

EAST  
STROUDSBURG  
AREA  
SCHOOL  
DISTRICT

SECTION: PROGRAMS

TITLE: CONCUSSION MANAGEMENT

ADOPTED:

**123.1. CONCUSSION MANAGEMENT**

1. Purpose

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention, detection and treatment of concussions sustained by students while participating in an athletic activity.

2. Definitions  
24 P.S.  
Sec. 5322

**Appropriate medical professional** shall mean all of the following:

1. A licensed physician who is trained in the evaluation and management of concussions.
2. A licensed or certified health care professional trained in the evaluation and management of concussions and designated by a licensed physician trained in the evaluation and management of concussions.
3. A licensed psychologist neuropsychologically trained in the evaluation and management of concussions or who has postdoctoral training in neuropsychology and specific training in the evaluation and management of concussions.

24 P.S.  
Sec. 5322

**Athletic activity** shall mean all of the following:

Pol. 123

1. Interscholastic athletics.

Pol. 122

2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.

Pol. 122

3. Noncompetitive cheerleading that is sponsored by or associated with the school.

Pol. 122, 123

4. Practices, interschool practices and scrimmages for all athletic activities.

<p>3. Delegation of Responsibility 24 P.S. Sec. 5323</p>	<p>Each school year, prior to participation in an athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the Concussion and Traumatic Brain Injury Information Sheet.</p> <p>The Superintendent or designee shall develop administrative regulations to implement this policy, which shall include protocols for concussion management.</p>
<p>4. Guidelines 24 P.S. Sec. 5323</p>	<p>The school may hold an informational meeting prior to the start of each athletic season for all competitors regarding concussions and other head injuries, the importance of proper concussion management, and how preseason baseline assessments can aid in the evaluation, management and recovery process. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, neuropsychologists, athletic trainers and physical therapists.</p> <p><u>Removal From Play</u></p>
<p>24 P.S. Sec. 5323</p>	<p>A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, licensed physical therapist or other official designated by the district, exhibits signs or symptoms of a concussion or traumatic brain injury while participating in an athletic activity shall be removed by the coach from participation at that time.</p> <p><u>Return To Play</u></p>
<p>24 P.S. Sec. 5323</p>	<p>The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by an appropriate medical professional. The Board may designate a specific appropriate medical professional(s) to provide written clearance for return to participation.</p> <p><u>Training</u></p>
<p>24 P.S. Sec. 5323</p>	<p>All coaches shall annually, prior to coaching an athletic activity, complete a concussion management certification training course offered by the Centers for Disease Control and Prevention, the National Federation of State High School Associations or another provider approved by the Department of Health.</p> <p><u>Penalties</u></p>
<p>24 P.S. Sec. 5323</p>	<p>A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:</p> <ol style="list-style-type: none"> <li>1. For a <b>first</b> violation, suspension from coaching any athletic activity for the remainder of the season.</li> <li>2. For a <b>second</b> violation, suspension from coaching any athletic activity for the remainder of the season and for the next season.</li> <li>3. For a <b>third</b> violation, permanent suspension from coaching any athletic activity.</li> </ol>

**References:**

**Safety In Youth Sports Act – 24 P.S. Sec. 5321 et seq.**

**Board Policy – 122, 123**

EAST  
STROUDSBURG  
AREA  
SCHOOL  
DISTRICT

SECTION: PROGRAMS

TITLE: SUDDEN CARDIAC ARREST

ADOPTED:

<b>123.2. SUDDEN CARDIAC ARREST</b>	
<p>1. Authority 24 P.S. Sec. 5331 et seq</p>	<p>The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention and recognition of sudden cardiac arrest in student athletes.</p>
<p>2. Definition 24 P.S. Sec. 5332</p> <p>Pol. 123</p> <p>Pol. 122</p> <p>Pol. 122</p> <p>Pol. 122, 123</p>	<p><b>Athletic activity</b> shall mean all of the following:</p> <ol style="list-style-type: none"> <li>1. Interscholastic athletics.</li> <li>2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.</li> <li>3. Noncompetitive cheerleading that is sponsored by or associated with the school.</li> <li>4. Practices, interschool practices and scrimmages for all athletic activities.</li> </ol>
<p>3. Delegation of Responsibility 24 P.S. Sec. 5333</p>	<p>Each school year, prior to participation in an athletic activity, every student athlete and his/her parent/guardian shall sign and return the acknowledgement of receipt and review of the Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.</p>
<p>4. Guidelines 24 P.S. Sec. 5333</p>	<p>The school may hold an informational meeting prior to the start of each athletic season for all competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, pediatric cardiologists, and athletic trainers.</p>

<p>24 P.S. Sec. 5333</p>	<p><u>Removal From Play</u></p> <p>A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the district, exhibits signs or symptoms of sudden cardiac arrest while participating in an athletic activity shall be removed by the coach from participation at that time.</p> <p>Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities.</p>
<p>24 P.S. Sec. 5333</p>	<p><u>Return To Play</u></p> <p>The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician, certified registered nurse practitioner or cardiologist.</p>
<p>24 P.S. Sec. 5333</p>	<p><u>Training</u></p> <p>All coaches shall annually, prior to coaching an athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health.</p>
<p>24 P.S. Sec. 5333</p>	<p><u>Penalties</u></p> <p>After July 29, 2014, a coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:</p> <ol style="list-style-type: none"> <li>1. For a <b>first</b> violation, suspension from coaching any athletic activity for the remainder of the season.</li> <li>2. For a <b>second</b> violation, suspension from coaching any athletic activity for the remainder of the season and for the next season.</li> <li>3. For a <b>third</b> violation, permanent suspension from coaching any athletic activity.</li> </ol> <p>References:</p> <p>Sudden Cardiac Arrest Prevention Act – 24 P.S. Sec. 5331 et seq.</p> <p>Board Policy – 122, 123, 822</p>

**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: PUPILS  
TITLE: ADMISSION OF STUDENTS  
ADOPTED: August 19, 2002  
REVISED: March 20, 2006  
July 17, 2006  
August 18, 2008

201. ADMISSION OF STUDENTS	
<p>1. Authority SC 1301 Title 22 Sec. 11.41</p>	<p>The Board shall establish age requirements for the admission of beginning students which are consistent with statute and sound educational practice and ensure the equitable treatment of all eligible children.</p>
<p>2. Guidelines</p> <p>SC 1304, 1326</p>	<p><u>First Grade</u></p> <p>Beginners are students entering the lowest grade of the primary school above the kindergarten level. They shall be admitted to school only during the first two (2) weeks of the annual school term, except that a child who is eight (8) years of age may begin school at any time during the school year.</p>
<p>SC 1304</p>	<p>The entrance age for first grade students in the school district shall be six (6) years or more on or before <del>September 1</del> <u>the first day</u> of each school term with the maximum entry age for beginners to be eight (8) years. This age requirement also applies to out of state, public and private school transfer students.</p> <p>If a child has not met the age requirement of at least six (6) years by <del>September 1</del> <u>the first day</u> of that school term, but has spent at least until December 31 of that school term in an approved first grade program or has successfully completed an approved kindergarten program which is comprised of at least 450 instructional hours, that child will be considered for admission to first grade in the school district under the following conditions:</p> <ol style="list-style-type: none"> <li>1. Written recommendation and academic documentation from the sending school.</li> <li>2. The school principal will make a decision whether or not to admit the student to first grade after reviewing the documentation submitted and consulting with the guidance counselor, reading specialist, and/or other designated staff members.</li> </ol>
<p>Title 22 Sec. 11.16</p>	<p>The Board is not required to admit as a beginner any child whose chronological age is less than the school district's established admission age.</p> <p>The Board may admit as beginner any child who has successfully completed the</p>

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201. ADMISSION OF STUDENTS - Pg. 2

<p>Title 22 Sec. 11.14</p>	<p>school district's kindergarten program.</p> <p><u>Kindergarten</u></p> <p>The entrance age for kindergarten students of the school district shall be five (5) years or more on or before <del>September 1</del> <u>the first day</u> of each school term. This age requirement also applies to out of state, public and private school transfer students.</p> <p>If a child who has not met the age requirement of at least five (5) years by <del>September 1</del> <u>the first day</u> of that school term, but has spent at least until December 31 of that school term in an approved kindergarten program; that child will be considered for admission to kindergarten in the school district under the following conditions:</p> <ol style="list-style-type: none"><li>1. Written recommendation and academic documentation from the sending school.</li><li>2. The school principal will make a decision whether or not to admit the student to kindergarten after reviewing the documentation submitted and consulting with the guidance counselor, reading specialist, and/or other designated staff members.</li></ol>
<p>3. Delegation of Responsibility Pol. 203</p>	<p>The Superintendent shall require that each student who registers for entrance to school exhibit his/her birth certificate or similar documentation as proof of age and birthdate, along with proof of required immunization.</p>

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EAST  
STROUDSBURG  
AREA  
SCHOOL  
DISTRICT

SECTION: PUPILS

TITLE: ELIGIBILITY OF  
NONRESIDENT STUDENTS

ADOPTED: August 19, 2002

REVISED: April 11, 2005  
June 25, 2007

202. ELIGIBILITY OF NONRESIDENT STUDENTS

1. Purpose  
SC 501, 502

The Board shall operate schools of the school district for the benefit of students resident in this school district who are eligible for attendance.

General Provisions

2. Authority  
SC 1301, 1316

The Board recognizes that there may be occasions when nonresident students may be required or permitted to attend the schools of the school district. This policy addresses such occasions.

SC 1301  
Title 22  
Sec. 11.19

The Board shall require that appropriate legal documentation showing dependency or guardianship or a sworn statement of residential support be filed with the Board Secretary before an eligible nonresident student may be accepted as a student in the schools of the school district, as provided in this policy. The Board may require a resident to submit additional reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the Pennsylvania Department of Education, and as provided in this policy.

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid.

A resident whose student is to be disenrolled from the District may request a Board hearing to determine the student's eligibility to attend the District's schools. The District's administration shall adopt procedures for the notification of the resident and the student of the disenrollment and the right to request a hearing, including adopting a reasonable deadline for making a request. A resident who requests a Board hearing to determine the student's enrollment eligibility under this policy shall remain enrolled in the District's schools pending the Board's decision.

It shall be the responsibility of the administration to determine the residency status of each student at the time of his/her application for enrollment and to obtain the necessary affidavit and supporting documents when required.

The child will be enrolled in the building which s/he would normally attend in accordance with established school district attendance areas. The school district shall normally enroll a child the next business day, but no later than five (5) business days,

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SC 1316, 2561

Title 22  
Sec. 11.11

SC 1302

after the date of application. The school district has no obligation to enroll a child until the parent, guardian or other person having control or charge of the student making the application has been supplied proof of the child's age, residence, immunizations, and other documentation as required by law and this policy. This applies equally to nonresident children who are children living in facilities or institutions as defined in 22 Pa. Code § 11.8 (relating to nonresident children living in facilities or institutions), or foster homes, or with a school district resident who is supporting the child without personal compensation as defined in 22 Pa. Code § 11.9 (relating to nonresident children living with a school district resident), provided that the person making the application has supplied the documentation required by law.

The Board shall not be responsible for transportation to or from school for any student residing outside school district boundaries, unless required by the McKinney Homeless Act.

Where applicable, tuition rates shall be determined in accordance with statute.

Court-Ordered Guardianship

A resident of the District who has a court order granting guardianship of a child may enroll the child in the District's schools without the payment of tuition. A court order granting custody of the child will not, in and of itself, substantiate the right of a non-parent to enroll the child.

Other Nonresident Students Under Section 1302(a)(2) of the Public School Code

A non-resident student may be admitted to the school district where attendance is justified on the grounds that the student lives full-time and not just for the school year with a school district resident who has assumed the responsibility to keep and support the student in line with applicable state law and the provisions of the School Code or is visiting this country as an exchange student and lives in the school district.

