

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 12/17/19

DEPARTMENT: SCIENCE ACCOUNT: 2072

VENDOR: VILLANI AMOUNT: \$1,250

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

PRY TRANSPORTATION FOR HIKING CLUB END OF THE YEAR TRIP

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

NAME: ADAM RAFFAELE

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.

Manny Vieira, Business Administrator

Date



811 East Linden Avenue
 Linden, NJ 07036
 Phone: 908-862-3333
 Fax: 908-474-8058
 Toll Free
 Website: www.villanibus.com
 Email: info@villanibus.com

Charter Quote

Date: 12/16/19
 Quote No. : 81462

Adam Raffaele
 Union High School
 2350 N. 3rd. Street
 Union, NJ 07083 USA

Phone: 908-851-6501
 Fax: 908-687-5204
 Order Date 12/13/19
 SalesRep: Kearria

Thank you for contacting **Villani Bus Company**. We hope this Quote will be acceptable for your trip on **Friday, May 29, 2020**. This quote is good for **90** days, after which circumstances could require us to change it. To accept this quote/contract, please sign below and return it by mail or fax as soon as possible. Thank you for considering **Villani Bus Company**.

Group Name: **Camping Trip 2020-One Way**
 Group Leader: **Adam Raffaele**
 Destination: **Weatherly,PA**
 Leave Date: **Friday, May 29, 2020**
 Spot Time: **8:45 am**
 Leave Time: **9:00 am**
 Pickup Location: **Union High School
 North 3rd Street
 Union NJ**

Coaches: 1
 Equipment: **1-55 Motor Coach**
 Return Date: **Friday, May 29, 2020**
 Return/Drop Time: **1:30 pm**
 Destination Details: **288 N. Stage Coach Rd
 Weatherly, PA**

Description	# Coaches	Qty	Rate	Charge
Single Day Motorcoach Trip - Local Service	1	1.00	\$1,250.00	\$1,250.00
Operators Gratuity separate from rental rate quote	1	1.00	\$0.00	\$0.00
UNSIGNED CONFIRMATION WILL VOID RESERVATION	1	1.00	\$0.00	\$0.00
All Trips "MUST" Be Reconfirmed 7 Days Before Trip	1	1.00	\$0.00	\$0.00

<u>Due Dates</u>	<u>Description</u>	<u>Amount</u>	Transport Charge:	\$1,250.00
12/27/19	Deposit	\$200.00		
05/15/20	Final Payment	\$1,050.00		

Your signature below acknowledges that you understand and agree to the terms and conditions stated.

 Charter Party Signature Date

Kearria

EXHIBIT B-1

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

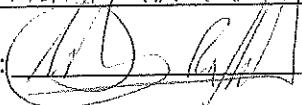
SCHOOL: UNION HIGH SCHOOL DATE: 12/17/19
DEPARTMENT: SCIENCE ACCOUNT: 2072
VENDOR: WHITEWATER CHALLENGERS AMOUNT: \$4,627.⁰⁹

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

PAY FOR END OF THE YEAR TRIP ACTIVITIES

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

NAME: ADAM RAFFAGLE

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.

Manny Vieira, Business Administrator

Date

Township of Union Schools K-12



Adam Raffaele <araffaele@twpunionschools.org>

Confirmation: Your Order with Whitewater Challengers (#MSVDH)

1 message

Whitewater Challengers <messages@fareharbor.com>
Reply-To: Whitewater Challengers <info@whitewaterchallengers.com>
To: araffaele@twpunionschools.org

Mon, Dec 9, 2019 at 2:42 PM

Confirmation for Order #MSVDH for Whitewater Challengers.
Email not displaying correctly? [View It online »](#)



(800) 443-8554 • info@whitewaterchallengers.com • whitewaterchallengers.com

Thanks for
booking with us!

Adam Raffaele
(908) 612-7610
araffaele@twpunionschools.org
[Order #MSVDH »](#)

Booking #49433398
Meals
Friday, May 29 2020
30 Three Meal Deal - Combination

Amount due:
\$4,627.09

Booking #49433230
Bus Shuttle
Friday, May 29 2020
1 Bus Shuttle

Booking #49432965
Camping
Friday, May 29 2020 @ 2:00pm
30 Campers - 2 Nights





Booking #49432884
Premier Whitewater Rafting
Saturday, May 30 2020 @ 9:20am
27 People - Groups 20+, 3 Additional
Free Spaces

Booking #49433472
Meals
Sunday, May 31 2020
30 Breakfast

Booking #49433041
Pocono Paintball Games

Sunday, May 31 2020 @ 9:00am
30 People - Individual Rate

Booking 1 of 6

<p>Booking #49433398</p> <p>Meals</p> <p>Friday, May 29 2020</p> <p>30 Three Meal Deal - Combination</p> <p>📍 Please meet us at:</p> <p>288 N Stagecoach Rd Weatherly, PA 18255-4218</p>	<p>Add to your calendar:</p> <p> Google Calendar</p> <p> Apple Calendar</p> <p> Yahoo Calendar</p> <p> Outlook Calendar</p> <p>Get directions ></p>
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NOTE: Our buffet **BREAKFAST** is served on Saturdays until approximately 10:30AM. Be sure to allow extra time before your check-in time for breakfast. Pick up any reserved **LUNCHES** before getting fitted for life jackets. For **DINNER** times, please check at the Snack Bar. If you've reserved dinner for the evening before your first activity, it's usually available by 5:00PM.

