>Equipment:</b>	<b>\$3,237.95</b>
<b>Crew:</b>	<b>\$1,750.00</b>
<b>Transport:</b>	<b>\$200.00</b>
<b>SubTotal:</b>	<b>\$5,187.95</b>
<b>Sales Tax:</b>	<b>\$0.00</b>
<b>Quote Total:</b>	<b>\$5,187.95</b>

Signature: *Ein De*  
 Title: Teacher Date: 1/14/20

All rentals are subject to Audio Incorporated's Terms and Conditions which are available at <http://www.audioincorporated.com/resources/Terms-and-Conditions.pdf>.



**INVOICE**  
Please Pay From This Invoice

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

<b>Ship To:</b> No. 1056260 BURNET MIDDLE SCHOOL 1000 CALDWELL AVE UNION NJ 07083	<b>Sold To:</b> No. 1056260 BURNET MIDDLE SCHOOL 1000 CALDWELL AVE UNION NJ 07083	<b>Invoice #</b> 1186725	<b>Date</b> 19-JUN-2019	<b>Page</b> 1 of 1
		<b>Terms</b> NET 30	<b>Job Number</b> 07594	<b>Job Year</b> 2019
<b>Customer PO Number</b>				

<b>Bill To:</b> No. 1056260  BURNET MIDDLE SCHOOL YEARBOOK 1000 CALDWELL AVE UNION NJ 07083  ATTN: Joe Costello	<b>Revised Date</b> 11-OCT-2019 FOB Shipping Point	<b>Sales Agent</b> JAMES MITRO	<b>Agent #</b> 3274
		<b>Scheduled Delivery</b> 10-JUN-2019	<b>Copies</b> 225
			<b>Pages</b> 64
<b>For Customer Service Call 800-322-9725</b>			

Line #	Description	Sell Price
1	2019 YEARBOOK, \$500 REDUCTION PER J MITRO	8,500.00
2	12 OVERRUN COPIES	334.80
3	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
4	CUSTOM LITHO PROCESS COLOR COVER	INCLUDED
5	100# PAPER UPGRADE PER J MITRO	INCLUDED
6	SILVER SHEEN ENDSHEETS	INCLUDED
7	FLASHBAX INSERT	250.00
8	B/W AUTOGRAPH INSERT	INCLUDED
9	44 PERSONALIZATIONS	220.00
10	92 PERSONALIZATION ICONS	230.00
11	3 CLEAR PROTECTIVE COVERS	4.50
12	21 SIGNATURE PACKAGES	210.00
13	1 PHOTO POCKET SHEET	1.50
14	SPECIAL SERVICES TOTAL SCHEDULE CHANGES	109.00
15	TOTAL DEPOSITS FROM JOSTENS COLLECTED SALES	-4,361.00
16	NET DEPOSIT BALANCE	-4,361.00
17	<CREDIT MEMO #1197037 [10-OCT-19] Reason: CREDIT ADJUSTMENT>	-584.80

<b>Total Charges</b> +	<b>Shipping &amp; Handling</b> +	<b>Total Tax</b> +	<b>Subtotal</b> +	<b>Total Credits/Adjustments</b> (-)	<b>Total Deposits/Payments</b> (-)	<b>Please Pay This Amount</b>
9,859.80	358.20	0.00	10,218.00	-584.80	-4,361.00	5,272.20

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL BMS DATE 2.6.20  
DEPARTMENT Music/Band  
VENDOR Save Around AMOUNT \$2275<sup>00</sup>

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:

Purchase fundraising books.  
\_\_\_\_\_  
\_\_\_\_\_

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

David Shaw  
NAME School Principal

[Signature]  
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.

\_\_\_\_\_  
Board Secretary Date

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator Date

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL BMS DATE 2.6.20  
DEPARTMENT PBSIS / School Store  
VENDOR Oriental Trading AMOUNT \$1048 <sup>89</sup>

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:  
launch of PBSIS / School Store

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

David Shaw  
NAME School Principal  
[Signature]  
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.

