

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**

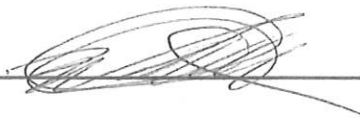
SCHOOL: Union High School Date: 02/07/2022  
 DEPARTMENT: Music Account: 2045  
 VENDOR: Villani Bus Company Amount: \$3,300.00

PURPOSE OF EXPENDITURE (attach appropriate invoice):

Total cost of TWO coach buses for the June 4, 2022 Music In The Parks Festival  
 \_\_\_\_\_  
 \_\_\_\_\_

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: Michael Hamilton

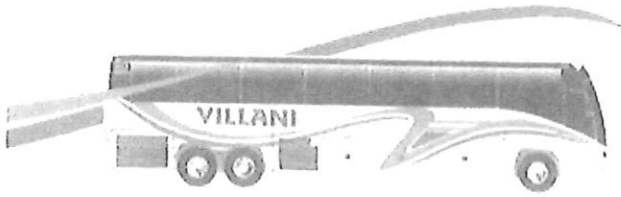
SIGNATURE: 

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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: \_\_\_\_\_



## Villani Bus Company

811 East Linden Avenue  
Linden, NJ 07036

Phone: 908-862-3333  
Fax: 908-474-8058  
Website: www.villanibus.com  
Email: info@villanibus.com

### Charter Confirmation

**Michael Hamilton**  
**Union High School**  
**2350 N. 3rd. Street**  
**Union, NJ 07083 USA**

Confirmed: **02/03/22**  
Charter No. : **86308**

Phone: **908-851-6457**  
Fax: **908-687-5204**  
Order Date **02/02/22**  
SalesRep: **Alicia H.**

Thank you for selecting **Villani Bus Company** for your upcoming trip. We are committed to providing you with the very best service possible, and I am sure that you will be pleased with the quality of our equipment and drivers. This Confirmation serves as your contract for your transportation needs shown below. We must receive your deposit along with one signed and dated copy of this letter by the due date of the deposit shown below. Please review the following information to confirm our understanding of the services we will provide.

Group Name:		# Coaches:	<b>2</b>
Group Leader: <b>Michael Hamilton</b>		Equipment:	<b>2-55 Motorcoach</b>
Destination: <b>Allentown, Pa</b>		Return Date:	<b>Saturday, June 4, 2022</b>
Leave Date: <b>Saturday, June 4, 2022</b>		Retn\Drop Time:	<b>10:00 pm</b>
Spot Time: <b>6:45 am</b>		Destination	<b>Dorney Park</b>
Leave Time: <b>7:00 am</b>		Details:	<b>Rte78W Off 222 N</b>
Pickup Location: <b>Union High School</b>			<b>Allentown, PA</b>

Description	# Coaches	Qty	Rate	Charge
Single Day Motorcoach Trip - Local Service	1	2.00	\$1,650.00	\$3,300.00
Operators Gratuity separate from rental rate quote	1	1.00	\$0.00	\$0.00
UNSIGNED CONFIRMATION WILL VOID RESERVATION	1	1.00	\$0.00	\$0.00

<u>Due Dates</u>	<u>Description</u>	<u>Amount</u>	<u>Date Received</u>	<b>Transport Charge:</b>	<b>\$3,300.00</b>
<b>02/16/22</b>	<b>Deposit</b>	<b>\$400.00</b>		<b>Amount Paid</b>	<b>\$0.00</b>
<b>05/21/22</b>	<b>Final Payment</b>	<b>\$2,900.00</b>		<b>Balance Due</b>	<b>\$3,300.00</b>

**CANCELLATION POLICY:** A full refund when cancelled 30 days before Leave Date, less than 30 days to 48 hours \$200 fee per bus will be charged. Cancellation less than 48 hours before the Leave Date/Time will be full price.

Times are TBD and another stop will be added

If you have not already done so, please remember to send us an itinerary complete with addresses to insure the success of your trip. Please call me if you have any questions.

