

EXHIBIT B-1

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

SCHOOL: BURNET MIDDLE SCHOOL

DATE: February 11, 2013

ACCOUNT NAME: Yearbook Acct.

ACCOUNT # 2014

VENDOR: Jostens

AMOUNT \$4,668.22

Purpose of Expenditure (Attach Appropriate Invoice (s))


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Yearbook - 2014 Yearbook Account - Ms. Maria Fiordilino

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Raymond Salvatore, Principal

Name

  
Signature

Board Approval Date \_\_\_\_\_

Per the Student Organization Funds-Policy and Procedure 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 \$1,000.00

I approve the purchase of goods/services per the attached

\_\_\_\_\_  
James J.Damato/ Board Secretary

\_\_\_\_\_  
Date



Remittance Only To:  
21336 Network Place  
Chicago, IL 60673-1213

All Returns & Correspondence  
Mailed To Your Customer Service Agent.

Customer Service: 1-800-262-9725  
L N ESPOSITO JR

MARIA FIORDILINO YRBK ADV  
BURNET MIDDLE SCHOOL  
1000 CALDWELL AVE  
UNION NJ 07083

Plant	42
Invoice Date	6/25/12

Job No.	Year	Customer	City	State	Deposit Nos
07594	12	BURNET MIDDLE SCHOOL	UNION	NJ	
Juns No.	Account Rec No.	Invoice No.	Terms	Cust P O No.	No. of Pages
5199830	1056260	955738	NET 10 DAYS		1
Ship Date	Program Code	Trim Size Code	No. of Copies		
6/06/12	R	153	275		64
275 COPIES, 64 PAGES (COLOR) 13 EXTRA COPIES STUDIO LITHO COVER LAMINATION 100# GLOSS PAPER ENDSHEET APPLICATION 275 AUTOGRAPH SECTIONS AUTOGRAPH PAGES NOT BOUND IN BOOK 14 JDS SIGNATURE PACKAGE 3 JDS DELUXE PACKAGES 275 WORLD BEAT 9 CLEAR PROTECTIVE COVERS 41 PERSONALIZATION - 1 LINE 4 PERSONALIZATION - 2 LINES 43 PERSONALIZATION - ICONS 1 HEAR THE YEAR TOTAL SPECIAL SERVICES EXTRA COPIES RETURNED CREDIT ADJUSTMENT					
Total Sales	+ Tax	+ Packaging, Shipping & Handling	= Total	- Deposit	= Balance Due
9,881.44	EXEMPT	350.66	10,232.10	4,343.88	5,888.22
Thank you for your order. We appreciate your business and look forward to working with you again next year.			A service charge of 1.5% a month on the unpaid balance (18% annual % rate) or the maximum rate allowed by local law, will be assessed for late payment.		

Terry  
REPRINT WAS REQUESTED BY: YUT0010

Send check to: Josters

Attn: Jimmy Mitro

86 Roseville Rd.

Andover, NJ

07821

A 4,668.22

## Memo

To: Pat Ditri

From: Phyllis Lang, Secretary  
Athletic Office

Re: Student Expenditure in excess of \$1000.00 Request

Date: 2/21/13

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- 1) Please add this expenditure request onto the agenda for the next Board meeting. This will be for estimation of Volleyball Jackets and jerseys that will be ordered for the volleyball team. The vendor is through Midwest Volleyball Warehouse but the reimbursement will be from Cesar Vega.

Thank you.

Phyllis Lang

C/c Linda Ionta- Director of Athletics, Health, Phys. Ed & Nurses

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

SCHOOL Union High School Athletics

DATE 2/21/13

ACCOUNT NAME Girls Volleyball Team Reimbursement

ACCT.# 3330

VENDOR Cesar Vega- Head Coach for Midwest Volleyball Warehouse AMOUNT 1300.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

This is for an estimation of the reimbursements due Cesar Vega, The volleyball coach. The order will be for end of the year jackets and jersey. The team raised money through the sales of fruit snacks all year long. These items are for senior and others that have ordered jackets and jerseys

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

Linda Ionta- Director of Athletics, Health, Phys Ed & Nurses

NAME



SIGNATURE

BOARD APPROVAL DATE: \_\_\_\_\_

Per the Student Organization Funds - Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE

**EXHIBIT B-1**

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

**School: Kawameeh Middle School**

**Date: February 13, 2013**

**Department: Farewell Booklet**

**Vendor: Jostens, Inc.**

**Amount: \$1,680.00**

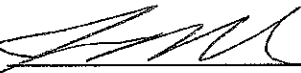
**PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):**

**Work In Progress Deposit for 2013 Yearbook**

**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 – Principal**

**Name**



**Signature**

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**Per the Student Organization Fund - 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.**

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**James J. Damato, Board Secretary**

**Date**

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**Manny Vieira, Business Administrator**

**Date**



Accounts Receivable Department  
 Phone: 1-800-854-7464  
 Ext. 17186  
 8 a.m. to 5 p.m. Central Time

Date: 9/26/12  
 Your Job Number: 17353  
 Production Year: 2013  
 Plant Number: 43  
 Amount Due: \$1,680.00

**YEARBOOK DEPOSIT NOTICE**

**\*\*\*FIRST REQUEST\*\*\* - FOR WORK-IN-PROGRESS DEPOSIT DUE**

Thank you for working with all of us at Jostens. We appreciate your business and look forward to working with you to produce an outstanding publication. If you are not this year's adviser, please let us know and forward this email to the appropriate person.

As we produce your custom-crafted yearbook, work-in-progress deposits are required to cover costs we incur during the year. These expenses include purchasing the materials we need, costs of providing service, guidance and training, and costs for the production of your cover and pages.

We know your schedule can be very busy. For your convenience, we have provided this deposit notice so that you can print, examine, or start your school's methods and paperwork necessary for payment processing. The original, hard copy deposit notice was mailed earlier this week. If you would prefer to take care of this now, please return the payment coupon with your payment to our mailing address listed below.

Please send your first work-in-progress deposit of \$1,680.00. Payment is required by 11/01/12. According to our records, no early payments or web based payments have been received as of the date of this notice.