A resident seeking enrollment of a non-resident student under this policy provision must provide a Sworn Statement of Support Under Section 1302. A resident who knowingly provides false information in the sworn statement shall be subject to the penalties provided by law.

As substantiation of the sworn statement that the child is being supported gratis, the resident shall, in addition to the sworn statement, furnish at least one of the following documents at the time of the application for enrollment:

- Copy of Federal or State tax form which lists child as a dependent of resident, or
- Copy of insurance policy/card/statement listing child as eligible for services as a dependent of resident or public assistance, or
- Documentation that the child's parent(s) has been deployed for active military duty.

Nonresident Children Placed By a Court or Appropriate Government Agency In The

SC 1305  
Title 22  
Sec. 11.18

SC 1306

School District

Any child placed in the home of a resident of the school district by a court or an agency of the government shall receive the same benefits and be subject to the same duties as resident children. The resident shall provide to the District administration appropriate documentation to substantiate the residential placement of the child by the court or government agency. A child custody order does not constitute court-ordered residential placement for the purposes of this policy provision.

Inmates of Institutions

A child who resides in an institution for the care or training of children located within the school district is not a legal resident of the school district by such placement, but shall be admitted to the schools of the school district and a charge shall be made for tuition in accordance with the school district's established tuition rates and the School Code.

Immigration Status

A child's right to be admitted to school may not be conditioned on the child's immigration status. A school may not inquire regarding the immigration status of a student as part of the admission process. This provision does not relieve a student who has obtained an F-1 visa from the student's obligation to pay tuition under Federal law.

Future Residents

Students whose parent(s)/guardian(s) have purchased a domicile or are building a primary residence in the school district, but face delayed occupancy, may start school in a given school year provided that the delay in occupying that residence is reasonably anticipated to be no more than ninety (90) days.

Parent(s)/guardian(s) who seek enrollment of students pursuant to this policy provision must, as a further condition of enrollment, sign an agreement that if they fail to establish residency in the District within ninety (90) days of their application for the student's enrollment, they are responsible for the payment of tuition on a pro-rated daily basis for the number of days the student attended school in the District.

The failure to establish residency within ninety (90) days of the application for the student's enrollment pursuant to this policy provision shall result in the disenrollment of the student from the District. The District administration shall establish procedures for the notification of parent(s)/guardian(s) of the student's disenrollment. A student who is disenrolled for failure to establish residency in the District under this policy provision shall have the right to request a Board hearing to determine the student's residency status. If a Board hearing is timely requested, the student shall remain enrolled in the District's schools pending the outcome of the hearing.

The school district reserves the right to require proof of the anticipated residency, to

verify the representations as to the purchase/construction of a residence, and to deny admission to or to remove from school any non-resident student whose request for enrollment is not considered by the school district as having been substantiated. The Board is not responsible for the transportation of non-resident students.

#### Former Residents

Regularly enrolled children whose parent(s)/guardian(s) have moved out of the school district may be permitted to finish the school year without payment of tuition provided that:

1. The student is in twelfth grade when the parent(s)/guardian(s) have moved from the school district.
2. The student is not in the 12<sup>th</sup> grade but there is less than one full marking period remaining in the school year.
3. Parent(s)/guardian(s) must agree to provide all necessary transportation.
4. The student has displayed acceptable behavior and academic progress prior to the move.
5. The administration has made a recommendation for the student to remain in the school district.

In all cases, application must be made to the Superintendent through the school principal.

In all cases, a resident student whose family is displaced from the school district for a total time period not to exceed six (6) weeks may continue enrollment in the school district. However, the parent(s)/guardian(s) is required to provide or arrange for the necessary transportation. If the students' family is still residing outside the school district at the end of the six (6) week interval, the student's enrollment in the school district will be ended and s/he will be removed from the school district rolls.

#### Home Language Survey

The school district shall administer a home language survey to all students seeking first time enrollment in its schools in accordance with requirements of the United States Department of Education's Office for Civil Rights.

#### Tuition Students

The school district provides for attendance on ~~an annual~~ a prepaid monthly tuition basis for non-resident students, including F-1 Visa students and on an annual tuition basis for students educated in accord with the Fair Share Policy agreement entered into with Colonial Intermediate Unit #20 and/or any other similar inter-district special education placement agreement.

### Penalties And Enforcement

Violators of this policy and/or those submitting a falsified affidavit and/or otherwise are not in legal compliance with residency regulations may be prosecuted under applicable law.

The school district reserves the right to request proof of residency of any resident with school-age children at any time. The school district reserves the right to make home visits to verify residency/occupancy or to authorize its agent(s) to make such home visits.

### Exclusions

This policy does not pertain to the education of homeless children placed in residential institutions within school district boundaries. The admission and education of those students are covered through appropriate Pennsylvania legislation.

The District administration shall develop procedures for the enrollment of nonresident children which:

1. Admit such students only on proper application and submission of required documentation by the parent or guardian.
2. Verify claims of residency.
3. Do not exclude any eligible student on the basis of race, creed, color, gender, sexual orientation, national origin, ancestry, or handicap/disability.
4. Deny admission where the educational facilities or program maintained for school district students is inadequate to meet the needs of the applicant.
5. Make continued enrollment of any nonresident student contingent upon maintaining established standards of attendance, discipline and academics.
6. The Superintendent shall recommend to the Board for its approval the admission of qualified applicants.

**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: PUPILS  
TITLE: ATTENDANCE ELIGIBILITY  
ADOPTED: August 19, 2002  
REVISED: April 11, 2005  
July 17, 2006  
August 18, 2008

202.1. ATTENDANCE ELIGIBILITY	
1. Purpose	The Board shall operate the schools of the school district for the benefit of the children residing in the school district. Children residing in the school district are eligible to attend the schools of the school district.
2. Authority	<p>The Pennsylvania School Code states that a child shall be considered a resident of the school district in which his/her parents or the guardian of his/her person resides. When the parents reside in different school districts due to separation, divorce or other reason, the child may attend school in the school district of residence of the parent with whom the child lives for a majority of the time, unless a court order or court approved custody agreement specifies otherwise. If the parents have joint custody and time is evenly divided, the parents may choose which of the two school districts the child will enroll for the school year. If the child is an emancipated minor, the resident school district is the one in which the child is then living. For purposes of this section, an emancipated minor is a person under 21 years of age who has chosen to establish a domicile apart from the continued control and support of parents or guardians. A minor living with a spouse is deemed emancipated.</p> <p>To ascertain if a student is, in fact, emancipated and has a right to attend school in the school district the student shall:</p> <ol style="list-style-type: none"> <li>1. sever most "filial ties" and must be substantially free from parental "domination and control"; and</li> <li>2. live apart from the parent; and</li> <li>3. be financially independent of the parent; and</li> <li>4. be responsible for his/her own welfare and behavior.</li> </ol> <p>The parent or guardian shall place on file a sworn statement attesting to the fact that the four previous conditions exist. Every reasonable effort should be made to secure this documentation directly from the parent or guardian in order to confirm that the child is not a runaway or under the control of juvenile authorities or some other agency. Where the parent or guardian cannot be contacted or does not provide the statement, verification can be made by having the student provide evidence that the four tests have been satisfactorily met. In instances whereby a parent has submitted the required evidence of emancipation, the school district reserves the right to request additional</p>

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	<p>evidence substantiating the veracity of any such claims. In instances where the school cannot verify emancipation, the student shall be referred to an appropriate child care agency.</p> <p>Note: Students who are married and living with a spouse are also considered to be emancipated. This is usually the case no matter what the age of either partner.</p> <p>Federal installations/land are considered a part of the school district or districts in which they are situated and the children residing on such installations shall be counted as resident students of the school district. This policy pertains to all students registering in all grades (K-12) including original entries, re-entries and new entries in the school district.</p>
<p>3. Guidelines</p>	<p><u>Registration Process</u></p>
	<p>Parents/guardians of all students registering in the school district must present acceptable proof of residency before a student is permitted to register and attend school. The following are proofs of residency which may be accepted by the school district:</p> <p>Application for registration must be accompanied by one proof of residency from List `A` and one proof of residency from List `B`.</p> <p>List A</p> <ol style="list-style-type: none"> <li>1. Current lease agreement, indicating the term of lease, address of leased property, names and signatures of property owner(s) and lessee(s).</li> <li>2. Mortgage settlement document(s) indicating address of residence, and name(s) of property owner(s).</li> <li>3. Recorded deed indicating address of residence, and name(s) of property owner(s).</li> <li>4. School property tax bill in the resident's name for the current or immediately preceding tax year.</li> </ol>
	<p><u>In addition to providing one of the aforementioned documents, a Landlord/Tenant Affidavit shall be made available to residents residing in a property not owned/leased by resident.</u></p>
	<p>List B</p> <ol style="list-style-type: none"> <li>1. Valid Pennsylvania driver's license indicating physical address of residence.</li> <li>2. Valid Pennsylvania identification card indicating physical address of residence.</li> </ol>

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	3. Valid Pennsylvania automobile registration indicating physical address of residence.
	4. Signed income tax return filed for the current or immediately preceding tax year indicating physical address of residence.
	5. Check stub from wages, public assistance, or social security issued within the past thirty (30) days indicating physical address of residence.
	<u>6. Current Pennsylvania Local Earned Income Tax Residency Certification Form.</u>
Title 22 Sec. 11.11	<p><del>6.</del>7. In lieu of providing any of the aforementioned five (5) acceptable proofs of residency from List `B`, parent(s)/guardian(s) who seek enrollment of student(s) pursuant to this policy must, as a further condition of enrollment, sign an agreement that if they fail to provide one of the aforementioned acceptable proofs of residency within sixty (60) days of their application for the student's enrollment, they shall be responsible for the payment of tuition on a prorated daily basis for the number of days the student(s) attended school in the District.</p> <p>The failure to provide such proof of residency within sixty (60) days of the application for the student's enrollment pursuant to this policy provision shall result in the disenrollment of the student from the District. The District administration shall establish procedures for the notification of parent(s)/guardian(s) of the student's disenrollment. A student who is disenrolled for failure to establish residency in the District under this policy provision shall have the right to request a Board hearing to determine the student's residency status. If a Board hearing is requested, the student shall remain enrolled in the District's schools pending the outcome of the hearing.</p> <p>The school district may require more than one (1) type of proof of residency from List A and/or List B (above) either at the time of initial application or at any subsequent time should the legitimacy of residency become an issue.</p> <p>At the time of registration, the parent/guardian must present a positive form of identification, which shall include government issued photo identification.</p> <p>The child will be enrolled in the school building which s/he would normally attend in accordance with established school district attendance areas. The school district shall normally enroll a child the next business day, but no later than five (5) business days, after the date of application. The school district has no obligation to enroll a child until the parent, guardian or other person</p>

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having control or charge of the student making the application has supplied proof of the child's age, residency, and immunizations as required by law.

The school district shall administer a home language survey to all students seeking first time enrollment in its schools in accordance with requirements of the United States Department of Education's Office for Civil Rights.

Withdrawal Process

When the school district receives a request for educational records from another school district or charter school, it shall forward the records within ten (10) business days of receipt of the request.

Penalties And Enforcement

Children of violators of this policy and/or of those submitting a falsified affidavit and/or who are otherwise not in legal compliance with residency regulations shall be dropped from the rolls of the school district, and such violators may be prosecuted under applicable law.

The school district reserves the right to request proof of residency of any resident with school-age children at any time. The school district also reserves the right to make home visits to verify residency/occupancy or to authorize its agent(s) to make such home visits.



EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: PUPILS  
TITLE: BULLYING  
/CYBERBULLYING  
ADOPTED: April 14, 2003  
REVISED: April 16, 2007  
November 17, 2008  
~~July 16, 2012~~

<p>1. Purpose</p> <p>2. Definitions SC 1303.1-A</p>	<p style="text-align: center;">249. BULLYING/CYBERBULLYING</p> <p>The Board is committed to providing a safe, positive learning environment for district students. The board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.</p> <p><b>Bullying</b> means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and results in, or is likely to result in, any of the following:</p> <ol style="list-style-type: none"> <li>1. Substantial interference with a student's education.</li> <li>2. Creation of a threatening environment.</li> <li>3. Substantial disruption of the orderly operation of the school.</li> </ol> <p><u>Bullying includes unwelcome verbal, written or physical conduct directed at a student by another student that has the intent of or effect of:</u></p> <ol style="list-style-type: none"> <li>1. <u>Physically, emotionally or mentally harming a student.</u></li> <li>2. <u>Damaging, extorting or taking a student's personal property.</u></li> <li>3. <u>Placing a student in reasonable fear of physical, emotional or mental harm.</u></li> <li>4. <u>Placing a student in reasonable fear of damage to or loss of personal property.</u></li> <li>5. <u>Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.</u></li> <li>6. <u>Perpetuation of conduct by an individual or group, with the intent to demean, dehumanize, embarrass, or incite a student.</u></li> </ol>
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**Bullying**, as defined in this policy, includes cyberbullying.

Cyberbullying means an intentional electronic act or series of acts, through the utilization of computers, the Internet, interactive and digital technologies, or electronic devices that are directed at another student or students, which occurs in a school setting, and/or outside a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantial interference with a student's education.
2. Creation of a threatening environment.
3. Substantial disruption of the orderly operation of the school.

Examples of cyberbullying include sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or website postings (including blogs). All forms of cyberbullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the district, offenders shall be subject to appropriate disciplinary consequences, which may include legal and/or police proceedings.

SC 1303.1-A

**School setting** means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

3. Authority  
SC 1303.1-A

The Board prohibits all forms of bullying by district students.

The Board encourages students who have been bullied to promptly report such incidents to the building principal or ~~designee~~ other district employees

The Board directs that complaints of bullying shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with and subject to the district's legal and investigative obligations. No reprisals or retaliation shall occur as a result of good faith reports of bullying.

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4. Delegation of  
Responsibility

Each staff member shall be responsible to maintain an educational environment free of bullying and cyberbullying.

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

SC 1303.1-A

The Superintendent or designee shall develop any administrative regulations necessary to implement this policy.

SC 1303.1-A	The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.
<u>SC 1303.1-A</u>	The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.
<u>SC 1303.1-A</u>	District administration shall annually provide the following information with the Safe School Report:
SC 1303.1-A	<ol style="list-style-type: none"> <li>1. Board's Bullying Policy.</li> </ol>
2.	<ol style="list-style-type: none"> <li>2. Report of bullying incidents.</li> </ol>
3.	<ol style="list-style-type: none"> <li>3. Information on the development and implementation of any bullying prevention, intervention or education programs.</li> </ol>
5. Guidelines SC 1303.1-A Title 22 Sec. 12.3 Pol. 218	<p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.</p> <p><u>Education</u></p> <p>The district may develop and implement bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.</p> <p><u>Consequences For Violations</u></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none"> <li>1. Counseling within the school</li> <li>2. Parental conference</li> <li>3. Loss of school privileges</li> <li>4. Transfer to another school building, classroom or school bus</li> <li>5. Exclusion from school-sponsored activities</li> <li>6. Detention</li> </ol>
SC 1303.1-A 1202.1-A Pol. 236	
SC 1303.1-A Pol 218, 233	

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7. Suspension
8. Expulsion
9. Referral to law enforcement officials

References:

School Code – 24 P.S. Sec. 1302-A, 1303.1-A

State Board of Education Regulations – 22 PA Code Sec. 12.3

Board Policy – 000, 218, 233, 136

EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PURCHASES SUBJECT TO BID

ADOPTED: August 19, 2002

REVISED: October 15, 2007

610. PURCHASES SUBJECT TO BID	
1. Authority	<p>It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district.</p> <p><u>Supplies</u></p>
SC 807.1	<p>The Board shall, after due public notice advertising for competitive bids, purchase furniture, equipment, school supplies and appliances <del>costing \$15,200 or more,</del> <u>whose costs exceed the currently established State threshold for required bidding,</u> unless exempt by statute. The Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation. <u>The District may also participate in cooperative purchasing programs that meet State bidding requirements.</u></p> <p>Furniture, equipment, school supplies and appliances to be purchased by the district <del>costing more than \$6,100 but less than \$15,200</del> <u>exceeding the currently established State threshold for quotations, but less than the State threshold for required bids</u> may be obtained on written or telephonic quotations. If it is not possible to obtain three (3) quotations, a memo must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.</p> <p><u>Contracts</u></p>
SC 751	<p>The Board shall, after due public notice advertising for competitive bids, contract for construction, reconstruction, repairs, maintenance or work on any school building or property <del>having a cost or value of more than \$15,200,</del> <u>exceeding the currently established State threshold for required bidding,</u> unless exempt by statute. <u>The District may also participate in cooperative purchasing programs that meet State bidding requirements.</u></p> <p>All contracts for construction, reconstruction, repairs, maintenance or work on any school building as property, unless exempt by statute, <del>having a cost or value of more than \$6,100 but not more than \$15,200</del> <u>exceeding the currently established State</u></p>
SC 751	

<p>2. <u>Delegation of Responsibility</u></p> <p><del>SC 751</del></p> <p>2. <del>Delegation of Responsibility</del></p> <p>SC 807.1</p> <p>—SC 751</p>	<p><u>threshold for quotations, but less than the State threshold for required bids may be obtained on written or telephonic quotations. If it is not possible to obtain three (3) quotations, a memo must be kept on file showing that fewer than three (3) qualified contractors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.</u></p> <p>The Board may authorize district employees to perform construction, reconstruction, repairs or work having a cost or value of less than <del>\$5,000</del> <u>the State threshold.</u></p> <p>Bid specifications shall be prepared by the Business Manager.</p> <p>Bid specifications shall provide for alternates wherever possible.</p> <p>The Business Manager shall combine like items of supply and material whenever it is feasible and permissible under statute and shall not split purchases to avoid requirements for bidding.</p> <p>Bids shall be opened publicly by the Business Manager before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the lowest responsible bidder <u>provided that the low bidder is considered to be qualified to supply the specified materials and perform the service upon resolution of the Board, unless the Board chooses to reject all bids. Whenever a contract is not awarded to the lowest bidder, the school district is obligated to explain and document its decision.</u></p> <p>The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 751, 807.1</p> <p>Local Government Unit Electronic Bidding Act – 62 Pa. C.S.A. Sec. 4601 et seq</p>
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EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: FINANCES  
TITLE: PURCHASES BUDGETED  
ADOPTED: August 19, 2002  
REVISED: October 17, 2011

611. PURCHASES BUDGETED	
1. Authority SC 751	It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid shall be made in a manner that ensures the best interests of the school district.
2. Delegation of Responsibility SC 807.1  SC 609	All purchases that are within budgetary limits may be made upon authorization of the Business Manager and/or designee.  All purchase order requests must be referred to the Business Manager and/or designee, who shall check whether the proposed purchase is subject to bid, whether sufficient funds exist in the budget, and whether the material might be available elsewhere in the school district.
3. Guidelines SC 511, 807.1	Written or telephonic price quotations shall be required from at least three (3) responsible contractors for the supplies, equipment or services desired, and when the contemplated expenditure <del>is less than \$15,200 but greater than \$6,100</del> <u>exceeds the currently established State threshold for quotations, but less than the State threshold for required bidding.</u> A written record shall be made of these quotations and shall contain the date of the quotation; name of contractor; contractor's representative; the construction, reconstruction, repair, maintenance or work of the quotation. The written price quotations, records or telephonic price quotations and memoranda shall be kept on file for a period of three (3) years.  In the interests of economy, fairness and efficiency in its business dealings, the Board requires that:  1. Items commonly used in the various schools and buildings be standardized whenever possible.  2. Opportunity to do business with the district shall be provided to as many responsible suppliers as possible. Lists of potential suppliers for various types of supplies, equipment and services will be developed and maintained.

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3. No purchase request will be honored unless made on a school district requisition form that has the necessary approval.

4. The Board is not obligated to pay for purchases that are not made through the use of a District purchase order.

The Board recognizes its position as a major purchaser in the community. While it is the Board's intent to purchase quality materials and supplies at the lowest possible cost through open competition, if all other considerations are equal the Board prefers to purchase within the school district from established local merchants.

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**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: PUPILS  
TITLE: STUDENT RECORDS  
ADOPTED: April 22, 2002  
REVISED: February 23, 2004  
July 17, 2006  
November 20, 2006  
June 25, 2007

216. STUDENT RECORDS	
1. Purpose 24 P.S. Sec. 1402(b), 1532, 1533	<p>The educational interests of pupils and of society require the collection, retention, and use of information about individual pupils and groups of pupils. The welfare and progress of pupils is inextricably related to the maintenance of a thorough and efficient system of public schools; the latter cannot be achieved nor assessed in the absence of appropriate information about the former.</p>
2. Authority SC 1303a, 1305-A, 1306-A, 1402, 1409, 1532, 1533 Title 22, Sec. 4.52, 12.31, 20 U.S.C. Sec. 1232g 34 C.F.R. Sec. 99	<p>It is no less the interest of society to protect the right of each of its members against an unwarranted invasion of privacy. The primary purpose of pupil record keeping shall be the educational welfare and advancement of the pupils.</p> <p>The Board of Education (School Board) of the East Stroudsburg Area School District (school district) has primary responsibility for the compilation, maintenance, access to, and security and confidentiality of pupil records. The staff may compile records mandated by the Commonwealth, the federal government, or specifically permitted by this policy.</p> <p>The Board shall adopt a comprehensive plan for the collection, maintenance and dissemination of student records that complies with federal and state laws and regulations and state guidelines. Copies of the adopted student records plan shall be maintained by the school district and revised as required by changes in federal or state law.</p>
3. Delegation of Responsibility	<p>The Superintendent or designee shall be responsible for implementing and monitoring the adopted student records plan, which meets all legal requirements.</p> <p>The designated administrator shall establish safeguards to protect the student and his/her family from an invasion of privacy when collecting, retaining and disseminating student information and providing access to authorized persons.</p> <p>School district staff shall compile only those educational records mandated by federal and state laws and regulations.</p>

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<p>SC 1532 Pol. 213, 215</p> <p>4. Definitions 34 C.F.R. Sec. 99.3 Title 22 Sec. 11.11</p>	<p>In accordance with law, each school district teacher shall prepare and maintain a record of the work and progress of each student, including the final grade and a recommendation for promotion or retention.</p> <p>The following definitions are provided for the purpose of interpretation and implementation of this policy:</p> <ol style="list-style-type: none"> <li>1. <b>Dates of Attendance</b> - Means the period of time during which a student attends or attended the school district. Examples of dates of attendance would include an academic year, semester, quarter or grading period, but would not include specific daily records of a student's attendance.</li> <li>2. <b>Destruction</b> - Means the physical destruction or permanent removal of personally identifying data from the education records of a student so that the information in those records is no longer personally identifiable. (Also known as "purging").</li> <li>3. <b>Directory Information</b> - Means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed, and includes, but is not limited to, the following information relating to a student: the student's name, address, listed telephone number, electronic mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade level, honor rolls, degrees and awards received, and the most recent previous educational agency or institution attended by that student.</li> <li>4. <b>Dissemination or Disclosure</b> - Means permitting access to or the release, transfer or other communication of the education records of a student, or the personally identifiable information contained therein, orally or in writing, or by electronic or any other means, to any party.</li> <li>5. <b>"Educational Institution" or "Educational Agency"</b> means any public or private agency or institution, that is the recipient of funds under any Federal program.</li> <li>6. <b>Education Records</b> - Those records that contain personally identifiable information directly related to a student and are maintained by the school district or by a party acting for the school district. It can be recorded in any form, including but not limited to, handwriting, print computer media, video or audio tape, film, microfilm and microfiche.</li> </ol> <p>The term does not include:</p> <ol style="list-style-type: none"> <li>a. Records of instructional, supervisory and administrative personnel and</li> </ol>
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ancillary personnel, which are in the sole possession of the maker and are not accessible or revealed to another individual, except a substitute. A "substitute" is an individual who performs, on a temporary basis, the duties of the individual who made the record, and does not refer to an individual who currently succeeds the maker of the record in his/her position.