Melissa Abbate 2/4/2022 Sincerely,  
Charter Party Authorized Signature Date Alicia H.

EXHIBIT B-1

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

SCHOOL: Union High School Date: 02/09/2022

DEPARTMENT: Music/UHSPC Account: SAA 2045

VENDOR: Music in the Parks/Festivals of Music Amount: \$7,350.00

PURPOSE OF EXPENDITURE (attach appropriate invoice):

To pay for the UHSPAC entrance into the Music in the Parks Festival

\_\_\_\_\_

\_\_\_\_\_

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: Michael Hamilton

SIGNATURE: 

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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: \_\_\_\_\_



Music in the Parks  
 1784 West Schuylkill Road  
 Douglassville, PA 19518

Melissa Abbate  
 Union High School  
 2350 N 3rd Street  
 Union, NJ 07083

# INVOICE

Reservation #: 66923  
 Statement Date: 2/9/2022

Location: Dorney Park

Festival Date: June 4, 2022

**Ticket Description**

Performer: Festival, One Day Park Admission and Food Stand Voucher  
 Non-Performer: Festival, One Day Park Admission and Food Stand Voucher

Qty	Price	Total
90	\$79.00	\$7110.00
10	\$48.00	\$480.00

**Total Ticket Value:** \$7590.00

**Discounts Applied**

2 Complimentary Director Tickets  
 3 Complimentary Chaperone Tickets

-\$96.00  
 -\$144.00

**Total Discounts:** -\$240.00

**Current Balance:** \$7350.00

**Payment Schedule**

Initial Payment Due: 3/6/2022  
 Balance Payment Due: 5/5/2022

\$200.00  
 \$7150.00

**Total Tickets (Including Free): 100**

**Current Amount Due: \$200.00**

**All payments must be made in USD only.**

**We accept VISA, MasterCard, American Express, & Discover**  
<https://www.festivalsedge.com/Reservation/MakePayment/66923>

**Make checks payable to:** Festivals of Music

**Return to:** Music in the Parks  
 Accounting Department  
 1784 West Schuylkill Road  
 Douglassville, PA 19518  
 Phone: 800-323-0974  
 Fax: 610-327-4786  
 Email: [accounting@festivalsofmusic.com](mailto:accounting@festivalsofmusic.com)

EXHIBIT B-1

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

SCHOOL : Union High School

Date: February 17, 2022

DEPARTMENT: Senior Awards

Account: 2018

VENDOR: See attached

Amount: See attached

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):

2022 Senior Awards (various scholarships) – see attached

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
SIGNATURE

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

\_\_\_\_\_  
Yolanda Koon, Business Administrator

\_\_\_\_\_  
Date



## 2022 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
WAYNE RUSSO MEMORIAL SCHOLARSHIP	MS. ARLENE RUSSO	2,500.00
CONNECT ONE BANK	Ms. CARLEEN LOMBARDI	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
BATTLE HILL PTA - JASON LOPES MEMORIAL SCHOLARSHIP	BATTLE HILL PTA	TBD
BATTLE HILL PTA - CRYSTAL SCRETCHEN MEMORIAL SCHOLARSHIP	BATTLE HILL PTA	TBD
BATTLE HILL PTA ALUMNI PILLAR OF CHARACTER SCHOLARSHIP	BATTLE HILL PTA	TBD
BATTLE HILL PTA ALUMNI - FIRST RESPONDER SCHOLARSHIP	BATTLE HILL PTA	TBD
UNION EMS UNIT OF UNION	OWEN TYLER	TBD
CAROL REMONDELLI - ADK SCHOLARSHIP	MS. DORIS D'ELIA	1,000.00
CHAMBER OF COMMERCE	JIM MASTERSON	TBD
CHAMBER OF COMMERCE	JIM MASTERSON	TBD
LOU RETTINO MEMORIAL SCHOLARSHIP	LINDA IONTA	TBD