\_\_\_\_\_  
Board Secretary Date  
\_\_\_\_\_  
Manuel E. Vieira, Business Administrator Date



00900

Invoice #: 700995446-02

\*\*\*\*\*

\* QUOTE \*

\*\*\*\*\*

Date: 2/05/2020

Page #: 2

ATTN:

SOLD TO:

SHIP TO:

BURNET MIDDLE SCHOOL  
1000 CALDWELL AVE  
UNION, NJ 07083-5917

BURNET MIDDLE SCHOOL  
1000 CALDWELL AVE  
UNION, NJ 07083-5917

Purchase Order Number	Date Ordered	Date Shipped	Back Orders	Terms	
QUOTE	1/21/2020	2/05/2020	NO	Expires: 03/21/20	
Service Representative	Number of Cartons	Weight	Shipped Via		
		LBS			
Item Number	Order Qty	Ship Qty	Description	Unit Price	Ext. Amount
<p>All Prices Are In US Dollars            FOB Omaha, NE U.S.A.            *NOTE: Prices and availability            are subject to change.</p>					

Call to speak to a customer service representative:

Merchandise	Shipping & Handling	Sales Tax	Total Amount	Certificate/Other	Payments	Balance Due
117.90	25.94	9.53	153.37			153.37

See Important Sales Tax Information Regarding the Tax You May Owe Directly to Your State on the Reverse Hereof

vv PLEASE DETACH AND RETURN WITH REMITTANCE vv

\*\* To Insure PROPER Payment to your ACCOUNT, Please Return the COUPON \*\*

Name: BURNET MIDDLE SCHOOL

Due Date:

Account: 19891420

Order #: 700995446-02

Balance Due: 153.37

Please mail your payment to:

Amount Paid: \$ \_\_\_\_\_

OTC Brands, Inc.  
PO Box 14502  
Des Moines, IA 50306

Please do not write below this line. Do not fold, staple, or paper clip this coupon.

0198914202 700995446 02 000000153372

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Policeman's Benevolent Assoc. - Student TBD AMOUNT: \$1,000.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipientr who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Khalid Shahid AMOUNT: \$2,000.00

Memorial Scholarship - Student TBD (#1)  
PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipientr who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date



EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Khalid Shahid AMOUNT: \$2,000.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):  
Memorial Scholarship - Student TBD (#2)

For Senior Awards for Senior Class  
recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20  
DEPARTMENT: Senior Awards ACCOUNT: 2018  
VENDOR: Douglas M. Krueger AMOUNT: \$1,000.00  
Memorial Scholarship - Student TBD (#1)  
PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class  
recipients who will be honored in June.

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

NAME: Laura Finnerty  
SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Douglas M. Krueger AMOUNT: \$1,000.00

Memorial Scholarship - Student TBD (#2)

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Douglas M. Krueger AMOUNT: \$1,000.00

Memorial Scholarship - Student TBD (#3)

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern & the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Wayne Russo AMOUNT: \$2,500.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):  
Memorial Scholarship - Student TBD

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Connect One Bank AMOUNT: \$1,000.00  
Student TBD

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C/O

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Ct. Farms Church AMOUNT: \$1,000.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):  
Heritage Scholarship - Student TBD

For Senior Awards for Senior Class  
recipientr who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Vogel Memorial AMOUNT: \$1,000.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):  
Prize for Excellence in French - Student TBD

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date



EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Jason Lopes Memorial AMOUNT: \$1,000.00

Award - BHPTA - Student TBD

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20  
DEPARTMENT: Senior Awards ACCOUNT: 2018  
VENDOR: Crystal Scatchen AMOUNT: \$1,000.00  
Memorial Award - BHPTA - Student TBD  
PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class  
recipientr who will be honored in June.

