

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

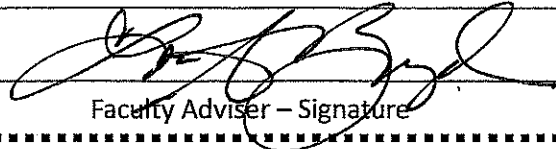
Pay \$ 8,006.38 to the order of Oak Hall Cap and Gown

and charge the account of Senior Dues Acct. No. 2094

Purpose: Payment of Tassels for senior class of 2017

Senior Dues


Club or Activity



Faculty Adviser - Signature

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

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

III. Approved   
Principal - Signature

Date 10/17/17

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: 10.16.17

DEPARTMENT: Senior Dress Account: 2097

VENDOR: Oak Hill Cap & Gown Amount: 8,006.38

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): Payment of Tassels  
for Senior Class of 2017

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

Corey Lowery, Principal  
NAME

[Signature]  
SIGNATURE

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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

**Oak Hall Cap and Gown**

P.O. Box 1078  
840 Union Street  
Salem, VA 24153 USA

Tele: 540/387-0000  
Fax: 540/387-2034

**STATEMENT OF ACCOUNT**

Statement Date: 10/05/17

Account Number: 009132

Page: 1

Bill To:  
UNION HIGH SCHOOL  
ATTN:MR RUTTY  
2350 N THIRD ST  
UNION, NJ 07083

Amount Remitted

RETURN THIS PORTION OF  
STATEMENT WITH YOUR PAYMENT.

Document/Inv.#	Date	Transaction Type	PO # / Chargeback #	Original Amount	Remaining Amount	Balance
955620	03/07/17	Invoice		6,612.00	6,612.00	6,612.00
1165796	06/16/17	Invoice		336.00	336.00	6,948.00
1166182	06/19/17	Invoice	17-02876	851.00	851.00	7,799.00
1166340	06/20/17	Invoice	TASSELS	207.38	207.38	8,006.38

**PAST DUE**

Last Payment : 7,056.00 09/12/16

8,006.38

EXHIBIT B-1

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

SCHOOL : Union High

Date: 10/10/2017

DEPARTMENT: Athletics: Wrestling

Account: 2130

VENDOR: UCIAC

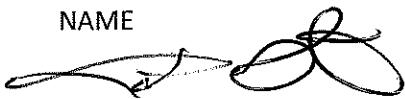
Amount: \$4,000.00 approx

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be written to the UCIAC for the wrestling county matches held, at Union High School. This is a 1 day, annual event , held in January 2018..

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

Linds 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 : Union High

Date: 10/10/2017

DEPARTMENT: Athletics Football

Account: 2100

VENDOR: NJSIAA

Amount: \$4,000.00 approx

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be written to the NJSIAA for the Football team ticket sales if we are in a playoff game. This will need to be determined.

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

Linds 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: Union High

Date: 10/10/2017

DEPARTMENT: Athletics: Wrestling

Account: 2130

VENDOR: NJSIAA

Amount: \$9,000.00 approx

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be written to the NJSIAA for the wrestling regions matches held, at Union High School. This is an annual event , held over 3 days, in February 2018..

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

Linds 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 : Union High

Date: 10/10/2017

DEPARTMENT: Athletics: Hall of Fame Alumni

Account: 3202

VENDOR: Art Xpress

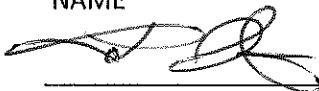
Amount: \$1500.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be written to Art Xpress for 2018 inductees photos' to be placed on Wall of Fame at Union High School.

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

Linds 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 : Union High

Date: 10/10/2017

DEPARTMENT: Athletics: Football Club

Account: 3240

VENDOR: Cherrydale Farms

Amount: \$8,000.00 approx

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): This is an estimation of the check to be written to the Cherrydale Farms for Football fundraising.