- b. Records of the law enforcement unit of an educational agency or institution, subject to the provisions of 34 C.F.R. §99.8.
- c. Records relating to an individual who is employed by the educational agency or institution, that:
  - 1) Are made and maintained in the normal course of business.
  - 2) Relate exclusively to the individual in that individual's capacity as an employee.
  - 3) Are not available for use for any other purpose.

Note: Records relating to an individual in attendance at the agency or institution who is employed as a result of his/her status as a student are education records.

- 7. **Eligible Student** - Means a student who has attained eighteen (18) years of age, is attending an institution of post-secondary education, or is a legally emancipated minor. For the purposes of this section, whenever a student has attained eighteen (18) years of age, or is attending an institution of postsecondary education, the permission or consent required of and the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student. In cases where an eligible student is dependent upon the parent as defined in Section 152 of the Internal Revenue Code, the school will make the education records accessible to the parent of said student.
- 8. **Exceptional Student** - As defined in this policy, an exceptional student means any student eligible to receive special education services under the Individuals with Disabilities Education Act (IDEA), 20 U.S. C. § 1400. 1, et. seq., and its implementing regulation, 34 C.F.R. Part 300; and Chapters 14 and 16 of the regulations of the State Board of Education, 22 Pa. Code §§ 14.1 and 16.1, et. seq.
- 9. **Informed Consent** – the approval by signature of an individual (parent, guardian, student) who has been apprised of the nature, content, and procedure of a records collection, maintenance, or release activity of an agency.

	<p>10. <b>LEA</b> – Local Education Agency.</p> <p>11. <b>Legally Emancipated Minor</b> - A person below the age of twenty-one (21) who has chosen to establish a domicile apart from the continued control and support of his/her parents or guardians. A minor living with a spouse is deemed emancipated.</p> <p>12. <b>Maintain or Maintained</b> – In the case of personally-identifiable information on paper or stored on magnetic or video tape, the term shall mean kept in a secure file or desk drawer or in the continuous and secure control of a school official with a legitimate educational interest in the content thereof. In the case of personally-identifiable digital information that is electronically-stored, including electronic mail, the term shall mean kept in a secure database located on a server or servers, disk partition, or other electronic storage system specifically designated by the Superintendent or his or her designee as a “student records maintenance site.” The District electronic mail server or servers, or directory or directories, and the files on local disk drives dedicated to the storage of sent or received electronic mail, shall not for any purpose constitute a “student records maintenance site” and any mail stored thereon shall either be deleted or moved to a “student records maintenance site” at least once annually.</p> <p>13. <b>Panel</b> – the body, that will adjudicate cases under procedures set forth on pages six (6) and seven (7) of this policy.</p> <p>14. <b>Parent</b> - Includes natural parents, a legal guardian or an individual acting as a parent of a student in the absence of a parent or guardian. The school district will presume that a parent has the authority to exercise the rights inherent in this policy unless the school district has been provided with evidence that there is a state law or court order governing such matters as divorce, separation, or custody, or a legally binding instrument, which provides to the contrary.</p> <p>15. <b>Personally Identifiable</b> - Means that the data or information includes, but is not limited to:</p> <ul style="list-style-type: none"><li>a. The name of a student, the student's parents/guardians, or other family member.</li><li>b. The address of the student or the student's family.</li><li>c. A personal identifier, such as the student's social security number, or a student number.</li><li>d. A list of personal characteristics which would make the student's identity</li></ul>
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<p>5. Guidelines</p> <p>Title 22 Sec. 12.33 34 C.F.R. Sec. 99</p>	<p>easily traceable by a person not already familiar with the student's identity or other information which would make the student's identity easily traceable.</p> <p>16. Purging – See “Destruction”.</p> <p>17. Record – any information maintained in any way, including, but not limited to:</p> <ol style="list-style-type: none"> <li>1. handwriting</li> <li>2. print</li> <li>3. film</li> <li>4. computer media</li> <li>5. video or audio tape</li> <li>6. microfilm or microfiche</li> </ol> <p>18. Representational Consent – as the legally elected or appointed representatives of the parents/guardians of a school district, the Board of School Directors may collectively, as a body, grant approval (representational consent) to such programs, processes, and procedures as are considered to be the valid, legal, and expected function of any responsible educational agency. The consent decisions of the representational agency are (subject to higher authority or judicial review) binding on all students and parents/guardians whether or not they might individually have consented.</p> <p>19. Secretary – Secretary of the U.S. Department of Education.</p> <p>20. Student - Includes any school age person, whether a regular education or exceptional student, with respect to whom the school district maintains an education record.</p> <p><u>Collection</u></p> <p>By their approval of this policy, the School Board provides representational consent of parents and eligible students for the collection of basic identifying information and the administration of aptitude and achievement tests. Annually, the School Board shall approve a district wide testing program that shall be made known to parents and eligible students.</p> <p>Parents and eligible students eighteen (18) years and older shall be notified annually and upon enrollment of:</p> <ol style="list-style-type: none"> <li>1. The policies and procedures of the school district regarding student education records.</li> <li>2. The data collected through representational consent.</li> </ol>
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<p>34 C.F.R. Sec. 99.21, 99.22, 99.63</p>	<p>3. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest.</p> <p>4. The conditions for disclosure or dissemination of information.</p> <p>5. The rights and procedures for parents or eligible students:</p> <ul style="list-style-type: none"><li>a. To access education records.</li><li>b. To seek an amendment of the student's education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights.</li></ul> <p>The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that the Family and Educational Rights and Privacy Act and 34 C.F.R. § 99.31 authorize disclosure without consent.</p> <p>6. The right to file with the Department of Education a complaint under 34 C.F.R. § 99.63-99.64 concerning alleged failures by the educational agency or institution to comply with the requirements of the Family Educational Rights and Privacy Act and 34 C.F.R. § 99.7.</p> <p>The student or the parents or guardian of a dependent student may request that specific data, e.g., awards, part-time employment, volunteer service in school or community, be placed on the student's file. If such information is verified and of recognized relevance, it may be added to the file. Also, the student or parent may submit a disclaimer concerning the appropriateness or validity of any material in the file. Such statement shall be dated, signed, and kept in the file as long as the material it concerns remains in the file. The appeal process outlined in this policy shall apply for this purpose.</p> <p><u>Security and Privacy</u></p> <p>The Superintendent shall be responsible for education record maintenance and access and for the education of staff about maintenance and access policies. The school principal is responsible for implementing the policy concerning student education records in the building. All school personnel having access to education records should receive periodic training in security, with emphasis upon privacy rights of students and parents.</p> <p>Records are to be kept secure at all times under the supervision of the school principal or designated agent.</p> <p>In addition to the submission of a disclaimer, a parent or eligible student has</p>
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the right to challenge the validity or appropriateness of any information in the education record and request that such information be corrected or deleted.

A parent or eligible student who believes that information in education records collected, maintained or used by the school district is inaccurate or misleading or violates the privacy or other rights of the student, has the right to request that the building principal amend the information under the following procedures:

1. The parent or eligible student shall submit, in writing to the building principal, a request for amendment, which shall include a brief statement, which specifies the record(s) to be amended and the reason that an amendment is requested.
2. The school principal shall decide whether to amend the information in accordance with the requests of the parent or eligible student within a reasonable time period after receipt by the school principal of the request to amend, but not more than thirty (30) calendar days.
3. If the school principal decides to amend the information in accordance with the request, the school principal shall notify the Superintendent. After approval by the Superintendent, the school principal shall notify the parent or eligible student, in writing, of the decision to amend the record.
4. If the school principal decides to refuse to amend the information in accordance with the request of the parent or eligible student, the school principal shall inform the parent or eligible student, in writing, of both the refusal and the specific reason(s) for the refusal, and shall notify the parent or eligible student, in writing, of their rights to request and receive a hearing.

If the parent or eligible student, upon receiving written explanation from the school principal, still feels a need to challenge information in the education record, the parent or eligible student shall, upon written request to the Superintendent, be granted a hearing in accordance with the following provisions:

1. The hearing shall be held at a mutually agreed upon time and place within a reasonable time of receiving the written request, but not more than thirty (30) calendar days. The parent or eligible student shall be given notice of the date, place and time within a reasonable time period in advance of the hearing but not less than ten (10) calendar days in advance of the hearing.
2. A three (3) member panel of professional school staff shall preside over the hearing. A chairperson designated by the Superintendent, who shall not have a direct interest in the outcome, shall conduct the hearing. Under no

<p>Title 22 Sec. 12.33 34 C.F.R. Sec. 99</p>	<p>circumstances will the school principal who initially received the request for amendment of the record be involved in the hearing process other than to offer testimony.</p> <ol style="list-style-type: none"><li>3. The parent or eligible student may be represented by counsel at their own expense and will be afforded a full and fair opportunity to present evidence and to examine and cross-examine witnesses.</li><li>4. Within a reasonable period of time after the conclusion of the hearing, but not more than thirty (30) calendar days, the panel will make its decision(s), based solely on the evidence presented at the hearing, known to the parent/guardian or individual acting as a parent in the absence of the parent(s)/guardian(s), and will include a summary of the evidence and reasons for said decision(s).</li><li>5. If, as a result of the hearing, the panel decides to amend the record, it shall so notify the parent or eligible student, in writing and the item(s) in question shall be amended.</li><li>6. If, as a result of the hearing, the panel decides not to amend the information, then it shall inform the parent or eligible student, in writing, of their rights to place in the education record a statement which sets forth the written comments of the parent or eligible student upon the information in the education record, or reason(s) for disagreeing with the decision of the school district, or both written comments and reasons.</li><li>7. The statement of the parent or eligible student shall be appended, by the Superintendent or designee, to the education record so long as the record or the contested portion thereof is maintained by the school district.</li><li>8. If the education record of the student or the contested portion thereof is released to any party, the statement of the parent or eligible student shall also be released to that party.</li></ol> <p>A parent or eligible student also has the right to file complaints concerning acts of non-compliance with this policy by contacting the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605.</p> <p><u>Dissemination or Disclosure</u></p> <p>The school district is often asked to transmit student information to other agencies, institutions or individuals. Since conveyance of records removes data from the control of the school, stringent precautions are required to protect the rights of the student against infringement of privacy, misinterpretation of data, and inappropriate use.</p>
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<p>Title 22 sec. 11.11</p>	<p>Upon receiving a request for educational records from another school district or charter school, the school district shall forward the records within ten (10) business days of receipt of the request.</p> <p>Student medical records, maintained by the nurse's office, are considered educational records as per federal guidance and may be shared with staff who the school district determines has a legitimate educational interest and a need to know medical information in order to protect the safety and health of the student. Parental requests to maintain the confidentiality of any given medical information must be made in writing and should be directed to the school principal.</p> <p>The confidentiality of mental health records/information shall be completely maintained. Such records are covered by the PA Mental Health Procedures Act 55 Pa. Code § 5100.33.</p> <p>The school district may, without the consent of the student or parent, release personally identifiable information from an educational record of a student to/when:</p> <ol style="list-style-type: none"><li>1. Members of the professional staff and the clerical support staff (including but not limited to, teachers, instructional aides, guidance counselors, school psychologists, home school visitors, administrative personnel, and confidential secretaries) who have a legitimate education interest. A person having a legitimate education interest shall be defined as:<ol style="list-style-type: none"><li>a. Person(s) directly responsible for providing instruction to the student.</li><li>b. Person(s) directly providing support services to the student.</li><li>c. Appropriate authorities in a health/safety emergency after consideration of the seriousness of the threat, the need for the information to meet the emergency, the position of the requesting party to deal with the emergency, and the extent to which time is of the essence in meeting the emergency.</li></ol></li><li>2. Authorized members of the professional staff of the vocational-technical school, and their clerical support staff, if the student is enrolled or seeks to enroll in the vocational-technical school.</li><li>3. Authorized representatives of the Comptroller General of the United States,</li><li>4. the Attorney General of the United States, the Secretary of Education, and state or local educational authorities subject to the requirement of 34 C.F.R. §</li></ol>
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	<p>99.35.</p> <p>5. The disclosure is in connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to:</p> <ul style="list-style-type: none"><li>a. Determine eligibility for the aid.</li><li>b. Determine the amount of the aid.</li><li>c. Determine the conditions for the aid.</li><li>d. Enforce the terms and conditions of the aid.</li></ul> <p>Financial aid is defined as a payment of funds provided to an individual (or a payment in kind of tangible or intangible property to the individual) that is conditioned on the individual's attendance at an educational agency or institution.</p> <p>6. State and local officials or authorities to whom information is specifically allowed to be reported or disclosed pursuant to:</p> <ul style="list-style-type: none"><li>a. State statute adopted prior to November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and the system's ability to effectively serve the student whose records are released.</li><li>b. State statute adopted after November 19, 1974, subject to the requirements of 34 C.F.R § 99.38.</li></ul> <p>7. Officials of other primary, secondary, or post-secondary schools in which the student is presented for enrollment or intends to enroll, provided the parent, guardian or eligible student, in advance of the transfer, is notified of the transfer and has an opportunity to challenge the record and to receive a copy of the record if so desired in accordance with 34 C.F.R. § 99.35. (Annual notice prior to the beginning of the school year shall be given to parents regarding their rights in cases of transfer of records without consent. This annual notification to parents shall be considered sufficient to meet the intent of record transfers to other educational agencies.)</p> <p>8. Agents or agencies conducting educational research who may request group data, provided:</p> <ul style="list-style-type: none"><li>a. The project is approved according to the school district's policies and guidelines pertaining to research activities.</li></ul>
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216. STUDENT RECORDS - Pg. 11