[Click here for directions to our Lehigh River Rafting Center](#)

Details

Three Meal Deal - Combination:	\$25.95 x 30	\$778.50
Total		\$778.50
Amount due		\$778.50

Booking 2 of 6

<p>Booking #49433230</p> <p>Bus Shuttle</p> <p>Friday, May 29 2020</p> <p>1 Bus Shuttle</p>	<p>Add to your calendar:</p> <p> Google Calendar</p> <p> Apple Calendar</p> <p> Yahoo Calendar</p> <p> Outlook Calendar</p>
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Details

Bus Shuttle:	\$100.00 x 1	\$100.00
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Total	\$100.00
Amount due	\$100.00

Booking 3 of 6

Booking #49432965

Camping

Friday, May 29 2020 @ 2:00pm

30 Campers - 2 Nights

📍 Please meet us at:

288 N Stagecoach Rd
Weatherly, PA 18255

Add to your calendar:

-  [Google Calendar](#)
-  [Apple Calendar](#)
-  [Yahoo Calendar](#)
-  [Outlook Calendar](#)

[Get directions ›](#)

Camping check-in is anytime between 2:00PM and 10:00PM. If late check-in is needed please let us know. Feel free to depart anytime after your final day's activity.

Important Information About Camping

- **NOTE:** Quiet hour is 11PM through 7AM each night. Out of respect for fellow-campers, we don't allow alcohol in campsites, ATV's, firearms, firecrackers or rowdy or excessively noisy behavior. No pets are allowed. However, there is a nearby pet lodge if needed.
- **CAMPING CHECK-IN** is anytime between 2:00PM and 10:00PM. If a later check-in time is needed, please let us know this in advance. Feel free to depart anytime after your last night's stay.
- **AMENITIES:** We welcome you to make use our complimentary sand volleyball courts, basketball court, recreation field, hot showers & restrooms, free Wi-Fi, and cell phone charging stations.
- **ALSO ON SITE:** Snack bar, food service, camp store and a private pavilion available to rent.

For GPS driving directions:

Whitewater Challengers
288 N. Stagecoach Road
Weatherly, PA 18255

For all payments and correspondence

Whitewater Challengers
PO Box 8
White Haven, PA 18661

Details

Camper - 2 Nights:	\$17.00 x 30	\$510.00
Total		\$510.00
Amount due		\$510.00

Booking 4 of 6


Booking #49432884


Premier Whitewater Rafting

Saturday, May 30 2020 @ 9:20am

27 People - Groups 20+, 3 Additional Free Spaces

Add to your calendar:

-  [Google Calendar](#)
-  [Apple Calendar](#)
-  [Yahoo Calendar](#)
-  [Outlook Calendar](#)

 Next Step: Your Waivers

Please have all participants complete the online waiver prior to arrival. It's quick and easy!

- Click **"Sign Waiver"**
- Please forward the required waiver along to ALL participants
- *To forward the waiver link, right click "Sign Waiver" and click "Copy Link" then paste the link into the body of an email to send to all participants. Or simply forward this confirmation email.*

[Sign Waiver ›](#)

All waivers must be completed prior to check in at the rafting center.

 Please meet us at:

288 N Stagecoach Rd
Weatherly, PA 18255-4218

[Get directions ›](#)**Important Information About Rafting**

- **NOTE:** The time listed above is your **ARRIVAL/CHECK-IN TIME** at our Adventure Center. It's not our shuttle bus departure time or the trip launch time. Please be ready to pick up your shuttle bus boarding passes and go for PFD's about 15 minutes after your listed check-in time.
- **TIMELY ARRIVAL:** Our trip times are strictly regulated, so we usually can't wait for late arrivals. Be sure everyone arrives no later than your stated arrival time.
- **PROPER FOOTWEAR:** Flip-flops, flimsy or loose-fitting sandals, "cros" and bare feet are NOT permitted on the river. Old sneakers are the best. Sturdy sandals (like TEVA's) are acceptable. Appropriate footwear can be purchased or rented at our Adventure Center.
- **WHAT NOT TO TAKE IN YOUR RAFT:** Leave dry clothes and towels in your car for after the trip. Don't take in your raft any valuables, keys, coolers, alcohol, glass containers, pets, or cameras that aren't waterproof. Car keys can be left at the Rafting Center.

- **WHAT TO WEAR & BRING:** You WILL get wet. On warmer days, a swim suit or T-shirt and shorts are fine. Sunscreen and a visor or brimmed hat are always a good idea. In cooler weather a windbreaker is useful. Avoid cotton, especially sweat shirts and sweat pants, which will actually make you colder. If wearing glasses, be sure to secure them with reliable glass-straps. Wetsuits are available to rent at the rafting center.
- **RAFT GROUPINGS:** Please be sure there's at least one adult in each raft. Organize your group into rafting teams of 6-7 before you get your PFD's. If your group is smaller than this you'll pair up with another small group before boarding the shuttle bus.
- **MEALS:** Our Lehigh River Rafting Center offers breakfast, lunch and dinner service. You're welcome to bring your own (light) lunch to take on the river, or purchase a box lunch from us. Remember to have your lunches in-hand before heading for PFD's.
- **SOUVENIR PHOTOS:** We try to capture a photo of each raft in the rapids. You can purchase these at our Rafting Center after the trip. At the Lehigh River, you can also order them online after you get home. You're welcome to bring a waterproof camera! It's a great way to document your adventure! Be sure to post your video online, share it with your friends, and tag #wwchallengers.