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

Linds 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: \_\_\_\_\_





# YEARBOOK

CELEBRATING MOMENTS THAT MATTER

YEAR: 2018 | JOB #: 17353 | REP: Bonnie Blackman | DATE: 10/26/17

## JOSTENS YEARBOOK

Thank you for choosing Jostens to publish your yearbook! We appreciate your partnership in keeping your account in good standing. We've outlined your school's account summary below. We can't wait to see your book!

### PAYMENT INSTRUCTIONS

You can submit payment by returning the lower portion of this notice with a check or money order or you may pay via credit card by calling 1-800-854-7464 ext. 17186. We're happy to answer any questions you have! We're available M-F 8am - 5pm CST or email us at [Printing\\_AR@Jostens.com](mailto:Printing_AR@Jostens.com).

Thank you for your timely payment!

### PAYMENT SUMMARY

First Deposit Amount Due by: 11/01/17	1830.00
Remaining Due:	<del>1830.00</del>
Second Deposit Amount Due by: 03/01/18	1830.00
Remaining Due:	1830.00
Money Received To Date: (Includes any web sales)	0.00
<b>TOTAL DEPOSITS DUE</b>	<b>3660.00</b>
Final Invoice	Consult Rep

DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT.  
KEEP UPPER PORTION FOR YOUR RECORDS.

JOSTENS, INC.

Amanda Maxwell  
Kawameeh Middle School  
490 DAVID TERRACE  
UNION, NJ 07083

Please check the box if your address has changed and update your address on the back of this remittance.

PAYMENT ADDRESS  
JOSTENS, INC.  
21336 NETWORK PLACE  
CHICAGO, IL 60673-1213

### PAYMENT SUBMISSION

JOB NUMBER: 17353  
YEAR: 2018

AMOUNT PAID: \_\_\_\_\_

Please make check or money order payable to Jostens, Inc.  
Or pay via credit card by calling 1-800-854-7464 ext. 17186

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 Middle School

Date: 11/03/17

DEPARTMENT: Principal Account: #19

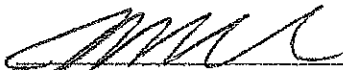
VENDOR: Forest Lodge Amount: \$1,600.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): First deposit for the 8th grade trip.

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

Forest Lodge, LLC

11 Reinman Road  
Warren, NJ 07059  
908-754-7300

# Invoice

Date	Invoice #
6/16/2017	D3090

Bill To
Kawameeh Middle School Jason Malanda 490 David Terrace Union, NJ 07083

P.O. No.	Terms	Rep	Account #
		LAT	

Quan...	Description	Unit Price	Amount
	Picnic Deposit Deposit Due: 11/15/17	1,600.00	1,600.00

<b>Subtotal</b>	\$1,600.00
<b>Sales Tax (6.875%)</b>	\$0.00
<b>Total</b>	\$1,600.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,600.00

EXHIBIT B-1

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

SCHOOL: Kawameeh Middle School

Date: 11/03/17

DEPARTMENT: Principal Account: #19

VENDOR: Forest Lodge Amount: \$1,600.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): Second deposit for the 8th grade trip.

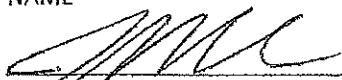
\_\_\_\_\_

\_\_\_\_\_

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

Forest Lodge, LLC

11 Reinman Road  
Warren, NJ 07059

908-754-7300

# Invoice

Date	Invoice #
6/16/2017	D3090B

<b>Bill To</b>
Kawameeh Middle School Jason Malanda 490 David Terrace Union, NJ 07083

P.O. No.	Terms	Rep	Account #
		LAT	

Quan...	Description	Unit Price	Amount
	Picnic Deposit Deposit B Due: 1/12/18	1,600.00	1,600.00

<b>Subtotal</b>	\$1,600.00
<b>Sales Tax (6.875%)</b>	\$0.00
<b>Total</b>	\$1,600.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,600.00

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: Kawameeh Middle School

Date: 11/03/17

DEPARTMENT: Principal Account: #19


VENDOR: Forest Lodge Amount: \$8,500.00 (Approx.)

