

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/8/19

DEPARTMENT: Key Club Account: 46

VENDOR: Yunker Candle Amount: not to exceed \$6,000

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): \_\_\_\_\_

Fundraising for District Convention for Key Club

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

Althea Bossard

NAME

Althea Bossard

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

F-9

UHS

COMPLETE SECTION I ONLY

DATE 12/19/18

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

Pay \$ Max \$6,000 to the order of Yankee Candle Fundraising

and charge the account of Key club Acct. No. 46

Purpose: Fundraising For District Convention

Key club  
Club or Activity

[Signature]  
Faculty Adviser - Signature

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

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

III. Approved [Signature] Date 1/9/19  
Principal - Signature

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

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

F-9

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL: UMS Date: 1/9/19

DEPARTMENT: MUSIC Account: 2045

VENDOR: All American Amount: \$28,700  
MUSIC Festival

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):  
January Disney Trip Payment

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

Althea Bossard  
NAME

Althea Bossard  
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



January 4, 2019

Laura Muller  
Band Director  
**UNION HS BAND**  
2350 North Third Street  
Union, NJ 07083

RE: Spring Trip – May 1-5, 2019

**INVOICE**

82 passengers trip deposit (due JAN 10th)	@ \$350.00	\$28,700.00
<b>TOTAL AMOUNT DUE</b>		<b>\$28,700.00</b>

**Please make check payable to American Tours & Travel, Inc.**  
We look forward to hosting your band & choir!

Sincerely,  
Linda Stone  
Youth & Music Market

7061 Grand National Dr. STE 126, Orlando FL 3281900

DATE 11/9/19

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

Pay \$ 28,700 to the order of All American Music Festival

and charge the account of Chorus/Band/trip Acct. No. 2045

Purpose: Disney trip - 2nd pymt

Band/chorus  
Club or Activity

[Signature]  
Faculty Adviser - Signature

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

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

III. Approved [Signature]  
Principal - Signature

Date 11/10/19

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

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

DATE 1/9/19

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

Pay \$ 28,700 to the order of All American Music Festival

and charge the account of Chorus/Band/trip Acct. No. 2045

Purpose: Disney trip - 2nd pymt

Band/chorus  
Club or Activity

[Signature]  
Faculty Adviser - Signature

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

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

III. Approved [Signature]  
Principal - Signature

Date 1/10/19

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

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

Township of Union Schools K-12



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

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**Fwd: Your scan (Scan to My Email)**

1 message

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**Lori-Ann Boyd** <lboyd@twpunionschools.org>  
To: Diane Cappiello <dcappiello@twpunionschools.org>

Mon, Jan 14, 2019 at 2:18 PM

Hey Diane,

Please add this Exhibit B-1 to the February BOE Agenda.

Thanks,

Lori-Ann A. Boyd

Township of Union Board of Education

2369 Morris Avenue

Union, NJ 07083

P: 908.851.4439

lboyd@twpunionschools.org

**HUMAN. KIND. BE BOTH. -Lori A. Boyd**

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1050K





EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/14/19

DEPARTMENT: MUSIC Account: 2001

VENDOR: Tom Zenon Amount: not to exceed \$3,000

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

possible purchase of supplies for Chicago -  
costumes, hair, makeup, scenery, lighting,  
scene construction or design, tools

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

Althea Bossard

NAME

Althea Bossard

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

COMPLETE SECTION I ONLY

DATE 1/14/19

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

Pay \$ 3,000 <sup>not to exceed</sup> to the order of Tom Zemon

and charge the account of Advanced Theatre Acct. No. 2001

Purpose: possible purchase of supplies for Chicago

Chicago  
Club or Activity

[Signature]  
Faculty Adviser - Signature

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

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

III. Approved [Signature] Bossard Date 1/18/19  
Principal - Signature

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

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

EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/14/19

DEPARTMENT: MUSIC Account: 7001

VENDOR: Laura Muller Amount: Amount not to exceed \$2000

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): possible purchase

of supplies for Chicago -  
pertaining to: audio, lighting, costumes, hair, makeup  
scenic construction, tools

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

Althea Bossard

NAME

Althea Bossard

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

COMPLETE SECTION I ONLY

DATE 1/14/19

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

*not to exceed*

Pay \$ 2,000 to the order of Laura Muller

and charge the account of Advanced Theatre Acct. No. 2001

Purpose: possible purchase of supplies for Chicago

Chicago Club or Activity  
[Signature] Faculty Adviser - Signature

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

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

III. Approved [Signature] Bossard Date 1/18/19  
Principal - Signature

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

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

EXHIBIT B-1

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

SCHOOL: UMS Date: 1/11/19  
DEPARTMENT: extracurricular Account: 2049  
VENDOR: NASSP Amount: \_\_\_\_\_

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): \_\_\_\_\_  
pins + graduation stoles for  
National Honor Society  
members

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

Althea Bossard  
NAME

Althea Bossard  
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

1/10/19

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

Pay \$ 1742.21 to the order of NASSP

and charge the account of National Honor Society Acct. No. 2049

Purpose: pins, stoles for National Honor Society members -  
graduation apparel

NHS

Club or Activity

A. Mehl

Faculty Adviser - Signature

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

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

III. Approved Arthur Bessard  
Principal - Signature

Date 1/10/19

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

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



**Invoice**

Date: 10-Jan-2019

Bill-To:01045216  
 Ms Emily Gutierrez  
 Union High School  
 2350 N 3rd St  
 Union NJ 07083-5085

Ship-To: 01045216  
 Ms Emily Gutierrez  
 Union High School  
 2350 N 3rd St  
 Union NJ 07083-5085

Product	Description	Qty	Unit Price	Unit Discount	Coupon	Total
7510041	- NHS Carolina Blue Satin Pendant Stole	65	22.25	3.34	0.00	1,229.15
7510040	- NHS White Satin Pendant Stole	3	22.25	3.34	0.00	56.73
7110130	- NHS President's Pin	1	9.95	1.49	0.00	8.46
7110132	- NHS Secretary's Pin	1	9.95	1.49	0.00	8.46
7110133	- NHS Treasurer's Pin	1	9.95	1.49	0.00	8.46
7110121	- NHS Membership Pin w/Card	65	7.80	1.17	0.00	430.95

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Shipping Method:	Ground
Shipping Amount:	0.00
Tax:	0.00
<hr/>	
Order Total:	1,742.21

**Payment Address:**

NASSP  
PO Box 417939  
Boston, MA 02241-7939

**Mail this invoice with payment  
Payments received without a copy of this invoice will be refunded.**



EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/10/19

DEPARTMENT: music Account: 2045

VENDOR: all american Amount: \$20,500  
music festival

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): \_\_\_\_\_  
Disney competition - 3<sup>rd</sup> pymt

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

Althea Bossard  
NAME  
Althea Bossard  
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

COMPLETE SECTION I ONLY

DATE 1/10/19

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

Pay \$ 20,500 to the order of All American Music Festival

and charge the account of chorus/band trip Acct. No. 2045

Purpose: Disney trip 3rd payment - due  
March 4/18

spring trip  
Club or Activity

[Signature]  
Faculty Adviser - Signature

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

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

III. Approved [Signature]  
Principal - Signature

Date 1/15/19

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

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



February 1, 2019

Laura Muller  
Band Director  
**UNION HS BAND & CHOIR**  
2350 North Third Street  
Union, NJ 07083

**RE: Spring Trip – May 1-5, 2019**

**INVOICE**

82 passengers trip deposit ( <u>due MAR 4th</u> )	@ \$250.00	<u>\$20,500.00</u>
<b>TOTAL AMOUNT DUE</b>		<b>\$20,500.00</b>

**Please make check payable to American Tours & Travel, Inc.**

**As a reminder, a FINAL invoice will be sent by March 4<sup>th</sup> for you Final Payment due no later than APR 1, 2019.** At that time, we must have full payment for all passengers (students & chaperones) traveling with the group. Thank you in advance.