For more details visit our Lehigh River FAQs!

For GPS driving directions:

Whitewater Challengers
 288 N. Stagecoach Road
 Weatherly, PA 18255





For all payments and correspondence:

Whitewater Challengers
 PO Box 8
 White Haven, PA 18661

Details

Person - Group 20+:	\$67.67 x 27	\$1,827.09
Additional Free Space x 3		
Local Fees: 1		6% applied per customer
Per Person Insurance Fee: 1		\$2.00 applied per customer
Total		\$1,827.09
Amount due		\$1,827.09

Booking 5 of 6

<p>Booking #49433472</p> <p>Meals</p> <p>Sunday, May 31 2020</p> <p>30 Breakfast</p>	<p>Add to your calendar:</p> <p> Google Calendar</p> <p> Apple Calendar</p> <p> Yahoo Calendar</p> <p> Outlook Calendar</p>
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📍 Please meet us at:

288 N Stagecoach Rd
Weatherly, PA 18255-4218

[Get directions ›](#)

NOTE: Our buffet **BREAKFAST** is served on Saturdays until approximately 10:30AM. Be sure to allow extra time before your check-in time for breakfast. Pick up any reserved **LUNCHES** before getting fitted for life jackets. For **DINNER** times, please check at the Snack Bar. If you've reserved dinner for the evening before your first activity, it's usually available by 5:00PM.

[Click here for directions to our Lehigh River Rafting Center](#)

Details

Breakfast: \$7.95 x 30	\$238.50
Total	\$238.50
Amount due	\$238.50

Booking 6 of 6


Booking #49433041

Pocono Paintball Games

Sunday, May 31 2020 @ 9:00am

30 People - Individual Rate

Add to your calendar:

-  [Google Calendar](#)
-  [Apple Calendar](#)
-  [Yahoo Calendar](#)
-  [Outlook Calendar](#)

📍 Please meet us at:

288 N Stagecoach Rd
Weatherly, PA 18255-4218

[Get directions ›](#)

Important Information About Rafting

- **NOTE:** The time listed above is your **ARRIVAL/CHECK-IN TIME** for your Paintball Games. It's not our shuttle bus departure time or the time that the Paintball games begin. Please be ready to board your shuttle bus about 15 minutes after your listed **ARRIVAL/CHECK-IN TIME**
- **TIMELY ARRIVAL:** Our game times are strictly regulated, so we usually can't wait for late arrivals. Be sure everyone arrives no later than your designated arrival time.

Details

Person - Individual Rate: \$39.10 x 30	\$1,173.00
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Local Fees: 1	6% applied per customer
Per Person Insurance Fee: 1	\$2.00 applied per customer
Total	\$1,173.00
Amount due	\$1,173.00

Cancellations:

***Cancellation Policy:** For cancellations at least 15 days in advance, a complete refund of your Whitewater Challengers fees is available. A 50% refund applies with 7 to 14 days notice. There can be no refunds for cancellations less than 7 days in advance, for no shows, or for late arrivals. If a portion of your group cancels, online booking convenience fees are not refundable.

About this email: You are receiving this email because you provided us with your email address for updates. You can [unsubscribe](#) from all future emails.

Whitewater Challengers
(800) 443-8554
info@whitewaterchallengers.com
whitewaterchallengers.com

All prices in US dollars

Reservations and payments [powered by FareHarbor](#)

EXHIBIT B-1

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

SCHOOL: UHS DATE: 12/18/19
DEPARTMENT: Music ACCOUNT: 2077
VENDOR: Audio Inc. AMOUNT: 4915.89

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

Audio equipment rental for UHSPAC production of
White Christmas.

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

NAME: Melissa Abbate

SIGNATURE: Melissa Abbate

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.

Manny Vieira, Business Administrator

Date

Audio Inc

170 W Westfield Ave Suite 1
Roselle Park NJ 07204
908-620-1007
ai.accounting@audioinc.us

Invoice

Invoice No 954480
Invoice Date 12/9/2019
Quote # 4863
Payment Terms 14 Days

Purchase Order #

Bill To

Union High School
2350 N 3rd St
Union, NJ 07407

Venue / Ship To

Union High School
2350 N 3rd St
Union, NJ 07083

Job / Project RQ4863 - White Christmas

Service Date 12/09-12/15/19

Description	Amount
Equipment Rental - Audio/Video/Lighting/Staging	2,365.39
Crew - Installation/Operation	2,350.50
Transport/Cartage	200.00

www.audioincorporated.com

Subtotal \$4,915.89
Sales Tax (6.625%) \$0.00
Payments/Credits \$0.00
Amount Due \$4,915.89

Please pay by the date shown. Invoices not paid within terms are subject to 1 1/2% monthly finance charges.