	<p>b. The study is conducted in a manner that does not permit personal identification of the parents and students by individuals other than representatives of the organization.</p> <p>c. The information is destroyed when no longer needed for the purposes for which the study was conducted.</p> <p>9. The disclosure is to accrediting organizations to carry out their accrediting functions.</p> <p>10. The disclosure is to parents, as defined in 34 C.F.R. § 99.3, of a dependent student, as defined in Section 152 of the Internal Revenue Code.</p> <p>11. The disclosure is to the parent of a student who is not an eligible student or to the student.</p> <p>12. The disclosure is information the educational agency or institution has designated as "directory information."</p> <p>13. To the school district's insurance carriers and legal counsel, and/or their agents, employees and representatives in connection with existing or anticipated claims, litigation or other proceedings involving the student; provided, however, that such disclosure shall be subject to the condition that any such third parties will not disclose the information to any other party without the prior consent of the parent/guardian or eligible student unless otherwise required by law.</p> <p>14. For the purpose of enforcing the law, maintaining school safety and creating, maintaining and releasing records in connection with law enforcement purposes, and pursuant to the Family Educational Rights and Privacy Act, the Superintendent or proper school officials, as designated by the Superintendent, may release records and information created and maintained for law enforcement purposes, such as incident reports, files, notes and memoranda, without the consent of students or parents.</p> <p>15. To the Attorney General of the United States or to his or her designee in response to an <i>ex parte</i> order in connection with the investigation or prosecution of terrorism crimes specified in sections 2332b (g)(5)(B) and 2331 of title 18, US Code, which does not require a school official to record a disclosure of information from a student's education record when the school makes that disclosure pursuant to an <i>ex parte</i> order.</p> <p>16. To military recruiters, upon request, access to and contact information on secondary students (name, address and listed telephone number). Access must be the same as would be provided to higher education institutions and</p>
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216. STUDENT RECORDS - Pg. 12

prospective employers. A parent/guardian or student can request that the information not be released without prior written consent.

Other than as prescribed above, no information from a student education record may be divulged, except:

1. With written consent of the eligible student or former student or the parent or guardian (if the student is a dependent) specifying records to be released, to whom, for what purpose, and with a copy of the records to be released to the consenter, if desired. (For the purposes of this part, whenever a student has attained eighteen (18) years of age, or is attending an institution of post-secondary education, the rights afforded, and the consent required of the parent of the student, shall thereafter only be accorded to and required of the eligible student unless s/he is a dependent as defined in Section 152 of the Internal Revenue Code.)
2. The disclosure is to comply with a judicial order or subpoena. A reasonable effort must be made to notify the parent or eligible student of the order or subpoena in advance of compliance unless disclosure is in compliance with:
  - a. A Federal grand jury subpoena and the court has ordered that the existence or the contents of the subpoena not be disclosed.
  - b. Any other subpoena issued for a law enforcement purpose and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed.
3. If an educational agency or institution and a parent or student are involved in a legal action against each other, the educational agency or institution may disclose to the court, without a court order or subpoena, the educational records that are relevant to the case.

Each matter of request for consent must be handled separately; for example, blanket permission for release of data within an extended period of time may not be solicited since it, by definition, does not provide an opportunity for informed consent.

The school district will annually designate certain personally identifiable information as "Directory Information." Directory information on former students or students currently enrolled may be disclosed for purposes beneficial to the student or the school district and only with the approval of the Superintendent. It shall not, however, be the policy of the school district to prepare annually and maintain file lists of "directory type information" for disclosure purposes.

216. STUDENT RECORDS - Pg. 13

The parent or eligible student has the right to refuse the disclosure or dissemination of any or all types of directory information by giving the school district written notice within twenty (20) calendar days of publication of the notice.

Parents or eligible students shall be given public notice relative to this right at the beginning of the school year. The parent/guardian of a dependent student may have access to all education records. The same access is extended to eligible students and former students who are legally emancipated.

Requests by a parent, guardian or eligible student to inspect and review the education record of a student or to have a designated representative inspect and review the education record of a student are to be directed to the principal of the building in which the student is enrolled or to the school district administrative offices for the access to inactive records (graduates and withdrawals). Access shall be granted within a reasonable period of time (not to exceed 45 calendar days) and shall be in the presence of the principal or a designated agent for the purposes of security and assistance in explaining or interpreting the data. Below are the locations of educational records:

1. Active student education records of regular students are available in the building in which the student is enrolled. Copies of the record will be provided to the parent or eligible student upon written request. ~~The requestor may be charged for such copies at a fee not to exceed duplication costs.~~
2. Active records of exceptional students are available at the following locations, depending on the nature of the information and its relative need in the daily educational activities of the student.

a. Building in Which the Student is Enrolled

Permanent administrative records, including:

1. Name and birth dates.
2. Names and addresses of parents/guardians.
3. Academic work completed.
4. Level of achievement, e.g., grades and standardized test scores.
5. Attendance data.
6. Health records.

<p>34 C.F.R. §99.11 (a)</p>	<p>b. <u>Special Education Office</u> - Evaluation, psychological, psychiatric, and neurological reports, Individualized Education Programs, and all other reports of a similar nature relative to an exceptional student's educational program and placement and necessary for providing the student with appropriate educational services.</p> <p>3. Records of graduates and withdrawals are available in the school district administrative offices. Request forms for release of inactive student information from graduate or withdrawal files maintained in the school district administrative offices shall be signed by a parent, guardian, or eligible student. A copy of this request will be maintained in the school district administrative offices.</p> <p>Once student education record information has been released to an agency or person outside the school district, as prescribed above, the school district can no longer be exclusively responsible for the confidentiality of the information.</p> <p>There shall be maintained, for each active student, a record of access to and release of the student's education record. This shall be available to the parent or guardian of dependent students or to eligible students and to the school district as a means of auditing the operation of the system. The record of access is not meant to include entries by the primary users and custodians of student records designated by the Superintendent or the building principal. Specifically, this includes teachers, school counselors, and authorized clerical staff.</p> <p><u>Copying Records</u></p> <p><u>Copies of student transcripts shall be provided free of charge to any student actively enrolled in the school district within the 60 days immediately preceding such a request.</u></p> <p><u>Otherwise, the school district may shall charge fees for copies of education records, even when obligated to provide copies to parents under C.F.R. §99.10 (d). Such fees for the actual cost of reproducing, secretarial time, and postage shall be reasonable and shall follow the same fee schedule as provided for public records. Such fees may be waived by the school district when the imposition effectively prevents a parent or eligible student from exercising the right to inspect and review the students' education records.</u></p>
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Maintenance and Destruction of Information

The school district shall maintain the educational records of all its students consistent with this policy. Parents and eligible students shall be informed of these records and their right of access to these data as described in the policy.

Staff members may maintain personal and confidential files containing grades, notes, transcripts of interviews, clinical diagnoses, and other memory aids for their own use in counseling students and parents or guardians. Such private notes are not to be made a part of the student's permanent or cumulative record, are not to be released to others, and must be destroyed when they no longer serve a useful purpose to the staff member or when the student or professional leaves the school or school system. Such notes are considered to be the personal property of the professional and shall be guarded by the tenets of professional ethics.

The school district shall inform the parents or eligible student when personally identifiable information in the records of the student is no longer relevant to and necessary for the provision of educational services to the student.

Upon written request of the parent or eligible student, information no longer relevant to and necessary for the provision of educational services to the student shall be destroyed by the school district. However, a written record, or microfilm copy of the same, including a student's name, address, phone number, grades, attendance records, classes attended, grade level completed and year completed shall be maintained for at least one hundred (100) years beyond the date the student attains the age of twenty-one (21).

Prior to the destruction of information referred to in this policy, the school district shall send written notification to the parents, which shall inform the parents of their right to receive a copy of the material to be destroyed at a fee not to exceed duplication costs.