Sincerely,

Linda Stone  
Youth & Music Market

7061 Grand National Dr. STE 126, Orlando FL 3281900



TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL : Union High

Date: 1/28/2019

DEPARTMENT: Athletics: Atheltic Trainer

Account: 2190

VENDOR: NJSIAA State Basketball

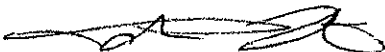
Amount: estimation \$3000

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be  
From Union High School to NJSIAA in case we host a girls or Boys State Basketball  
game.

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

Linda Ionta- Director of Athletics

NAME



SIGNATURE

\*\*\*\*\*

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

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

Gregory Brennan, Business Administrator

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



EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/29/19

DEPARTMENT: Senior Class of 2019 Account: 2214

VENDOR: Dave & Buster's Amount: 5,752.63

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

deposit for senior trip

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

Althea Bossard  
NAME

Althea Bossard  
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

COMPLETE SECTION I ONLY

DATE 1/29/19

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

Pay \$ 5,752.63 to the order of Dave & Buster's

and charge the account of Senior Class of 2019 Acct. No. 2214

Purpose: deposit for senior trip

Senior Class

Club or Activity

Chel Ju O

Faculty Adviser -- Signature

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

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

III. Approved ~~Autina~~ *Autina Boswell*  
Principal - Signature

Date 1/29/19

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

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



Event Status: Prospect  
 Host's Name: Cheryl Fiske  
 Host's Email: cfiske@twpunionschools.org  
 Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
 Event Date: Friday, 05/31/2019  
 Booking ID Number: a091C00001k0zPrQAI  
 Last Modified Date: Monday, 12/03/2018  
 Page: 1 of 4



Thank you for thinking of Dave & Buster's! Below you will find all of the details for your event. I will be with you throughout the entire booking process, so please call or email with any questions or feedback. We are looking forward to an awesome event!

Leslie Collazo  
 973-435-9806  
 leslie\_collazo@daveandbusters.com

### Union HS Senior Trip

Dave & Buster's Address	Event Date	Event Area	Set Up	Guest Count
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Function Room Full	Dining Style Seating	274
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Dining Room Full		
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Sports Lounge Full		

#### Setup Notes

#### Menu and Soda Selections

#### Other Notes

**274 The Youth Playoff Party Package**  
 @ \$12.99 pcs  
 Bar Burgers  
 Four-Cheese Pizza Bites  
 Crispy Chicken Bites served with Ranch dip  
 Baked Macaroni & Cheese  
 French Fries  
 Unlimited Soda

**ALL - General Contract Note w/ 18+ Minor Policy**  
 Dave and Buster's requires a 50% deposit and signed contract before an event can take place. The remaining balance is due in its entirety at the conclusion of the event.

The minimum guest count required is 150 maximum capacity is 350 guests.

Final guest count is due five (5) business days (Monday-Friday) prior to the event. If a final guarantee is not received by this date, the host will be charged based on the original details of the signed contract.

**EVENT AREA:** Event area must be released at the expiration of the contracted rental time. Should guest wish to extend the reservation, the manager on duty must give verbal approval.

**DECORATIONS:** We do not allow decorations of confetti, glitter, silly string, small particle items or open flames (candles, tea lights, etc). Under no circumstance is anything to be adhered to the walls in spaces.  
 No tape, tacks or 3M products allowed.

**OUTSIDE FOOD:** We do not permit any outside food, beverages or dessert items (except a regular non-ice cream store bought sheet cakes for birthdays and anniversaries) brought in from the outside.

Quantities are placed out based on the number of people contracted. Additional charges will apply if more food is requested, and extra servings are subject to availability.

#### Other Beverage Sections

#### Power Card and Teambuilding Selections

**274 Youth Playoff Package \$20 Power Card**  
 @ \$10.00 pcs  
 Youth Playoff Power Cards are part of a package, including buffet and \$20 game card. The number of Power Cards must identically match the number of guests dining from the buffet service.  
 Additional Power Cards above and beyond the amount dining from the buffet service are available at regular Power Card rates.

**274 Unlimited Video Game Play**  
 @ \$.00 pcs

Event Status: Prospect  
Host's Name: Cheryl Fiske  
Host's Email: cfiske@twunionschools.org  
Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
Event Date: Friday, 05/31/2019  
Booking ID Number: a091C00001k0zPrQAF  
Last Modified Date: Monday, 12/03/2018  
Page: 2 of 4

**ITEMS LEFT BEHIND:** If decorations or other items are left behind, D&B will not be responsible for these items. If something is found, we will try to hold it for up to 48 hours. After that the items will be discarded.

**PAYMENT:** For your protection, Dave and Buster's does not keep credit card information on file. Please ensure that you have a form of payment to pay your event balance upon the conclusion of your event. You may pay the remaining balance with cash, credit card or company check. We do not accept personal checks.

**VALID I.D.'s REQUIRED:** Dave & Buster's is licensed as a restaurant and bar, therefore we card all guests at the door and/or bar. Each guest will need to make sure they bring their valid ID.

**UNDERAGE POLICY:** For admission, guests under the age of 18 must be accompanied by an adult or guardian. A guardian is a person of 25 years of age or older who agrees to be responsible for the conduct, supervision and safety of the underage guest. One party or guardian can accompany up to a maximum of six underage guests. Any person under the age of 21 caught drinking alcoholic beverages will be immediately removed from the premises. Underage guests must remain with their parents or guardian at all times.

Power Cards with Unlimited Video Game Play are good for non-redemption games ONLY. Your unlimited video game play will begin at the first swipe of the power card and will be available till the location closes that day. **UNLIMITED VIDEO GAME PLAY**  
**NOTE:** The unlimited video game play feature will be available for your guests the entire day! (Excludes ticketed, specialty & crane games which can be accessed with the chips on the game card)  
This feature includes the car racing games like Daytona 500, Shoot 'em Up Games like House of the Dead and Jurassic Park, Air Hockey, our virtual Roller Coaster Typhoon, Guitar Hero, the all new PacMan Royal, and many others.

**274 Super Charged \$20 Power Card**  
**@ \$3.00 pcs**  
(25 additional chips per card)

**274 ADD \$30 PCARD**  
**@ \$16.00 pcs**  
Upgrade your Party & Play Packaged power card to include \$30 more in game play (Includes 198.75 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.

Event Status: Prospect  
 Host's Name: Cheryl Fiske  
 Host's Email: cfiske@twpunionschools.org  
 Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
 Event Date: Friday, 05/31/2019  
 Booking ID Number: a091C00001k0zPrQAI  
 Last Modified Date: Monday, 12/03/2018  
 Page: 3 of 4

<b>Menu and Soda Selections</b>	<b>Subtotal</b>
	\$3659.26
274 The Youth Playoff Party Package @ \$12.99	
<b>Setup Notes</b>	<b>Subtotal</b>
<b>Other Beverage Selections</b>	<b>Subtotal</b>
<b>Power Card and Team Building Selections</b>	<b>Subtotal</b>
	\$2740.00
274 Youth Playoff Package \$20 Power Card @ \$10.00	
	\$0.00
274 Unlimited Video Game Play @ \$.00	
	\$822.00
274 Super Charged \$20 Power Card @ \$3.00	
	\$4384.00
274 ADD \$30 PCARD @ \$16.00	
<b>Other Notes</b>	<b>Subtotal</b>
<b>Packages</b>	<b>Subtotal</b>

<b>Summary All Charges</b>	
Subtotal:	\$11,505.26
Less Deposit:	\$0.00
Tax:	\$235.80
Suggested Gratuity:	\$711.85
<b>Grand Total (Balance Due):</b>	<b>\$12,452.91</b>

Event Status: Prospect  
Host's Name: Cheryl Fiske  
Host's Email: cfiske@twpunionschools.org  
Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
Event Date: Friday, 05/31/2019  
Booking ID Number: a091C00001k0zPrQAI  
Last Modified Date: Monday, 12/03/2018  
Page: 4 of 4

**RESERVATION AND DEPOSIT**

Reservations are tentative and therefore may be cancelled by Dave & Buster's at any time until a signed contract and deposit are received by Dave & Buster's. A deposit in the amount of \$5752.00 is due at the time the reservation is made. Deposits are applied to the balance, and the entire balance is due on the event date. Unpaid balances will bear interest from due date at 1% per month not to exceed the highest rate allowable by law.