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: Remainder due for the 8th grade trip.

(Exact total is given the day of the trip)

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

Forest Lodge Catering, LLC  
11 Reinman Rd.  
Warren, NJ 07059  
908-754-7300

Kawameeh Middle School  
490 David Terrace  
Union, NJ 07083

June 19, 2017

PLEASE READ CAREFULLY

Attn: Jason Malanda

This contract will confirm arrangements for your group outing to be held Rain or Shine on

**Tuesday June 12, 2018**

To a **GUARANTEED MINIMUM** number of **200** persons (Adults and **200** Children).

We will provide the **School Menu Plan**. The price will be **\$47.45** per Adult and **\$47.45** per Child. The aforementioned price is subject to a tax of **\$Exempt** per Adult and **\$ exempt** per Child. (Children in catered plans are 4-11 years, exclusively). The following extras will be provided:

All extras may be ordered up until 10 days prior to your outing (based on availability) and are subject to NJ Sales Tax.

PICNIC HOURS

**One advisor per 10 students will be admitted at no charge.**  
**Nacho's with Cheese and Salsa at No Charge**

Should you expect your group to exceed **275** persons, we are to be notified in writing of the additional number at least 10 days before your outing. The **NEW** figure will then become your final **GUARANTEE** and the **MINIMUM** number of persons for which you will be charged.

**UNLESS PREVIOUS ARRANGEMENTS HAVE BEEN MADE WITH FOREST LODGE, IT IS REQUIRED THAT FULL PAYMENT BE MADE 7 DAYS PRIOR TO THE DAY OF YOUR OUTING.**


Please complete and return the enclosed "GENERAL INFORMATION" form.

In order to firmly reserve the above-mentioned date, your initial deposit of **\*\$1,600.00** and/or a copy of this contract signed by a duly authorized representative must be submitted on, or before, **November 15, 2017** and a second deposit of **\*\$1,600.00** must be submitted on, or before, **January 12, 2018**. Failure to comply will constitute immediate cancellation without further notice to you. **DEPOSITS ARE NOT REFUNDABLE**. This contract is binding when signed and the aforesaid date has been reserved for you. \*(If paying by Credit Card, please add a 3% processing fee)

In the event you breach this agreement by cancellation or otherwise for any reason, FOREST LODGE will be entitled to retain the deposit plus reimbursement for all losses and damages sustained from said breach which may exceed the deposit amount. In order to gain admission to Forest Lodge all guests must have a ticket. The ticket must designate whether it is for an Adult or Child (4-11 years of age only). Tickets are supplied and distributed by you to each eligible guest prior to entrance to Forest Lodge. If tickets are not supplied, Forest Lodge will take a headcount at the gate and the total count tallied will be what you are invoiced for.

We reserve the right to make substitutions if necessitated by supply conditions. The Lessor shall not be responsible for any damage caused by air-conditioning failure, fires, strikes, or any matter beyond the control of the Lessor, or caused by an Act of God.

**PLEASE NOTE:** Due to local noise ordinances and insurance specifications, Forest Lodge will not permit any disc jockeys or other outside contractors, unless provided or pre-approved in writing by Forest Lodge. All alcoholic beverages must be purchased from Forest Lodge, liquor is not permitted to be brought into the facility. No minors will be served. Buses must park in designated areas. All recreational games must be played on designated fields. No coolers or large plastic water bottles will be permitted. No animals are allowed on the property. No roller blading or skateboarding on premises.

Accepted By:  Title: PRINCIPAL Date: 11/3/17  
AUTHORIZED REPRESENTATIVE

Accepted By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_  
FOR FOREST LODGE CATERING