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

NAME: Laura Finnerty  
SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Battle Hill Alumni AMOUNT: \$1,000.00

Scholarship - Student TBD

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
MAL CYS

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: UHS Class of 1968 AMOUNT: \$1,000.00  
Student TBD

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class  
recipientr who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Union EMS Unit AMOUNT: \$1,000.00

of Union - Student TDD

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mallory

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Chamber of Commerce AMOUNT: \$2,000.00

Student TBD (#1)

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipients who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 2/26/20

DEPARTMENT: Senior Awards ACCOUNT: 2018

VENDOR: Chamber of Commerce AMOUNT: \$2,000.00

Student TBD (#2)

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

For Senior Awards for Senior Class

recipientr who will be honored in June.

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

NAME: Laura Finnerty

SIGNATURE: Laura Finnerty  
Mall C 48

(on behalf of  
Mrs. Ahern + the UHS  
Senior Awards / Counseling  
Dept.)

\*\*\*\*\*

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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date

## 2020 AWARDS GREATER THAN \$1,000 FOR BOE APPROVAL

AWARDS	DONATOR	AMOUNT
POLICEMAN'S BENEVOLENT ASSOC	MR. LENNY DI GENA PBA LOCAL # 69	\$1,000.00
KHALID SHAHID MEMORIAL SCHOLARSHIP	MR. AND MRS. SYED SHAHID	\$2,000.00
KHALID SHAHID MEMORIAL SCHOLARSHIP	MR. AND MRS. SYED SHAHID	\$2,000.00
DOUGLAS M. KRUEGER MEMORIAL SCHOLARSHIP	MRS. MARIE CANARELLI	\$1,000.00
DOUGLAS M. KRUEGER MEMORIAL SCHOLARSHIP	MRS. MARIE CANARELLI	\$1,000.00
WAYNE RUSSO MEMORIAL SCHOLARSHIP	MS. ARLENE RUSSO	\$2,500.00
CONNECT ONE BANK	MR. FRANCE DELLE DONNE	\$1,000.00
THE CONNECTICUT FARMS CHURCH HERITAGE SCHOLARSHIP	CONNECTICUT FARMS CHURCH	\$1,000.00
THE VOGEL MEMORIAL PRIZE FOR THE EXCELLENCE IN FRENCH	MS. MARTHA GOODMAN	\$1,000.00
JASON LOPES MEMORIAL AWARD - BATTLE HILL PTA	BATTLE HILL PTA	\$1,000.00
CRYSTAL SCRETCHEN MEMORIAL AWARD - BATTLE HILL PTA	BATTLE HILL PTA	\$1,000.00
BATTLE HILL ALUMNI SCHOLARSHIP	BATTLE HILL PTA	\$1,000.00
UHS CLASS OF 1968	MARTIN POLTROCK	\$1,000.00
UNION EMS UNIT OF UNION	JUDITH HOWLETT	\$1,000.00
CHAMBER OF COMMERCE	JIM MASTERSON	\$2,000.00
CHAMBER OF COMMERCE	JIM MASTERSON	\$2,000.00



Township of Union Schools K-12



Diane Cappiello <dcappiello@twpunionschools.org>

---

## Exhibit B-1 for March 2020 BOE Agenda

1 message

---

Laura Finnerty <lfinnerty@twpunionschools.org>  
To: Diane Cappiello <dcappiello@twpunionschools.org>  
Cc: Michael Hamilton <mhamilton@twpunionschools.org>

Fri, Feb 21, 2020 at 3:33 PM

Good afternoon, Diane -

Can you please add the following Exhibit B-1 to the March Board Meeting Agenda?

**School/Club:** Instrumental Music  
**School Account #:** 2045  
**Amount of Check:** \$2,799.50  
**Payable to:** Goodies Factory  
**For:** To pay for the costs of our Spring Trip

As always, your help is greatly appreciated!