**CANCELLATION POLICY**

In the event the Host cancels this Dave & Buster's Special Event Contract (the "Agreement") prior to the initial arrival date of the event, Dave & Buster's will necessarily incur damages including, but not limited to, turning away other group events and the ancillary revenue associated with those events. Notwithstanding any other provisions of this Agreement, the Host shall have the right to cancel this Agreement, without cause, upon written notification to Dave & Buster's at any time prior to the event and upon payment of the amount expressed below:

Notice and payment received between signature and 30 days prior to event date: 50% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 7 and 29 days prior to event date: 75% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 0 and 6 days prior to event date: 100% of greater of the revenue subtotal or any required revenue minimum

No-show will be responsible the full contracted value of the event. The parties agree that the sums are not a penalty, but represent a reasonable effort on behalf of Dave & Buster's to establish its loss prospectively and represent liquid damages. Such payment shall be made by certified check or credit card and shall accompany notice from the Host to cancel this agreement. Any attempt to cancel without the inclusion of payment, as set forth above, shall be invalid.

**CANCELLATION ON BEHALF OF DAVE & BUSTER'S**

Dave & Buster's reserves the right to cancel any event at its facility upon a determination, in Dave & Buster's sole discretion, that (i) the event violates the Restrictions set forth in the foregoing paragraph, (ii) the Host misrepresented the event in any way (to Dave & Buster's or any other party) or (iii) the event would be harmful to Dave & Buster's and/or its guests. In the event of such cancellation, Dave & Buster's will refund all prepaid deposits in full for cancelled event in question.

**RESTRICTIONS**

Host understands and agrees that it shall not assign this Agreement, nor subcontract or resell the rights and benefits provided hereunder, nor act as a promoter for the event, including but not limited to selling tickets, charging admission/cover charges or seeking donations in lieu thereof; and that the event shall be conducted as described in this Agreement.

**HOUSE POLICIES**

Dave & Buster's House Policies, including certain restrictions regarding minors, apply. These restrictions include the following: guests under the age of 21 (legal drinking age) are not allowed to consume alcohol under any circumstances; guests under the minimum age as determined by each location must be accompanied by a parent or guardian, generally defined as a person 25 years of age or older, who agrees to be responsible for the conduct and safety of the underage guest; each parent or guardian can accompany a maximum number of underage guests determined by each location; and underage guests must remain with their parent or guardian at all times. (Please note that at our Millpitas and Ontario, CA locations, all guests under the age of 21 must be accompanied by a parent or guardian who is 30 years of age or older and must leave the facility no later than 11:00pm; and at various locations guests under the age of 21 must be accompanied by a parent or guardian who is 25 years of age or older and must leave the facility no later than 10:00pm) Check with your location for details. **VALID I.D. REQUIRED:** Dave & Buster's requires identification for all guests under 25 years of age.

**FOOD AND BEVERAGE**

Host understands that consuming raw and undercooked meats, poultry, fish/shellfish or eggs may increase the risk of foodborne illness, especially if a guest has certain medical conditions. Any food remaining at the conclusion of the event may be taken off premises. Host acknowledges that the handling and storage of any leftover food items are the Host's sole responsibility and Host agrees to release and hold Dave & Buster's harmless from any and all claims arising from the preparation and consumption of leftover food items. Foods left behind after the event's party will be discarded. Buffets are portioned per person and quantities based on the contracted number of guests. Buffet portions are finite and not replenishable. Additional charges will apply if more food is requested by Host, and extra servings are subject to availability. Dave & Buster's does not allow outside food of any kind to be brought into the facility without prior written approval. As a responsible server in accordance with state and local beverage regulations, we reserve the right to monitor and limit consumption of alcoholic beverages. It is customary to leave a gratuity for your service team, which will be shared among the servers, bartenders, and support team who work to ensure your event exceeds your expectations. To aid in your planning, a suggested gratuity of 20% of the total food and beverage charge is included in the event total in this document. For your convenience, the suggested gratuity amount will be included on the receipt you receive the date of the event. You may change the gratuity amount on the date of your event by adjusting the gratuity amount on your credit card slip or adjusting the amount of any cash gratuity. Pricing is subject to change.

**NUMBER OF GUESTS ATTENDING THE EVENT**

Final guest count must be received no later than five (5) business days (Monday - Friday) prior to the event. In the event we do not receive final count by this date, we will prepare for the original contracted amount and charge guest accordingly. If, on the day of the event, the attendance varies from the final count, the Host will be charged based on the greater number of guests. There will be a minimum count required for each event.

**PAYMENTS**

Host is responsible for all payments due under this Agreement upon the conclusion of the event. Once a credit card is charged for full or partial, Dave & Buster's is unable to refund the credit card at a later date or accept alternate payment. D&B Rewards Qualifying Purchases shall not include Special Events, including Party Rental, Room Charge, Mystery Dinner Show fee and deposits, prepaid deposits, accounts receivable and/or promotional events. (see D&B Rewards official rules at daveandbusters.com) Dave & Buster's does not accept gift cards or personal checks for payment of amounts due under this Agreement.

**LIMITATION OF LIABILITY**

Neither party shall be liable to the other for any indirect, special, incidental, punitive or consequential damages or lost profits arising out of or relating to this agreement. Further, in no event shall Dave & Buster's aggregate liability arising out of or relating to this Agreement exceed the amounts paid by Host hereunder.

**AGREEMENT**

I, the undersigned Host or agent for Host, do hereby agree to the terms and conditions set forth herein. If I am an agent of the Host, I hereby state that I am able to enter into this Agreement on behalf of the Host.

E-Signed: 01/28/2019 01:11 PM CST  
Cheryl Fiske  
cfiske@twpunionschools.org  
IP: 24.104.159.158  
DocID: 20181203142433580

Print Name

Date Signed

01/28/2019

Date Signed

1/28/19

EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/29/19

DEPARTMENT: Senior Class Account: 2214

VENDOR: Dave & Buster's Amount: not to exceed 15,000

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

balance of senior trip - final balance will depend on  
# students attending.

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

Athea Bossard  
NAME

Athea Bossard  
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

COMPLETE SECTION I ONLY

DATE 1/29/19

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

Pay \$ not to exceed 15,000 to the order of Dave & Buster's

and charge the account of Senior Class of 2019 Acct. No. 2214

Purpose: balance of senior trip - final balance will depend on # of students attending

Senior Class of 2019 Chul Fusto

Club or Activity

Faculty Adviser - Signature

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

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

III. Approved Arthea Bossard  
Principal - Signature

Date 1/29/19

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

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

Event Status: Prospect  
 Host's Name: Cheryl Fiske  
 Host's Email: cfiske@twpunionschools.org  
 Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
 Event Date: Friday, 05/31/2019  
 Booking ID Number: a091C00001k0zPrQAI  
 Last Modified Date: Monday, 12/03/2018  
 Page: 1 of 4



Thank you for thinking of Dave & Buster's! Below you will find all of the details for your event. I will be with you throughout the entire booking process, so please call or email with any questions or feedback. We are looking forward to an awesome event!

Leslie Collazo  
 973-435-9806  
 leslie\_collazo@daveandbusters.com

Union HS Senior Trip

Dave & Buster's Address	Event Date	Event Area	Set Up	Guest Count
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Function Room Full	Dining Style Seating	274
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Dining Room Full		
274 Woodbridge Center Dr. Woodbridge, NJ 07095	Fri, May 31 10:00 AM - 1:00 PM	Sports Lounge Full		

**Setup Notes**

**Menu and Soda Selections**

**Other Notes**

**274 The Youth Playoff Party Package  
 @ \$12.99 pcs**  
 Bar Burgers  
 Four-Cheese Pizza Bites  
 Crispy Chicken Bites served with Ranch dip  
 Baked Macaroni & Cheese  
 French Fries  
 Unlimited Soda

**ALL - General Contract Note w/ 18+ Minor Policy**  
 Dave and Buster's requires a 50% deposit and signed contract before an event can take place. The remaining balance is due in its entirety at the conclusion of the event.