Please Pay By 12/23/2019

EXHIBIT B-1

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

SCHOOL: UHS

Date: 12/17/19


DEPARTMENT: MUSIC Account: 2045

VENDOR: SEPTUOR HAWK Amount: 2727.68

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): TO PAY SEPTUOR HAWK
FUNDRAISING INVOICE

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

MICHAEL HAMILTON
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

Gertrude Hawk CHOCOLATES

901 Keystone Park • Dunmore, PA 18512

Phone: (570) 342-7556

Toll Free: 1-800-822-2032

Page 1 of 4

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121034 Attn: MICHAEL HAMILTON
UNION HIGH SCH MARCHING BAND
2350 NORTH 3RD STREET

UNION, NJ 07083

TERMS:
1% DISCOUNT IN 15 DAYS; NET 30
1.5% LATE CHARGE PER MONTH
AFTER 30 DAYS

L

BILL DATE	GROUP #	LEADERS NAME	INVOICE #
12/11/19	121034	MICHAEL HAMILTON	076415
	12103499	UNION HIGH SCH MARCHING BAND	5303.50
	121034WO	WEB ORDER - PAID IN FULL	420.50
		SECTION TOTAL :	5724.00
		GROSS TOTAL :	5724.00
		DISCOUNT 45.00% :	- 2575.82
		SUB TOTAL :	3148.18
		AMOUNT PAID :	- 420.50
		CREDITS/CHARGES :	0.00
		GRAND TOTAL DUE :	2727.68

Please Detach and Return this Portion
with your payment to:

GERTRUDE HAWK CHOCOLATES/FUNDRAISING
P.O. Box 641639
Pittsburgh, PA 15264-1639

Account# 121034
Invoice# 076415

UNION HIGH SCH MARCHING BAND
2350 NORTH 3RD STREET

UNION, NJ 07083

NOTE: RESTOCKING CHARGE OF 15% ON
RETURNS OVER \$75.00.

You may deduct 27.28
If you pay by 12/30/19

Amount
Enclosed

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: 12/19/19
DEPARTMENT: Senior Class Account: 2227
VENDOR: Dave + Buster's Amount: 6,238.05

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Senior Class trip
deposit

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

NAME _____
SIGNATURE [Handwritten 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.

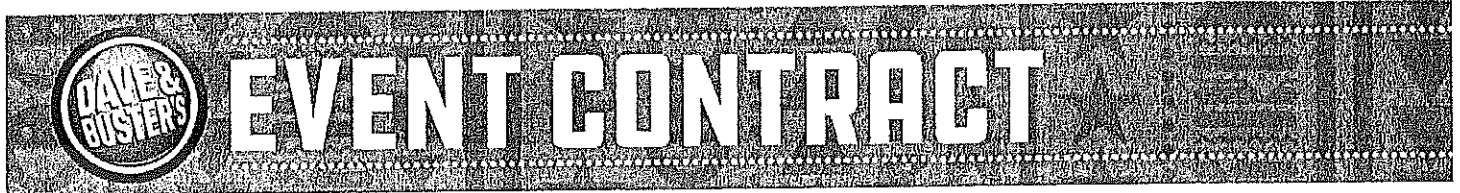
I approve the purchase of goods/services per the attached.

Gregory Brennan, Business Administrator Date _____

Name: Cheryl Fiske
 Email: cfiske@twpunionschools.org
 Phone: (908) 419-4005
 Event Date: Friday, 05-29-2020

Last Modified Date: Tuesday, 10-22-2019 02:24 PM
 Booking Id Number: 0061U00000C4eStQAJ
 Sales Person: Leslie Collazo
 Phone: 973-435-9806
 Email: leslie.collazo@daveandbusters.com

Union High School Senior Trip 2020



Guests 390

Dave & Buster's Address	Event Date	Event Area	Set Up
274 Woodbridge Center Dr., Woodbridge, NJ 07095	Fri, May-29-2020 10:00 AM to 01:00 PM	Function Room Full	Dining Style
274 Woodbridge Center Dr., Woodbridge, NJ 07095	Fri, May-29-2020 10:00 AM to 01:00 PM	Sports Lounge Full	Dining Style
274 Woodbridge Center Dr., Woodbridge, NJ 07095	Fri, May-29-2020 10:00 AM to 01:00 PM	Dining Room Full	Dining Style

EAT & DRINK:

The Youth Playoff Party Package

- Bar Burgers
- Four-Cheese Pizza Bites
- Crispy Chicken Bites served with Ranch dip
- Baked Macaroni & Cheese
- French Fries
- Unlimited Soda

390 @ \$12.99 \$5066.10

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.

PLAY:

Youth Playoff Package \$20 Power Card

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.

390 @ \$10.00 \$3900.00

Super Charged \$20 Power Card

(25 additional chips per card)

390 @ \$3.00 \$1170.00

ADD \$10 PCARD

Upgrade your Party & Play Packaged power card to include \$10 more in game play (Includes 52.8 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.

390 @ \$6.00 \$2340.00

Unlimited Video Game Play

390 @ \$0.00 \$0.00

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: U-15

Date: 12/19/14

DEPARTMENT: Senior Class Account: 2227

VENDOR: Duvel Bostick Amount: NOT TO EXCEED 20,000

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Senior Class
trip final total

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

NAME
Ava Scavizzi
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

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.

ADD \$20 PCARD

Upgrade your Party & Play Packaged power card to include \$20 more in game play (Includes 122 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.

390 @ \$11.00 \$4290.00

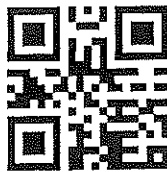
Grad Season 2020 Promotion

50% MORE GAME PLAY – 2020 Grad Season

*PROMOTIONAL. OFFER EXPIRES: 12/31/19. This offer must be referenced at the time of booking. Offer valid ONLY with events held between 4/1/20 – 6/30/20 on any Sunday – Friday. Receive 50% more game play with a minimum purchase of a \$20 PowerCard and a total party minimum spend of \$1,000 prior to tax, gratuity and outside vendor rental. A non-refundable deposit and signed contract required. Not valid with any other offer. Revenue minimums apply and vary by location. Subject to availability. Valid at participating locations only and prices may vary by location. Minor policies vary by location. See store for details. Void where prohibited.