The school district may destroy education records under the following circumstances:

- a. Records that include a student's name, address, grades, attendance records, classes attended, grade level completed and year completed may be destroyed when 100 years have passed since the student's 24th birthday.
- b. Special Education records, Section 504 records, Instructional Support Team (IST) records, and health records may be destroyed when ten (10) years have passed from the date a student has left the school district as long as there is no outstanding request to inspect and review the records and the records are deemed no longer useful to the school district.
- c. Parents or eligible students (eighteen years of age or older) have not

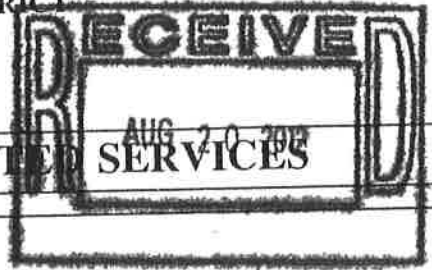
216. STUDENT RECORDS - Pg. 16

<p>Title 22 Sec. 12.31</p>	<p>requested copies by November 1 of the year the records may be destroyed as per paragraphs a &amp; b above. Parents or eligible students have the right to request a copy of student records before destruction.</p> <p>d. Notice of this procedure is provided annually by publication in student handbooks, the school district newsletter and/or the school district calendar, and on the school district website.</p> <p>No education records containing information necessary for the education of a student who is enrolled or has been enrolled in an education program operated by the school district shall be destroyed except as outlined in this policy.</p> <p>Nothing in this section, except as stated above, shall be construed to mean that the school district is required to destroy education records.</p> <p>The destruction of any student records recorded on paper shall be by shredding.</p> <p>The school district shall not destroy any education records if there is an outstanding request to inspect and review the records.</p> <p><u>Policy Interpretation and Construction</u></p> <p>This policy shall not be construed to impose upon the school district any obligation or duty not otherwise imposed by law.</p> <p>Failure to conform to the requirements of this policy shall not be used against the school district, unless that failure causes a substantial violation of the privacy or other legal rights of the student, or his/her parents.</p> <p>Relative to special education students, this policy shall not be construed to be inconsistent with the Individuals with Disabilities Education Act (IDEA) 20 U.S.C. § 1400.1 et. seq., and its implementing regulation, 34 C.F.R. Part 300; and Chapters 14 and 16 of the regulations of the State Board of Education, 22 Pa. Code § 14.1 and 16.1, et. seq.</p> <p>This policy shall be construed as consistent with all applicable state and federal laws. When a requirement of law cannot be reconciled with a provision of this policy, the requirement of law shall supersede and nullify the provision of this policy and shall be considered the policy of the school district.</p> <p>The school district shall provide for the need to effectively notify parents/guardians of students identified as having a primary or home language other than English, hearing or visual impairment.</p>
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216. STUDENT RECORDS - Pg. 17

	<p>Procedures for the disclosure of student records shall apply equally to military recruiters and postsecondary institutions.</p> <p>Copies of the student records plan shall be submitted to the Department of Education upon request of the Secretary.</p>
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**REQUEST FOR CONSULTANT/CONTRACTOR SERVICES**

**1. Initiator: Complete this section.**

Name of Consultant: Dr. Letitia Lladoc # \_\_\_\_\_

Address: 194 Mountain View Drive Stroudsburg PA 18360

Function or purpose of service (be specific): New Teacher Induction

Location of service: Admin Building

Time period - from 8/20/12 to: 8/20/12  
(begin date) (end date)

1 hour @ \$ 100.00 = \$ 100.00 plus expenses?  
Total days/hours/other daily/hourly/other rate Total Contract  yes  no

Charge to Account Number: 10 - 2270 - 300 - 000 - 10 - 00 - 04

Signatures — Initiator: John Burns Date: 8.1.2012

**2. Consultant/Contractor: Complete this section, return all copies along with a completed W-9 form to the office of the Assistant Superintendent for Curriculum.**

*I agree to satisfactorily complete the function noted above according to the criteria stipulated above. I understand that work not completed by the completion date will not be paid for under this agreement. Should circumstances occur beyond the control of the district/contractor which prevents the service from taking place, the district is not obligated to pay the consultant/contractor.*

Dr. Letitia M. Lladoc Federal ID# or Social Security # \_\_\_\_\_ Date: 8/20/12

**NOTE: Upon completion of service send an Invoice to the Business Office for payment.**

**STEPS NUMBERS 1 and 2 MUST BE COMPLETED BEFORE PROCEEDING TO 3 - 5.**

3. Assistant Superintendent for Curriculum: Doreen Dugan Date: 8/20/12

4. APPROVALS: Board of Education — Date: \_\_\_/\_\_\_/\_\_\_ Purchase Order # \_\_\_\_\_  
 Superintendent: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

5. Initiator:  
 Comments on Services: \_\_\_\_\_

The Business Office is hereby authorized to pay \$ \_\_\_\_\_ for services rendered.  
 Initiator: 43 Date: \_\_\_/\_\_\_/\_\_\_

*The East Stroudsburg Area School District provides equal opportunity in all of its educational programs, activities and employment. In compliance with Title VI, Title IX and Section 504, no person will be subject to discrimination based on age, race, color, gender, religion, national origin, creed, handicap or marital status.*

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 SEP 10 2012

**REQUEST FOR CONSULTANT/CONTRACTED SERVICES**

**1. Initiator: Complete this section.**

Name of Consultant: Brian McNulty # \_\_\_\_\_  
 Address: 321 E. 2nd St, Apt. 4; Bloomington IN 47401  
 Function or purpose of service (be specific): clinician for marching band drum line  
 Location of service: East Stroudsburg High School - South  
 Time period - from July 30, 2012 to: August 3, 2012  
(begin date) (end date)  
12 hours @ \$ 20.- = \$ 240.- plus expenses?  
 Total days/hours/other daily/hourly/other rate Total Contract  yes  no  
 Charge to Account Number: 10 - 3200 - 300 - 000 - 30 - 31 - 44  
 Signatures — Initiator: Katy N. Clary Date: 7/30/12

**2. Consultant/Contractor: Complete this section, return all copies along with a completed W-9 form to the office of the Assistant Superintendent for Curriculum.**

*I agree to satisfactorily complete the function noted above according to the criteria stipulated above. I understand that work not completed by the completion date will not be paid for under this agreement. Should circumstances occur beyond the control of the district/contractor which prevents the service from taking place, the district is not obligated to pay the consultant/contractor.*

Brian McNulty 7/31/12  
 Consultant/Contractor Signature Federal ID# or Social Security # Date

**NOTE: Upon completion of service send an Invoice to the Business Office for payment.**

**STEPS NUMBERS 1 and 2 MUST BE COMPLETED BEFORE PROCEEDING TO 3 - 5.**

3. Assistant Superintendent for Curriculum: [Signature] Date: 9/11/12

4. **APPROVALS:** Board of Education — Date: \_\_\_/\_\_\_/\_\_\_ Purchase Order # \_\_\_\_\_  
 Superintendent: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**5. Initiator:**

Comments on Services: \_\_\_\_\_  
 \_\_\_\_\_  
 The Business Office is hereby authorized to pay \$ \_\_\_\_\_ for services rendered.  
 Initiator: 44 Date: \_\_\_/\_\_\_/\_\_\_

*The East Stroudsburg Area School District provides equal opportunity in all of its educational programs, activities and employment. In compliance with Title VI, Title IX and Section 504, no person will be subject to discrimination based on age, race, color, gender, religion, national origin, creed, handicap or marital status.*



## PERFORMANCE AGREEMENT

This AGREEMENT is made this 3rd of September, 2012 between East Stroudsburg High School (hereinafter called the Client) and Mike Hall Productions LLC (hereinafter called the "Speaker"), an independent contractor with principal place of business located in Hickory, NC. The Speaker is agreeing to render services as described below in accordance with the following terms and conditions.

**I. EVENT DESCRIPTION: School assembly**

Date(s) and Times : Sept 13, 2012

Event Location(s) East Stroudsburg High School

Special Instructions \_\_\_\_\_

**II. SPEAKER NAME: Mike Hall**

**III. Services to be rendered:**

3 (three) Zero to Hero keynotes

**CONTACT: Contact Name – Contact's Position, Name of Org., Phone Number**

<b><u>COMPENSATION</u> is:</b>	Fee/ Honorarium	<u>\$2500</u>
	Travel	<u>500</u>
	Discount applied(already in area/flyer promotion)	<u>-1250</u>
	<b>TOTAL COMPENSATION*</b>	<u>\$1750</u>
	<b>*Special Instructions/Agreements</b>	

III. **PAYMENT:** 50%(minimum) deposit due immediately. Balance due in person at presentation.

IV. **SPEAKER** will make his own travel arrangements. **SPEAKER** will arrive 1-2 hours before planned session begins. Sound check to be at least 30 min before audience enters event space.

V. **RIDER:** Initial here if you agree to the rider for Mike's program. \_\_\_\_\_

**VI. CANCELLATIONS:**


- Either Party may cancel this Contract without obligation to the other if cancellation notice is received in writing at least 30 days before appearance date.
- Either party may refuse or terminate the engagement due to violation of any law or regulation by the other Party, or any situation that the Party reasonably believes may be hazardous to any person or property.
- If, due to illness, accident, or other causes legally known as Acts of God, Speaker is forced to cancel a Contract, neither party, nor any representative shall be liable for any payment.

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**AGREED AND ACCEPTED:**

**CLIENT:** East Stroudsburg Area School District

Printed name: Stephen C. Fall

Signature 

(Name typed in and emailed back may act as signature.)

Date 9/3/12

Title Principal

**SPEAKER: Mike Hall**

Printed name: Mike Hall

Signature 

Date: 9/3/12

Mike Hall Productions LLC

9515 Stawell Dr

Huntersville, NC 28078

828-308-7105

mike@mikeisspeaking.com

mikeisspeaking.com

✓  
Title III

Contract For In-District Personnel Presentation

Name of Presenter Mrs. Janice Rodriguez  
Date(s) of Presentation September 10, 17, 24, October 1, 15, 22, 29; November 5, 12, 19; December 3, 10, 17; and January 7, 14

Presentation Title ESL Parent Academies

Purpose of Presentation ESL outreach - to aid ESL parents and extended family members in improving reading, writing, and speaking skills.

Total Time Required for Presentation 26.25 hrs. of instruction; 15 hrs. of planning

Presentation Facility Resica Elementary School - library

Maximum Number of Participants 25

Total Estimated Cost of Proposed Presentation 26.25 hrs. of instruction x \$28.28 = \$742.3  
15.00 hrs. of planning x \$28.28 = \$424.2  
not to exceed a total of \$1167.00

Budget Account Number to be Charged 10-3300-120-440-00-00-97

Audio/Visual Equipment Needed whiteboard and computers

742.3  
424.2  
1166.5

Attach supply requisitions for suggested materials. Purchase Orders will be issued for approved items.

If numbers of participants do not warrant the participation or if there is inclement weather, no fee will be paid to the presenter.

Initiator Signature Janice Rodriguez Date 8/17/12  
Initiator sends to Presenter to sign.

Presenter Signature Sharon Duggins Date 8/20/12  
Presenter sends to Assistant Superintendent for Curriculum and Instruction Office.

Assistant Superintendent for Curriculum and Instruction Sharon Duggins Date 8/20/12  
Send all copies to the Superintendent's Office.

After Board Approved

Superintendent \_\_\_\_\_ Date \_\_\_\_\_  
Send all copies to the Initiator.

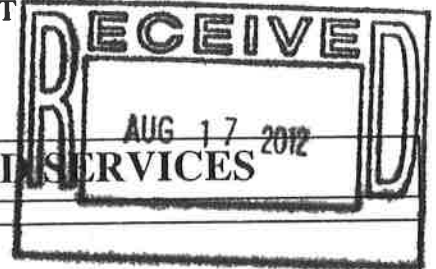
Upon Completion of Presentation the Initiator will complete.