The minimum guest count required is 150 maximum capacity is 350 guests.

Final guest count is due five (5) business days (Monday-Friday) prior to the event. If a final guarantee is not received by this date, the host will be charged based on the original details of the signed contract.

**EVENT AREA:** Event area must be released at the expiration of the contracted rental time. Should guest wish to extend the reservation, the manager on duty must give verbal approval.

**DECORATIONS:** We do not allow decorations of confetti, glitter, silly string, small particle items or open flames (candles, tea lights, etc). Under no circumstance is anything to be adhered to the walls in spaces.  
 No tape, tacks or 3M products allowed.

**OUTSIDE FOOD:** We do not permit any outside food, beverages or dessert items (except a regular non-ice cream store bought sheet cakes for birthdays and anniversaries) brought in from the outside.

Quantities are placed out based on the number of people contracted. Additional charges will apply if more food is requested, and extra servings are subject to availability.

**Other Beverage Sections**

**Power Card and Teambuilding Selections**

**274 Youth Playoff Package \$20 Power Card  
 @ \$10.00 pcs**  
 Youth Playoff Power Cards are part of a package, including buffet and \$20 game card. The number of Power Cards must identically match the number of guests dining from the buffet service. Additional Power Cards above and beyond the amount dining from the buffet service are available at regular Power Card rates.

**274 Unlimited Video Game Play  
 @ \$0.00 pcs**

Event Status: Prospect  
Host's Name: Cheryl Fiske  
Host's Email: cfiske@twpunionschools.org  
Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
Event Date: Friday, 05/31/2019  
Booking ID Number: a091C0001k0zPrQA1  
Last Modified Date: Monday, 12/03/2018  
Page: 2 of 4

**ITEMS LEFT BEHIND:** If decorations or other items are left behind, D&B will not be responsible for these items. If something is found, we will try to hold it for up to 48 hours. After that the items will be discarded.

**PAYMENT:** For your protection, Dave and Buster's does not keep credit card information on file. Please ensure that you have a form of payment to pay your event balance upon the conclusion of your event. You may pay the remaining balance with cash, credit card or company check. We do not accept personal checks.

**VALID I.D.'s REQUIRED:** Dave & Buster's is licensed as a restaurant and bar, therefore we card all guests at the door and/or bar. Each guest will need to make sure they bring their valid ID.

**UNDERAGE POLICY:** For admission, guests under the age of 18 must be accompanied by an adult or guardian. A guardian is a person of 25 years of age or older who agrees to be responsible for the conduct, supervision and safety of the underage guest. One party or guardian can accompany up to a maximum of six underage guests. Any person under the age of 21 caught drinking alcoholic beverages will be immediately removed from the premises. Underage guests must remain with their parents or guardian at all times.

Power Cards with Unlimited Video Game Play are good for non-redemption games ONLY. Your unlimited video game play will begin at the first swipe of the power card and will be available till the location closes that day. **UNLIMITED VIDEO GAME PLAY**  
**NOTE:** The unlimited video game play feature will be available for your guests the entire day! (Excludes ticketed, specialty & crane games which can be accessed with the chips on the game card)  
This feature includes the car racing games like Daytona 500, Shoot 'em Up Games like House of the Dead and Jurassic Park, Air Hockey, our virtual Roller Coaster Typhoon, Guitar Hero, the all new PacMan Royal, and many others.

**274 Super Charged \$20 Power Card**  
**@ \$3.00 pcs**  
(25 additional chips per card)

**274 ADD \$30 PCARD**  
**@ \$16.00 pcs**  
Upgrade your Party & Play Packaged power card to include \$30 more in game play (Includes 198.75 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.



Event Status: Prospect  
 Host's Name: Cheryl Fiske  
 Host's Email: cfiske@twpunionschools.org  
 Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
 Event Date: Friday, 05/31/2019  
 Booking ID Number: a091C00001k0zPrQAT  
 Last Modified Date: Monday, 12/03/2018  
 Page: 3 of 4

<b>Menu and Soda Selections</b>	<b>Subtotal</b>
274 The Youth Playoff Party Package @ \$12.99	\$3559.26
<b>Setup Notes</b>	<b>Subtotal</b>
<b>Other Beverage Selections</b>	<b>Subtotal</b>
<b>Power Card and Team Building Selections</b>	<b>Subtotal</b>
274 Youth Playoff Package \$20 Power Card @ \$10.00	\$2740.00
274 Unlimited Video Game Play @ \$.00	\$0.00
274 Super Charged \$20 Power Card @ \$3.00	\$822.00
274 ADD \$30 PCARD @ \$16.00	\$4384.00
<b>Other Notes</b>	<b>Subtotal</b>
<b>Packages</b>	<b>Subtotal</b>

<b>Summary All Charges</b>	
Subtotal:	\$11,505.26
Less Deposit:	\$0.00
Tax:	\$235.80
Suggested Gratuity:	\$711.85
<b>Grand Total (Balance Due):</b>	<b>\$12,452.91</b>

Event Status: Prospect  
Host's Name: Cheryl Fiske  
Host's Email: cfsiske@twpunionschools.org  
Host's Phone: (908) 419-4005

Event Name: Union HS Senior Trip  
Event Date: Friday, 05/31/2019  
Booking ID Number: a091C00001k0zPrQAI  
Last Modified Date: Monday, 12/03/2018  
Page: 4 of 4

**RESERVATION AND DEPOSIT**

Reservations are tentative and therefore may be cancelled by Dave & Buster's at any time until a signed contract and deposit are received by Dave & Buster's. A deposit in the amount of \$6,752.63 is due at the time the reservation is made. Deposits are applied to the balance, and the entire balance is due on the event date. Unpaid balances will bear interest from due date at 1% per month not to exceed the highest rate allowable by law.

**CANCELLATION POLICY**

In the event the Host cancels this Dave & Buster's Special Event Contract (the "Agreement") prior to the initial arrival date of the event, Dave & Buster's will necessarily incur damages including, but not limited to, turning away other group events and the ancillary revenue associated with those events. Notwithstanding any other provisions of this Agreement, the Host shall have the right to cancel this Agreement, without cause, upon written notification to Dave & Buster's at any time prior to the event and upon payment of the amount expressed below:

Notice and payment received between signature and 30 days prior to event date: 50% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 7 and 29 days prior to event date: 75% of greater of the revenue subtotal or any required revenue minimum

Notice and payment received between 0 and 6 days prior to event date: 100% of greater of the revenue subtotal or any required revenue minimum

No-show will be responsible the full contracted value of the event. The parties agree that the sums are not a penalty, but represent a reasonable effort on behalf of Dave & Buster's to establish its loss prospectively and represent liquid damages. Such payment shall be made by certified check or credit card and shall accompany notice from the Host to cancel this agreement. Any attempt to cancel without the inclusion of payment, as set forth above, shall be invalid.

**CANCELLATION ON BEHALF OF DAVE & BUSTER'S**

Dave & Buster's reserves the right to cancel any event at its facility upon a determination, in Dave & Buster's sole discretion, that (i) the event violates the Restrictions set forth in the foregoing paragraph, (ii) the Host misrepresented the event in any way (to Dave & Buster's or any other party) or (iii) the event would be harmful to Dave & Buster's and/or its guests. In the event of such cancellation, Dave & Buster's will refund all prepaid deposits in full for cancelled event in question.

**RESTRICTIONS**

Host understands and agrees that it shall not assign this Agreement, nor subcontract or resell the rights and benefits provided hereunder, nor act as a promoter for the event, including but not limited to selling tickets, charging admission/cover charges or seeking donations in lieu thereof; and that the event shall be conducted as described in this Agreement.

**HOUSE POLICIES**

Dave & Buster's House Policies, including certain restrictions regarding minors, apply. These restrictions include the following: guests under the age of 21 (legal drinking age) are not allowed to consume alcohol under any circumstances; guests under the minimum age as determined by each location must be accompanied by a parent or guardian, generally defined as a person 25 years of age or older, who agrees to be responsible for the conduct and safety of the underage guest; each parent or guardian can accompany a maximum number of underage guests determined by each location; and underage guests must remain with their parent or guardian at all times. (Please note that at our Milpitas and Ontario, CA locations, all guests under the age of 21 must be accompanied by a parent or guardian who is 30 years of age or older and must leave the facility no later than 11:00pm; and at various locations guests under the age of 21 must be accompanied by a parent or guardian who is 25 years of age or older and must leave the facility no later than 10:00pm) Check with your location for details. **VALID I.D. REQUIRED:** Dave & Buster's requires identification for all guests under 25 years of age.