390 @ \$-11.00 \$-4290.00

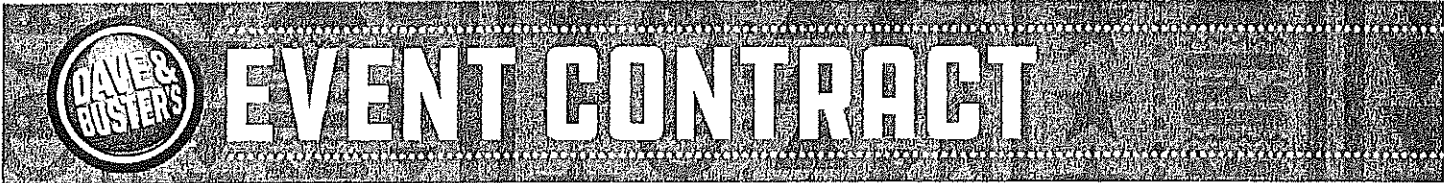
Summary of all charges			
Deposit Due:	\$6238.05	Subtotal:	\$12476.10
Payments Made:	\$0.00	Tax:	\$0.00
Remaining Balance:	\$13489.32	Suggested Gratuity:	\$1013.22
		Grand Total:	\$13489.32



Name: Cheryl Fiske
 Email: cfiske@twpunionschools.org
 Phone: (908) 419-4005
 Event Date: Friday, 05-29-2020

Last Modified Date: Tuesday, 10-22-2019 02:24 PM
 Booking Id Number: 0061U00000C4eStQAJ
 Sales Person: Leslie Collazo
 Phone: 973-435-9806
 Email: leslie.collazo@daveandbusters.com

Union High School Senior Trip 2020



Guests 390

Dave & Buster's Address	Event Date	Event Area	Set Up
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274 Woodbridge Center Dr., Woodbridge, NJ 07095	Fri, May-29-2020 10:00 AM to 01:00 PM	Sports Lounge Full	Dining Style
274 Woodbridge Center Dr., Woodbridge, NJ 07095	Fri, May-29-2020 10:00 AM to 01:00 PM	Dining Room Full	Dining Style

EAT & DRINK:

The Youth Playoff Party Package	390 @ \$12.99	<u>\$5066.10</u>
Bar Burgers Four-Cheese Pizza Bites Crispy Chicken Bites served with Ranch dip Baked Macaroni & Cheese French Fries Unlimited Soda		

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.

PLAY:

Youth Playoff Package \$20 Power Card	390 @ \$10.00	<u>\$3900.00</u>
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.		
Super Charged \$20 Power Card (25 additional chips per card)	390 @ \$3.00	<u>\$1170.00</u>
ADD \$10 PCARD	390 @ \$6.00	<u>\$2340.00</u>
Upgrade your Party & Play Packaged power card to include \$10 more in game play (Includes 52.8 additional chips)! The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.		
Unlimited Video Game Play	390 @ \$0.00	<u>\$0.00</u>

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.

ADD \$20 PCARD

Upgrade your Party & Play Packaged power card to include \$20 more in game play (Includes 122 additional chips) The number of Power Cards Upgrades must identically match the number of guests dining from the buffet service.

390 @ \$11.00 \$4290.00

Grad Season 2020 Promotion

50% MORE GAME PLAY – 2020 Grad Season

*PROMOTIONAL. OFFER EXPIRES: 12/31/19. This offer must be referenced at the time of booking. Offer valid ONLY with events held between 4/1/20 – 6/30/20 on any Sunday – Friday. Receive 50% more game play with a minimum purchase of a \$20 PowerCard and a total party minimum spend of \$1,000 prior to tax, gratuity and outside vendor rental. A non-refundable deposit and signed contract required. Not valid with any other offer. Revenue minimums apply and vary by location. Subject to availability. Valid at participating locations only and prices may vary by location. Minor policies vary by location. See store for details. Void where prohibited.

390 @ \$-11.00 \$-4290.00

Summary of all charges			
Deposit Due:	\$6238.05	Subtotal:	\$12476.10
Payments Made:	\$0.00	Tax:	\$0.00
Remaining Balance:	\$13489.32	Suggested Gratuity:	\$1013.22
		Grand Total:	\$13489.32

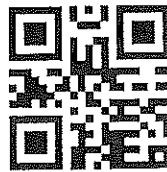


EXHIBIT B-1

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

SCHOOL: Union High School DATE: 10/19/19

DEPARTMENT: Key Club ACCOUNT: 46

VENDOR: 105 District Key Club AMOUNT: Max \$ 6,090

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):
Payment for the NJ District Key Club convention
at Ocean Place Resort & Spa.

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

NAME: Stefanie Courtney

SIGNATURE: Stefanie Courtney

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.

Manny Vieira, Business Administrator

Date

Welcome New Jersey Key Clubbers!

Hello (Key)lympians! Welcome to the 74th Annual New Jersey District Convention of Key Club International. You have all worked hard this service year to master the skills of caring, service, and leadership, but now it is time to celebrate your hard work! We would like to formally invite you to join us for this grand event of celebration on the weekend of **March 27th to the 29th, 2020**, at the **Ocean Place Resort & Spa** in Long Branch, New Jersey.

