

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS Date: 7/1/16  
ACCT. NAME: International Outreach Club Account: 2216  
VENDOR: Luntha Secondary School Amount: \$2670.00  
PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: donation to Luntha  
Secondary School in Malawi, Africa for student's tuition  
See attached

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

Laurie DelGuercio

Name

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

Date

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION

Pay \$2670.00 to the order of Luntha Secondary School

and charge the account of International Outreach Club Acct. No 2216

Purpose: Donation to school for students' tuition.

International Outreach Club

[Signature]

Club or Activity

Faculty Adviser - Signature

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

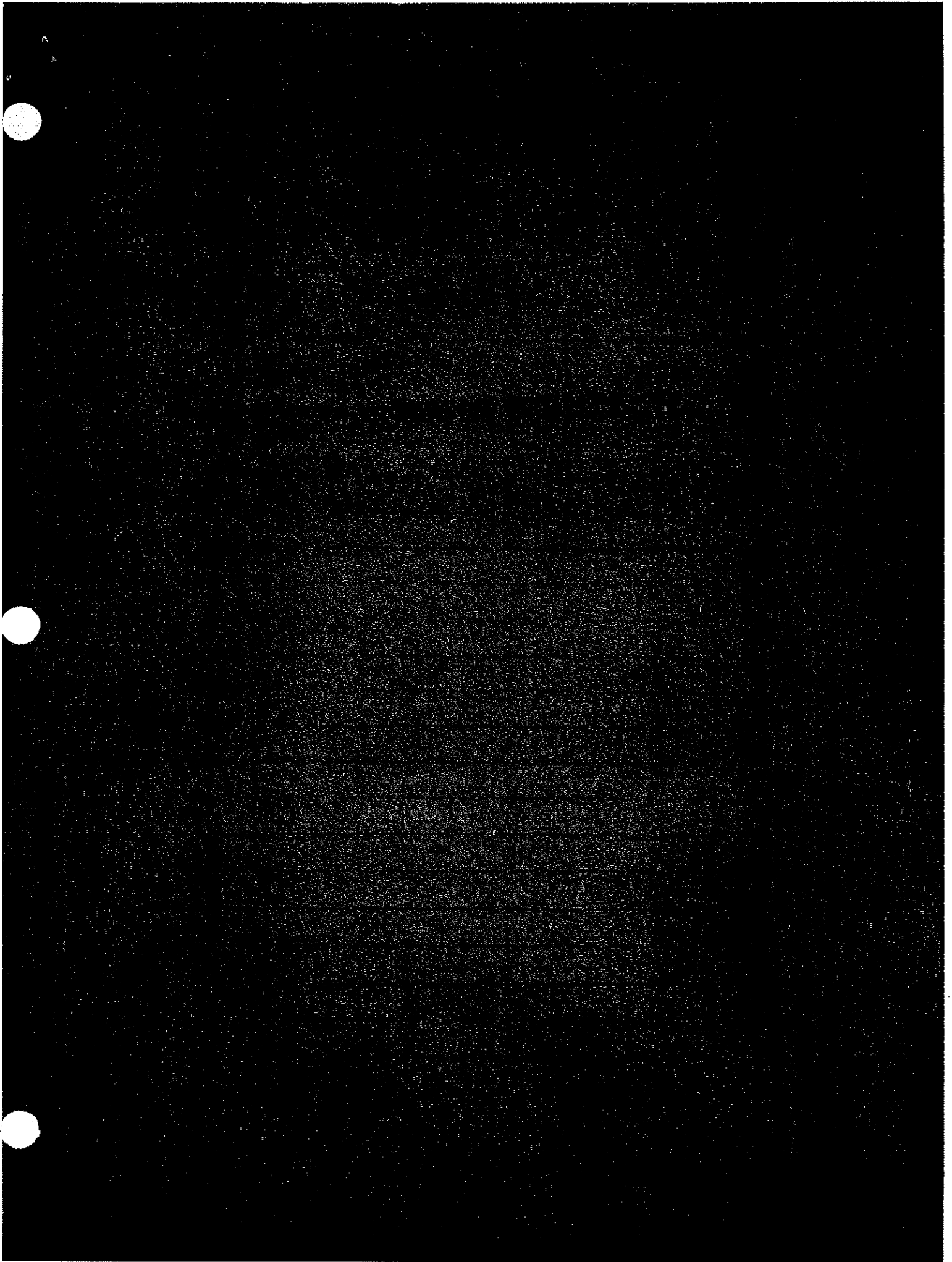
III. Approved \_\_\_\_\_

Date \_\_\_\_\_

Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Acct. No. \_\_\_\_\_

Processed by \_\_\_\_\_



No 10:08 AM

APRIL 24, 2016

Hey kiddo! How are things? We made lots of money for your students on Friday. I have over \$2000. Have you opened an account to put it into? Or I was thinking of bringing a check in August when we come over. What works best? Of course we are still fundraising.