**FOOD AND BEVERAGE**

Host understands that consuming raw and undercooked meats, poultry, fish/shellfish or eggs may increase the risk of foodborne illness, especially if a guest has certain medical conditions. Any food remaining at the conclusion of the event may be taken off premises. Host acknowledges that the handling and storage of any leftover food items are the Host's sole responsibility and Host agrees to release and hold Dave & Buster's harmless from any and all claims arising from the preparation and consumption of leftover food items. Foods left behind after the event's party will be discarded. Buffets are portioned per person and quantities based on the contracted number of guests. Buffet portions are finite and not replenishable. Additional charges will apply if more food is requested by Host, and extra servings are subject to availability. Dave & Buster's does not allow outside food of any kind to be brought into the facility without prior written approval. As a responsible server in accordance with state and local beverage regulations, we reserve the right to monitor and limit consumption of alcoholic beverages. It is customary to leave a gratuity for your service team, which will be shared among the servers, bartenders, and support team who work to ensure your event exceeds your expectations. To aid in your planning, a suggested gratuity of 20% of the total food and beverage charge is included in the event total in this document. For your convenience, the suggested gratuity amount will be included on the receipt you receive the date of the event. You may change the gratuity amount on the date of your event by adjusting the gratuity amount on your credit card slip or adjusting the amount of any cash gratuity. Pricing is subject to change.

**NUMBER OF GUESTS ATTENDING THE EVENT**

Final guest count must be received no later than five (5) business days (Monday - Friday) prior to the event. In the event we do not receive final count by this date, we will prepare for the original contracted amount and charge guest accordingly. If, on the day of the event, the attendance varies from the final count, the Host will be charged based on the greater number of guests. There will be a minimum count required for each event.

**PAYMENTS**

Host is responsible for all payments due under this Agreement upon the conclusion of the event. Once a credit card is charged for full or partial, Dave & Buster's is unable to refund the credit card at a later date or accept alternate payment. D&B Rewards Qualifying Purchases shall not include Special Events, including Party Rental, Room Charge, Mystery Dinner Show fee and deposits, prepaid deposits, accounts receivable and/or promotional events. (see D&B Rewards official rules at daveandbusters.com) Dave & Buster's does not accept gift cards or personal checks for payment of amounts due under this Agreement.

**LIMITATION OF LIABILITY**

Neither party shall be liable to the other for any indirect, special, incidental, punitive or consequential damages or lost profits arising out of or relating to this agreement. Further, in no event shall Dave & Buster's aggregate liability arising out of or relating to this Agreement exceed the amounts paid by Host hereunder.

**AGREEMENT**

I, the undersigned Host or agent for Host, do hereby agree to the terms and conditions set forth herein. If I am an agent of the Host, I hereby state that I am able to enter into this Agreement on behalf of the Host.

E-Signed: 01/28/2019 01:11 PM CST

Cheryl Fiske

cfsiske@twpunionschools.org  
IP: 26.104.159.158

DocID: 20181203142433580

Print Name

Date Signed

01/28/2019

Date Signed

*[Handwritten Signature]*

1/28/19

EXHIBIT B-1

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

SCHOOL: UHS

Date: 1/29/19

DEPARTMENT: Senior Prom Account: 2012

VENDOR: Pash Entertainment Amount: 5,145.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): \_\_\_\_\_

DJ's Photo Booth for prom

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

Althea Bossard  
NAME

Althea Bossard  
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

DATE 1/29/19

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

Pay \$ 5145.00 to the order of Posh Entertainment

and charge the account of Senior Prom Acct. No. 2012

Purpose: DJ & Photo booth for prom

Senior Prom

Club or Activity

Chad Fust

Faculty Adviser - Signature

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

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

III. Approved Alicia Bosicova  
Principal - Signature

Date 1/29/19

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

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

# POSH

## ENTERTAINMENT

POSHDJS.COM // 855-767-4368

331 Centennial Ave., Suite 102, Cranford, NJ 07016 // 855-767-4368 // www.POSHdjs.com

Contract Date: Tuesday, January 29, 2019  
 Contact or Salesperson: Ceasar Polyak  
 Ceasar Polyak  
 Page 1 of 2

<b>Client Information:</b>	
Name: Cheryl Fiske	Phone: 908-419-4005
Address:	Alternate Phone:
, NJ	Email: cfiske@twpunionschools.org

Event Information	Venue Information
<b>Event Date:</b> Thursday, June 6, 2019	<b>Venue:</b> Grand Marquis (*R*)
<b>Event Name:</b> Union High School Prom	<b>Address:</b> 1550 U.S. 9
<b>Event Type:</b> Other / Not Listed	Old Bridge, NJ
<b>Entertainer(s):</b> DJ Danny D'Angelis	<b>Phone:</b> (732) 679-5700
<b>Start Time:</b> <del>5:00 PM</del> 7pm	
<b>End Time:</b> <del>10:00 PM</del> 12 am	

<b>Event Package:</b> Private Party DJ Package (4 hours)	<b>Package Description:</b> Up to 4 Hours of music with 1 POSH DJ/MC and complete sound system.
--	--

<p><b>Additional Services:</b></p> <p><b>Standard Dance Floor Lighting Package</b>                  2 Moving Head Fixtures on top of 2 LED lit Truss Columns  <b>(2) 60" HD Displays (Select at least 1 additional "***Option" to display)</b>                  2 x 60" HD displays, custom background, see "***" addons for what will be displayed.  <b>**Candid Photos for TVs w/USB Drive</b>                  4 hours of candid photos for reception (at least 175 photos), USB drive with all photos taken. Online gallery upon request.</p> <p><b>Mirror Photo Booth (Open Air)</b>                  Unlimited use throughout reception, USB flash drive, custom footer, attendant &amp; guest book.</p> <p><b>Step &amp; Repeat w/Photographer (Prints)</b>                  4 hours custom 8'x8' step &amp; repeat banner w/Photographer, 4x6" prints, picture folders, banner stand, red carpet, red velvet rope &amp; USB drive.</p> <p><b>Cocktail Hour (1 Hour)</b>                  Music for Cocktail Hour (1 Hour)</p> <p><b>LED Staging 4 Pieces</b>                  2 Tall &amp; 2 Short Stage Pieces</p>	<p><b>Summary of Charges:</b></p> <p>Event Price: \$995.00                  Additional Services Fee: \$6,775.00                  Travel Fee: \$0.00                  Discount: \$2,625.00                  Grand Total: \$5,145.00                  Total Payments: \$0.00                  Balance Due: \$5,145.00</p>
---	---

Contract Notes:

**Website Login Information** (Planner, Music Requests, Account Balances)

1/29/2019

POSH DJs - Document E-Signature

Go to: [www.POSHdjs.com](http://www.POSHdjs.com)