A second work-in-progress deposit of \$1,680.00 will be due on 03/01/13. You will also receive a final invoice about one week after your completed books have shipped. That invoice will show the total costs of your publication, including printing and binding, extra options ordered during the year, any additional copies sent, and possible charges for page revisions, book shipment, and applicable state or local taxes. Your local Jostens representative can help determine the approximate amount of your final payment and total invoice. Payment within ten days is expected and appreciated.

Please accept in advance our sincerest thanks for the timely remittance of your first deposit. We wish you the best of success in your publication endeavor. If you have questions or concerns, please reply to this e-mail.

For web order details and a listing of recorded deposits received, please go to [www.YearbookAvenue.Jostens.com](http://www.YearbookAvenue.Jostens.com) under "Status/Payments".

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 DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT. KEEP UPPER PORTION FOR YOUR RECORDS.

**JOSTENS, INC.**

AMANDA MAXWELL YRBK ADV  
 KAWAMEEH MIDDLE SCHOOL  
 490 DAVID TERRACE  
 UNION NJ 07083

Please make check or money  
 order payable to Jostens, Inc.

JOB NUMBER:	17353
PLANT CODE:	43
YEAR:	2013
DUE DATE:	11/01/12
AMOUNT DUE:	\$1,680.00

Please check the box if your address has changed  
 and update your address on the back of this remittance.

Payment Address:

Jostens, Inc.  
 21336 Network Place  
 Chicago, IL 60673-1213

Amount Paid:	_____
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17353 43 2013 0000168000 3

**EXHIBIT B-1**

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

**School: Kawameeh Middle School**

**Date: February 25, 2013**

**Department: Musical Production**

**Vendor: Audio Incorporated**

**Amount: \$2,283.48**

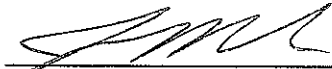
**PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):**

**Sound System Design, Installation & Rental for Kawameeh Musical**

**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 – Principal**

**Name**



**Signature**

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**Per the Student Organization Fund - 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.**

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**James J. Damato, Board Secretary**

**Date**

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**Manny Vieira, Business Administrator**

**Date**

# Audio

## INCORPORATED

Sound System Design, Installation & Rental

170-172 West Westfield Ave  
Roselle Park, NJ 07204  
Phone: 908-620-1007 Fax: 908-620-1006

WWW.AUDIOINCORPORATED.COM

### RENTAL QUOTATION

7153

Quote Date 1/29/2013

#### Client Information

Kawameeh Middle School  
Deana Toma-Rittenhouse  
490 David Terrace  
Union NJ 07083  
Phone # 908 851 6570  
Fax # (908) 687-5741  
Job Number 18016 - 7153

Start Date 3/4/2013

Event **School Show 2013**  
**Godspell**  
Load-in Monday March 4th  
Load-out Saturday March 9th

Period 1-Week

Truck Rental Days 2 # of Load in/out 1  
30

Qty.	Description	Rate	Price	Total
<b>Speakers - Main</b>			<b>Section Total</b>	<b>\$126.06</b>
2	Electrovoice QRx-112/75-BLK SPEAKER SYSTEMS AND COMPONENTS - 12-inch two-way, 75° x 50° asymmetrical HF with DH7, 300 watts, passive/biamp, flying, pole mount, black - . . . .	\$30.02	\$60.03	\$126.06
<b>Speakers - Mounting Hardware &amp; Accessories</b>			<b>Section Total</b>	<b>\$0.00</b>
2	Ultimate Support TS-30BT Accessory - Discontinued: - . . . .	\$5.40	\$10.80	\$0.00
<b>Amplifier Multi Zone</b>			<b>Section Total</b>	<b>\$20.74</b>
1	QSC PLX1202 Amplifier - 200w 8?, 325w 4?, 600 w 2? Stereo. 400w @16?, 700w 8?, 1200w 4? Mono-Bridged. - . . . .	\$9.77	\$9.77	\$20.74
<b>Main Audio Control Console</b>			<b>Section Total</b>	<b>\$140.03</b>
1	Racked Systems Mixer/Eq rack Rpc 0167 06 - 1 Gundorf rack containing ; 1-Allen & Heath 16/2 1-PL8 ; 1-MPX100 ; 1-PEQ450 ; 2-dbx 2231 ; 1-Dn1800 - . . . .	\$66.68	\$66.68	\$140.03
<b>Microphones Wireless</b>			<b>Section Total</b>	<b>\$655.41</b>
16	MIPRO ACT-707TM Mipro Wireless Mixers (Frequency Agile) - UHF Frequency-Agile Bodypack Transmitter, magnesium alloy case with display, less microphone - . . . .	\$8.19	\$131.04	\$275.18
<b>Sixteen wireless beltpack transmitters</b>				
1	Racked Systems Mipro 707 RF rack RSK0067 Wireless System - Comprehensive sixteen channel MiPro 707 series wireless system in SKB 19-908U rack RSK0067. Includes one AD-707/6a, four ACT 707F, sixteen ACT 707MC, two AT-70 and ten rg58au (TNC) link & antenna cables. - . . . .	\$101.06	\$101.06	\$212.23
<b>Sixteen wireless receivers</b>				
16	MIPRO MU-55LX Microphone - 4.5 mm Omnidirectional Lavalier Microphone with Mipro mini-XLR connector & clip (beige) - . . . .	\$3.50	\$56.00	\$168.00
<b>Sixteen wireless lavalier mics</b>				
<b>Communications System</b>			<b>Section Total</b>	<b>\$306.54</b>