REGISTRATION PROCEDURES

This year we will be requiring all information to be submitted online.

Online Registration Link: <https://fs6.formsite.com/NJKeyClub/dcon20/>

Rooming List to be completed prior to completing registration:

<https://drive.google.com/file/d/1liFWmYS6PsbY11Xs1ixEI241OrZOzfEY/view?usp=sharing>

If you have any questions or concerns...please e-mail registration@njkeyclub.org.

Link for Digital Medical Form that can be filled out and printed and submitted at DCON: <https://goo.gl/HLiyIj>

Link for Code of Conduct Form that must be signed and submitted at DCON: <https://goo.gl/gskSss>

Here are some helpful tips to help make your Division's Club's Registration Process run smoothly:

1. Start planning with your Advisor and School 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.
2. You will 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 how the other clubs in your Division plan to get there.
4. Chaperones are mandatory for this trip. If you do not have a chaperone, please contact your respective Lieutenant Governor for assistance.
5. If you need to submit a check or purchase order to your school, please do it early. If you need to get the New Jersey Key Club to sign it, please e-mail to registration@njkeyclub.org. Allow enough time to submit registration by the deadline. This can be done electronically. With many issues to consider, remember to read the entirety of this packet and mailing to gain a full understanding of the registration process and District Convention.

Additionally, in order to make sure your club sends in all of the necessary forms, any page with the 3rd Place Bronze Medal is just information. Any page with the 2nd Place Silver Medal is a form you need to bring to convention and the 1st Place Gold Medal is a form you need to send!

All of the enclosed information along with other Convention information will be posted on the District website: njkeyclub.org. If you have any further questions, please contact your Lieutenant Governor, any member of the Kiwanis Committee, or registration@njkeyclub.org. Remember to start planning early! We look forward to seeing you at convention!

2020 New Jersey Key Club District Convention

Date: Friday-Sunday, March 27th - 29th, 2020

Place: Ocean Place Resort and Spa, One Ocean Boulevard, Long Branch, NJ 07740

Theme: 2020 Olympics: Lighting the Torch of Service

Brief Schedule & What To Wear***:

**Note- For more information on dress code, please view the guide at the bottom of the packet.*

Friday, March 27th- Casual / theme/school spirit dress optional. School/division themed costumes are welcome, dress code permitting (no cleavage, no midriff-baring outfits, no short shorts, no bare feet, no toy or plastic weapons). Towels or sheets must not be taken from hotel rooms to be used in theme attire. Arrive between 2-5 p.m. (NOTE: hotel rooms will NOT be ready before this time), hang out, opening general session with Keynote Speaker, Walk, Meet and Greet, advisor hospitality.

Saturday, March 28th-

Morning/Daytime- Business professional breakfast session, educational workshops/forums for students and advisors, caucus session to hear candidates' speeches, lunch session, service fair; there will be a break in the afternoon. Business professional House of Delegates to elect District leaders (for delegates only).

Evening- Semi-formal Dinner awards banquet general session, dance.

Sunday, March 29th- Everyone will be able to wear their DCON T-Shirt on this day. Farewell general session with buffet breakfast, check out of the hotel, departure to go home will be around 11:30-1 p.m.

Cost: Cost to attend based on 4 students per room for registration and hotel: \$290.00/person

Cost to attend based on 2 advisors per room for registration and hotel: \$375.00/person

Cost to attend based on 1 advisor per room for registration and hotel: \$540.00/person

***PLEASE NOTE: Any room with less than four students will be combined with other schools

These costs include lodging, registration, all conference materials, conference souvenirs, and five food functions. For advisors, advisor hospitality is also included.

Registration deadline is Friday, March 6, 2020; after this date, a late fee of \$10/registrant will be assessed.

Adult Supervision: There must be at least 1 adult for every 10 students. Adults cannot room with students.

***What to Wear - Attire Definitions:

- **Casual** includes khakis, jeans, shorts, capri pants, nice tee shirt, nice sweatshirt, polo shirt, casual button-down shirt, sundress, open-toed sandals, flip flops, sneakers, Crocs, Toms
- **Business Professional** includes dress shirt and tie, sports coat or blazer, suit, nice slacks, skirt and dress, dress capris with matching blazer that could be worn in professional atmosphere, open-toed sandals for females, dress shoes
- **Business Professional** does not include jeans, shorts, capri pants, tee shirt, sweatshirt, polo shirt, flip flops, sneakers, Crocs, Toms
- **Semi-Formal / "Homecoming Attire"** includes dark suit with dark shoes and socks for males and formal evening dress, short cocktail dress, dressy evening separates for females
- **Semi-Formal / "Homecoming Attire"** does not include jeans, shorts, tee shirt, polo shirt, flip flops, sneakers, Crocs, Toms

Schedule of Events

2020 New Jersey Key Club District Convention
 Friday, March 27th - Sunday, March 29th
 Ocean Place Resort & Spa, Long Branch, NJ

***PLEASE NOTE THE CHANGE IN SCHEDULE AND DRESS CODE AT SESSIONS!

Friday, March 27th

2:00 PM - 5:00 PM	Attendee Registration & Hotel Check-In
2:00 PM - 5:00 PM	Contests Entry Submissions
3:45 PM - 4:30 PM	Candidate's Meeting
4:00 PM - 5:00 PM	Lieutenant Governor-Elect Meeting
5:00 PM - 5:15 PM	Sergeant-at-Arms Orientation
5:30 PM - 9:00 PM	Opening Session/Meet the Candidates/Dinner Attire: Club Spirit Wear
9:30 PM - 10:00 PM	A Light in the Darkness: Fighting Hunger in New Jersey - Walk on the Boardwalk Attire: Club Spirit Wear
10:00 PM - 11:30 PM	Meet and Greet Attire: Club Spirit Wear
10:30 PM - 11:30 PM	Advisor and Chaperone Reception
12:00 AM	Curfew