Thank you,

Laura Finnerty, Secretary  
Union High School  
(908) 851-6501


 scan\_lfinnerty\_2020-02-21-14-52-34.pdf

EXHIBIT B-1

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

SCHOOL: UHS

Date: 2/19/2020

DEPARTMENT: MUSIC Account: 2045

VENDOR: GOODIES FACTORY Amount: \$2799.50

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): TO PAY THE GOODIES  
FACTORY INVOICE WHICH WAS A SPRING TRIP  
FINISH

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

MICHAEL HAMILTON  
NAME

[Signature]  
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.

\_\_\_\_\_  
Gregory Brennan, Business Administrator

\_\_\_\_\_  
Date

Quantity	Item	Description	Price Each	Amount
52	F850	1/2 GALLON BUTTERY CARAMEL	\$5.00	\$260.00
16	F851	1/2 GALLON CHEESY CHEDDAR	\$5.00	\$80.00
16	F853	1/2 GALLON CHEDDAR JALAPENO	\$5.00	\$80.00
19	F854	1/2 GALLON CHICAGO STYLE	\$5.00	\$95.00
30	F855	1/2 GALLON WHITE CHEDDAR	\$5.00	\$150.00
9	F859	1/2 GALLON FRUIT RAINBOW	\$5.00	\$45.00
27	F860	1/2 GALLON KETTLE CORN	\$5.00	\$135.00
34	F865	1/2 GALLON MOVIE THEATER BUTTER	\$5.00	\$170.00
19	F866	1/2 GALLON CINNAMON TOAST	\$5.00	\$95.00
9	F867	1/2 GALLON CHEDDAR & SOUR	\$5.00	\$45.00
14	F870	1/2 GALLON THREE CHEESE	\$5.00	\$70.00
6	F874	1/2 GALLON VANILLA	\$5.00	\$30.00
-1	ONLINE SALES	ONLINE SALES 40% profit	\$298.00	-\$298.00
-1	ONLINE SALES	ONLINE SALES Ship to School credit	\$325.00	-\$325.00

Sales Tax	\$0.00
<b>INVOICE TOTAL</b>	<b>\$2,799.50</b>
Payments Received	\$0.00
<b>Invoice Balance Due</b>	<b>\$2,799.50</b>

EXHIBIT B-1

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

SCHOOL: Union high school Date: 2/26/20  
DEPARTMENT: Student Activities Account: 2227  
VENDOR: \_\_\_\_\_ Amount: not to exceed \$55,000.  
PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Project Graduation  
2020

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

Megan Kaplan

NAME

[Signature]

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.

\_\_\_\_\_  
Gregory Brennan, Business Administrator

\_\_\_\_\_  
Date

<b>Rentals subtotal</b>		\$45,615.00
<b>Sales Tax</b>	Exempt 0%	\$0.00
<b>Total</b>		<b>\$45,615.00</b>

**A 50% NON REFUNDABLE DEPOSIT is required on all events, balance is DUE the day of EVENT**

**Information & Terms:** A non-refundable deposit and an authorized signature on your proposal will reserve your activities and date. The balance is due on or before the date of the event prior to set-up. We reserve the right to set appropriate rules of conduct and age/weight/time limits in order to best facilitate your event and maintain a safe environment.

**Cancellation and Rain Policy:** This contract, after signing, is a legal and binding contract. To cancel or reschedule, sufficient notice must be given - at least 48 hours prior to start of your event. Cancellation of event with less than 48 hour notice forfeits entire deposit. Cancellation after set-up has begun forfeits any refund. Postponement of event with at least 1-week notice may entitle you to use all or part of your deposit towards a timely rescheduled event at our discretion. Any rescheduled event is subject to availability of activities at the time of notification of postponement.

**Hold Harmless Provision:** Lessee recognizes and understands that use of Lessor equipment may involve inherently dangerous activities. Consequently, lessee agrees to indemnify and hold lessor harmless from any and all claims, actions, suits, proceeding costs, expenses, damages and liabilities, including reasonable attorney's fees arising by reason of injury, damage, or death to persons or property, in connection with or resulting from the use of said equipment including, but not limited to the delivery, possession, use, operation, or return of the equipment. Lessee hereby releases and holds harmless lessor from injuries or damages incurred as a result of the use of said equipment unless lessor is operating the equipment and is deemed by a court of law to be negligent in its actions. Lessor cannot under any circumstances be held liable for injuries as a result of acts of God, nature, or other conditions beyond its control or knowledge. Lessee also agrees to indemnify and hold harmless lessor from any loss, damage, theft, or destruction of the equipment during the term of this contract and any extension thereof.

