

EXHIBIT B-1

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

School: Kawameeh Middle School Date: October 12, 2011

Department: Student Council

Vendor: Forest Lodge, LLC Catering Amount: \$1,600.00


PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):

First Deposit Due for 8th Grade Forest Lodge Trip

In accordance with the Student Organization Fund - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Jason Malanda – Principal

Name


Signature

Per the Student Organization Fund - Policy and Procedural Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1000.00.

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

James J. Damato, Board Secretary Date

Manny Vieira, Business Administrator Date

BANQUETS
PICNICS
SEMINARS
WEDDINGS



11 REINMAN ROAD
WARREN, NEW JERSEY 07059
Tel: (908) 754-7300 Fax: (908) 754-3806
www.forestlodg catering.com

Kawameeh Middle School
490 David Terrace
Union, NJ 07083

June 22, 2011

PLEASE READ CAREFULLY

Attn: Jason Malanda

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

Monday June 18, 2012

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

We will provide the **School Menu Plan**. The following extras will be provided:
All extras may be ordered up until 10 days prior to your outing (based on availability).

PICNIC HOURS 11:00-5:00PM

One advisor per 15 students will be admitted at no charge.

The price will be **\$36.95** per Adult and **\$36.95** per Child. The aforementioned price is subject to a tax of \$ per Adult and \$ **exempt** per Child. (Children in catered plans are 4-11 years, exclusively).

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. **IT IS REQUIRED THAT FULL PAYMENT BE MADE 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 17, 2011** and a second deposit of **\$1,600.00** must be submitted on, or before, **January 12, 2012**. 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.

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.

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. NO PORTABLE STEREO'S ARE PERMITTED. 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.

You may be assured that we will do everything in our power to provide a most enjoyable outing for your group. As your host, we welcome you and thank you for your patronage. As concerned citizens, we encourage you to enjoy alcoholic beverages in moderation and to drive responsibly.

Accepted By: _____ Title: _____ Date: _____
AUTHORIZED REPRESENTATIVE

Accepted By: _____ Title: _____ Date: _____
FOR FOREST LODGE CATERING

Forest Lodge, LLC

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

Invoice

Date	Invoice #
6/20/2011	D1644

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
1	Picnic Deposit Picnic Deposit Due: November 17, 2011	1,600.00	1,600.00

Subtotal	\$1,600.00
Sales Tax (7.0%)	\$0.00
Total	\$1,600.00
Payments/Credits	\$0.00
Balance Due	\$1,600.00

Memo

To: Pat Ditri, Secretary Board Office
From: Phyllis Lang, Secretary
Athletic Office
Re: Student Expenditure Request
Date: 10/14/11

Please add both Expenditure Fund requests for Board approval at the next Board meeting. These funds are necessary to pay officials and Tournament personel.

The dates of the Tournaments are Jan 21, 2012- Union County

Feb. 22, 24, 25 2012

Any questions please call.

Thank you

STUDENT ORGANIZATION FUND FOR EXPENDITURE IN EXCESS OF \$1,000.00

SCHOOL Union High School Athletics

DATE 10/15/11

ACCOUNT NAME Wrestling

ACCT.# 3280

VENDOR U.C.I.A.C.

AMOUNT \$4000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S)):

~~Estimation of reimbursement for the County Wrestling Tournament. These funds will be used to pay officials for the county wrestling tournament. We also must issue a check to the county for the total of the cash taken in at the ticket booths for the entire event.~~

In accordance with the Student Organization Funds-Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Linda Ionta, Director of Athletics, Phys. Ed. Health & Nurses
NAME:



SIGNATURE

BOARD APPROVAL DATE: _____

Per the Student Organization Funds- Policy and Procedure Manual, student bodies, only with written approval of either / or the Board Secretary/ Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

M. Vieira/ Business Administrator

DATE

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

SCHOOL Union High School Athletics

DATE 10/14/11

ACCOUNT NAME Wrestling

ACCT.# 3280

VENDOR N.J.S.I.A.A.

AMOUNT \$11,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

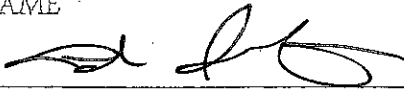
Estimation for reimbursement for the State Wrestling Tournament.

Funds will be issued to pay officials for wrestling matches during the 3 day event. The officials are paid depending on the # of matches they officiate at. We also must issue a check with the cash taken in at the ticket booths.