Saturday, March 28th

8:00 AM - 9:05 AM	Kiwanis Family Appreciation Breakfast Attire: Business Professional
9:15 AM - 10:15 AM	Advisor Meeting
9:10 AM - 9:45 AM	Workshop Session #1 Attire: Business Professional
9:50 AM - 10:25 AM	Workshop Session #2 Attire: Business Professional
10:30 AM - 11:35 AM	Impromptu Essay Contest
10:30 AM - 11:05 AM	Workshop Session #3 Attire: Business Professional
11:10 AM - 11:45 AM	Workshop Session #4 Attire: Business Professional

11:55 AM - 1:00 PM	Club Appreciation Luncheon Attire: Business Professional
1:10 PM - 2:30 PM	Divisional Caucuses Attire: Business Professional
2:30 PM	Talent Show Attire: Casual
2:30 PM	Oratorical Contest
2:30 PM	Contest Judging
2:30 PM - 4:30 PM	Service Fair Attire: Casual
3:30 PM - 3:45 PM	Certification of Delegates
3:45 PM	House of Delegates (Delegates only) Attire: Business Professional
7:00 PM - 10:00 PM	Recognition Gala Attire: Formal/Business Professional
10:00 PM - 11:30 PM	Governor's Dance Attire: Formal/Business Professional
12:00 AM	Curfew

Sunday, March 31st

9:00 AM - 11:30 AM	Farewell Breakfast Attire: DCON T-Shirt and Casual Bottoms
11:45 AM	2020 & 2021 District Board Meeting Attire: Formal (Incoming District Board Only)

District Convention Registration Guidelines

The New Jersey District Convention registration form can be found at <https://fs6.formsite.com/NJKeyClub/dcon20/>.

Some helpful hints: The e-mail address entered will receive both an e-mail confirmation directly from our program as well as any communications from the district regarding the weekend. After you submit the form you will be given a confirmation of the price that you may print and send along with your check.

****Rooming List Requirement**

Upload your hotel list spreadsheet here

Here is the template to complete: [CLICK HERE TO DOWNLOAD *](#)

Choose File No file chosen

Advisors will need to fill out the hotel spreadsheet that can be downloaded here: ([2020 Rooming List.xls](#)). You will upload that completed spreadsheet to the online form as shown to the left. The form will not be accepted if there is no document uploaded here.

If there is something that needs to be communicated to the New Jersey District that is not on this form, please use the box for additional comments. This could include if you are sharing chaperones, if you need to request a roommate for an advisor or a student, etc. This year we are including delegate registration and t-shirt size orders on the regular registration form in order to cut out some of the excess paperwork and streamline the system. If you do not know who your delegates are going to be when registering, feel free to leave this blank and the advisor will be contacted prior to the District Convention.

Any questions on registration and the form, please feel free to contact registration@njkeyclub.org.

Registration costs:

Choices of Room Occupancy	Postmarked before March 6th	Postmarked after March 6th
Key Club Members (Quad)	\$290	\$300
Chaperones (Double)	\$375	\$385
Chaperones (Single)	\$540	\$550

Note: All registration fees must be paid in full before Friday, March 16th.

If registration is submitted after Friday, March 6th, 2020, \$10 per attendee will be applied to the prices.

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 gender) and make arrangements for them to take that place. Each club must have a chaperone for every 10 members. If your club is sharing chaperones with another club it must be indicated on the registration form.

Invoices

There are two opportunities for you to receive a receipt directly from the registration. First, when you complete your registration, you will receive a final page that details the number of registrations and the number of rooms requested. If you are requesting roommates and need an edited invoice, please let us know.

EXHIBIT B-1

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

SCHOOL: Union High School DATE: 1/7/2020
DEPARTMENT: MUSIC ACCOUNT: 2045
VENDOR: WORLD STRIDES AMOUNT: \$20,250.00

PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):

Boston 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.

NAME: MICHAEL HAMILTON

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.

Manny Vieira, Business Administrator

Date



WorldStrides OnStage Programs
 PO Box 271549
 Salt Lake City, UT 84127
 (800) 223-4367

INVOICE

Michael Hamilton mhamilton@twpunionschools.org
 Union High School
 2350 N 3rd St
 Union, NJ 07083

Michael Hamilton
 Union High School
 Union, NJ 07083

Please include the Trip ID # on your payment
 12/02/19 8:17 am Trip ID: 181921
 PLID: 1380680
 Group/Tour ID: 43536-11

PROGRAM INFORMATION			
Event Description:	BOSTON 2020 04/25	Performing Tours Specialist	Dean Pantorno
		Destination Specialist	Michelle Muir
Depart Date:	FRIDAY-04/24/20	Host Festival Director	Eric Jensen
Return Date:	MONDAY-04/27/20		
Number of Nights Included in Package: 3 nights			
Hotel Nights Included in Package: 04/24; 04/25; 04/26			