**Merger Clause:** This signed Agreement in conjunction with the signed Instruction Manual and Reservation Form contains the entire agreement between the Lessor and the Lessee. No amendment, whether from previous or subsequent negotiations between the Lessee and the Lessor, shall be valid or enforceable unless in writing and signed by all parties to this contract. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof.

**Lessor will:**

1. Provide the necessary staff to facilitate your event and power cords to reach a minimum of 50ft.
2. Deliver, set-up, teardown, and operate all activities with/without volunteer staff.
3. Carry a liability insurance policy covering our services & equipment.

**Lessee will:**

1. Provide 5 110volt/20amp electric circuits and 10/12 gauge cords for distances over 50ft.
2. Provide any required entrance and parking passes.
3. Provide a minimum of     adult volunteer(s) to operate the activities.

**I HAVE READ THIS CONTRACT AND AGREE & UNDERSTAND THE CONTENT.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Cheryl Fiske**  
\_\_\_\_\_  
Printed Name

Township of Union Schools K-12



Diane Cappiello &lt;dcappiello@twpunionschools.org&gt;

---

**Exhibit B-1 for March 2020 BOE Agenda**

1 message

---

**Laura Finnerty** <lfinnerty@twpunionschools.org>

Fri, Feb 28, 2020 at 10:34 AM

To: Diane Cappiello &lt;dcappiello@twpunionschools.org&gt;

Cc: Dana Bobertz &lt;dbobertz@twpunionschools.org&gt;, Edward Boffa &lt;eboffa@twpunionschools.org&gt;

Good morning, Diane -

Can you please add the following Exhibit B-1 forms to the March Board Meeting Agenda?

**School/Club:** Farmer Fam**School Account #:** 2226**Amount of Check:** \$3,045.25**Payable to:** A&B Promotions**For:** To pay for the cost of Football State Champ T-shirts**School/Club:** Interact Club**School Account #:** 2044**Amount of Check:** \$2,000.00**Payable to:** Gift of Life NJ**For:** To make a donation to support life saving operations in 3rd world countries, and to fulfill international awareness and aid requirement by Rotary International

Thank you,

Laura Finnerty, Secretary  
Union High School  
(908) 851-6501 scan\_lfinnerty\_2020-02-28-10-33-17.pdf

EXHIBIT B-1

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

SCHOOL: Union High School

Date: 2/25/2020

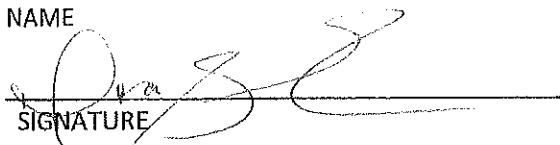
DEPARTMENT: Student Activities Account: 2226 - Farmer Fam

VENDOR: A+B Promotions Amount: 3,045.25

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Football State Champ t-shirts

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

Dina Bobertz  
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.

\_\_\_\_\_  
Gregory Brennan, Business Administrator

\_\_\_\_\_  
Date

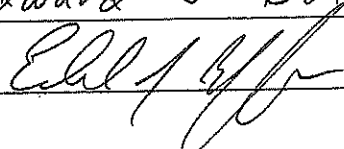
EXHIBIT B-1

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

SCHOOL: UHS DATE: 2-28-2020  
DEPARTMENT: Science ACCOUNT: Interact Club - 2044  
VENDOR: Gift of Life N.J. AMOUNT: \$2000.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):  
Donation to support life saving heart  
operations in 3rd world countries to fulfill  
International awareness and aid requirement  
by Rotary International.