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Linda Ionta, Director of Athletics, Health, Phys. Ed. & Nurses

NAME



SIGNATURE

BOARD APPROVAL DATE: _____

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

M. Vieira BUSINESS ADMINISTRATOR

DATE

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

SCHOOL UHS

DATE 10/17/11

ACCOUNT NAME Testing Club

ACCT.# 2024

VENDOR PSAT/NMSQT

AMOUNT \$5994.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

PSAT - tests & testing books

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio

NAME

Laurie DelGuercio

SIGNATURE

BOARD APPROVAL DATE: 11/15/11

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE

Date 10/17/11

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

pay \$ 5994.00 to the order of PSAT/NMSQT

and charge the account of Testing Club Acc't. No. 0024

Purpose: PSAT

Testing Club
Club or Activity

[Signature]
Faculty Adviser - Signature

II. Account Balance \$10,757.14 Verified by [Signature]

Date 10/17/11 Comment _____

III. Approved _____ Date _____
Principal - Signature

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____



Coordinator Site

Remittance Report

Instructions

1. Print and sign this remittance report.
2. Attach check or money order (payable to PSAT/NMSQT) or purchase order. On your check or PO, please include the six digit school code for all schools whose fees are being covered.
3. **Note to schools using fee waivers:** Schools with fee waivers allocated will see a printable Fee-Waiver Roster (scroll down). Note the following:
 - A) You must provide the name of each student using a fee waiver. You can submit names on the Fee-Waiver Roster or on your own numbered student list.
 - B) The number of students using fee waivers must be equal to or less than the number of fee waivers allocated for your school.
 - C) If the Fee-Waiver Roster and Remittance Report are not **postmarked by November 11, 2011**, fee waiver allocations will be deleted and your school will be responsible for the full amount due.
4. Send the remittance report and payment in the remittance envelope provided in your test book shipment to:

PSAT/NMSQT
12192 Collection Center Drive
Chicago, IL 60693
(Use this address for initial payment only.)

A	Number of Standard tests shipped	600	A
	Did you borrow or loan tests?		
B	Number of tests borrowed, if applicable	0	B
	Name and/or code of school you borrowed from:		
C	Number of tests loaned, if applicable	0	C
	Name and/or code of school you loaned to:		
D	Total number of Standard test books [A+B-C]	600	D
E	Number of Nonstandard tests shipped (excludes Large Block Answer Sheets and Braille Math Figures)	0	E
F	Total number of test books [D+E]	600	F
G	Number of answer sheets returned for scoring - 11th grade	227	G
H	Number of answer sheets returned for scoring - 10th grade	187	H
I	Number of answer sheets returned for scoring - Other	0	I
J	Total number of answer sheets returned for scoring [G+H+I] Make sure students entered the correct grade level on their answer sheets for correct billing and reporting	414	J
K	Number of 11th grade fee waivers you are using (if applicable) Remember to list names on the Fee-Waiver Roster and attach the form to the printed Remittance Report	0	K
L	Number of students tested at your school whose fees are being billed to the district, state, or other educational entity		L
	State(s), District(s) or educational entities to which fees for students reported in row L will be billed		
M	Total number of students exempt from remittance [K+L]	0	M
N	Total number of students for whom fees are included [J-M]	414	N
O	Total unused test books [F-J]	186	O
P	Free unused test books [20% of F; minimum of 10]	120	P
Q	Total fees for unused test books [O-P x \$3.00]	\$198.00	Q
R	Total fees for shipping surcharge for schools outside the U.S. [A+E x \$3.00] Does not apply to school(s) in U.S. territories or Canada	\$0.00	R
S	Total fees for students [N x \$14.00]	\$5,796.00	S
T	Total Amount Due [Q+R+S]	\$5,994.00	T

School: UNION HIGH SCHOOL School Code: 311510
 City: UNION State or Country: NEW JERSEY
 Name: Fatima Decorte Title: School Guidance Counselor / Guidance Dept. Head

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

SCHOOL Union High School Athletics

DATE 11/2/11

ACCOUNT NAME Union High Volleyball

ACCT.# 3330

VENDOR Independent Event Planners

AMOUNT \$1,566.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

~~This is a fundraiser for the volleyball Varsity team. The girls will be selling fruit snacks to help raise funds for team dinner and apparel.~~

In accordance with the Student Organization Funds - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Linda Ionta-Director of Athletics, Phys. Ed Health & Nurses
NAME

SIGNATURE

BOARD APPROVAL DATE: _____

Per the Student Organization Funds - Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00.

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

KAREN M. DUNN/BUSINESS ADMINISTRATOR

DATE

Invoice



IE Planners LLC

Independent Event Planners
 PO Box 630
 Point Pleasant, NJ 08742

Phone # 732-903-4613

Fax # 732-202-2465

Date	Invoice #
10/17/2011	149

Bill To
Union H.S. - Volkey Ball Phyllis Lang 2350 N. 3rd Street Union, NJ 07083

Ship to
Union H.S. - Volkey Ball Caesar Vega 2350 N. 3rd Street Union, NJ 07083

Rep	Terms	Ship	Via	Account #	Project
JWP	Net 30	10/17/2011	Drop Ship		

Quantity	Item Code	Description	Unit Price	Total
29	Welsh's	Welsh's Fruit Snack Variety Pack - 2/54 CT Discount of \$5.40 per case will apply if check is received by 11/12/2011	54.00	1,566.00

Total	\$1,566.00
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Thank you for selecting IEP.
 Make checks payable to Independent Event Planners