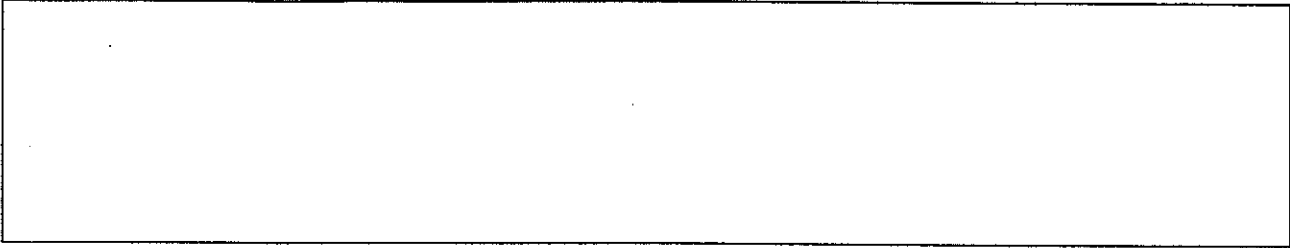
<u>Qty.</u>	<u>Description</u>	<u>Rate</u>	<u>Price</u>	<u>Total</u>
4	Clear-Com CC-95 Communications - Durable, professional headset with smooth, full-range audio response and great comfort. Flexible boom arm features a specially designed, noise-cancelling mic; rotate for left- or right-side use. Custom foam-filled ear cushion provides acoustic isolation in moderate-noise-level environments. 5.5-foot cord with 4-pin female XLR-type connector.	\$11.13	\$44.52	\$106.85
1	Clear-Com PS-22 Communications - Rugged, lightweight unit provides system power, program feed, and line termination for a one- or two-channel intercom system. Powers up to 30 beltback/headset stations or 10 speaker stations. Individual channel short-circuit protection and auto-reset, with power "short" and "good" LED's for each channel. Front-panel link switch for single-channel operation.	\$21.00	\$21.00	\$50.40
4	Clear-Com RS-502 Communications - Two-Channel Beltback Dual-listen with monaural output, and with individual volume control for each channel. Programmable switching lets user listen to both channels simultaneously, and select which channel to talk on. Has 6-pin loop-through connector.	\$15.72	\$62.88	\$149.29
<b>Perishables</b>			<b>Section Total</b>	<b>\$84.70</b>
2	Nexcare 3/4" clear first aid tape Accessory - Flexible clear tape, 3/4 in X 252 in (7 yd). A latex-free, hypoallergenic, transparent and perforated plastic tape that offers strong adhesion.	\$2.75	\$5.50	\$5.50
4	Duracell Procell Dur PC1500 Batteries - Alkaline Coppertops 1.5v Box of 24	\$19.80	\$79.20	\$79.20
<i>Three rehearsals / one Senior show 3/7 10am / three shows / 16 beltbacks / three battery changes / 96 AA batteries</i>				
<b>System Installation and Operational Crew</b>			<b>Section Total</b>	<b>\$750.00</b>
1	Technicians A-4 Show Labor - Show rate for audio technician.	\$250.00	\$250.00	\$750.00
<i>Three rehearsals / one Senior show 3/15 10am / three shows</i>				
<b>Transportation</b>			<b>Section Total</b>	<b>\$200.00</b>
1	Audio, Inc. Cartage Transportation - Unit of trucking	\$100.00	\$100.00	\$200.00
<i>Load-in Monday March 4th in time for 3pm rehearsal / load-out Saturday March 9th after 7pm show</i>				

<u>Qty.</u>	<u>Description</u>	<u>Rate</u>	<u>Price</u>	<u>Total</u>
	System requires Audio, Inc. technicians to set up and operate equipment listed. Reasonable selection of microphones will be provided any special microphones will be itemized - Basic cable and distribution is included any special items will be listed.			
	Above listed equipment has a replacement value of \$29,900.67 lessor assumes the responsibility for it's replacement in the event of loss.			
	Please sign acceptance and fax copy with your purchase order number, to: Stephen Tolve at (908) 620-1006			
	Signature <i>[Handwritten Signature]</i> Date 2/11/13			
			Sub Total	\$2,283.48
			Res Sales Tax	\$0.00
			Cash Total	\$2,283.48
			Credit Card Total	\$2397.65



**Rental Terms and Conditions:**

All rentals are subject to Audio Incorporated's Standard Terms and Conditions.  
<http://audioincorporated.com/terms/>  
 Audio Incorporated accepts Visa, MasterCard, Discover & American Express. All quotes include a 5% discount that is not available if a credit card is used as a form of payment.  
 All equipment rental payment is due in full on the day of performance.  
 Check payments will need to clear our bank prior to day of performance.



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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Fundraiser Sr. Class of 2013

ACCT.# 2010

VENDOR Six Flags Great Adventure

AMOUNT \$ 7,606.00  
approx. amount

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

payment of senior trip tickets to Six Flags Great Adventure in  
Jackson, NJ  
see attached

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/4/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 2/20/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ approximately 7,606.00 to the order of Six Flags Great Adventure and charge the account of Class of 2013 Acc't. No. 2010

Purpose: to pay for Senior trip tickets to Six Flags Great Adventure

Class of 2013  
Club or Activity

[Signature]  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \*\$ 1209.00 Verified by [Signature]

Date 3/4/13 Comment \*check will not be cut until all monies are collected.

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

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

# 2013 Six Flags Non Catered Group Order Form 100+



**Day and Date of Trip:** Thursday, May 23, 2013 **Customer #** NEW  
**Group/School Name:** UNION HIGH SCHOOL - Senior Class  
**Name:** Jaclyn Edge **Title:** Senior Class Advisor  
**Shipping Address:** 2350 North Third Street  
 (Sorry, no P.O. Boxes)  
**City:** Union **County:** UNION  
**Zip:** 07083 **Phone (land line):** 908-851-6500  
**Fax:** 908-687-5204 **Phone (mobile):**  
**Email:** [ledge@twpunionschools.org](mailto:ledge@twpunionschools.org) **Tax Exempt** Yes