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

NAME: Edward J Boffa  
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.

\_\_\_\_\_  
Manny Vieira, Business Administrator

\_\_\_\_\_  
Date



**Internal Revenue Service**

**Date:** March 26, 2007

**GIFT OF LIFE INC OF NEW JERSEY  
% LARRY RIPLEY  
PO BOX 25  
MORRIS PLAINS NJ 07950-0025**

**Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201**

**Person to Contact:  
Yvette Davis 31-07751  
Customer Service Representative  
Toll Free Telephone Number:  
877-829-5500  
Federal Identification Number:  
22-2630459**

**Dear Sir or Madam:**

This is in response to your request of March 26, 2007, regarding your organization's tax-exempt status.

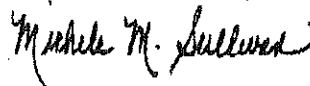
In June 1986 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations 1

Township of Union Schools K-12



Diane Cappiello <dcappiello@twpunionschools.org>

## Exhibit B-1 for March 2020 BOE Agenda

1 message

Laura Finnerty <lfinnerty@twpunionschools.org>

Fri, Feb 28, 2020 at 12:25 PM

To: Diane Cappiello <dcappiello@twpunionschools.org>

Cc: Michael Hamilton <mhamilton@twpunionschools.org>

Good morning, Diane -

Can you please add the following Exhibit B-1 forms to the March Board Meeting Agenda?

**School/Club:** Chorus/Band Fundraiser

**School Account #:** 2045

**Amount of Check:** Not to exceed \$700.00

**Payable to:** Penske

**For:** Truck rental to transport equipment to the Boston Trip

As always, your help is greatly appreciated!

Thank you,

Laura Finnerty, Secretary  
Union High School  
(908) 851-6501


 scan\_lfinnerty\_2020-02-28-11-55-45.pdf


EXHIBIT B-1

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

SCHOOL: UHS Date: 2/28/2022  
DEPARTMENT: MUSIC Account: 2045  
VENDOR: Penske Amount: NOT TO EXCEED  
EXCEEDS \$700  
PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:  
RENTAL TRUCK FOR BOSTON TRIP

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

MICHAEL HAMILTON  
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.

\_\_\_\_\_  
Gregory Brennan, Business Administrator Date

1551 S PARK AVE  
LINDEN, NJ 07036-1611

Not sure what rental truck or cargo coverage you need?  
Penske makes choosing the right type of coverage easy.

(908)925-7200  
Get Directions

**Rental Express**  
Depend on Penske's Rental Express Program to get you on the road, fast. From reservation to drop-off, Penske helps Rental Express account holders save valuable time. Sign up today and get 20% off your first rental.

Drop-Off: 04/26/20 at 9:00AM  
PENSKE LINDEN  
1551 S PARK AVE  
LINDEN, NJ 07036-1611

**National Rental Account**  
Great rates, consolidated billing, and easy drop-off and pick up are all available for our National Rental Accounts customers. Other benefits include the latest, most fuel-efficient equipment and daily, weekly or monthly rentals with established national rental rates.




(908)925-7200  
Get Directions

**Rental Items**

**Vehicle**

<b>15 Cube Van</b>	<b>\$320.00</b>
ENVIRONMENTAL FEE	\$12.00
VEHICLE LICENSING RECOVERY FEE	\$10.00

**Items to Bring for Pickup**

-  Cardholder must be present to provide signature.
-  Two different forms of identification.\*
-  For Class 7 vehicles\*\* and above, a valid commercial driver's license (CDL) will be required at the time of the vehicle pick-up.

**Mileage**

<b>Mileage Rate</b> (\$0.2900/mile @ 450.0 miles*)	<b>\$130.50</b>
Price adjustment	- \$40.50

\*Driver's license, state-issued ID, passport, Social Security card, vehicle registration, phone bill, military ID and credit cards accepted.  
\*\*GVW in excess of 26,000 lbs.