BILLING INFORMATION			
	QTY	PER PERSON	TOTAL
BASE PACKAGE			
Quad Rate per person	80	320.00	25,600.00
Triple Rate per person	0	367.00	0.00
Double Rate per person	10	462.00	4,620.00
Single Rate per person	0	744.00	0.00
Going Free	3-	462.00	-1,386.00
		BASE PACKAGE TOTAL	28,834.00

PAYMENTS RECEIVED			
DATE	TYPE	REFERENCE	AMOUNT
12/02/19	SM	006173 - Union Township Board of Education	850.00
TOTAL PAYMENTS RECEIVED			850.00

CURRENT ACCOUNT BALANCE \$27,984.00 USD
AMOUNT CURRENTLY DUE \$3,150.00 USD

PACKAGE AGREEMENT PAYMENT SCHEDULE				
	DATE DUE*	INSTALL AMT	PAID YTD	PAST AMOUNT DUE*
Group Deposit	10/16/19	850.00	850.00	
Installment	11/02/19	3,150.00 ✖		3,150.00
Installment	01/16/20	17,100.00 ✖		
Installment	03/06/20	7,734.00		
TOTAL BALANCE DUE				\$27,984.00 USD

Charges added after the last scheduled payment shown above will be due no later than 14 days prior to departure.
 *Amount Due is based on the passenger count, room types, and optional items established as of the date of the invoice.



WorldStrides OnStage Programs
 PO Box 271549
 Salt Lake City, UT 84127
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INVOICE

Michael Hamilton mhamilton@twpunionschools.org
 Union High School
 2350 N 3rd St
 Union, NJ 07083

Michael Hamilton
 Union High School
 Union, NJ 07083

Please include the Trip ID # on your payment
 12/02/19 8:17 am Trip ID: 181921
 PLID: 1380680
 Group/Tour ID: 43536-11

PROGRAM INFORMATION

Event Description: BOSTON 2020 04/25 Performing Tours Specialist: Dean Pantorno
 Destination Specialist: Michelle Muir
 Host Festival Director: Eric Jensen
 Depart Date: FRIDAY-04/24/20
 Return Date: MONDAY-04/27/20
 Number of Nights Included in Package: 3 nights
 Hotel Nights Included in Package: 04/24; 04/25; 04/26

DEADLINES AND TERMS

Rooming List Due Date - 02/24/20

Total trip charges, Invoice and Current Balance are subject to change until rooming list and optional items have been finalized.

*Package Price is the sum of the above items that had been selected for the individual who is cancelling at one of these late dates.

In the event the school or any participant desires to cancel a reservation, all cancellations must be made in writing. Upon such a cancellation, and subject to all other provisions listed below, the participant shall only be entitled to a refund on the following basis and there shall be no other refunds, including for unused services or program features after the group departs.

Please note that upon cancellation, any amounts relating to the group deposit, and all applicable fees and penalties levied by airline, hotels, bus companies, retailers and other vendors are non-refundable. In the event of any cancellation of any reservation after an airline ticket has been issued by the air carrier, the participant shall forfeit the amount of the airline cancellation penalty in addition to the other cancellation penalties listed below.

PROGRAMS	Date Range 1	Date Range 2	Date Range 3
Carnegie Hall	At least ninety (90) days prior to departure	Less than ninety (90) days but more than thirty (30) days prior to departure	Less than thirty (30) days prior to departure
	All amounts paid less the \$225 non-refundable deposit per person	50% cancellation fee based on program price plus \$225 per person non-refundable deposit	No refund
Marching Bands Heritage Festivals Festivals of Gold	At least forty-five (45) days prior to departure	Less than forty-five (45) days but more than seven (7) days prior to departure	Less than seven (7) days prior to departure
	Refund all amounts paid less \$35 processing fee per person	50% cancellation fee based on program price	No refund
1-Day Festival		At least thirty (30) days prior to departure departure	Less than thirty (30) days prior to departure
		Refund all amounts paid less \$35 processing fee per person	No refund
Dance	At least sixty (60) days prior to departure	Less than sixty (60) days but more than seven (7) days prior to departure	Less than seven (7) days prior to departure
	Refund all amounts paid less \$100 processing fee per person	50% cancellation fee based on program price	No refund



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INVOICE

PLEASE INCLUDE THIS PAGE WITH PAYMENT

Michael Hamilton mhamilton@twpunionschools.org
 Union High School
 2350 N 3rd St
 Union, NJ 07083

Michael Hamilton
 Union High School
 Union, NJ 07083

Please include the Trip ID # on your payment
 12/02/19 8:17 am Trip ID: 181921

PLID: 1380680

Group/Tour ID: 43536-11

PROGRAM INFORMATION			
Event Description:	BOSTON 2020 04/25	Performing Tours Specialist:	Dean Pantorno
		Destination Specialist:	Michelle Muir
Depart Date:	FRIDAY-04/24/20	Host Festival Director:	Eric Jensen
Return Date:	MONDAY-04/27/20		
Number of Nights Included in Package:	3 nights		
Hotel Nights Included in Package:	04/24; 04/25; 04/26		

Amount Currently Due: \$3,150.00 USD

Amount Remitted: \$ 20,250.00

Please include the Trip ID# on your payment: 181921

Payments sent by US Mail:

Payable to: WorldStrides
 PO Box 271549
 Salt Lake City, UT 84127

Payments sent by Fedex or UPS:

Payable to: WorldStrides
 2650 S. Decker Lake Blvd, Suite 200
 Salt Lake City, UT 84119
 (800) 223-4367