Ticket Type	Main Gate Price	Your Group Rate	Tickets	Total \$
<b>Theme Park Early Bird Tickets (Order must be paid in full by 4/30/2013)</b> (Valid Any Operating Day On or Prior to October 13, 2013)				
<b>Early Bird Theme Park</b> <small>(Paid in full by 4/30)</small>	\$67.40 <small>(\$62.99+\$4.41 tax)</small>	Save \$38.52 per ticket	\$26.99 <small>(\$26.99 + \$1.89 tax)</small>	200 \$ 5,398.00
<b>*Hurricane Harbor</b>	\$41.99	\$17.50	\$24.49	\$ -
<b>Complimentary Tickets (1 ticket issued for every 10 purchased, as specified on the lines above)</b> complimentary tickets will be issued if order is not received within 10 days of visit date. <span style="float: right;">NO</span>				
<b>Theme Park With</b>	\$67.40 <small>(\$62.99+\$4.41 tax)</small>	Save \$67.40 per ticket	FREE	20 \$0.00
<b>Hurricane Harbor</b>	\$41.99	Save \$41.99 per ticket	FREE	0 \$0.00
<b>Meal Deal</b> <small>(Valid Any Operating Day)</small>	Not available at Main Gate or online	Great Meal, Great Deal!	\$10.99 <small>(\$10.99 + \$ .77)</small>	200 \$ 2,198.00
<b>Daily Parking Fee</b> <small>(Valid Any Operating Day)</small>	Get in fast by paying in advance! <small>ALL CARS/SUVs will be charged a \$22.00 parking fee on site. All BUSES will be charged \$25.00 parking fee on site.</small>		\$18.69 <small>Per Vehicle or Bus (\$18.69+\$1.31tax)</small>	\$ -
<b>Processing Fee</b>	1 per order form. <b>Your order will not be accepted if processing fee is omitted.</b>		1	\$ 10.00
<i>Minimum order is 100 paid tickets.</i>				
If you have any questions, please call Lisa Dillon (732) 685-6571 Fax your completed order to (732) 919-0495			<b>TOTAL</b>	<b>\$ 7,606.00</b>

Orders must be postmarked or received paid in full 10 days before visit date. Orders must be paid in full by 4/30/2013 to receive the Early Bird Price. Payment for orders received after 4/30/2013 will be charged \$29.99 + \$2.10 tax = \$32.09. Orders will not be accepted within 5 days of visit. Children 2 years and under are FREE. ONLY NJ Public Schools paying with a school check or purchase order are exempt for NJ State Sales Tax. Private Schools and Schools from other states must pay NJ State sales tax unless a copy of a NJST-5 form accompanies this order. Minimum order is 100 paid tickets. All sales are final. Allow 10 business for reorder of additional tickets. Reorders placed after event date will be subject to current Good Any Day rate.

<b>Method of Payment:</b>  <b>INVOICE BY:</b> 3/15/2013  <b>Mail Check or Money Order Payable to:</b> SIX FLAGS GREAT ADVENTURE 1 Six Flags Blvd. Jackson, NJ 08527- 0120 Attn: Group Sales / Lisa Dillon Check # Check Amount \$	<b>Fax Your Credit Card Order To: (732) 928-7724</b> <input type="checkbox"/> AMEX <input type="checkbox"/> MC <input type="checkbox"/> DISC <input type="checkbox"/> Visa <b>Amount:</b> \$ _____ <b>Acct Number:</b> _____ <b>CVV:</b> _____ <b>Exp Date:</b> _____ <b>Name on Card:</b> _____ <b>Billing Address (if different than above):</b> _____ _____ <b>Signature:</b> _____
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<b>FOR OFFICE USE ONLY</b>	Received by: _____ Date: _____	Rep #: 85
	Past Attn'd _____ Projected _____	

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

SCHOOL Union High School

DATE 3/4/13

ACCOUNT NAME Fundraisers Sr. Class of 2013

ACCT.# 2010

VENDOR Villani Bus Company

AMOUNT \$ 2,420.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

bus transportation to Six Flags Great Adventure  
see attached

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 2/25/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 2,420.00 to the order of Villani Bus Company and charge the account of Class of 2013 Acc't. No. 2010

Purpose: to pay for bus transportation to Six Flags Great Adventure  
Class of 2013  
Club or Activity \_\_\_\_\_ Faculty Adviser - Signature \_\_\_\_\_

\*\*\*\*\*

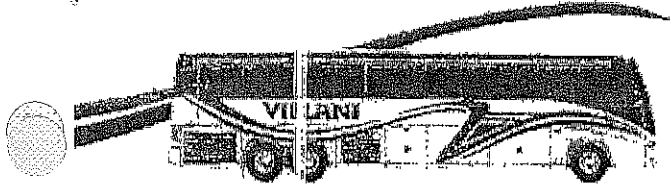
II. Account Balance \$ 3629.60 Verified by [Signature]  
Date 3/4/13 Comment \_\_\_\_\_

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

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_



**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**

*Jaclyn*  
**Jaclyn Edge**  
 Union High School  
 22350 N. 3rd. Street  
 Union, NJ 07083 USA

Confirmed: 01/23/13  
 Charter No. : 39694  
 Phone: 973-886-8885  
 Fax: 908-687-5204  
 Order Date 01/23/13  
 SalesRep:

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: *Jaclyn* # Coaches: 4  
 Group Leader: *Jaclyn Edge* Equipment: 4-54 School Buses  
 Destination: Jackson, New Jersey  
 Leave Date: Wednesday, May 29, 2013 Return Date: Wednesday, May 29, 2013  
 Spot Time: 8:45 am  
 Leave Time: 9:00 am Return/Drop Time: 8:00 pm  
 Pickup Location: Union High School  
 Location: North 3rd Street  
 Union NJ Destination Details: Great Adventure  
 NJ TPKE exit 7-A  
 I-195 to exit 16  
 Jackson NJ

Description	# Coaches	Qty	Rate	Charge
Single Day School Bus Trip	1	4.00	\$605.00	\$2,420.00
OPERATORS GRATUITY IS NOT INCLUDED IN RATE	1	4.00	\$0.00	\$0.00

Due Dates	Description	Amount	Date Received	Transport Charge:	\$2,420.00
01/23/13	Signed Contract	\$0.00		Amount Paid	\$0.00
				Balance Due	\$2,420.00

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.