11:53 AM ✓✓

We don't have an account. I think the school has to open it for you. But the head teacher has been all over the place recently since we're losing our deputy. You can bring a check if you want. But I still want the HT to be reporting the spending somehow and you can dictate how you want it to be spent

12:08 PM

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS Date: 7/1/16  
ACCT. NAME: Yearbook Account: 2055  
VENDOR: Lifetouch Publishing Amount: \$12,427.70  
PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: balance payment of  
Class of 2016 yearbook.  
see attached

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

Laurie DelGuercio  
Name

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date

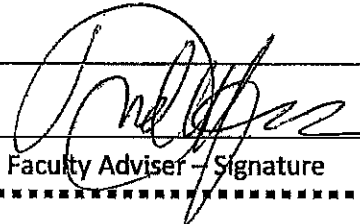
I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION

Pay \$ 12,427.70 to the order of LIFETOUCH PUBLISHING

and charge the account of YEARBOOK Acct. No. 55

Purpose: BALANCE OF 2016 YEARBOOK

YEARBOOK  
Club or Activity

  
Faculty Adviser - Signature

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_  
Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Acct. No. \_\_\_\_\_

Processed by \_\_\_\_\_



11000 Viking Drive, Suite 430, Eden Prairie, MN 55344-7243

**INVOICE**

Invoice No: 607972  
 Job No: 12210015  
 Invoice Date: 6/20/2016

**Bill to:**

Dave Jones  
 Union High School  
 2350 N 3rd Street  
 Union NJ 07083

**Ship to:**

Dave Jones  
 Union High School  
 2350 N 3rd Street  
 Union NJ 07083

SALESPERSON	P.O. NUMBER	DATE SHIPPED	SHIPPED VIA	TERMS
Ware - RI07				10 Days

DESCRIPTION OF ITEM	QUANTITY	SELL PRICE/UNIT	AMOUNT
350 All Color Yearbooks 188 Pages - 100# Gloss Custom Heritage Cover Custom Embossed with Foil & Grain Zoom Current Events Printed Proofs Custom Foil Ensheets 6 Additional copies @ \$55.39/copy			25,847.50 332.34

This invoice is subject to any state or local sales and use tax. If you have any questions, please call your Account Executive.	<b>INVOICE SUBTOTAL</b>	26,179.84
	<b>TAX @</b>	
	<b>FREIGHT &amp; HANDLING</b>	367.86
	<b>TOTAL INVOICE AMOUNT</b>	26,547.70

STATEMENT OF ACCOUNT AS OF				AMOUNT
DATE	TYPE	REF. NO.	DESCRIPTION	
			Online Sales - YBPay	-14,120.00
			<b>Balance Due</b>	12,427.70

✂ Detach and remit this portion with your payment

Remit check or money order in the enclosed envelope payable to:  <b>LIFETOUCH NSS ACCOUNTS RECEIVABLE</b> <b>PO BOX 46993</b> <b>EDEN PRAIRIE, MN 55344-9728</b>	<b>INVOICE NUMBER</b> 607972	<b>JOB NUMBER</b> 12210015	<b>Balance Due</b> 12,427.70
	<b>CUSTOMER</b>  Amount Enclosed: _____		

**PLEASE detach and remit this portion with your payment!**

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS Date: 7/1/16  
ACCT. NAME: Key Club Account: 2046  
VENDOR: NJ District of Key Club International Amount: \$2,000.00 maximum  
PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:  
10/9/16 fall Rally Registration  
see attached

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

Laurie DelGuercio  
Name  
Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date



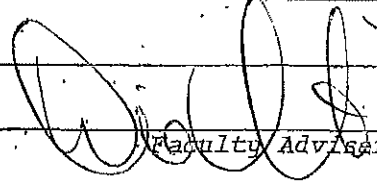
COMPLETE SECTION I ONLY

Date 6/21/16

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ Max 2,000 to the order of: NJ District of Key Club International and charge the account of: Key Club Acc't. No. 46

Purpose: payment for registration for fall rally on 10/9/16

key club  
Club or Activity

  
Faculty Advisor - Signature

\*\*\*\*\*

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_  
Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Account No. \_\_\_\_\_

Processed by \_\_\_\_\_

Once Upon a Time in Key Club...