\*Final Mileage charge will be based on actual miles driven.

**Coverage Options**

LIABILITY COVERAGE	\$80.00
LIMITED DAMAGE WAIVER	\$100.00
Rental Estimated Total	\$612.00
Overall Estimated Total	\$612.00

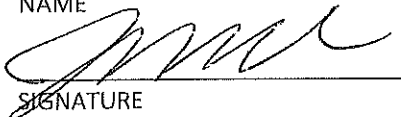
EXHIBIT B-1

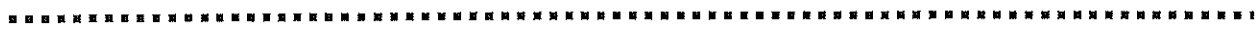
Student Organization Fund Approval for Expenditure in Excess of \$1,000.00

SCHOOL: Kawameeh Date: 2/28/2020  
DEPARTMENT: Music Account: # 17  
VENDOR: Metro Fundraising Amount: \$1922.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s)): Payment for  
pretzel fundraiser.

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  
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 \$1,000.00.

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

Manuel E. Vieira, Business Administrator

Date

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: Musical Production

Account: # 41

VENDOR: C+R Graphics

Amount: \$ 1395.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Printing of  
playbills & posters for production of  
Children of Eden Jr. (3/5 - 3/7)

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

NAME

[Signature]

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 attached.

Manuel E. Vieira, Business Administrator

Date

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: MUSIC

Account: #17

VENDOR: music in the Parks

Amount: \$6770.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): MUSIC students  
(vocal) to attend music in the Parks  
competition on May 29th, 2020.

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  
NAME

[Signature]  
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 attached.

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: Musical production

Account: #41

VENDOR: Production Associates, LLC

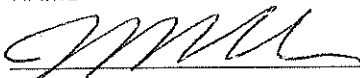
Amount: \$2817.07

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Lighting equipment  
rental for Children of Eden Jr (3/5 - 3/7).

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

NAME



SIGNATURE

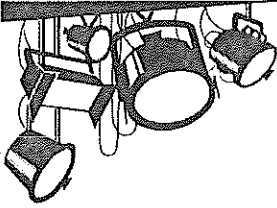
.....  
Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00.

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

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator

\_\_\_\_\_  
Date





# PRODUCTION ASSOCIATES, LLC

## Scenic Design & Production Services

Phone: (609) 804-8774  
Fax: (609) 939-0782

300 N. Odessa Avenue, Egg Harbor City, NJ 08215-3411

E-Mail:  
TechDirector@comcast.net

### LEASE AGREEMENT

THIS LEASE IS BETWEEN THE PARTY ON PAGE ONE (1), HEREIN REFERED TO AS THE LESSEE, AND PRODUCTION ASSOCIATES, LLC, HEREIN REFERED TO AS PAI.

Subject to the terms and conditions of this lease, PAI. leases to the Lessee and the Lessee hires from PAI the property referred to on page one (1) of this lease.