*[Signature]*  
 Charter Party Authorized Signature  
 1/25/13  
 Date

Sincerely,



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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Chorus/Band Fundraisers

ACCT.# 2045

VENDOR Heritage Festivals

AMOUNT \$20,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

2nd installment for Washington, SC Trip  
see attached

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 12/5/12

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

pay \$ 20,000 to the order of Heritage Festival

and charge the account of Chorus/band Acc't. No. 45

Purpose: Installment 2 - DC trip

Spring trip  
Club or Activity

[Signature]  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$ 31,316.40

Verified by [Signature]

Date 3/4/13 Comment \_\_\_\_\_

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

Date \_\_\_\_\_

IV. Date Paid \_\_\_\_\_

Check No. \_\_\_\_\_

Account No. \_\_\_\_\_

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_



Union High School Band and Choir

ESTIMATED EXPENSE SUMMARY

**WASHINGTON D.C. FESTIVAL MAY 2-5, 2012**  
**4 DAY/3 NIGHT PACKAGE**

**HF EVENT PACKAGE (Price Per Person)**

- Heritage Approved, Student Friendly Hotel Accommodations
- Performance in a national music festival w/ on-stage mini clinic
- Positive, constructive adjudication with taped & written comments
- Gala Awards Ceremony
- Dinner and Dance
- Commemorative gift for each student
- Largest, most comprehensive insurance policy in the industry
- Opportunity for director to earn professional development points
- Opportunity for students to earn one semester of performing arts credit
- One free participant for every twenty-five packages purchased (Applies only to basic package, not add ons)

	Rate	Qty	Total Price
Quad	\$315.00	80	\$25,200.00
Triple	\$376.00	0	\$0.00
Double	\$496.00	10	\$4,960.00
Single	\$860.00	0	\$0.00
Free	\$0.00	0	\$0.00
<b>Total Package</b>		<b>90</b>	<b>\$30,160.00</b>

**MEALS** ("estimated" costs used to calculate "total meals" unless "adjustment" fields are populated)

# of people	Breakfast		Lunch		Dinner		Total Meals
	Estimate	Adjustment	Estimate	Adjustment	Estimate	Adjustment	
# of days	3						
est. cost per meal	\$13.50						
<b>TOTAL MEALS</b>	<b>\$3,645.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,645.00</b>

**RECOMMENDED ACTIVITIES** (Prices subject to change and based on availability)

	Rate	Qty	Total
Smithsonian Museums/Holocaust Museum	incl.	90	\$0.00
National Symphony Orchestra Concert	\$55.00	90	\$4,950.00
Spirit of DC moonlight cruise	\$67.00	90	\$6,030.00
Six Flags America Theme Park 1-Day Pass	\$30.00	90	\$2,700.00
Six flags Meal Voucher	\$13.00	90	\$1,170.00
Hard Rock Café DC	\$21.00	90	\$1,890.00
City Tour of monuments and memorials (with guide, including Arlington Cemetary)	incl.	90	\$0.00
Gala Awards Banquet and Dance	incl.	90	\$0.00
Tour Shirt	\$25.00	90	\$2,250.00
<b>Total Activities</b>			<b>\$18,990.00</b>

**ESTIMATED EXPENSES**

FESTIVAL PACKAGE	\$30,160.00			
MEALS (breakfast included in hotel package)	\$3,645.00			
RECOMMENDED ACTIVITIES	\$18,990.00			
<b>ESTIMATED SUBTOTAL WITHOUT TRANSPORTATION</b>	<b>\$52,795.00</b>			
<b>TRANSPORTATION</b> (Please note that the price per bus is fixed. Cost per person will vary based on final numbers)				
Bussing (47 seats standard)	Price per bus	\$5,715.50	Number of buses	2
Driver Hotel Rooms 3@219.00	Price per driver	\$657.00	Number of drivers	2
<b>TOTAL ESTIMATED TRANSPORTATION</b>				
<b>ESTIMATED TOTAL INCLUDING TRANSPORTATION</b>				
Installment 1				
Installment 2				
Installment 3				
Installment 4 (chaperone payment from Rrago budget)				
Remaining Balance				

**TOTAL PAYING PARTICIPANTS**  
90

Handwritten notes and calculations:

- Handwritten circle around the transportation section.
- Handwritten notes: "1st", "2nd", "3rd" with arrows pointing to the installment rows.
- Handwritten calculations:
  - \$12,745.00
  - \$65,540.00
  - \$22,500.00
  - \$20,000.00
  - \$14,155.00
  - \$8,885.00

Heritage Festivals - (800) 223-4367

NOTE: PRICES SUBJECT TO CHANGE. PRICES AND AVAILABILITY NOT GUARANTEED UNTIL BOOKED AND DEPOSIT SENT.

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Chorus/Band Fundraiser

ACCT.# 2045

VENDOR Heritage Festivals

AMOUNT \$14,155.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

3rd installment for Washington, D.C. trip  
see attached

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/9/13

Per the Student Organization Funds -- Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 12/3/12

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

pay \$ 14155 to the order of Heritage Festivals

and charge the account of Chorus/band Acc't. No. 2045

Purpose: Installation 3 - final payment  
DC trip

Spring trip  
Club or Activity

[Signature]  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \* \$11,316.40

Verified by [Signature]

Date 3/4/13

Comment Monies still being collected.

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

Date \_\_\_\_\_

IV. Date Paid \_\_\_\_\_

Check No. \_\_\_\_\_

Account No. \_\_\_\_\_

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

**ESTIMATED EXPENSE SUMMARY**

**WASHINGTON D.C. FESTIVAL MAY 2-5, 2012**  
**4 DAY/3 NIGHT PACKAGE**

**HF EVENT PACKAGE (Price Per Person)**

- Heritage Approved, Student Friendly Hotel Accommodations
- Performance in a national music festival w/ on-stage mini clinic
- Positive, constructive adjudication with taped & written comments
- Gala Awards Ceremony
- Dinner and Dance
- Commemorative gift for each student
- Largest, most comprehensive insurance policy in the industry
- Opportunity for director to earn professional development points
- Opportunity for students to earn one semester of performing arts credit
- One free participant for every twenty-five packages purchased (Applies only to basic package, not add ons)