Comments on services \_\_\_\_\_

Total due presenter \_\_\_\_\_ Approved for payment \_\_\_\_\_

Initiator will distribute the copies:

- White – Business Office (payroll) for payment
- Green – Human Resources – Place in Presenter's File
- Canary – Staff Development Secretary
- Pink – Initiator
- Goldenrod - Presenter



**REQUEST FOR CONSULTANT/CONTRACTOR SERVICES**

**1. Initiator: Complete this section.**

Name of Consultant: Jonathan Searfoss # 13575  
Address: 730 Willard Road Jefferson Twp, PA 18436  
Function or purpose of service (be specific): Composition of original music for North marching band wind and percussion players  
Location of service: High School - North  
Time period - from August 22, 2012 to: September 1, 2012  
(begin date) (end date)  
X @ \$ X = \$ 3,000.00 plus expenses?  
Total days/hours/other daily/hourly/other rate Total Contract  yes  no  
Charge to Account Number: 10 - 1100 - 300 - 000 - 30 - 51 - 44  
Signatures — Initiator: [Signature] Date: 7 / 11 / 12

**2. Consultant/Contractor: Complete this section, return all copies along with a completed W-9 form to the office of the Assistant Superintendent for Curriculum.**

*I agree to satisfactorily complete the function noted above according to the criteria stipulated above. I understand that work not completed by the completion date will not be paid for under this agreement. Should circumstances occur beyond the control of the district/contractor which prevents the service from taking place, the district is not obligated to pay the consultant/contractor.*

[Signature] Federal ID# or Social Security # 8 / 8 / 12  
Consultant/Contractor Signature Date

**NOTE: Upon completion of service send an Invoice to the Business Office for payment.**

**STEPS NUMBERS 1 and 2 MUST BE COMPLETED BEFORE PROCEEDING TO 3 - 5.**

3. Assistant Superintendent for Curriculum: [Signature] Date: 8 / 12 / 12

4. APPROVALS: Board of Education — Date: \_\_\_ / \_\_\_ / \_\_\_ Purchase Order # \_\_\_  
Superintendent: \_\_\_ Date: \_\_\_ / \_\_\_ / \_\_\_

5. Initiator:  
Comments on Services: \_\_\_\_\_  
The Business Office is hereby authorized to pay \$ \_\_\_\_\_ for services rendered.  
Initiator: 48 Date: \_\_\_ / \_\_\_ / \_\_\_

*The East Stroudsburg Area School District provides equal opportunity in all of its educational programs, activities and employment. In compliance with Title VI, Title IX and Section 504, no person will be subject to discrimination based on age, race, color, gender, religion, national origin, creed, handicap or marital status.*

✓  
East Stroudsburg Area School District  
Phone: (570) 424-8500 – Fax (570) 421-4968

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AUG 30 2012

BY: \_\_\_\_\_

**Contract For In-District Personnel Presentation**

Name of Presenter Terry Toth

Date(s) of Presentation September 5 ~~August 30~~, 2012 *JS*

Presentation Title Whats New in Technology at JTL

Purpose of Presentation Staff Development

Total Time Required for Presentation 1.5 hours

Presentation Facility JTL

Maximum Number of Participants \_\_\_\_\_

Total Estimated Cost of Proposed Presentation \$150.00

Budget Account Number to be Charged 10-2271-120-000-30-00-04

Audio/Visual Equipment Needed \_\_\_\_\_

Attach supply requisitions for suggested materials. Purchase Orders will be issued for approved items.

If numbers of participants do not warrant the participation or if there is inclement weather, no fee will be paid to the presenter.

Initiator Signature *[Signature]* Date 8/28/12

Initiator sends to Presenter to sign.

Presenter Signature *[Signature]* Date 8/28/12

Presenter sends to Assistant Superintendent for Curriculum and Instruction Office.

Assistant Superintendent for Curriculum and Instruction *[Signature]* Date 9/4/12

Send all copies to the Superintendent's Office.

**After Board Approved**

Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Send all copies to the Initiator.

**Upon Completion of Presentation the Initiator will complete.**

Comments on services \_\_\_\_\_

Total due presenter \_\_\_\_\_ Approved for payment \_\_\_\_\_

Initiator will distribute the copies:

- White – Business Office (payroll) for payment
- Green – Human Resources – Place in Presenter's File
- Canary – Staff Development Secretary
- Pink – Initiator
- Goldenrod - Presenter

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INITIAL CONTRACTS FOR CONTRACT DRIVERS						
2012 - 2013						
NAME						
Bellinger, Tania	Contract Transportation	\$44.52/day	Transportation Dept.	8/27/2012	*	
Bloise, Lisa	Contract Transportation	\$182.19/day	Transportation Dept.	8/27/2012	*	
Bridgeman, Alexandra	Contract Transportation	\$166.28/day	Transportation Dept.	8/27/2012	*	
Caramella, George	Contract Transportation	\$258.10/day	Transportation Dept.	8/27/2012	*	
Davis, Christine	Contract Transportation	\$179.70/day	Transportation Dept.	8/27/2012	*	
Fink, Carleen	Contract Transportation	\$160.30/day	Transportation Dept.	8/27/2012	*	
Galunic, Jenny	Contract Transportation	\$206.92/day	Transportation Dept.	8/27/2012	*	
Gerst, Lisa	Contract Transportation	\$264.77/day	Transportation Dept.	8/27/2012	*	
Gilmore, Roslyn	Contract Transportation	\$168.81/day	Transportation Dept.	8/27/2012	*	
Holmes, Deborah	Contract Transportation	\$141.20/day	Transportation Dept.	8/27/2012	*	
Holmes, Katharine	Contract Transportation	\$131.40/day	Transportation Dept.	8/27/2012	*	
Krupski, Diane	Contract Transportation	\$280.22/day	Transportation Dept.	8/27/2012	*	
LaBadie, Gina	Contract Transportation	\$160.47/day	Transportation Dept.	8/27/2012	*	
LaBar, Karla	Contract Transportation	\$178.54/day	Transportation Dept.	8/27/2012	*	
Lastra, Christopher	Contract Transportation	\$212.74/day	Transportation Dept.	8/27/2012	*	
Lastra, Steve	Contract Transportation	\$201.07/day	Transportation Dept.	8/27/2012	*	
Muti, Peter	Contract Transportation	\$141.32/day	Transportation Dept.	8/27/2012	*	
Prevost, Barbara	Contract Transportation	\$151.08/day	Transportation Dept.	8/27/2012	*	
Siska, Doug	Contract Transportation	\$334.44/day	Transportation Dept.	8/27/2012	*	
Siska, Dustin	Contract Transportation	\$228.80/day	Transportation Dept.	8/27/2012	*	
<b>CONTRACT DRIVERS RUNS ARE SUBJECT TO CHANGE THROUGHOUT THE ENTIRE SCHOOL YEAR</b>						



COLONIAL INTERMEDIATE UNIT 20



6 Danforth Drive  
Easton, PA 18045-7899

Telephone (610) 252-5550 • FAX (610) 252-5740  
Business Office FAX (610) 515-6524  
Special Programs FAX (610) 559-7103  
TDD/TYY Hearing Impaired (610) 252-3786

To: Superintendents, Business Managers and Special Education Directors

From: Jon Wallitsch  
Assistant Director of Business Services

Subject: 2012-2013 Special Education Contracts

Date: August 29, 2012

Attached is your Board Approved Special Education Contract for the 2012-2013 school year. Please note that the student data used for this contract is based on your 2011-2012 second mid-year estimate data which was thoroughly reviewed by both the Colonial Intermediate Unit 20 staff and your Special Education Director. This data does not account for students first coming into our programs or for those leaving our programs, and therefore should be reviewed with CAUTION, however, adjustments were made for District take-backs. We strongly recommend that your Business Manager and Special Education Director meet to review this data, so that these changes will be reflected in your 2012-2013 budget. To assist you in analyzing the data, we have attached a complete list of the students used to prepare your contract. The list is organized alphabetically by type of service.

As noted on the contract, the Fee Schedule is comprised of 17 Service Categories. Costs are allocated by the total EFTs your District shares in each category. You are not being charged by the EFT per classroom, but by EFT per Service Category. Please note that the Intermediate Unit's overall Special Education Budgeted expenses are not increasing from 2011-2012 through 2012-2013, and the fee schedule has been developed in accordance with a zero percent increase.

A first estimate of your 2012-2013 costs will be distributed to you in November 2012, which will incorporate 2012-2013 beginning of year data. A second estimate will be distributed to you in March 2013, and your final costs will be distributed to you in August 2013.

I hope that you find this process to be helpful, and that it continues to demonstrate our commitment to keep you better informed of your special education costs. If you have any questions, or need any assistance in reviewing your contract, please feel free to contact me at the Intermediate Unit.

cc: Dr. Charlene Brennan  
Mr. Hans Baltzersen



# COLONIAL INTERMEDIATE UNIT 20

A Regional Service Agency

6 Danforth Drive  
Easton, PA 18045-7899

Telephone (610) 252-5550 • FAX (610) 252-5740  
Business Office FAX (610) 515-6524  
Special Programs FAX (610) 559-7103  
TDD/TTY Hearing Impaired (610) 252-3786

## 2012-2013 Special Education Contract

This agreement is made this 22nd day of August, 2012 by and between the Colonial Intermediate Unit 20 (hereinafter the "Intermediate Unit") at 6 Danforth Drive, Easton, PA 18045 and the East Stroudsburg Area School District (hereinafter the "School District") at 50 Vine Street, East Stroudsburg, PA 18301.

WHEREAS, the Intermediate Unit is willing to provide Special Education services to school districts within its service area; and

WHEREAS, the School District desires to engage the service of the Intermediate Unit for its Special Education Program for the 2012-2013 school year.

NOW, THEREFORE, in consideration of the mutual promises contained herein and intended to be legally bound hereby the parties hereto agree as follows:

1. The Intermediate Unit will provide special education instructional and non-instructional support and related services for the 2012-2013 school year. **The student data used for this contract is the data sent to you on your 2011-2012 second mid-year estimate. The data used for this estimate does not account for students first coming into our programs or for those leaving our programs.**
2. Assignments along with the 2012-2013 rates are as follows:

Service	Unit Cost	EFT	Total Cost
Adaptive Physical Education	\$ 82,442	.3400	\$ 28,030.74
Audiology Services	\$ 115,141	.0536	\$ 6,167.69
Autistic Support (Elementary)	\$ 149,899	1.7901	\$ 268,341.66
Autistic Support (Secondary)	\$ 178,301	1.6459	\$ 293,472.82
Emotional Support	\$ 159,079	.8013	\$ 127,477.25
Hearing Support	\$ 152,665	.8864	\$ 135,319.49
Itinerant Hearing Support	\$ 86,082	1.2327	\$ 106,114.50
Itinerant Speech and Language Support	\$ 78,800	8.2513	\$ 650,205.97
Itinerant Vision Support	\$ 89,657	.6561	\$ 58,820.35
Learning Support	\$ 79,894		
Life Skills Support (Elementary)	\$ 139,130	.1675	\$ 23,305.47
Life Skills Support (Secondary)	\$ 167,653	.1862	\$ 31,216.43
Multi-Disabilities Support	\$ 139,468	2.2459	\$ 313,226.26
Occupational Therapy	\$ 73,426	3.3787	\$ 248,087.27
Physical Support	\$ 140,002	.2904	\$ 40,658.22
Physical Therapy Team	\$ 103,672	1.1006	\$ 114,105.66
Psychological Services	\$ 91,849	8.0557	\$ 739,907.99
<b>TOTAL</b>			<b>\$ 3,184,457.77</b>

3. The instructional, non-instructional support and related services shall be as defined and limited in the regulations and standards of the United States of America and Commonwealth of Pennsylvania and by the Intermediate Unit Special Education Budget, as well as by any understanding of limitations reached between the Director of Special Education of the Intermediate Unit and the School District.

4. It is further understood that the School District may request additional services and costs for such additional services over and above those provided for in the base agreement and will be assessed according to a plan acceptable to the Superintendent of the District and the Executive Director of the Intermediate Unit.
5. The School District will be responsible for unemployment costs if a Psychologist is hired specifically for your district and the Psychologist is not needed in the 2013-2014 school year.
6. For the services under this 2012-2013 Special Education Contract, the School District will pay an **estimated** amount of \$3,184,457.77 to the Intermediate Unit.
7. The Intermediate Unit will invoice the School District in eleven installments.
8. The Intermediate Unit will provide the School District with **estimated** costs by November 2012 and March 2013, as well as the final costs by August 2013.