# KEY CLUB<sup>®</sup>

## New Jersey Fall Rally

October 9, 2016

Join us at Six Flags Great Adventure in Jackson for the largest annual gathering of Key Clubbers! Early Registration Deadline: 09/23/16

Early Registration	Regular Registration	Season Pass Holders
\$38	\$43	\$7

Once upon a time . . .

All the lost boys left Neverland, Sleeping Beauty woke up and called a carriage, Little Red Riding Hood packed a second basket of treats, and Jack came down from the Beanstalk. But where were they all heading? Why, the NJ District of KCI's Fall Rally, of course - the one event that can make even Grumpy smile!

Fall Rally, or what you may know as the Key Club event held in Six Flags Great Adventure, is our biggest event of the year! Come and celebrate the start of the new school year of service with over 3,000 dedicated Key Clubbers across the state, while joining in on a pep rally including information regarding all of Key Club's recent activities. This year, Fall Rally will be held on **Sunday, October 9th!**

It is such an inspiring event - one that's *just right*. From learning about service opportunities to riding roller coasters taller than Rapunzel's tower, Fall Rally is such a magical time!

Fall Rally is only \$38.00 for early registration non-season pass attendees, \$43.00 for regular registration non-season pass attendees, and \$7 for all season-pass attendees. You can hear about the available service opportunities in your district, learn more about our District Project, meet your 2016-2017 NJ District Board, and ride roller coasters with your friends in the afternoon! Early Registration is due postmarked by Friday, September 23, 2016. Make sure you register early, especially if your club is taking a bus, as a bus pass is included in early registration. Late registration is due the day of Fall Rally at the park!

Attending Fall Rally will allow you to turn ordinary service projects into golden ones! Don't miss out on such a whimsical experience!

We hope to see you all there!

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

SCHOOL: UHS

Date: 7/1/16

ACCT. NAME: Key Club

Account: 2046

VENDOR: Key Club International

Amount: \$4,000.00 maximum

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):  
payment of student registration (members dues)

see attached

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

Laurie DelGuercio

Name

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date

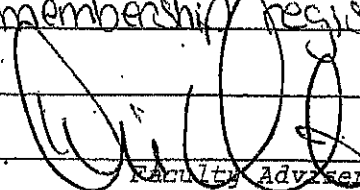
COMPLETE SECTION I ONLY

Date 6/21/16

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ MAX 7,000 to the order of key club international and charge the account of key club Acc't. No. 46.

Purpose: payment of student membership registration - KC7

key club  
Club or Activity

  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_  
Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Account No. \_\_\_\_\_

Processed by \_\_\_\_\_



# Dues

Here is an explanation of the dues process for the 2016-2017 service year. During the 71st International Convention, the **cost of international dues was raised to \$7.00**. District dues are now **\$6.50**. Clubs are also permitted to charge an additional **\$5.00** in order to nurture their club treasures. The minimum charge for dues is no less than **\$13.50** and no more than **\$18.50**.

If the dues payment for your club is received by **November 1st, 2016**, the club will win an "Early Bird Award." If you are unable to have them received by the previously mentioned date, you can still send the dues payment in to meet the requirement for a dues paid club status. The deadline for regular dues payment is **December 1st, 2017**. Remember, for both of these dates, the dues payment must be received by the District, not postmarked.

As I am sure you already know, dues are vital for the smooth functioning of the District. Not only do they keep the District and International progress afloat, but they are also essential in coming back to reward members. Dues help pay for district functions like Regional Training Conferences, Fall Rally, and District Convention as well as help to fund the district website and cover the cost of printing the *Jersey Key*.

Please contact your LTG or District Treasurer Clara Clarkin for more information!

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS

Date: 7/1/16

ACCT. NAME: R. O. T. C.

Account: 2051

VENDOR: Southwest Airlines

Amount: \$ 3,362.80

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

plane tickets for 2016 Raider Nationals in Molena, Georgia

see attached

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

Laurie DelBuercio

Name

Laurie DelBuercio

SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION

Pay \$ 3362.80 to the order of Southwest Airlines

and charge the account of ROTC : Acct. No. 2051

Purpose: Raider Nationals in Malena, Ga NOV. 2-5 2016

plane tickets have to be paid by September 19, 2016

JROTC

Club or Activity

Faculty Adviser - Signature

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_

Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Acct. No. \_\_\_\_\_

Processed by \_\_\_\_\_



## Group Travel Agreement for UHS JROTC

**Address:**

GERALD SECHMAEL  
2350 NORTH THIRD STREET  
UNION, NJ 07783

**Confirmation Number:** 92W93B

**Deposit Due:** \$700.00 on 6/16/2016

**Number of Seats Booked:** 14

**Email Address:** GSCEMEL@TWPUNIONSCHOOLS.ORG

**Date:** 06/06/16 08:25 AM

### HOW TO COMPLETE YOUR GROUP RESERVATION:

Thank you for choosing Southwest Airlines for your Group Travel needs. Now that you have booked your flight(s), please complete the following three steps to secure your fare and finalize your reservation.