	Rate	Qty	Total Price
Quad	\$315.00	80	\$25,200.00
Triple	\$376.00	0	\$0.00
Double	\$496.00	10	\$4,960.00
Single	\$860.00	0	\$0.00
Free	\$0.00	0	\$0.00
<b>Total Package</b>		<b>90</b>	<b>\$30,160.00</b>

**MEALS** ("estimated" costs used to calculate "total meals" unless "adjustment" fields are populated)

# of people	Breakfast		Lunch		Dinner		Total Meals
	Estimate	Adjustment	Estimate	Adjustment	Estimate	Adjustment	
# of days	3						
est. cost per meal	\$13.50						
<b>TOTAL MEALS</b>	<b>\$3,645.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,645.00</b>

**RECOMMENDED ACTIVITIES** (Prices subject to change and based on availability)

	Rate	Qty	Total
Smithsonian Museums/Holocaust Museum	incl.	90	\$0.00
National Symphony Orchestra Concert	\$55.00	90	\$4,950.00
Spirit of DC moonlight cruise	\$67.00	90	\$6,030.00
Six Flags America Theme Park 1-Day Pass	\$30.00	90	\$2,700.00
Six flags Meal Voucher	\$13.00	90	\$1,170.00
Hard Rock Café DC	\$21.00	90	\$1,890.00
City Tour of monuments and memorials (with guide, including Arlington Cemetary)	incl.	90	\$0.00
Gala Awards Banquet and Dance	incl.	90	\$0.00
Tour Shirt	\$25.00	90	\$2,250.00
<b>Total Activities</b>			<b>\$18,990.00</b>

**ESTIMATED EXPENSES**

FESTIVAL PACKAGE	\$30,160.00	TOTAL PAYING PARTICIPANTS	90
MEALS (breakfast included in hotel package)	\$3,645.00		
RECOMMENDED ACTIVITIES	\$18,990.00		
<b>ESTIMATED SUBTOTAL WITHOUT TRANSPORTATION</b>	<b>\$52,795.00</b>		

**TRANSPORTATION** (Please note that the price per bus is fixed. Cost per person will vary based on final numbers)

Bussing (47 seats standard)	Price per bus	\$5,715.50	Number of buses	2	\$11,431.00
Driver Hotel Rooms 3@219.00	Price per driver	\$857.00	Number of drivers	2	\$1,314.00

**TOTAL ESTIMATED TRANSPORTATION**

**ESTIMATED TOTAL INCLUDING TRANSPORTATION**

Installment 1	\$12,745.00	<div style="border: 1px solid black; padding: 5px;"> <p>1st 2nd 3rd</p> </div>
Installment 2	\$5,715.50	
Installment 3	\$2,250.00	
Installment 4 (chaperone payment from Rrago budget)	\$20,000.00	
<b>Remaining Balance</b>	<b>\$8,885.00</b>	

Heritage Festivals - (800) 223-4367

NOTE: PRICES SUBJECT TO CHANGE. PRICES AND AVAILABILITY NOT GUARANTEED UNTIL BOOKED AND DEPOSIT SENT.

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME German Club

ACCT.# 2042

VENDOR Freedom Fundraising

AMOUNT \$2546.40

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

balance due for snack purchase  
see attached

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

Laurie DeGuercio

NAME

Laurie DeGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

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

pay \$ 2,546.40 to the order of FREEDOM FUNDRAISING

and charge the account of German Club Acc't No. 42

Purpose: To pay the balance due for the snacks we sold.

German Club Club or Activity Schmoll Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$ 2670.64 Verified by (Signature)

Date 3/5/13 Comment \_\_\_\_\_

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

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_





www.freedomfundraising.com

# INVOICE

For Your Convenience  
Please Charge My:

- Visa
- American Express
- Mastercard
- Discover

Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

Invoice Number 534257	Account Number FF908851650G
Invoice Date 01/11/13	Due Date 02/17/13
Purchase Order Number	Amount Enclosed \$ _____

UNION HIGH SCHOOL  
 BEN SCHMOLL  
 2350 N 3RD ST  
 UNION, NJ 07083-5085

Please Remit to:  
 Freedom Fundraising  
 PO Box 219  
 Chandler IN 47610

For proper credit fill in amount enclosed and return this top section with your payment.

ITEM #	DESCRIPTION	QUANTITY ORDERED	PRICE	AMOUNT
15510	CREATE YOUR OWN SNACK**FREE**	4	\$0.00	\$0.00
15510	CREATE YOUR OWN SNACK**BONUS**	6	\$39.90	\$239.40
15510	CREATE YOUR OWN SNACK	60	\$38.48	\$2,308.80
B1RKT	BAG OF 10 RICE KRISPIES TREATS**FREE*	5	\$0.00	\$0.00

## Bonus: \$239.40

Deduct the above amount from the total if your payment is mailed by 2/17/2013.

This amount represents your bonus cases and is subject to the agreed upon terms with Freedom Fundraising.

Net due 30 Days	
Customer Credit	
Purchase Order:	

Subtotal: \$2,548.20  
 Freight: \$237.60  
 Total: \$2,785.80

- 239.40  
2,546.40

**Account Representative: LYN**

The total amount you will collect on your free merchandise is \$278.00. This will completely cover your freight.

Thank you for your order! Customer Service 1-800-500-2500.

Please record your account number or invoice number on your check.