1. The lease term shall be for the period set forth on page one (1) of this agreement. If the property is not recovered on the date specified, the lease term shall be deemed to continue until such time as the property is recovered by PAI.
2. In consideration of the leasing property, the Lessee agrees to pay PAI the amount set forth on page one (1) of this lease. In the event that the term of the lease continues beyond the date specified, the Lessee agrees to pay PAI the total rental price set forth in this document, payable weekly for the balance of the lease term.
3. During the term of the rental and at all times while the equipment is in the custody of the Lessee, the Lessee shall maintain the equipment in good condition, repair and working order.
4. The Lessee hereby assumes FULL RESPONSIBILITY for the equipment and agrees to compensate PAI for ALL REPAIRS or the FULL REPLACEMENT VALUE should any item of equipment not be returned or returned in broken or damaged condition, due to any cause whatsoever. The Lessee further agrees to compensate PAI for any rental time lost as a result of damage to the equipment, or if PAI has to make repairs to broken or damaged equipment.
5. The Lessee shall use the equipment in a careful and precise manner and shall comply with all ordinances and regulations relating to the possession, use or maintenance of the equipment. PAI shall not be held responsible for any injury or damage to any party or property arising out of, or connected with, or resulting from the possession or uses of the leased property by the Lessee.
6. PAI shall at all times have the right to enter the premises where the property may be located, for the purpose of inspecting it or observing its use. The Lessee shall immediately notify PAI of the exact location of the equipment.
7. The Lessee shall be under default if he fails to make payment under the terms of this lease when it is due. Full payment of all services is due upon delivery of equipment.
8. The leased properties are, and at all times remain, personal property, notwithstanding that it may hereafter be attached to any building or property.
9. No term, representation, or warranty, expressed or implied, not set forth herein shall bind PAI.
10. Any and all additions or revisions to this agreement are to be attached to this page and signed by both the Lessee and an official representative of PAI.
11. All scenic and lighting designs, whether in finished or proposed form, are and remain the sole property of Peter Avagliano Incorporated. No reproduction or use of any part of a scenic or lighting design will be allowed with out the written consent of Peter Avagliano Incorporated.

### GREASED LIGHTNING RENTAL ADDENDUM

1. Delivery of the Greased Lightning Vehicle is "Door-to-Door". PAI and its representatives are not responsible for delivering the vehicle from the transport trailer to the performance location. In the event that the appropriate safe access is not available, the term of the rental will be considered null and void. In the case of a voided contract, the client will still be responsible for the quoted delivery fee or \$150.00, whichever is greater.
2. As the Greased Lightning Vehicles are considered "one-of-a-kind" props, PAI will not be held responsible for failure to provide the vehicle under the terms of this contract due to the vehicle being damaged during transport or while in the possession of another lessee.

Initial: \_\_\_\_\_

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: music

Account: # 17

VENDOR: US COACHWAYS

Amount: \$5,508.36

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Bus to music in  
the Parks competition on May 29<sup>th</sup>, 2020.

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

NAME

[Signature]

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 attached.

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator

\_\_\_\_\_  
Date



Stop Type	Address	City	State	Zip code	Depart Time	Date
Wait & Return	Dorney Park	Allentown	PA	18104	7:00 pm	05-29-2020
Pickup	3830 Dorney Park Rd	Allentown	PA	18104	7:15 pm	05-29-2020
Drop off	490 David Terrace	Union	NJ	07083	8:45 pm	05-29-2020

**COST COMPONENTS**

Total Adjusted Cost of Move: \$5,508.36
---

**PAYMENT INFO**

Invoice for \$100.00

Total Cost of Charter: \$5,508.36

Total Received to Date: \$0.00

Balance Due 04-29-2020: \$5,508.36'

Notes: FIRST TIME - VIP CLIENT

## Payment Details

Paid Amount: \$0.00

Payment Method: Check

## Payment Schedule

### Payment Schedule

\$100.00 due 1 days after vendor confirm.

100.00% of total price due 30 days before charter departure.

## Payments

There are no payments yet.

## Client Invoices

ID9987168

Date01-17-2020 09:17:25

Download [Download »](#)

[Back](#) [Next](#)

[Bill of Rights](#) | [Our Terms](#)

© 2018 uscoachways.com

## Take US Coachways with You

Download our FREE App

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: musical production

Account: #41

VENDOR: CMT Sound Systems

Amount: \$4540.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): sound for production  
of children of Eden Jr (3/5 - 3/7).

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  
NAME

[Signature]  
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 attached.

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator

\_\_\_\_\_  
Date

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/28/2020

DEPARTMENT: music

Account: #17

VENDOR: music in the Parks

Amount: \$2750.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Music students

(instrumental) to attend music in the Parks  
competition on May 29<sup>th</sup>, 2020.

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

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 \$1,000.00.

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

\_\_\_\_\_  
Manuel E. Vieira, Business Administrator

\_\_\_\_\_  
Date