Username: CheryleFiske

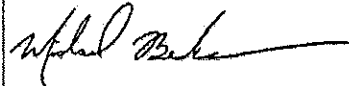
Password: 060619

### ***Terms of Agreement:***

1. Performance fee agreed upon by POSH Entertainment LLC. is \$5,145.00.
2. It is understood that this contract is binding on both parties. It cannot be altered or changed unless agreed to in writing by the set parties, Contractor and Client. In the event of cancellation more than 90 days from the affair date, the deposit (15% of fee or \$500, whichever is greater) will be credited towards another affair of greater or equal value. Cancellation less than 90 days from the affair will result in forfeiture of the deposit (15% of fee or \$500, whichever is greater). Cancellation less than 45 days from the affair will make client responsible for full payment.
3. Client is liable to POSH Entertainment LLC. for any damage to any equipment used at the event resulting from vandalizing or negligent action by the Client and/or any of the persons attending or sponsoring the activity.
4. If this contract is breached by either party, damages shall not exceed the amount due as total on the contract. If the entertainer is unable to perform at specified event due to "acts of god" or unanticipated reason, a replacement performer will be supplied.
5. All outstanding balances must be paid in cash prior to the beginning of any performances. POSH Entertainment LLC. will only honor check payments received ten (10) days prior to the scheduled performance. Up to 15% of the total event fee can be paid with credit card.
6. The rate for overtime shall be \$500.00 per hour for every hour or portion thereof beyond the end time indicated on this contract.
7. [IMPORTANT 10 DAY CLAUSE] This contract should be signed and returned no later than 10 days after the contract date. Failure to do so could result in loss of engagement date.
8. A deposit (15% of fee) is due upon booking the services described about and remaining balance is due seven days prior to the stated date of service. Failure to pay the above stated compensation in full seven days prior to the date of services shall release the Disc Jockey from furnishing any services to the Client under this Agreement.
9. Inclement Weather: Client shall provide cover, shelter or alternative location in case of the inclement weather. This includes fog, heavy humidity and temperatures under 60 degrees. Our instruments also need protection from hot, direct sun.
10. \_\_\_ If montage creation is included in this contract it is understood that montage pictures and music must be received by POSH Entertainment from the client at least 30 days before the date of the event. In the case pictures and music are not received at least 30 days before the date of the event, POSH Entertainment will be released from their obligation to create a montage for the event without refund to the client.
11. \_\_\_ I understand that my deposit reserves the additional services listed on the contract for the date of the event and the removal of the reserved additional services after the initial deposit is left, will result in a 50% refund of the allocated cost for the additional service or services removed.
12. \_\_\_ Client is responsible for ensuring all services are permitted by the venue. Example: CO2 Blasters, Dancing On Clouds, Sparkulars & Snow FX. If the venue does not permit the use of a service booked by the client, POSH will issue a 50% refund of the allocated cost for the additional service or services not permitted by the venue.

### ***Agreed and Accepted by:***

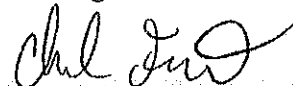
POSH Entertainment Signature:



Date:

Tuesday, January 29, 2019

Client Signature:



Date:

1/29/19

EXHIBIT B-1

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

SCHOOL: OHS

Date: 1-29-19

DEPARTMENT: Senior Prom Account: 2010

VENDOR: Cheryl Fiske Amount: 1750.00  
*not to exceed*

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Reimbursement for  
Senior Prom supplies that require immediate  
payment by cash or credit card.

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

Althea Bossard

NAME

Althea Bossard

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



COMPLETE SECTION I ONLY

DATE 1/29/18

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

Pay \$ no to exceed 1750.00 in the order of Cheryl Fiske

and charge the account of Senior Prom Acct. No. 2012

Purpose: Reimbursement for supplies needed for prom from places/websites

that require payment immediately by cash or credit card

Senior prom Cheryl Fiske

Club or Activity

Faculty Adviser - Signature

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

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

III. Approved Athena Bassard  
Principal - Signature

Date 1/29/19

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

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

Township of Union Board of Education  
**STUDENT ACTIVITY ACCOUNT - REIMBURSEMENT REQUEST**

EVERY EFFORT TO PAY WITH A CHECK FROM THE STUDENT ACTIVITY ACCOUNT DIRECTLY TO THE VENDOR MUST BE MADE BEFORE REIMBURSEMENT WILL BE CONSIDERED.

*Student Activity Reimbursement requests must be pre-approved by the principal and superintendent prior to the purchase. If this Student Activity Reimbursement Request form is not submitted prior to purchase the reimbursement will NOT be processed.*

Date: 1/29/18  
 Employee Name: Cheryl Fiske  
 Acct Name: Senior Prom  
 Acct. No.: 2012

**Reason for Reimbursement Request:**

Supplies needed for prom from places/websites that require payment immediately by cash or credit card

**Estimate of Itemized Expenses**

DESCRIPTION	COST
Westfield Lumber - clear tape & sandbags to hold up cardboard decorations	\$ up to 300
Amazon - decorations	\$ up to 500
Etsy - decorations (total may change due to item availability)	\$ up to 700
Staples - <sup>(approved underwire)</sup> coin wrappers (soda machine), ink for printing in color, labels	\$ up to 200
Harmon beauty supply - items for "emergency kit" - tampons, safety pins, clothing tape, etc	\$ up to 50
<b>TOTAL AMOUNT OF REIMBURSEMENT:</b>	\$ <u>exceed 1750.00</u>

Note: Sales tax is not eligible for reimbursement. *understood*

**A COPY OF THIS APPROVAL MUST ACCOMPANY YOUR OFFICIAL REQUEST FOR REIMBURSEMENT, ALONG WITH CONFIRMING RECEIPTS.**

**IF TOTAL AMOUNT EXCEEDS \$999 BOARD APPROVAL IS REQUIRED**

Cheryl Fiske  
 Employee Signature

1/29/18  
 Date

FOR OFFICIAL USE ONLY:			
Approved	More Info. Needed	Not Approved	Date
<u>Walter Bossard</u>			<u>1/29/2019</u>
Principal Signature			Date
Approved	More Info. Needed	Not Approved	Date
Superintendent or Designee Signature			Date

EXHIBIT B-1

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

SCHOOL: OHS Date: 2/4/19

DEPARTMENT: Performing Arts Account: 2001

VENDOR: Theatrical Rights worldwide Amount: 1,454

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: License Agreement  
for Advanced Musical Theatre production of  
"We Will Rock You"

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

Althea Bossard  
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



1180 Avenue of the Americas, Suite 640, New York, NY 10036  
 866-378-9758 Fax 212-643-1322 www.theatricalrights.com

**LICENSE AGREEMENT**

PLEASE CONFIRM ALL INFORMATION. COMPLETE SECTIONS B AND C OF THE ORDER FORM AND RETURN ONE SIGNED COPY ALONG WITH FULL PAYMENT (U.S. and Canadian school and government agencies may submit a signed, authorized institutional purchase order --- a copy of which must be included.)\*\*

**B. PRODUCTION TERMS RIDER**

Customer Information		Date	1/30/2019	Rep Code	EB
Account number	212346	Application Date	1/30/2019		
Attn:	Melissa Abbate	Order #	SO-0056382		
Organization name	Union High School	Expiration Date	4/30/2019		
Address	2350 N 3rd St	Performance Dates	6/14/2019 - 6/15/2019		
City, State, Zip	Union, NJ 07083				

This License Agreement is for a non-Equity, non-exclusive amateur production of  
**We Will Rock You - School Edition**

Performances Dates (list each date) 6/14/19 + 6/15/19

Venue name and address Union High School - 2350 N. 3rd St, Union, NJ 07083

**ROYALTY FEES:** \$115.00 per performance  
*Royalty based on average ticket price of \$10.00  
 Seating not to exceed average of 75 per performance, if exceeded notify us immediately  
 Physical advertising is limited to school grounds; Digital advertising is limited to your school website and social media*

**PERFORMANCE MATERIALS FEE:** \$950.00

Provided we have received a signed copy of this Production Terms Rider and the full applicable royalty and performance materials fees, the performance materials will be shipped approximately two months prior to the opening performance, except for the digital production pack (logo/graphics, when available) which will be provided immediately.

**REHEARSAL SET:**

Director's Script - 2  
 Cast Script & Vocal Book - 30  
 Piano-Vocal Score - 2  
 Logo Pack - 1  
 Performance Tracks CD - 2

**ORCHESTRATION:**

Piano-Vocal Score (included in Rehearsal Set)  
 Performance Tracks CD (included in Rehearsal Set)  
 Piano-Conductor, Keyboard 2, Keyboard 3, Bass, Guitar 1, Guitar 2, Drums, Percussion

**ADVANCE PACK:** \$75.00 (immediate delivery - maximum 2 years prior to opening)  
 Printed copy: one Piano Score, one Director's Script, one Cast Script/Vocal Book

**EXTRA REHEARSAL WEEKS:** \$100.00 per week (early delivery of all printed materials)

**ADDITIONAL MATERIALS & RESOURCES:** (may require an additional shipping charge)  
 Cast Script & Vocal Book \$15.00 each Director's Script \$20.00 each  
 Piano Vocal Score \$40.00 each Orchestra Parts \$30.00 each

**TRANSPOSITION EXPRESS:**

Piano-Vocal only \$35.00 per song  
 Full Orchestration \$100.00 per song

**REHEARSAL & PERFORMANCE PRODUCTS:**

Show/Ready \$300.00 rehearsal-only tracks, piano, bass, drums & click-track  
 Show/Ready & Stage/Tracks \$700.00 customizable performance tracks -- full orchestration

**DIGITAL SCENERY PACKAGES:**

BMD Basic Scenic Projections \$600.00 still image slides backdrop replacement -- requires PowerPoint/Keynote to cue-able, animated backdrops -- requires ProPresenter or ImageCue to open  
 BMD Standard Scenic Projections \$750.00 cue-able, animated backdrops -- requires ProPresenter or ImageCue to open  
 BMD Premium Scenic Projections \$995.00 cue-able, animated moving backdrops -- includes hardware or software rental  
 Choose Mac, PC, or iPad software or ImageCue hardware

**PRODUCTION PRO - DIGITAL SCRIPT & SCORE:**

Unlimited GB Shared Library \$199.00 iPad app to share your licensed digital script & score with automated scene blocking  
 Immediate access Upload reference videos, import designs, plots, documents, photos, headshots, Share your Library with Creative Team or 100 users! Each user can edit/write! blocking, notes, music cues, diagrams on their script/score. Web version coming

**BILLING CREDITS:**

**WE WILL ROCK YOU - School Edition**  
 Music and Lyrics by QUEEN  
 Story and Script by BEN ELTON

NOTE: The names of the Composer, Lyricist, and Bookwriter shall be equal in size, type, coloring, boldness, and prominence. No billing shall appear in type larger or more prominent than the billing to the Authors except for the title of the play.



1180 Avenue of the Americas, Suite 640, New York, NY 10036  
866-378-9758 Fax 212-643-1322 www.theatricalrights.com

**C. PRODUCTION TERMS ORDER FORM**

Please refer to Section B for all fees.

Account #: 212346

Order#: SO-0056582

*Physical advertising is limited to school grounds; Digital advertising is limited to your school website and social media*

**Royalty: (Required)**

For 2 performances @ \$115.00 per performance for a total of

\$ 230.00

**Performance Materials: (Required)**

\$ 950.00

**Additional Materials & Resources:**

Production Pro digital script & score @ \$199.00 (immediate access digital shared library)

\$ 199.00

Advance Pack printed script & score @ \$75.00 (S&H included), for a total of

\$ \_\_\_\_\_

Extra Rehearsal Weeks (early delivery all printed books), for \_\_\_\_\_ weeks @ \$100.00 per week, for a total of

\$ \_\_\_\_\_

Show|Ready @ \$300.00

\$ \_\_\_\_\_

Show|Ready & Stage|Tracks Package @ \$700.00

\$ \_\_\_\_\_

BMD Basic Scenic Projections @ \$600.00

\$ \_\_\_\_\_

BMD Standard Scenic Projections @ \$750.00

\$ \_\_\_\_\_

BMD Premium Scenic Projections @ \$995.00

\$ \_\_\_\_\_

Material Item: \_\_\_\_\_ # ordered \_\_\_\_\_ @ \$ \_\_\_\_\_ each for a total of

\$ \_\_\_\_\_

Material Item: \_\_\_\_\_ # ordered \_\_\_\_\_ @ \$ \_\_\_\_\_ each for a total of

\$ \_\_\_\_\_

**Shipping and Handling charges:**

\$ 75.00

Shipping and Handling includes *Rehearsal Set, Orchestration, Advance Pack*, and any part thereof.

Additional materials may incur an additional shipping charge.

Additional Materials S&H – call for rates \$ \_\_\_\_\_

Total: \$ 1,454.00

❖ **Payment Instructions: (Required - must be made in US Dollars)**

Check or Money Order (made payable to "Theatrical Rights Worldwide") is enclosed.

Purchase Order (USA and Canadian school and government agencies may submit a signed, authorized institutional PO, a copy of which must be included with executed License Agreement).

Credit Card Number: \_\_\_\_\_

Security Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Amount to be charged: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

Address of Cardholder: \_\_\_\_\_

❖ **Shipping Confirmation: shipments are made via UPS Ground. (If different from organization address in Part B)**

Shipping Name Melissa Abbate, Union High School

Address (no P.O. Boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

*If expedited shipping is required (e.g. overnight, 2-day etc.), please call for rates, add the amount to the shipping section on the order form above and provide your daytime phone number.*

Expedited Shipping Method \_\_\_\_\_ Daytime Phone Number 908-851-6780

❖ **Acknowledgement (Required - must be signed & dated):**

Melissa Abbate \_\_\_\_\_ 2/4/2019  
Your Name Date

Melissa Abbate \_\_\_\_\_  
Authorized Signature Title

mabbate@twunionschools.org  
Email address (required for order confirmation)

Your signature acknowledges that you are of legal age and have read, understood, and agree to all the terms as set forth in both the Licensing Terms and Conditions and Production Terms Rider of this License Agreement.

**COMPLETE ALL REQUIRED PARTS OF THE ORDER FORM  
AND RETURN ONE SIGNED COPY (PART B & PART C & RIDER/IF APPLICABLE) ALONG WITH FULL PAYMENT**



EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/4/19

DEPARTMENT: Ski/Snowboard Club Account: #40

VENDOR: Passaic Valley Coaches Amount: \$6,600.00


PURPOSE OF EXPENDITURE [attach appropriate invoice(s): Ski/Snowboard club trip to Rutland, VT

Friday, March 8th - Sunday, March 10th.

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

Jason Malanda

NAME

  
SIGNATURE

\*\*\*\*\*  
Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

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

Gregory Brennan, Business Administrator

Date



**Confirmation**

Trip #: 46637  
Trip Date: 08-Mar-2019  
Group: Kawameeh Middle School  
Ski

**Union Township Board of Education**  
Union High School  
Union, NJ 07083  
Contact: Kristen Hudson  
Contact Email: khudson@twpunionschools.org  
Phone: 732-687-9545 Fax: 908-687-5204

Booked Date: 15-Nov-2018  
Total Vehicles: 2  
Total Passengers: 55  
Sales Person: Andy Steinfeld

**55 BUS**

2 x \$3,300.00 = \$6,600.00

Spot Time	08-Mar-2019 11:30 AM	Kawameeh Middle School	490 David Terrace Union, NJ 07083
Depart Time	08-Mar-2019 11:45 AM	Kawameeh Middle School	490 David Terrace Union, NJ 07083
Drop Off	08-Mar-2019 4:40 PM	Holiday Inn Rutland-Killington	476 Holiday Drive Rutland, VT 05701
Destination	10-Mar-2019 3:30 PM	Holiday Inn Rutland-Killington	476 Holiday Drive Rutland, VT 05701
Leave			
Drop Off	10-Mar-2019 8:00 PM	Kawameeh Middle School	490 David Terrace Union, NJ 07083

Notes to Client

Itinerary. Any change in itinerary may affect price.

Pickup group at Kawameeh Middle School 490 David Terrace,

Hi Kristen,

We can do 1 coach, if you need 2 , I will have to get back to you.

Thank you,

Andy

**Total: \$6,600.00**

Deposit of \$1,000.00 is due on 08-Feb-2019  
Balance of \$5,600.00 is due on 25-Feb-2019

If paying by credit card, a 4% processing fee will be added. If transporting minors, an adult chaperone is required.

No driver gratuity included in this contract unless specified above. Please consider rewarding your driver for outstanding service!





**Confirmation**

Trip #: 46637

Trip Date: 08-Mar-2019

Group: Kawameeh Middle School  
Ski

71 River Road  
Chatham, N.J. 07928  
P - 973-635-2374  
F - 973-635-0199  
PassaicValleyCoach.com  
info@passaicvalleycoach.com

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

# PASSAIC VALLEY COACHES CONTRACT AGREEMENT

web site: [www.passaicvalleycoach.com](http://www.passaicvalleycoach.com)

1. Service by Broadway Elite Tours Inc. dba Passaic Valley Coaches "the Company" is offered under the terms of USDOT 2496537 as applicable.
2. American Disabilities Act (ADA) compliance as directed by law. Notification for disability needs must occur at the time of contract confirmation. Notification of special needs for disabled passengers is for this contract only. Equipment will be provided as available by schedule of and by the carrier. In the case of accessible equipment, the chartering customer may be subject to additional costs.
3. Parking fees, entrance fees and /or other fees; such as special permits are the responsibility of the customer unless pre-arranged with "the Company" where costs are included in the price.
4. Any and all damage to the vehicle(s) excluding ordinary wear and tear caused by the chartering party, will be charged to the customer. Insurance regulations require all passengers remain seated at all times while the coach is in motion, unless using the lavatory.
5. Video and Audio Equipment provided by the carrier unless otherwise specifically authorized and controlled by the carrier, becomes the responsibility of the customer and the customer accepts any and all responsibility for its use aboard the vehicle(s) used for this contract. Such responsibility shall include, but not be limited to, compliance with any copyright or public performance rights which may apply to video or audio products used.
6. Food and/or beverages are not to be brought into the passenger area of the coach without prior arrangements with "the Company". Additional fees may apply due to excessive cleaning.
7. "The Company" shall not be liable for delay or non-performance resulting from equipment failure, road or weather conditions, labor difficulty, or any other cause beyond its control. "The Company" reserves the right to use sub-contracted equipment when necessary to meet the transportation needs. In the case of non-performance by the company, all or a portion of the contracted fees shall be returned.
8. As per USDOT rules and regulations a driver is LIMITED to 10 HOURS driving time WITHIN 15 HOURS of on duty time. Then OFF DUTY time must be 8 HOURS CONTINUOUS time before the next on duty/driving segment. Times begin and end at our garage in Chatham NJ.
9. Baggage and all other property that is carried as at passengers own risk. "The Company" assumes no liability of same. Sporting equipment including shoes with cleats (baseball, football, golf shoes etc.), Ski equipment (skis, poles, snowboards and boots) are all considered baggage and shall NOT be worn or carried inside the motor coach, but placed underneath the coach in the baggage compartments. Only small carry-on items that fit in the overhead compartment or under the seat may be placed in the motor coach unless prior arrangements were made.
10. On multiple day trips (overnight), the driver's private accommodation is to be provided by the customer. It is an additional expense to the group unless included in the contract price.
11. Any changes to the itinerary in time or destinations may result in additional billing based on prevailing overtime rate and mileage rate. Fuel surcharge adjustment may apply if fuel costs increase more than 10% at the date of contract.
12. The signature signifies liability for this agreement as an agent for the organization and/or as an individual. Performance of this contract lies between the organization and/or the individual and Broadway Elite Tours Inc, "The Company". Any breach of this agreement shall be the liability of the agent of or for the organization and/or Individual.
13. CANCELLATION: Cancellation by you (the Customer) is subject to fees equal to 100% of trip price on the date of the trip. For one day trips, if cancelled within 14 days of the trip date, a \$250 deposit will be charged. For multiple day trips, if cancelled within 30 days of the trip date, is subject to a minimum fee of \$250 per day. The contract is subject to cancellation by "the Company" if not received signed with or without a deposit by due date unless prior arrangement made with "the Company". Hazardous weather cancellations determined by "the Company", with the chartering party's agent, may be exempt of a fee
14. PAYMENT: Deposit due at time of contract signing. Balance of payment is due 14 days before date of trip, unless otherwise specified. LATE PAYMENT FEE of 1.5% of trip price per month due after 10 day grace period from date of trip.

TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/4/19

DEPARTMENT: Ski/Snowboard Club Account: #40

VENDOR: Holiday Inn Amount: \$8,295.65

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Ski/Snowboard club trip to Rutland, VT

Friday, March 8th - Sunday, March 10th.

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

Jason Malanda

NAME

  
SIGNATURE

\*\*\*\*\*

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

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

Gregory Brennan, Business Administrator

Date



# Holiday Inn

RUTLAND/KILLINGTON

476 HOLIDAY DRIVE, RUTLAND, VERMONT 05701

(P) 802-775-1911 (F) 802-775-0113

GROUP NAME:		KAWAMEEH MIDDLE SCHOOL				
	Arrival Date	<b>03/08/19</b>	# NIGHTS		2	
	# OF People	# of Rooms	Occupancy	RATE		
	0	0	Single @	\$110.00	=	\$0.00
	28	14	Double @	\$119.00	=	\$1,666.00
	24	8	Triple @	\$139.00	=	\$1,112.00
	4	1	Quad @	\$159.00	=	\$159.00
	0	0	Quint @	\$0.00	=	\$0.00
	0	N/A	Extra Night @	\$0.00	=	\$0.00
	2	2	Driver @	\$110.00	=	\$220.00
TOTAL PERSONS	58	TOTAL ROOMS	25	ROOMS TOTAL	=	\$3,157.00
LESS COMPS	1	ROOMS	@	\$110.00	-	\$110.00
				TAX @ 10%	=	\$304.70
				ROOM AND TAX	=	\$3,351.70
<b>Misc. Information:</b>			X # NIGHTS	2	=	\$6,703.40
Expected Arrival Time	8:30 PM	114	Breakfasts @	\$0.00	=	\$0.00
Departure Time	7:00 AM	55	Dinners @	\$28.95	=	\$1,592.25
Method of Payment	PREPAID	TOTAL CHARGES			=	\$8,295.65
Extra	No	LESS DEPOSIT			-	\$0.00
				BALANCE DUE US DOLLARS	=	<b>\$8,295.65</b>

EXHIBIT B-1

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

SCHOOL: KMS Date: January 7, 2019

DEPARTMENT: Drama Account: 41

VENDOR: Marianne Deczynski Amount: \$2000 not to exceed

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): To purchase supplies for concession sales for Aladdin, Jr.  
Items include food, paper products, resale items, popcorn maker and supplies

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

Marianne Deczynski  
NAME

Marianne Deczynski  
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



TOWNSHIP OF UNION BOARD OF EDUCATION  
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 2/4/19

DEPARTMENT: Ski/Snowboard Club Account: #40

VENDOR: Ski 93 Trips Amount: \$5,196.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Ski/Snowboard club trip to Rutland, VT

Friday, March 8th - Sunday, March 10th. SKI PASSES

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

Jason Malanda

NAME

  
SIGNATURE

\*\*\*\*\*  
Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

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

Gregory Brennan, Business Administrator

Date

**Trip Confirmation - Eastern**

Date: 2/5/2019

Group Name: \*\*Kawameeh Middle School

Destination: Killington, Vermont

**TRANSPORTATION**

Transportation: Own Transportation      Arrival Date: 3/9/19      Bus Size:  
 Departure Location:      Departure Date: 3/10/19  
 Pickup Time:

**LODGING**

Lodge:      Nights: 0      Lunches: 0  
 Breakfasts: 0      Dinners: 0

**DEPOSITS**

Date	Amount

Notes:

**\*\*Please forward balance due below\*\***

Total:

**RATES**

Guests	Rate	Description	Total
38	\$96.00	YOUTH (ages 7-18) 2-DAY Killington Lift Ticket	\$3,648.00
15	\$116.00	ADULT 2-DAY Killington Lift Ticket	\$1,740.00
2	(\$96.00)	1:20 COMP TICKETS	(\$192.00)

2 Free Leaders      Total Cost: \$5,196.00  
 53 Guests      Total Paid: \$0.00  
 #ERROR! Total Guests      Balance Due: \$5,196.00

**SKI LIFTS**

Date	Location	Tickets
2/5/19	ADULT 2-DAY	15
3/9/19	YOUTH 2-DAY	38

Please make check payable to: Ski 93 Trips

SKI 93 TRIPS  
 ATTN: KAREN LEWIS  
 PO BOX 382  
 RAYMOND, NH 03077