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$1,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Policeman's Benevolent Association Award

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 3/4/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 1,000 to the order of to be determined and charge the account of Senior Awards Acc't. No. 2018  
Purpose: Policemen's Benevolent Association

Sr. Awards  
Club or Activity

E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance 9050.00 Verified by [Signature]  
Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board to Approve Date \_\_\_\_\_  
Principal - Signature

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$ 4,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Union Plaza Fund Award

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 3/4/13

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

pay \$ 1,000 to the order of: to be determined

and charge the account of: Senior Awards Acc't. No. 2018

Purpose: Union Plaza Fund

Sp Awards  
Club or Activity

E. Esposito - E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$8050.00 Verified by [Signature]

Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board to Approve Date \_\_\_\_\_  
Principal - Signature

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$ 1,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Special Children's Committee of Union Elks Lodge #1583 Award

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds -- Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 3/4/13

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

pay \$ 1,000 to the order of to be determined

and charge the account of Senior Awards Acc't. No. 2018

Purpose: Special Children's Committee of Union Lodge  
ELKS #1583

Sr. Awards  
Club or Activity

E. Esposito - E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$7050.00 Verified by [Signature]

Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board to Approve Date \_\_\_\_\_  
Principal - Signature

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$1,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Special Children's Committee of Union Lodge (Elks) #1583 Award

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds -- Policy and Procedure 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 \$1,000.00

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

\_\_\_\_\_  
JAMES J. DAMATO, BOARD SECRETARY

\_\_\_\_\_  
DATE

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

\_\_\_\_\_  
DATE



Date 3/4/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 1,000 to the order of to be determined and charge the account of Senior Awards Acc't. No. 2018  
Purpose: Special Children's Committee of Union Lodge  
Elks #1583  
Sr Awards Club or Activity E. Esposito Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$6050.00 Verified by [Signature]  
Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board to Approve Date \_\_\_\_\_  
Principal - Signature

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT <sup>\$</sup> 1,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Khalid Shahid Memorial Award  
\_\_\_\_\_  
\_\_\_\_\_

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

\_\_\_\_\_  
JAMES J. DAMATO, BOARD SECRETARY

\_\_\_\_\_  
DATE

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

\_\_\_\_\_  
DATE

Date 3/4/13

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

pay \$ 1,500 to the order of to be determined

and charge the account of Senior Awards Acc't. No. 2018

Purpose: Khalid Shahid Memorial Scholarship

Se Awards  
Club or Activity

E. Esposito - E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$ 5050.00

Verified by [Signature]

Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board to Approve  
Principal - Signature

Date \_\_\_\_\_

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$1,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Khalid Shahid Memorial Award

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 3/4/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 1,500 to the order of To be determined and charge the account of Senior Awards Acc't. No. 2018  
Purpose: Khalid Shahid Memorial Scholarship

Sen. Awards  
Club or Activity

E Esposito - E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$3550.00 Verified by [Signature]  
Date 3/4/13 Comment \_\_\_\_\_

III. Approved Board of to approve Date \_\_\_\_\_  
Principal - Signature

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$1,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Bob O'Dell Scholarship Award

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuél E. Vieira, Business Administrator

DATE

COMPLETE SECTION I ONLY

Date 3/4/13

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

pay \$ 1,500 to the order of to be determined

and charge the account of Senior Awards Acc't. No. 2018

Purpose: Bob O'Dell Scholarship

SR Awards  
Club or Activity

E. Esposito - E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$ 50.00

Verified by [Signature]

Date 3/4/13

Comment: \*Money to be provided by Board of Education as per F. Manocchio & J. Simate

III. Approved Board to Approve  
Principal - Signature

Date \_\_\_\_\_

IV. Date Paid \_\_\_\_\_

Check No. \_\_\_\_\_

Account No. \_\_\_\_\_

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$2,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Douglas M. Krueger Memorial Award

see attached

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

Laurie DelGuercio  
NAME

Laurie DelGuercio  
SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE



Date 2 3/4/13

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

pay \$ 2,000 to the order of to be determined

and charge the account of Senior Awards Acc't. No. 2018

Purpose: Douglas M. Krueger Memorial Award

SR Awards  
Club or Activity

E. Esposito  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$1,450.00

Verified by [Signature]

Date 3/4/13

Comments Money to be provided by Board of Education as per J. Manocchio & G. DiAmato

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

Principal - Signature

Date \_\_\_\_\_

IV. Date Paid \_\_\_\_\_

Check No. \_\_\_\_\_

Account No. \_\_\_\_\_

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

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

SCHOOL UHS

DATE 3/4/13

ACCOUNT NAME Senior Awards

ACCT.# 2018

VENDOR Recipient to be determined

AMOUNT \$2,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Wayne Russo Memorial Scholarship Award  
see attached voucher

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 3/4/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 2,500 to the order of to be determined and charge the account of Senior Awards Acc't. No. 2018  
Purpose: Wayne Russo Memorial Scholarship

Sr. Awards  
Club or Activity

E. E. F. ESPOSITO  
Faculty Adviser - Signature

\*\*\*\*\*

II. Account Balance \$-3,450.00 Verified by [Signature]

Date 3/4/13 Comment Money to be provided by Board of Education as per Fernanda Mamocchio & James D'Amato

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

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

**ATHLETIC  
DEPARTMENT**

## Memo

To: Pat Ditri  
From: Phyllis Lang, Secretary  
Athletic Office  
Re: Student Expenditure in excess of \$1000.00 Request  
Date: 3/5/13

---

- 1) Please add this expenditure request onto the agenda for the next Board meeting, on ~~3/12/13~~ 3/19/13. This will be for estimation of Teen Fit sweat suit apparel.

3/19/13

Thank you.

Phyllis Lang

C/c Linda Ionta- Director of Athletics, Health, Phys. Ed & Nurses

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

SCHOOL Union High School Athletics

DATE 3/5/13

ACCOUNT NAME Teen Fit Account

ACCT.# #3420

VENDOR Name Droppers

AMOUNT 2500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

This is an estimation of cost for team sweatsuit apparel which will be  
ordered for the team. This order will be paid for by the athletes.  
The ordered will be collected over the next few weeks.

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

Linda Ionta- Dir. of Athletics, Health, Nurses & Phys Ed.

NAME



SIGNATURE

BOARD APPROVAL DATE: \_\_\_\_\_

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE

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

SCHOOL UHS

DATE 3/12/13

ACCOUNT NAME Cosmetology

ACCT.# 2061

VENDOR IBS New York

AMOUNT \$1300.00 *Approx. Max.*

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

student entrance fee for 2013 International Beauty Show

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

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 3/19/13

Per the Student Organization Funds – Policy and Procedure 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 \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

COMPLETE SECTION I ONLY

Date 3/12/13

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

pay \$ 1300.00 <sup>Approx Max</sup> to the order of IBS New York

and charge the account of Cosmetology Acc't. No. 2061

Purpose: student entrance fee for International Beauty Show

Cosmetology  
Club or Activity

Yvonne Lorenz  
Faculty Adviser - Signature

\*\*\*\*\*

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

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

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

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

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

SUPERINTENDENT'S APPROVAL \_\_\_\_\_

**Lorenzo, Yvonne**

**From:** International Beauty Show New York [beauty@questexbeauty.com]  
**Sent:** Monday, March 11, 2013 3:06 PM  
**To:** Lorenzo, Yvonne  
**Subject:** School Registration Deadline is Next Monday

If you are unable to see the message below, click here to view.



### School Registration Deadline is Just One Week Away

Register by March 18 and save! Click here to register now.

Already registered? Awesome! You will begin receiving your registration packets with your School Official tickets and student and chaperone wristbands in the mail toward the end of the month!

Remember, Student Day is Tuesday, April 16 and to qualify for the School Program discount, **you must register ten students or more from your school. The price per student is \$37 before March 18, 2013** and because of the special reduced price, **students are only allowed to attend the show on Tuesday, April 16.** Students who choose to attend the show Sunday or Monday are welcome, but must purchase tickets at Professional pricing.

**Important links and information:**

- REGISTER YOUR STUDENTS ONLINE
- Rules & General Information (pdf file)
- Student Guidelines (pdf file)
- Registration Form (pdf file)
- Need to add more students to your order? Click here. Please include your school's information in this email, and your phone number so we can get in touch with you.
- Have a question? Click here to email or call us at 212.895.8254

**New address and fax number!** Please send your forms to:

IBS New York 2013  
 C/O CDS  
 107 Waterhouse Road  
 Bourne, MA 02532  
 Fax: 508-743-3631

Empower your students with fantastic education...  
**and, don't miss special instructor classes just for you!**



Click on the image below to see a larger version.



# For the Student

Monday, April 15 - Tuesday, April 16

FOCUS ON STUDENTS

FREE WITH YOUR PAID EXHIBIT HALL TICKET. [www.ifs13.com](http://www.ifs13.com)

THE DAY	HAIR			NATURAL & TEXTURE FOCUS	BARBER FOCUS	BUSINESS FOCUS	MAKEUP FOCUS
	ROOM 1012	ROOM 1014	ROOM 1018				
Monday, April 15	<b>Creative Scissor &amp; Razor Cutting</b> RICK JARROLD & THE ARTISTIC ARTISTE TEAM MARIANA	<b>Ultimate Artistry - The Creative Process</b> DAVID BRANNAMAN LONDON SALON WORKSHOP	<b>The Art of Curly Hair</b> CARETO CUSTO SYSTEMS	<b>Natural Hair Styling</b> NO CURLY SO STRAIGHT	<b>Entering the ArtZone</b> MARIO TERRY ENTERING THE ARTZONE ACADEMY	<b>What It Takes to be Successful in the Salon Industry</b> CHARLES MARCHE THE EMPLOYMENT INTERNATIONAL GROUP	<b>Photomagic Makeup VII</b> BUSTRICA BASTIAN SANDY PEDROCH INSTRUCTOR FOCUS
Tuesday, April 16	<b>Contradiction Collection Cut &amp; Color Class</b> WOODY & JAY MICHELE LONDON PROFESSIONALS	<b>Let's Cut Hair Dry</b> HAIR KAZIA & JESSICA YERBY POWERED BY KARE INC NEW YORK	<b>Ride-in, Beside &amp; Paston Hair Extension</b> ROSEMARY STRAZZ DANA BELL LONDONWORKS	<b>Creative Long Hair Styling</b> CAROL VALCZUELA & PETER ROGAS TRAVEL AS LIFE SKILLS	<b>The Power of beard an Extraordinary Barber</b> JAMES THOMAS J SHARLAW HAIR CARE PRODUCTS	<b>A 52-Week Road Map to Cosmetology School</b> EMAN SOOF MARIANA INDUSTRIES	<b>HD, Hair &amp; Dmersion</b> PAUL PEREIRA LONDON SALON
Tuesday, April 16	<b>New York Dry Cut Hair Technique</b> EM INTERNATIONAL GROUP	<b>Artistic Techniques</b> BENI OFFICINE ARTISTIC TEAM ESA	<b>Complete Nothings Hair Extensions</b> SANDRA OLSON NOTHINGS	<b>Zoned Cutting</b> NICOLA SPINNA-MATTIOLI SOLVING BEAUTY CONSULTANTS	<b>Barber Master - Education Rocks!</b> MARK CARTER & MARVELOUS MARY MARQUEE BARBER	<b>Short Cuts to Success: A Beginners Guide to a Lasting Career</b> RODION PHILLIPS SOCIAL BEAUTY	<b>Fearless Beauty, High-Impact Makeup for the Runway &amp; Stage</b> EVE PEARL EVE PEARL MAKEUP WITH SKINCARE

# Just for Instructors

INSTRUCTORS ONLY

FREE WITH YOUR PAID EXHIBIT HALL TICKET. [www.ifs13.com](http://www.ifs13.com)

TUESDAY	HAIR FOCUS	BUSINESS FOCUS
	ROOM 1012	ROOM 1014
Monday, April 15	<b>Long Hair Styling</b> MARTIN MATHIAS INTERPAIN PRODUCTIONS	<b>Whatever It Takes: Excellence in Teaching</b> DAVE CANNARINI HOSTED BY CEA
Tuesday, April 16	<b>High Gear Cutting</b> FRANCIS PUGLISI LONDON HAIR	<b>If You Want Students Invested in Education, You Must Invest in Them</b> DAVE CANNARINI HOSTED BY CEA
Tuesday, April 16	<b>To be announced</b> Please visit <a href="http://www.ifs13.com">www.ifs13.com</a> for updates	<b>Whatever It Takes: Excellence in Teaching</b> DAVE CANNARINI HOSTED BY CEA



## DON'T MISS THE STUDENT BARBER COMPETITION

at the New York International Convention Center  
Visit [www.ifs13.com](http://www.ifs13.com) for more details or call 877.398.6938 to register.

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