

EXHIBIT B-1

Student Organization Fund Approved in Excess of \$1000.00

SCHOOL: Connecticut Farms School

Date: 11-26-2024

DEPARTMENT: Gr. 2 Field Trip

Account: 2012

VENDOR: Legoland Discover Center New Jersey

Amount: Not to Exceed
\$1470.00

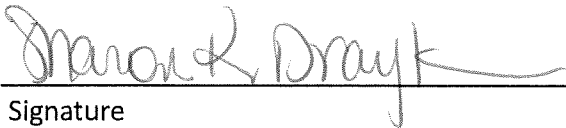
PURPOSE OF EXPENDITURE (attach appropriate invoice(s):

Hands on STEAM for Gr. 2 students introducing them to the process of asking and answering questions, data analysis, and how to present their ideas.

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

Sharon Drayton, Principal

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 \$1000.00.

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

Yolanda Koon, Business Administrator

Date



LEGOLAND Discovery Center New Jersey
 A126, 1 American Dream Way
 East Rutherford, NJ 07073

Quote & Confirmation

Today's Date: October 28, 2024
 Prepared by: Kim

Thank you for making your reservation to bring your students to LEGOLAND Discovery Center New Jersey! We are excited to have you. Your visit details as well as some other very important information are below. Please read through this document carefully and let us know if you have any questions or concerns as soon as possible.

School Name: Connecticut Farms School
 Contact Name: Kelly Higgins
 Contact E-mail: khiggins@twpunionschools.org
 Date of Visit: Friday, May 30, 2025
 Arrival Time: 10:00am

	Quantity	Cost per	Total	
School Admission	80 90	\$ 14.00	\$ 1,120.00 1260.00	
LEGO Education Workshop	0	\$ 3.00	\$ -	
Free Leaders	16	\$ -	\$ -	
Additional Adults	0 15	\$ 14.00	\$ - 210.00	
			\$ 1,120.00	Subtotal
			\$ -	Sales Tax (6.625%)
			\$ 1,120.00	Total Amount due

Cafe Order

	Quantity	Cost per	Total	
Chicken Strips Meal Deal	0	\$ 12.99	\$ -	
Hot Dog Meal Deal (2 Hot Dogs)	0	\$ 12.99	\$ -	
Pizza Meal Deal (1 Slice)	0	\$ 9.99	\$ -	
			\$ -	Subtotal
			\$ -	Sales Tax (6.625%)
			\$ -	Total Amount due

Tax Exempt groups must provide a New Jersey Sales Tax Exemption form signed and dated with the current calendar year. Payment for tax exempt organizations must be made with an **organizational check** or **organizational credit card** with a name matching that on the Tax Exempt form.
PLEASE NOTE: Cash may not be used to pay for tax exempt purchases!

Please make checks payable to: LEGOLAND Discovery Center New Jersey
 If you need to mail payment, please send to the address above, attention: Booking Coordinator

Lunch Policy:
 We do not allow outside food or drink into the Center, nor do we have space to store lunches. We highly recommend planning lunch for before or after your visit to LEGOLAND Discovery Center New Jersey. If you need to eat bagged lunches while at the mall, please use the mall food court just down the hall from our location at Court C, Third Level. There is also mall seating in front of LEGOLAND Discovery Center that you would be able to use. As well as the Food Hall located on the 2nd floor directly above the attraction.

Forms of Payment
 We **DO** require prepayment up to two weeks prior from the date of your scheduled visit.
 Our preferred payment options for Admission Ticket purchases are listed below:
 1. Organizational credit card (We currently cannot accept payment over the phone. Credit card transactions must be done in-person.)
 2. Organizational check with the exact payment amount.

To place a cafe order, please confirm after reviewing our menu. However, payment for the cafe order needs to be made on the day of the visit using a credit card.
 LEGOLAND Cafe does not accept cash. However, there is a cash-to-card machine available in the LEGOLAND Discovery Center Retail Store. Please ask a staff member for assistance.

Please note: Checks **MUST BE** written for the exact amount. If you have a pre-cut check and some children are absent that day, we are not able to refund those tickets. We are able to provide you with a credit for the unused tickets that can be used for your next trip. You will have to provide the credit note so that your credit can be applied.

If the PTA/PTO is paying, please make sure we receive a tax exempt form with their organization listed as the

What is included with a field trip?

A standard group trip admission includes access to our 12+ themed play areas (including Build Adventures and Laser Maze), 1 ride (Imagination Express), our 4D Cinema and of course, MINILAND, a LEGO recreation of New York and New Jersey landmarks. Our Playmakers are located though out the attraction to provide assistance and answer questions, but they do not lead specific activities (with the exception of pre-scheduled workshops). Leaders and chaperones are responsible for moving their groups to the different areas of the attraction and providing supervision.

How long is the field trip?

There is not a set departure time for your group. Many groups will plan the length of their morning visit based on what time their students need to eat lunch by (please see lunch policy above). Most groups spend about 2-3 hours inside the Center.

Chaperones

A 5:1 child-to-chaperone ratio is required for your group. Our comp ticket policy matches this requirement. Groups receive 1 free chaperone admission for every 5 paid students. Chaperones must be organized by the group. Please communicate with our group sales team if the chaperone recommendations cannot be met.

Arrival/Entering the Attraction

Bus Parking and drop off is located in Parking Lot C, Ground Level.

From there, simply take the elevators/escalators to enter the mall. Once inside, we are located within Court A, Level 1, near Starbucks.

Please line students up in their groups on our admissions queue. Please keep groups to about 20-25 students (20 if doing a workshop), plus chaperones.

One of our Playmakers will greet your group upon arrival at the attraction and help get them lined up to enter the attraction in small groups using our elevators. If each group/class could have 2 "lead" chaperones that will help us get the groups into the elevators faster. Our team member will also go over the rules and expectations during the visit. If you have scheduled a workshop you will be given your workshop times upon check in.

LEGOLAND Discovery Center Playmakers will be spread throughout the Center to provide assistance, but the teachers and chaperones are required to provide direct supervision of the students at all times and are ultimately responsible for the students.

Please be aware that we have a no re-entry policy. If you leave the attraction, for whatever reason, you will not be allowed back in.

Other important information:

Please note you will not be receiving any tickets for your trip. Tickets will be handled by the Booking Coordinators and will check you in accordingly when the group arrives.

LEGO Ninjago Soft Play Area—must wear socks, available for \$5 in the café. Our LEGO Ninjago Soft Play is not wheelchair accessible. Children must be between 3 and 5 feet tall to play in this section.

Imagination Express has an ADA accessible car which allows for an easier transfer. Guests are able to ride as long as they have someone with them who can assist in transfer to the ride car and are able to sit upright on their own and brace themselves. Our staff can offer guidance but are not allowed to physically lift any guest into a ride car for their safety and the safety of the guest. Guests that cannot walk unaided must have at least one companion on the ride with them over the age of 14 who can assist them in the event of an emergency or evacuation.

If you have any questions about your reservation or any of the above information, please reach out to us at NewJersey@LEGOLANDDiscoveryCenter.com or give us a call at 551-234-6381. Thank you and we are looking forward to hosting your BRICKTASTIC field trip!