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: Kawamech	Date: 6 9 3030
DEPARTMENT: PRINCIPAL	Account: # ala
vendor: Jostens	Amount: \$2413.25
PURPOSE OF EXPENDITURE (attach appropriate invoice(s):	Final payment for
2019-2020 Yearbooks.	
In accordance with the Student Organization Fund-Policy and Pr the referenced expenditure in excess of \$1,000.00.	ocedure Manual, I request approval of
JOSON MOJANDA NAME SJENATURE	
Per the Student Organization Funds – Policy and Procedural Marapproval of either/or the Board Secretary/Business Administrate for the purchase of goods and services greater than \$1,000.00.	
I approve the purchase of goods/services per the attached.	
Manuel E. Vieira, Business Administrator	Date



Diane Cappiello <dcappiello@twpunionschools.org>

Fwd: invoices

1 message

Laura Finnerty < lfinnerty@twpunionschools.org> To: Diane Cappiello <dcappiello@twpunionschools.org> Cc: Melissa Abbate <mabbate@twpunionschools.org>

Tue, Jun 30, 2020 at 2:52 PM

Good afternoon, Diane -

Can you please add the attached invoices and Exhibit B-1 forms to the July Board Meeting agenda?

School/Club: Music/Theatre School Account #: 2077 **Amount of Check: \$3,966.64** Payable to: 4Wall Entertainment

For: Lighting rental for Spring production

School/Club: Music/Theatre School Account #: 2077 Amount of Check: \$4,265.00 Payable to: 11th Hour Design

For: Marketing materials and set building materials for Spring production

As always, your help is greatly appreciated!

Thank you,

Laura

----- Forwarded message -----

From: Melissa Abbate <mabbate@twpunionschools.org>

Date: Tue, Jun 30, 2020 at 11:37 AM Subject: Invoices for Board Approval

To: Laura Finnerty < lfinnerty@twpunionschools.org >

Hi Laura. I have a couple large invoices to pay. Is it too late to get these on the July board meeting? Invoices, check slips and Exhibit B-1 are all attached.

Thank you!

2 attachments

4WallEntertainment.pdf 723K

11thourDesign.pdf 691K

TOWNSHIP OF UNION BOARD OF EDUCATION UNION, NEW JERSEY

EXHIBIT B-1

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

SCHOOL: UHS DATE: 6 30 2020
DEPARTMENT: Music/Theatre ACCOUNT: 2077
VENDOR: 11+hour Design AMOUNT: 4265.00
PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):
marketing materials and set-building materials
for Spring production
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
NAME: Melissa Abbate SIGNATURE: Melissa alhect

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

11thour Design

INVOICE

Attention: UHSPAC 2350 North Third St. Union NJ 07083

Total due: \$510.00 by Jun 22, 2020

Mar 24, 2020 2020: Once On This Island Invoice # 2020167

Please make check payable to 11thourDesign.

Credit Cards accepted. (3% Convenience fee applies)

\$375.00)
\$135.00)
stotal \$510.00	1
	stotal \$510.00 2020 \$510.00

 ${\bf 11 thour Design-Paul\ Gaschler}$

6 Burnside Ave • Cranford, NJ 07016 • 908.591.5551

11thour Design

INVOICE

Attention: UHSPAC 2350 North Third St. Union NJ 07083

Total due: \$3,105.00 by Mar 24, 2020

6 Burnside Ave • Cranford, NJ 07016 • 908.591.5551

Feb 23, 2020 2020: Once On This Island Invoice # 2020149

Please make check payable to 11thourDesign.

Credit Cards accepted. (3% Convenience fee applies)

Item // was the same and the sa		Subtotal
T-Shirts & Hoodies		\$2,500.00
• 115 t-shirts • 43 hoodies		
4 youth t-shirts		
55 Lawn Signs		\$605.00
	Subtotal	\$3,105.00
	Total due by Mar 24, 2020	\$3,105.00

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EXHIBIT B-1

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

SCHOOL: UHS DATE: 6 30 2020
DEPARTMENT: Husic Theatre account: 2077
VENDOR: 4 Wall Entertainment AMOUNT: 3966.64
PURPOSE OF EXPENDITURE (Please attach the appropriate invoice(s):
lighting rental for spring production (responsible for 1 week of full rental)
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: Melieth affecti

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.

Billing Statement

Date: 06/23/2020



1 CAROL PLACE MOONACHIE, NJ 07074 USA Phone: (201) 329-9878 Fax: (201) 329-9890

Issued	To
issueu	10

Statement Period:

06/23/2020 - 06/23/2020

UNION HIGH SCHOOL 2350 NORTH THIRD STREET UNION, NJ 07083

Total Balance:

3,966.64

Date Inv	voice No.	P.O. Number / Order Description Amount		Credits	Balance	
03/11/2020 N1	181658	P.O. No: LETTER OF II CHICAGO	NTENT Order No: N171482	11,900.00	0.00	11,900.00
06/09/2020 N1	181658A	CREDIT MEMO		(7,933.36)	0.00	(7,933.36)
Total		Current	31-60	61-90	Ov	er 90
3,966.64		(7,933.36)	0.00	0.00	11,9	900.00