*Charlene M. Brennan* 8/22/12  
 \_\_\_\_\_  
 Dr. Charlene M. Brennan Date  
 Executive Director

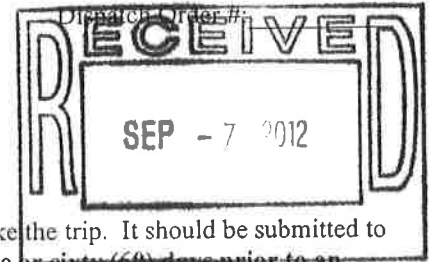
Superintendent \_\_\_\_\_ Date

*Dawn M. Hales* 8/23/12  
 \_\_\_\_\_  
 Mrs. Dawn Hales Date  
 Board Secretary

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

*Board*

EAST STROUDSBURG AREA SCHOOL DISTRICT  
 FIELD TRIP REQUEST FORM



The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL EHS GROUP FBLA REQUESTOR Palmaunter  
 DESTINATION Penn State - State GRADE(S)/LEVEL(S) 10-12  
 DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO attached  
 DATE Nov. 3-5 PLACE OF DEPARTURE (Be Specific) parent of high school  
 NUMBER OF STUDENTS MAKING TRIP 10-15 NUMBER OF SCHOOL BUSES NEEDED 1  
 BUS ARRIVAL TIME (For pre-departure preparation) Nov. 3 @ 10:00 a.m.  
 BUS DEPARTURE TIME (After all pre-trip preparation is complete) Nov. 5 @ 1:00 p.m.  
 RETURN TIME (When bus(es) arrive back at school for other duties) Nov 5 @ 5:00 p.m.  
 PURPOSE OF TRIP (Include relationship to present curriculum area being covered) State Leadership workshop for competition in December. Mini chapter events/competition will take place @

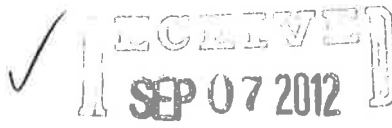
NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) \_\_\_\_\_ \* SLW  
 \* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:  
 \* Competition  
 # of Substitutes \_\_\_\_\_ X # of Days \_\_\_\_\_ = \$ 80  
 Transportation Costs (as is applicable) \$ 650  
 Admission/Registration Fees covered by student \$ \_\_\_\_\_  
 Miscellaneous (Please list) \_\_\_\_\_ \$ \_\_\_\_\_  
 Grand Total \$ 730.00

*\$130 PER STUDENT*

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: \_\_\_\_\_

SIGNATURE -- Staff Member Making Request Amy Palmaunter DATE \_\_\_\_\_  
 SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 9/5/12  
 SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_  
 \* As is applicable  
 BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_  
 SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 9/10/12  
 SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_



Dispatch Order #: \_\_\_\_\_

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

BY: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Board*

FIELD TRIP REQUEST FORM

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. **Do not request specific drivers.**

SCHOOL Lehman Int. GROUP 8<sup>th</sup> Grade REQUESTOR Louise Zaveratnik

DESTINATION Washington D.C. GRADE(S)/LEVEL(S) 8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE 5-18-13 → 5-20-13 PLACE OF DEPARTURE (Be Specific) Front of Lehman

NUMBER OF STUDENTS MAKING TRIP 100 NUMBER OF SCHOOL BUSES NEEDED 0

BUS ARRIVAL TIME (For pre-departure preparation) \_\_\_\_\_

BUS DEPARTURE TIME (After all pre-trip preparation is complete) \_\_\_\_\_

RETURN TIME (When bus(es) arrive back at school for other duties) \_\_\_\_\_

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) Visit our nation's capital. Smithsonian Museums, Holocaust museum Many monuments and memorials

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 10 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:	# of Substitutes _____ X # of Days _____ =	\$ _____
<u>\$475.00</u>	Transportation Costs (as is applicable)	\$ _____
<u>student cost</u>	Admission/Registration Fees	\$ _____
	Miscellaneous (Please list) _____	\$ _____
	Grand Total	\$ _____

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: \_\_\_\_\_

Rain or Shine

SIGNATURE -- Staff Member Making Request Louise Zaveratnik DATE 9/5/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 9/6/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

\* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 9/10/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

## Trip Information

<b>Trip Name</b>	Instrumental (N) Championships		
<b>Trip ID</b>	2267		
<b>Trip Origin</b>	High School - North	<b>Trip Destination</b>	Hersheypark Stadium, Her
<b>Budget Code</b>			
<b>Organization</b>	Instrumental (N)	<b>Trip Contact</b>	PaulBakner Paul-Bakner@esasd.net  570.588.4420 x.2104
<b>Total Participants</b>	44	<b>Total adults</b>	4

### Driver Information

<b>Driver</b>	<b>Phone</b>	<b>Email</b>
<b>From</b>	<b>To</b>	
Departure 11/4/2012 12:00:00 PM	Arrival 11/4/2012 11:30:00 PM	

<b>Trip Departure Information</b>	<b>Trip Arrival Information</b>
-----------------------------------	---------------------------------

<b>From</b>	<b>To</b>
Schedule Departure	Schedule Arrival
<b>Vehicle Number</b>	<b>Transportation Type</b>
<b>Actual Time</b>	<b>Actual Time</b>
<b>Odometer Start</b>	<b>Odometer End</b>

<b>From</b>	<b>To</b>
Schedule Departure	Schedule Arrival
<b>Vehicle Number</b>	<b>Transportation Type</b>
<b>Actual Time</b>	<b>Actual Time</b>
<b>Odometer Start</b>	<b>Odometer End</b>

### Vehicle Information

<b>Safety Checklist Completed ?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>In-Trip Costs</b>	
<b>Notes</b>			
<b>Driver Signature</b>		<b>Date</b>	
<b>Administrator Signature</b>		<b>Date</b>	

Print Trip Report

## Trip ID TripID

### Booked By

**Booked By** Bakner, Paul  
**Email** Paul-Bakner@esasd.net  
**Phone** 570.588.4420 x.2104

**Pager**  
**Cellular**

### Booking Details

**Trip Name** Instrumental (N) Championships  
**Status** Approved  
**Trip State** Inactive  
**Created Date** 7/17/2012 5:27:00 PM

**Location** High School - North  
**Organization** Instrumental (N)  
**Trip Destination** Hersheypark Stadium, Hershey, PA  
**Trip Type** Round Trip

**Trip Package**  
**Trip Departure Date Time** 11/4/2012 12:00:00 PM  
**Driver Departure Time**  
**Participant Drop Off Time**  
**Destination Arrival Date Time**

**Trip Return Date Time** 11/4/2012 11:30:00 PM  
**Driver Return Time**  
**Participant Pick Up Time**  
**Destination Departure Date Time**

**Driver Start Location**  
**Participant Drop Off Location**  
**Estimated Round Trip Mileage** 0

**Driver End Location**  
**Participant Pick Up Location**

### Trip Contact

**Name** Bakner, Paul  
**Email** Paul-Bakner@esasd.net  
**Phone** 570.588.4420 x.2104

**Pager**  
**Cellular**

### Attendees

**Faculty** Paul Bakner  
**Supervising Adults** Fauve Young Morrison  
**Number of students** 40  
**Number of adults** 4  
**Totals Attendees** 44

**Cost per student** \$0.00  
**Cost per adult** \$0.00

### Categorization

**Budget Code**  
**Budget Code Description**  
**Recommended Min Age** 0  
**Educational Objective** Away band championship competition.

**Recommended Max Age** 0

### Notes

**Special Needs and/or Trip Requirements** Bakner will make arrangements for the charter bus.  
**Driving Directions** The instrumental music department will pay for the charter bus.

### Required Services

**Transportation Type** Charter Bus





### Trip Information

<b>Trip Name</b>	Instrumental (N) Championships		
<b>Trip ID</b>	2268		
<b>Trip Origin</b>	High School - North	<b>Trip Destination</b>	Hersheypark Stadium, Her
<b>Budget Code</b>			
<b>Organization</b>	Instrumental (N)	<b>Trip Contact</b>	PaulBakner Paul-Bakner@esasd.net  570.588.4420 x.2104
<b>Total Participants</b>	44	<b>Total adults</b>	4

#### Driver Information

<b>Driver</b>	<b>Phone</b>	<b>Email</b>	
<b>From Departure</b>	11/11/2012 12:00:00 PM	<b>To Arrival</b>	11/11/2012 11:30:00 PM

#### Trip Departure Information

#### Trip Arrival Information

<b>From Schedule Departure</b>	<b>To Schedule Arrival</b>
<b>Vehicle Number</b>	<b>Transportation Type</b>
<b>Actual Time</b>	<b>Actual Time</b>
<b>Odometer Start</b>	<b>Odometer End</b>
<b>From Schedule Departure</b>	<b>To Schedule Arrival</b>
<b>Vehicle Number</b>	<b>Transportation Type</b>
<b>Actual Time</b>	<b>Actual Time</b>
<b>Odometer Start</b>	<b>Odometer End</b>

#### Vehicle Information

<b>Safety Checklist Completed ?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>In-Trip Costs</b>	
<b>Notes</b>			
<b>Driver Signature</b>		<b>Date</b>	
<b>Administrator Signature</b>		<b>Date</b>	

Print Trip Report

## Trip ID TripID

### Booked By

Booked By Bakner, Paul

Email Paul-Bakner@esasd.net

Phone 570.588.4420 x.2104

Pager

Cellular

### Booking Details

Trip Name Instrumental (N) Championships

Status Approved

Trip State Inactive

Created Date 7/17/2012 5:28:00 PM

Location High School - North

Organization Instrumental (N)

Trip Destination Hersheypark Stadium, Hershey, PA

Trip Type Round Trip

Trip Package

Trip Departure Date Time 11/11/2012 12:00:00 PM

Trip Return Date Time 11/11/2012 11:30:00 PM

Driver Departure Time

Driver Return Time

Participant Drop Off Time

Participant Pick Up Time

Destination Arrival Date Time

Destination Departure Date Time

Driver Start Location

Driver End Location

Participant Drop Off Location

Participant Pick Up Location

Estimated Round Trip Mileage 0

### Trip Contact

Name Bakner, Paul

Email Paul-Bakner@esasd.net

Phone 570.588.4420 x.2104

Pager

Cellular

### Attendees

Faculty Paul Bakner

Supervising Adults Fauve Young Morrison

Number of students 40

Cost per student \$0.00

Number of adults 4

Cost per adult \$0.00

Totals Attendees 44

### Categorization

Budget Code

Budget Code Description

Recommended Min Age 0

Recommended Max Age 0

Educational Objective Away band championship competition

### Notes

Special Needs and/or Trip Requirements Bakner will make the arrangements for the charter bus.

Driving Directions The instrumental music department will pay for the charter bus.

### Required Services

Transportation Type Charter Bus

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

*Band*

RECEIVED  
 SEP 04 2012

Dispatch Order #: \_\_\_\_\_

BY \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

FIELD TRIP REQUEST FORM

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL JT Lambert Int GROUP 7/8 Gr Band REQUESTOR KIM CONKLIN

DESTINATION Manhattan - Lincoln Center & Museum of Modern Art GRADE(S)/LEVEL(S) 7/8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE Thurs Oct 25, 2012 PLACE OF DEPARTURE (Be Specific) JTL Bandroom (gym entrance)

NUMBER OF STUDENTS MAKING TRIP 50 NUMBER OF SCHOOL BUSES NEEDED 0 (charter)

BUS ARRIVAL TIME (For pre-departure preparation) 7:00 am

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 7:15 am

RETURN TIME (When bus(es) arrive back at school for other duties) 7:00 pm

PURPOSE OF TRIP (Include relationship to present curriculum area being covered)  
to attend open rehearsal of NY Philharmonic and middle school workshop/after at Museum of Modern Art

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 5\*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:	# of Substitutes <u>0</u>	X # of Days _____	= \$ _____
	Transportation Costs (as is applicable)		\$ <u>0</u>
	Admission/Registration Fees		\$ _____
	Miscellaneous (Please list)		\$ _____
			\$ _____
	Grand Total		\$ _____

NO COST TO DISTRICT

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: will not be rescheduled

SIGNATURE -- Staff Member Making Request Kim Conklin DATE 8/30/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8-30-12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_  
 \* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 8/30/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

RECEIVED  
 SEP 06 2012

Dispatch Order #: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

FIELD TRIP REQUEST FORM

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL LIS GROUP Blue REQUESTOR Baldwin <sup>Gollinger</sup>

DESTINATION Ellis Island / