

ATHLETIC DEPARTMENT

Memo

To: Diane Cappiello

From: Phyllis Lang, Secretary

Athletic Office

Re: Add to agenda over \$1000.00 Expenditure

Date: 12/23/2015

Attached are Expenditures for the Athletics over \$1000.00.

Basketball team Fundraiser- Benefit St Judes Children's Hospital

Please approve these expenditure, at the next Board Meeting.

Thank you

Phyllis

EXHIBIT B-1

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

SCHOOL: Union High School	Date: 12/23/2015
DEPARTMENT: Athletics - Basketball	Account: 2190
VENDOR: St. Jude's Childrens Hospital	Amount: \$12,000.00 approx.
PURPOSE OF EXPENDITURE [attach appropriate invo the Basketball team will conduct. This will be to ber Ticket sales and food sold for the event will benifit t	nefit St. Judes Children's Hospital. The proceeds of
the referenced expenditure in excess of \$1,000.	- Policy and Procedure Manual, I request approval of
Linda Ionta- Director of Athletics, Phys Ed, Health & NAME	<u>Nurses</u>
SIGNATURE	
*************	***********
Per the Student Organization Funds – Policy and Pro approval of either/or the Board Secretary/Business for the purchase of goods and services greater than	Administrator, may obligate themselves by contract
I approve the purchase of goods/services per the at	ttached.
4	
Manuel E. Vieira, Business Administrator	Date

Student Organization Fund for Expenditure in Exc	cess of \$1,000.00
school UHS	DATE 12/11/15
ACCOUNT NAME KOU CLUB	ACCT.# 2046
VENDOR NJ District of Key Club	Maximum \$7,000.00
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):	,
DCON - Key Club District Convention	
Nin attached	
all auditia	
In accordance with the Student Organization Funds – Policy and Proce of the referenced expenditure in excess of \$1,000.00	dure Manual, I request approval
Laurie Del Guercio	
SIGNATURE SIGNATURE	
BOARD APPROVAL DATE: 1/19/15	
Per the Student Organization Funds - Policy and Procedure Manual, st approval of either/or the Board Secretary/Business Administrator, may for the purchase of goods and services greater than \$1,000.00	udent bodies, only with written obligate themselves by contract
I approve the purchase of goods/services per the attached.	
JAMES J. DAMATO, BOARD SECRETARY	DATE
Manuel E. Vieira, Business Administrator	DATE

			•	
	•		12/11	lic
COMPLETE SECTION I ONLY			Date L	<u> 5115 ;</u>
I. This will authorize the Te	easurer of the UNIO	N HIGH SCHOOL BO	OSTER ASSOCIAT	'ION to
pag \$ 7000 CHAY to th	e order of NJ	District of	hey club.	
and charge the account of	hey club		Acc't. No.	46.
Purpose DCON-hay	Jub dishiet	convention.		
			·	
- her club	- (H () (i)	,	
Club or Activity		Faculty Addi	şer - Signatur	ė ,
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II. Account Balance 43,200.8	1 /	()	<u>ي</u>	•
Date 12 16 15	comment Check will	not be cut un	til all money	isdeposited
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III. Approved	·	· Da	ate	
Principal	- Signature .			
IV. Date Paid	Check No.	·	Account No.	•
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Registration Guidelines

- 1. ALL REGISTRATION FORMS MUST BE POSTMARKED BY FRIDAY, MARCH 3rd, 2016. The prices are: \$285 for Key Clubbers and \$325 for chaperones (double occupancy room) or \$430 for chaperones (single occupancy room). If your club registers prior to Friday, February 12th, 2016, you may receive a deduction of \$5 per person. Registrations (check or school voucher) postmarked after February 12th CANNOT take the \$5 discount.
- 2. The Club's name and division MUST appear at the top of the page.
- 3. Please send a <u>NON-REFUNDABLE</u> check(s) or money order (<u>NO CASH</u>) made payable to: "NEW JERSEY DISTRICT OF KEY CLUB."
- 4. Vegetarian dishes are included in the buffets.
- 5. Each club must have one chaperone for every 10 members. If your club is sharing chaperones with another club, it must be indicated on the registration form. You must include the complete contact information of the shared chaperone in order for us to confirm the arrangement.
- 6. Please indicate the positions held by the 2015-2016 club officers attending convention on the registration form. If elections for the 2016-2017 club officers have been held, please indicate this as well.
- 7. No incomplete forms will be accepted. Registration forms may be downloaded off of the New Jersey District website, www.njkeyclub.org in PDF Format. However, you may NOT register online. You MUST mail the forms in. Send the completed TYPED OR NEATLY PRINTED Registration Form and Convention Sign-up form with a check or money order to:

ATTENTION DCON

NJ Kiwanis District Office 120 Morris Avenue Summit, NJ 07901

ATTENTION DCON

- 8. The Parental Consent Form and Medical Questionnaire and Emergency Medical Treatment Authorization Form should be turned in at the Convention Registration Desk upon arrival. (DO NOT MAIL THEM.)
- The raised seal must be evident in order for emergency treatment. THESE FORMS MUST BE NOTARIZED.
 An attorney's signature alone is NOT valid in New Jersey. Key Clubbers without necessary forms will not be permitted to stay.
- 10. Rooms containing less than four Key Clubbers may be consolidated with other clubs.
- 11. Once registration has been confirmed, refunds are not permitted. If someone is unable to attend and changes become necessary, contact someone in your club (of the same sex) and make arrangements for them to take that place.
- 12. By sending in the required forms and payment, you acknowledge all of the above procedures.
- 13. Upon arrival at Ocean Place, ALL clubs MUST present a copy of the Registration/Payment email confirmation that was sent to the email address specified on the Registration Form. No club will be allowed to register without this email confirmation.

<u>Please note:</u> If your club adds members later on, you will be required to submit a new rooming list, any adjustments to the chaperones attending (1 for every 10 Key Clubbers), adult address information and correct payment. All rooming decisions will be made at the discretion of the Convention Registration Committee Chairperson. All decisions are final. Any club who has not paid both International and District dues will not be permitted to attend the convention. If you have any questions, please feel free to contact Bobbie Boettinger, Convention Registration Chairperson, at treasurer.boettinger@gmail.com.

Bobbie Boettinger

New Jersey District Treasurer
23 Artho Lane Roselan, NJ
73) 865-6742
_asurer.boettinger@gmail.com





Throughout Key Club's history and throughout the mighty New Jersey District's history, Key Clubbers have changed the world completely. In commemorating the service and hard work done throughout the service year, we invite you to attend the New Jersey District's 70th Annual Key Club District Convention (District Educational & Leadership Conference). You have now been given the license to serve the weekend of April 1st – April 3rd 2016 at the New Jersey District's 70th Annual Key Club District Convention!

Here are some helpful ideas and hints to help make your Registration Process run smoothly.

- 1. Start planning with your Advisor and Administration as soon as possible. Find a plan to help members pay. Determine if your club is able to subsidize a portion of the costs for some or all of your members to attend. If needed, ask your Kiwanis club for financial help as soon as possible.
- 2. If you need permission from your school principal, administrations, or Board of Education, please ask now. Do not wait until the week before.
- 3. Plan transportation now, especially if you need a bus from your school or an outside source. It may be easier to share with other area clubs. Contact your Lieutenant Governor to find out about the other clubs in your division's means of transportation.
- 4. Chaperones are mandatory for this trip. If chaperones need to be found, please start looking now. If you do not have a chaperone, please contact your respective Lieutenant Governor for assistance.
- 5. If you need to submit a voucher to your school, please do it early. If you need to get the New Jersey Key Club to sign it, send it to District Treasurer Bobbie Boettinger with a self-addressed stamped envelope to the address above. It will be signed and sent back to you. Allow enough time to meet the deadlines. This can be done without enclosing the money. With many more issues to consider, remember to read through the entirety of this packet and mailing to gain a full understanding of the registration process and district convention.

It is also worth noting that a new policy is being implemented for the 2016 District Convention. It is specifically stated in number thirteen (13) on the next page in the "Registration Guidelines." Please refer to that and contact us should you have any questions.

All of the enclosed information and the Elections and Scholarship Packets will be posted on the District web site: www.njkeyclub.org.

If you have any further questions, please contact your Lieutenant Governor, any member of the Kiwanis Committee, or myself.

Remember to start planning early! We look forward to seeing you at convention!

Bobbie Boettinger Registration Chairperson Josie Suddeth

District Governor

Ms. Kaitlin McCann

District Administrator

Mr. Peter Mollo Financial Counselor

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: BURNET MIDDLE SCHOOL	DATE: November 23, 2015
DEPARTMENT: MUSIC DEPT.	
VENDOR: Cherrydale Farms	AMOUNT \$3,271.36
PURPOSE OF EXPENDITURE [attach appropriate invoic	e(s)]:
Fundraiser - Band Acct# 2006	
In accordance with the Student Organization Fund – Policy approval of the referenced expenditure in excess of \$1,000. Raymond Salvatore, Principal Name Name	
Signature	
************************************ Per the Student Organization Funds-Policy and Procedure I written approval of either/or the Board Secretary/Business themselves by contract for the purchase of goods and service I approve the purchase of goods/services per the attached	Manual, student bodies, only with Administrator, may obligate
Manuel E. Vieira, Business Administrator	Date

Cherrydale Farms

В

REMIT PAYMENT TO:

Cherrydale Farms

INVOICE 2273851

707 N. Valley Forge Rd., Lansdale, PA 19446

Phone: (877)619-4822

FRBURLN Group Code:967695
Burnet Middle School Music Dep
100 Caldwell Ave.
Union NJ 07083
Attention: Michael Hamilton
Phone: (845)300-2241 Fax:

S
H FRBURLN Group Code:967695
I Burnet Middle School Music Dep
P 100 Caldwell Ave.

Union NJ 07083

T Attention: Michael Hamilton
0 Phone: (845)300-2241 Fax:

Sales Rep RUTH SOMERS Phone (973)746-3896

Fax

Date 13-Nov-15 Terms Net Due

Ship Via CSI Customer PO FRBURLN15F1

Page 1 of 1

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21 ea 21 ea 21 ea 2 117 3 CHEESE PIZZA 12" 7.15 150.15 2 ea 2 ea 2 ea 2 118 SAUSAGE PIZZA 12" 7.80 15.60 13 ea 13 ea 2119 ZIA'S CHEESE & GARLIC BREAD 2 PK 7.80 101.40 9 ea 9 ea 2121 FRENCH BREAD PEPPERONI/SAUSAGE COMBO PK 7.15 64.35 10 ea 10 ea 2122 DELUXE PIZZA 12" 8.45 84.50 26 ea 26 ea 4451 HAND TWISTED PRETZELS 9.60 249.60 27 ea 47 ea 47 ea 7262 CHOCOLATE CHIP BROWNIES 9.60 240.00 47 ea 47 ea 7262 CHOCOLATE CHIP COOKIE DOUGH 9.60 451.20 13 ea 13 ea 7263 CARNIVAL 9.60 124.80 10 ea 10 ea 7265 PEANUT BUTTER 9.60 96.00 21 ea 21 ea 7266 TRIPLE CHOCOLATE CHUNK 9.60 201.60 10 ea 10 ea 7267 SNICKERDOODLE 9.60 96.00 22 ea 22 ea 7268 WHITE CHOCOLATE CHUNK 9.60 201.60 19 ea 19 ea 7269 WHITE CHOCOLATE CHUNK 9.60 121.20 19 ea 19 ea 7269 WHITE CHOCOLATE CHUNK 9.60 121.20 10 ea 10 ea 7273 STRAWBERRY OATMEAL 9.60 134.40 12 ea 12 ea 7273 STRAWBERRY SHORTCAKE 9.60 316.80 CDF MAINPP Sub Total 3.304.40 OTIS VIP BONUS FOR 15F-1% OFF INVOICE CRARIT CREATED TO TOTAL TOT	5 ea	5 ea	2115	SAUSAGE & PEPPERONI PIZZA 12"		7.80	39.00
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	Ordered	Shipped		1			

360 360

Balance Due

3,271.36

A 1.5% per month interest charge will be applied to accounts past 30 days

Account Summary FRBURLN Burnet Middle School Music Dep

DATE ACTIVITY \$ AMOUNT \$ BALANCE

11/13/15 Main Order #2273851 3,271.36 3,271.36

Total Due:

\$3,271.36

Student Organization Fund for Expenditure in	Excess of \$1,000.00
school UHS	DATE 1/4/110
ACCOUNT NAME UHSPAC	ACCT.#2077
VENDOR The Costumer	AMOUNT \$5,319.40
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):	
main costume rental for "Union Soe	s to Hollywood"
see attached	
In accordance with the Student Organization Funds — Policy and Proof the referenced expenditure in excess of \$1,000.00	ocedure Manual, I request approval
Laurie DelGuercio	
FIGNATURE	
BOARD APPROVAL DATE: 1916	
Per the Student Organization Funds — Policy and Procedure Manual approval of either/or the Board Secretary/Business Administrator, in for the purchase of goods and services greater than \$1,000.00	, student bodies, only with written nay obligate themselves by contract
I approve the purchase of goods/services per the attached.	
JAMES J. DAMATO, BOARD SECRETARY	DATE
Manuel E. Vieira, Business Administrator	DATE

1 6 1 15 5

DATE /2 ///	1 1 60000		
DATE 12/16/			

I. This will authorize the T	1	DATE 12/16/15	
I. This will authorize the Treas Pay \$ 5, 3/9, 46 and charge the account of	. Wille Order of		
o me account of	164 10.		
and charge the account of	Ihme P. 11	Acct. No 7-7	has the state of t
Purpose: Mun Co.	- lang	FOR UNION GOE	2 to Hollywood
Club or Activity			
II. Account Balance #14,126	67 # # # # # # # # # # # # # # # # # # #	culty Adviser – Signature	
DateC	omment_	Verified by OOD	******************
III. Approved			
Principal – Sig	nature	Date	
·			
IV. Date Paid	Check No		
Processed by		Acct. No	
			,



ww.TheCostumer.com

Theatrical Rentals & Sales The Costumer- Theatrical Rentals 1020-1030 Barrett St Schenectady, NY 12305 Tel: 518-374-7442

EMail: billing@thecostumer.com

313241.1.5

Operator: Carol

Saved

Fri, Dec 11, 2015 12:26 pm

Out Due

Fri, Dec 04, 2015 Tue, Dec 15, 2015

Mr. James Mosser Union High School(NJ) 2350 North 3rd St. Union, NJ 07083 Martiallinduladiali

Tel: 908-851-6780

Customer ID 2123 Alt. ID: 07083

Page 1 of 2

Invoice

Rental Contract

Please Remit Payment to: The Costumer 1020-1030 Barrett St. Schenectady, NY 12305

All Sales are Final! We allow merchandise return for Exchange or Store Credit Only, until October 15th. Our Store Credit slips can be used at any of our permanent or Seasonal stores and never expire. After October 15 we cannot allow merchandise return or exchange. Under NO circumstances can we accept return of Hairgoods, Makeup, or any other items which appears to have been used.

4		Than goods, wareup, or any other ner	is which appears to have been used.		
Ety	Description	Magazine englisher sing Part	Ar Unit Price	Adj.	Examiet
Rental Item	5				
1 Ea	Thea Show - Misc Thea Show Item NotesOne week rental of 113 Co		6,060.35	0.00	6,060.35
1 Ea	Show rebate	IN-HC	OUSE -190.32	0.00	-190.32
1 Ea	Discount-show 9 Show Discount 15%	9985 IN-HC	USE -880.50	0.00	-880.50
1 Ea	Replacements - Misc Thea S Out: 12/8/2015 9:56 am Item NotesReplacements for Costum		0.00	0.00	0.00
1 Ea	Add Ons - Misc Thea Show Out: 12/8/2015 9:56 am Item NotesAdd On of Costumes #116		91.90	0.00	91.90
1 Ea	Replacements - Misc Thea S Out: 12/9/2015 10:18 am Item NotesReplacements for Costum		0.00	0.00	0.00
1 Ea	Early returns credit Out: 12/11/2015 12:25 pm no credit for return of #15-#31-32 as or replacement sent.	IN-HC		7 0.00	-27.97
Resale Item					•
1 Ea	Shipping & Handling Cost to ship 8 boxes of Costumes one-	INHO way	USE 229.00	0.00	229.00
1 Ea	Shipping & Handling Sold 12/8/2015 9:57 am Cost to ship Add On's and Replacement	INHO its one-way	USE 20.00	0.00	20.00
1 Ea	Shipping & Handling Sold 12/9/2015 10:19 am Cost to ship Replacement one-way	INHO	USE 17.00	0.00	17.00

Student Organization Fund for Expenditure in	Excess of \$1,000.00
SCHOOL UHS	DATE 1/4/16
ACCOUNT NAME UHSPAC	ACCT.#2077_
VENDONTOME Depat Credit Services	AMOUNT \$2,428.93
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):	
Scenery for "Union Moes to Holly.	vood "
sei attached	
In accordance with the Student Organization Funds — Policy and Proof the referenced expenditure in excess of \$1,000.00	ocedure Manual, I request approval
Laurie Del Guercio	
founil ablum	
SIGNATURE	•
BOARD APPROVAL DATE: 1/19/16	
Per the Student Organization Funds — Policy and Procedure Manual approval of either/or the Board Secretary/Business Administrator, modern the purchase of goods and services greater than \$1,000.00	, student bodies, only with written ay obligate themselves by contract
I approve the purchase of goods/services per the attached.	
IAMES J. DAMATO, BOARD SECRETARY	DATE
Manuel E. Vieira, Business Administrator	DATE

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION	
Pay \$ 2,428.93 to the order of Home Depot Credit Services	•
and charge the account of	_
Purpose: Survey For Union Goes to Hollywood	
UHSPAC T	
Club or Activity Faculty Adviser – Signature	
II. Account Balance 4 14,126, 25 Verified by	
Date 1416 Comment	
III. ApprovedDate	
Principal – Signature	ı
IV. Date Paid Check No Acct. No	
Processed by	



Commercial Account



RETURN MAIL ADDRESS PO BOX 790420 ST. LOUIS, MO 63179

> UNION HS PERFORMING 2350 N 3RD ST UNION, NJ 07083-5049

ACCOUNT ACTIVITY STATEMENT

Commercial Account:

6035 3225 0151 6615

Statement Date

11/27/15

Credit Line Credit Available \$3,600 \$1,171

Account Balance

\$2,428.93

Account Information

Please see Payment Page(s) for Amount Due and Payment Due Date(s) Current Payments and Unapplied Payments \$0.00 Current Purchases and Debits \$630,65 Current Returns, Exchanges and Adjustments \$0.00 Previously Billed Invoices \$1,798.28

What's on your new billing statement?

Everything you need to know about your account is here: account number, payments, fees, contact information and more.

Please see the enclosed sample for additional information on how to read your statement.

CURRENT	PURCHASES	AND	DEBITS

Date	Purchase Location/Description	Invoice #	Customer Purchase Order/Job Name Agreement #	Amount	Due Date
11/01/15	THE HOME DEPOT VAUXHALL, NJ	9175102		\$43.72	12/18/15
11/08/15	THE HOME DEPOT VAUXHALL, NJ	2902910	NONE	\$170.52	12/18/15
11/14/15	THE HOME DEPOT VAUXHALL, NJ	6903032	NONE	\$102.46	12/18/15
11/20/15	THE HOME DEPOT VAUXHALL, NJ	903157	NONE	\$170.43	12/18/15
11/21/15	THE HOME DEPOT VAUXHALL, NJ	9024559		\$143.52	12/18/15
			TOTAL	\$630.65	

PREVIOUSLY BILLED INVOICES

Please submit payment for all past due amounts.

1				Customer		
Date	Purchase Location/Description	Invoice #	Purchase Order/Job Name	Agreement #	Amount	Due Date
10/04/15	THE HOME DEPOT VAUXHALL, NJ	7025460			\$100,38	11/18/15
10/10/15	THE HOME DEPOT VAUXHALL, NJ	1010429	and the second of the second o	The second secon	\$685,86	11/18/15
10/11/15	THE HOME DEPOT VAUXHALL, NJ	30436			\$112,08	11/18/15
10/17/15	THE HOME DEPOT VAUXHALL, NJ	4041101			\$111.36	11/18/15
10/23/15	THE HOME DEPOT VAUXHALL, NJ	8041737			\$489.32	11/18/15
10/24/15	THE HOME DEPOT VAUXHALL, NJ	7154968	The state of the s		\$158.96	11/18/15
10/25/15	THE HOME DEPOT VAUXHALL, NJ	6022305			\$140.32	11/18/15
		and the state of t	•	TOTAL	\$1,798.28	

Questions **About Your** Account

PHONE FAX

ACCT MGR HOME DEPOT CREDIT SERVICES

1-800-395-7363 1-877-969-6751

GO TO WWW.MYHOMEDEPOTACCOUNT.COM

Send Billing Inquiries to: HOME DEPOT CREDIT SERVICES

PO Box 790340 St. Louis, MO 63179-0340 Send a SECURE MESSAGE right now to a customer service professional online at myhomedepotaccount.com

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION

Page 1 of 10

8 HP 27

This Account is Issued by Citibank, N.A.





Commercial Account



Remit payment and make checks payable to: HOME DEPOT CREDIT SERVICES DEPT, 32 - 2501516615 PO BOX 9055 DES MOINES, IA 50368-9055

PAYMENT PAGE

Commercial Account 6035 3225 0151 6615

Statement Date 11/27/15

View, manage and pay your account online at myhomedepotaccount.com

Invoices to Be Paid

IMPORTANT:

To ensure accurate posting of your payment, please indicate which invoices you are paying by checking the appropriate box below. Please remit entire Payment Page(s) when sending payment.

CUR	RENT	ACTI	VITY

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check if Paying	Payment Amount (if less than Amount Due)
11/01/15	9175102	\$43.72	\$43.72	12/18/15		\$
 11/08/15	2902910	\$170.52	\$170.52	12/18/15		\$
 11/14/15	6903032	\$102.46	\$102.46	12/18/15		\$
 11/20/15	903157	\$170.43	\$170.43	12/18/15		\$
 11/21/15	9024559	\$143,52	\$143,52	12/18/15		\$

PREVIOUSLY BILLED OPEN ITEMS

Transaction Date	Invoice #	Original Invoice Amount	Amount Due	Payment Due Date	Check if Paying	Payment Amount (If less than Amount Due)
10/04/15	7025460	\$100.38	\$100.38	11/18/15		\$
10/10/15	1010429	\$685.86	\$685,86	11/18/15		\$
10/11/15	30436	\$112.08	\$112.08	11/18/15		\$
10/17/15	4041101	\$111.36	\$111,36	11/18/15		\$
10/23/15	8041737	\$489,32	\$489,32	11/18/15		\$
10/24/15	7154968	\$158.96	\$158.96	11/18/15		\$
10/25/15	6022305	\$140.32	\$140.32	11/18/15		\$

Page 5 of 10



Statement Enclosed

Your Account Number is 6035 3225 0151 6615

For proper credit, please write 6035 3225 0151 6615 on your check and enclose with this payment coupon.



Total Balance

\$2,428.93

Check here if paying all invoices

Amount Enclosed: \$

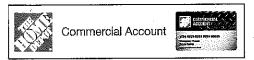
Print address changes on the reverse side. Make Checks Payable to ▼

HOME DEPOT CREDIT SERVICES DEPT. 32 - 2501516615 PO BOX 9055 DES MOINES, IA 50368-9055 Ավոելիլիկելիան հայուրի կերևի կերևի իրականություն

UNION HS PERFORMING 2350 N 3RD ST

UNION, NJ 07083-5049





Remit payment and make checks payable to: HOME DEPOT CREDIT SERVICES DEPT. 32 - 2501518615 PO BOX 9055 DES MOINES, IA 50368-9055

INVOICE DETAIL

BILL TO: Acct: 6035 3225 0151 6615	Amount Due:	Trans Date:	DUE DATE:	Invoice #:
UNION HS PERFORMING	\$43.72	11/01/15	12/18/15	9175102
••	PO:	Store	: 915, VAUXHALI	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
MEGA CUFF	00006523990000300021	1.0000 EA	\$3.88	\$3.88
1/4X1/2HMRST	00006329380000300020	1,0000 EA	\$8,28	\$8.28
MEGA CUFF	00006523990000300021	1.0000 EA	\$3,88	\$3.88
TOOL HOLDER	00004707780001100005	4.0000 EA	\$5.95	\$23.80
MEGA CUFF	00006523990000300021	1.0000 EA	\$3,88	\$3.88
Purchased by: MOS	SSER JAMES	SUBTOTAL		\$43.72
,		TAX		\$0.00
		SHIPPING		\$0.00
		TOTAL		\$43.72

BILL TO: Acct: 6035 3225 0151 6615	e e e		Amount Due:	Trans Date:	DUE DATE:	Invoice #: 2902910
UNION HS PERFORMING		Γ	\$170.52	11/08/15	12/18/15	2902910
			PO: NONE	Sto	ore: 915, VAUXHAL	L

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
2X4-16 GDF	00006036350000300003	4,0000 EA	\$6.78	\$27.12
3/4 RTD SHTG	00001661030000100002	3.0000 EA	\$23.68	\$71.04
2X3-96" STUD	00008450000000600005	15,0000 EA	\$1,98	\$29.70
1X6X12 NO.2	00009147970000500002	1.0000 EA	\$13,54	\$13.54
1X6X8 NO.2	00009147700000500002	2,0000 EA	\$8.98	\$17.96
Purchased by: 20		SUBTOTAL		\$159.36
		TAX		\$11.16
		SHIPPING		\$0.00
		TOTAL		\$170.52

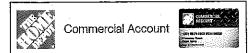
BILL TO; Acct: 6035 3225 0151 6615		•	Amount Due: Trans E		DUE DATE:	Invoice #:
UNION HS PERFORMING		1.3	\$102.46	11/14/15	12/18/15	6903032
			PO: NONE	Sto	re: 915, VAUXHALL	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
5 MM PLYWOOD	00004929300000100007	8.0000 EA	\$11.97	\$95.76
Purchased by: 20	,	SUBTOTAL		\$95.76
		TAX	•	\$6.70
		SHIPPING		\$0.00
	•	TOTAL	· · · · · · · · · · · · · · · · · · ·	\$102.46

BILL TO: Acet: 6035 3225 0151 6615		Amount Due:	Trans D	ate:	DUE DATE:	Invoice #:
UNION HS PERFORMING		\$170.43	11/20/	15	12/18/15	903157
		PO: NONE		Store	915, VAUXHALL	

PRODUCT	SKU #	QUANTITY	UNIT PRICE	TOTAL PRICE
CAT6 CMR BLU	00005556060000900016	2,0000 EA	\$79.64	\$159.28
Purchased by: 20		SUBTOTAL		\$159.28
		TAX		\$11.15
		SHIPPING		\$0.00
		TOTAL		\$170.43





Remit payment and make checks payable to: HOME DEPOT CREDIT SERVICES DEPT. 32 - 2501516615 PO BOX 9055 DES MOINES, IA 50368-9055

INVOICE DETAIL

BILL TO: Acct; 6035 3225 0151 6615 UNION HS PERFORMING

Amount Due:	Trans Date:	DUE DATE:	invoice #: 9024559
\$143.52	11/21/15	12/18/15	9024559
PO:	Store	: 915, VAUXHALI	<u> </u>

PRODUCT	SKU#	QUANTITY	UNIT PRICE	TOTAL PRICE
(4-96 STUD	00001616400000600002	20,0000 EA	\$2.68	\$53.60
/4 RTD SHTG	00001661030000100002	4,0000 EA	\$22.48	\$89.92
Purchased by: LEVITZ AL		SUBTOTAL		\$143.52
* · · · · · · · · · · · · · · · · · · ·		TAX		\$0.00
		SHIPPING		\$0,00
•		TOTAL		\$143,52



Student Organization Fund for Expenditure	e in Excess of \$1,000.00
SCHOOL UHS	DATE
ACCOUNT NAME_UHSPAC	ACCT.# 2077
VENDOR Encore Orchestra of NJ	AMOUNI 86,000.00
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(· S):
orchestra for "Union Hoes to Holl	
sil attocked	
In accordance with the Student Organization Funds – Policy another the referenced expenditure in excess of \$1,000.00	d Procedure Manual, I request approval
Laurie DelGuercio Faurie Allauriu FIGNATURE	
BOARD APPROVAL DATE: 1/19/15	
Per the Student Organization Funds – Policy and Procedure Manapproval of either/or the Board Secretary/Business Administrate for the purchase of goods and services greater than \$1,000.00	nual, student bodies, only with written or, may obligate themselves by contract
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 SCHO	OOL BOOSTER ASSOCIATION		
Pay \$ 6, 600, 00 to t	he order of ENCOCK	Orchestra at No	ew Jersey	
and charge the account of UH				
Purpose: Orchestra for	Union Goes	to Hollywood		
_UHSPAC		2	-	
Club or Activity	Fac	ulty Adviser – Signature		
II. Account Balance \$14, 126.	25Verified by	Quelas		
Date 14/6 Commer	ıt	4		
	0			
III. ApprovedPrincipal –	Signature	Date		
r i i i cipa i —	Signature			
IV. Date Paid	Check No	Acct. No		
Processed by				
!				

Encore Orchestra of New Jersey, Inc.

38 Chatham Road, 2nd Floor Short Hills, NJ 07078 EIN# 47-4651135

Invoice

Date	Invoice #
12/4/2015	2015-102

Bill To

Township of Union Board of Education Attn; James Mosser 2369 Morris Avenue Union. New Jersey 07083

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
1	FOR PROFESSIONAL SERVICES RENDERED: HIRED ORCHESTRA AND MUSIC DIRECTOR FOR - UNION GOES TO HOLLYWOOD REHEARSAL TUESDAY - 12/8/15 REHEARSAL THURSDAY - 12/10/15 REHEARSAL FRIDAY - 12/11/15 PERFORMANCE FRIDAY - 12/11/15 PERFORMANCE SATURDAY - 12/12/15	6,000.00	6,000.00
		Total	\$6,000.00

Phone #	Fax#	E-mail ·	Web Site
908-686-7084	973-376-2239	vjnviolin@yahoo.com	www.EncoreOrchestraNJ.com

Student Organization Fund for Expenditure in	Excess of \$1,000.00
school UHS	DATE1/4/16
ACCOUNT NAME Senior Prom	ACCT.# 2012
VENDOR Gankee Candle Fundraising	AMOUNT
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):	•
payment of fundraising items	· · · · · · · · · · · · · · · · · · ·
see attached	
In accordance with the Student Organization Funds – Policy and Prof the referenced expenditure in excess of \$1,000.00	rocedure Manual, I request approva
Laurie DelGuercio	
SIGNATURE	
DIGNATURE	,
BOARD APPROVAL DATE: 1/19/16	
Per the Student Organization Funds — Policy and Procedure Manua approval of either/or the Board Secretary/Business Administrator, to for the purchase of goods and services greater than \$1,000.00	ll, student bodies, only with written may obligate themselves by contract
I approve the purchase of goods/services per the attached.	
JAMES J. DAMATO, BOARD SECRETARY	DATE
Manuel F. Vieira Rusiness Administrator	T) ATF

		'	'		£ (
**.	COMPLETE SECTION I ONLY		DATE 12/6	1/15		
	I. This will authorize the Tre	asurer of the UNION HIG	GH SCHOOL BOOSTE	R ASSOCIATION		
	Pay \$ 1231, 40	to the order of	ankee Candle	Fundraising		
	and charge the account of _	Senior prom	Acc	t. No		
	Purpose: fundaising	ÿ.				
	<u> </u>	<u> </u>				
	Senior prom		Chel Day	Q		
	Club or Activity		Faculty Adviser	– Signature	<u> </u>	·
	II. Account Balance \$12,4	62.44	Verified by(aclor	************	
	Date 1416	Comment	. –			
÷	III. Approved	1.1.)	Date		_
	Principa	I – Signature /				
	IV. Date Paid	Check No		Acct. No		
i	Processed by				ļ	
Ä.	£				4	
!		Section 1	1 June 1997			
					! ;	

YANKEE CANDLE FUNDRAISING

INVOICE

Customer Address:
UHS BOOSTER ASSOCIATION
2350 N THIRD ST
UNION HIGH SCHOOL
UNION NJ 07083 US

Remit to Address: P.O. Box 3750 Boston, MA 02241-3750 To make a payment by phone: 1-855-YCC FUND

Date: 12/3/2015

Sales Rep: BRENDA FIELD

Attn: CHERYL FISKE

Organization: UHS BOOSTER ASSOCIATION

Total Due: \$1,231.40 by 1/2/2016

Please use Customer #99516501 on check.

Total Sale:

\$1,899.00

Less Profit:

\$759.60

Subtotal:

\$1,139.40

Total Tax:

[Tax-Exempt]

Shipping:

\$92.00

Total Due:

\$1,231.40

If Payment received by YCF on or before 1/2/2016 please pay \$1,197.22 to take advantage of the prompt pay discount.

Please note, online orders are not included in this invoice as they are pre-paid by the purchaser at the time of purchase on the website.

Please return this portion with payment

Customer: #99516501

Organization: UHS BOOSTER ASSOCIATION

Total Due: \$1,231.40

Amount Paid: \$

Please use Customer #99516501 on check.

Mail Payment to:

Yankee Candle Fundraising P.O. Box 3750 Boston, Ma 02241-3750

Student Organization Fund for Expenditure in Excess of	\$1,000.00
SCHOOL 1945	ATE 1/4/16
ACCOUNT NAME COSME to logg	CCT.#20(0)
VENDOR IBS New York 2016	MOUNT 81,500.00
PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):	•
field trip - International Beauty Show	
su attached	
In accordance with the Student Organization Funds – Policy and Procedure Ma of the referenced expenditure in excess of \$1,000.00	anual, I request approval
Laurie DelGuercio	1
SIGNATURE	•
BOARD APPROVAL DATE: 1/19/16	
Per the Student Organization Funds – Policy and Procedure Manual, student be approval of either/or the Board Secretary/Business Administrator, may obligate for the purchase of goods and services greater than \$1,000.00	odies, only with written e themselves by contract
I approve the purchase of goods/services per the attached.	
JAMES J. DAMATO, BOARD SECRETARY	DATE
Manuel E. Vieira, Business Administrator	DATE



Student Day is Tuesday, March 8

Dear School Administrator:

IBS New York will be here before we know it! The show takes place March 6-8, 2016 and Student Day is Tuesday, March 8.

We're working hard at putting together an educational conference program that will inspire both you and your students. As always, more than 500 exhibitors will line the exhibit hall and will offer thousands of products and tools at professionals-only pricing, along with incredible in-booth education.

Registration for the show is now open. Please be sure to read the Rules and Information sheet included in this packet before placing your order. Changes have been made to the 2016 program and this document will tell you everything you need to know to make registering easy and efficient.

The deadline for registering your group of students is Monday, February 8th. You can register in two ways:

- Online at www.IBSnewyork.com: Click REGISTER NOW and then SCHOOL REGISTRATION.
 Online registration opens in October.
- Complete and mail/fax the registration form included in this packet, with payment, to the number/address on the form.

The student price before the February 8th deadline is \$38 and \$45 after, and because of the reduced special price, students are ONLY ALLOWED TO ATTEND ON TUESDAY, MARCH 8. Any groups/students who show up on a day other than Tuesday WILL BE TURNED AWAY.

Also, enclosed in this packet, is a poster you can personalize with your school's contact information to hang in your student and teacher lounges. We will send you the Student/Instructor Conference Program after it is completed, but meanwhile, please reference our website at www.IBSnewyork.com for more information.

Should you have any questions after reading the Rules & Information sheet, please contact me via email at IBSNYSTUDENTS@xpressreg.net or by phone at 508.743.8547.

We look forward to seeing you in New York!

Sincerely,

Natasha Bhalla School Program Coordinator