**Step 1: Read this Travel Agreement and the enclosed Group Travel Policies.**

Call Group Reservations immediately if you have any questions about your itinerary or fares.

**Step 2: Submit Deposit Amount** (Deposit policies and instructions on enclosed Group Travel Policies)

Deposit Amount: \$700.00

Due Date: Jun 16, 2016 (NO EXTENSIONS)

**Step 3: Submit Final Payment and Passenger Information** (Instructions on enclosed Group Travel Policies)

Final Payment Amount: \$3,362.80

Due Date: Sep 19, 2016 (NO EXTENSIONS)

*Please Note: If the Deposit Amount is not received by Southwest Airlines by the end of the day (5 p.m. CST) on the due date shown in Step 2 above, your Group Reservation will cancel without notice. If the Final Payment Amount and passenger information are not received by Southwest Airlines by the end of the day (5 p.m. CST) on the due date shown in Step 3 above, your Group Reservation will cancel without notice and your deposit will be forfeited. Southwest Airlines is not responsible for delayed, lost, or misdirected mail or e-mails.*

### FLIGHT ITINERARY:

Date	Flight #	City Pair	Time	Stops
2-Nov-2016	1535	EWR/MCO	715A-1005A	Nonstop
2-Nov-2016	135	MCO/ATL	105P-235P	Nonstop
5-Nov-2016	3375	ATL/MDW	910A-1010A	Nonstop
5-Nov-2016	3507	MDW/EWR	1200P-300P	Nonstop

### PER-PERSON FARES:

Quantity	Travel Date	From	To	Fare Basis	One-Way Fare & Tax	PFC*	Security Fee*	Total One-Way
14	2 Nov 2016	EWR	ATL	MLAUGNR1	\$147.00	\$9.00	\$5.60	\$161.60
14	5 Nov 2016	ATL	EWR	NLAUGNR1	\$114.00	\$9.00	\$5.60	\$128.60
<b>Group Total Price:</b>								<b>\$4,062.80</b>

The Total Group Price includes all government-imposed taxes and fees, including the September 11th Security Fee, effective as of the date of this date of this Agreement. Fares are subject to new PFCs and any applicable taxes or fees that may be imposed or changed prior to ticket purchase.

### PER-PERSON FARE RULES:

**Group Tickets are flight and date specific and cannot be used or exchanged for travel on other flights.**

- Once purchased, each Group ticket is nonrefundable. Group tickets are not eligible for upgrades, downgrades, standby or changes or exchanges.
- For every 29 Group tickets purchased, one complimentary tour conductor ticket will be provided. Tour conductor tickets have the same restrictions as all other Group tickets.

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS

Date: 7/1/16

ACCT. NAME: K. Brooks Field Trips

Account: 2208

VENDOR: Twp of Union Board of Ed

Amount: \$1,050.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):  
bus payment for aquarium field trip

see attached

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

Laurie DelGuercio  
Name

Manuel E. Vieira  
SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION

Pay \$1,050.00 to the order of Villani Bus Company / Twp Union BOE

and charge the account of Field Trips (K. Brooks) Acct. No. 2208

Purpose: To pay for bus to aquarium.

Sci / Eng / Math  
Club or Activity

Kately Brooks  
Faculty Adviser - Signature

II. Account Balance \_\_\_\_\_ Verified by \_\_\_\_\_

Date \_\_\_\_\_ Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_  
Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Acct. No. \_\_\_\_\_

Processed by \_\_\_\_\_



**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**

Confirmed: 10/26/15

Charter No. : 57414

Ms. K. Brooks  
Union High School  
2350 N. 3rd. Street  
Union, NJ 07083 USA

Phone: 908-851-6501

Fax: 908-851-6539

Order Date 10/26/15

SalesRep: Mr.Shabazz

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: Pt. Pleasant Group  
Group Leader: Ms. K. Brooks  
Destination: Point Pleasant, New Jersey  
Leave Date: Tuesday, June 07, 2016  
Spot Time: 8:15 am  
Leave Time: 8:30 am  
Pickup Location: Union High School  
North 3rd Street  
Union NJ

# Coaches: 1  
Equipment: 1-55 Motorcoach  
Return Date: Tuesday, June 07, 2016  
Retn\Drop Time: 7:00 pm  
Destination: Rankinsons Aquarium  
Details: Ocean Ave  
Point Pleasant NJ

Description	# Coaches	Qty	Rate	Charge
Single Day Motorcoach Trip local	1	1.00	\$1,050.00	\$1,050.00
Transportation rate does not include gratuity	1	1.00	\$0.00	\$0.00
UNSIGNED CONFIRMATION WILL VOID RESERVATION	1	1.00	\$0.00	\$0.00

Due Dates	Description	Amount	Date Received	Transport Charge:	\$1,050.00
11/09/15	Signed Contract			Amount Paid	\$0.00
05/24/16	Final Payment	\$1,050.00		Balance Due	\$1,050.00

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.

*Kathy Brooks*  
Charter Party Authorized Signature

Sincerely,

Mr.Shabazz

908

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

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

SCHOOL: UHS

Date: 9/6/16

ACCT. NAME: Marching Band

Account: 2033

VENDOR: Pine Forest Camp

Amount: \$15,170.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:  
2016 Band Camp Payment

see attached

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

Laurie DelGuercio

Name

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 9/20/16

\*\*\*\*\*

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 E. Vieira, Business Administrator

\_\_\_\_\_  
Date

DATE 9/16/16

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION

Pay \$ 15,170<sup>00</sup> to the order of Pine Forest Camp

and charge the account of Marching Band camp Acct. No. 33

Purpose: band camp 2016

marching band  
Club or Activity

[Signature]  
Faculty Adviser - Signature

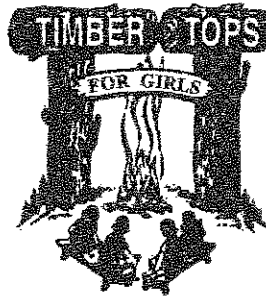
II. Account Balance \$22,708.11 Verified by [Signature]

Date 9/16/16 Comment \_\_\_\_\_

III. Approved \_\_\_\_\_ Date \_\_\_\_\_  
Principal - Signature

IV. Date Paid \_\_\_\_\_ Check No. \_\_\_\_\_ Acct. No. \_\_\_\_\_

Processed by \_\_\_\_\_



Invoice  
August 28<sup>th</sup>, 2016

Union Township High School Band  
Invoice for Students for Summer 2016  
Lake Owego Camp  
August 21<sup>st</sup> – 25<sup>th</sup>, 2016

Qty	Description	Amount
74	Participants @ \$205/person	\$15,170.00
	Total Amount Due Upon Receipt	<b>\$15,170.00</b>

*We appreciate your business!*

*Please mail check payable to:*

Pine Forest Camp  
1528 Walnut St., Suite 1900  
Philadelphia, PA 19102

---

Pine Forest Camp, Lake Owego Camp, Camp Timber Tops  
Winter : (267) 639-2488 Summer : (570) 685-7141

## Memo

To: Diane Cappiello

From: Phyllis Lang, Secretary  
Athletic Office

Re: Add to agenda over \$1000.00 Expenditure

Date: 9/7/2016

Attached are Expenditures for the Athletics over \$1000.00.

- 1) Football Playoff
- 2) Wrestling Tournament UCIAC
- 3) Wrestling Tournament NJSIAA

Please approve at the next Board Meeting.

Thank you

Phyllis



EXHIBIT B-1

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

SCHOOL : Union High School

Date: 9/7/2016

DEPARTMENT: Athletics - Wrestling

Account:3380

VENDOR: NJSIAA

Amount: \$12,000.00 approx.

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the reimbursement for the State Wrestling Tournament which we host every year. We will send a check to the State for the cash taken in at the door, as an entrance fee. This is an annual event.

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, Phys Ed, Health & Nurses

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 : Union High School

Date: 9/7/2016

DEPARTMENT: Athletics - Wrestling

Account:3380

VENDOR: UCIAC

Amount: \$4,000.00 approx.

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the reimbursement for the State Wrestling Tournament which we host every year. We will send a check to the County for the cash taken in at the door, as an entrance fee. This is an annual event.

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, Phys Ed, Health & Nurses

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 : Union High School

Date: 9/7/2016

DEPARTMENT: Athletics - Football

Account:2100

VENDOR: NJSIAA

Amount: \$4,000.00 approx.

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the reimbursement to the State for a Football Tournament if, we qualify for a state playoff game. We will send a check to the State for the cash taken in at the door, as an entrance fee. This is an annual event.

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, Phys Ed, Health & Nurses

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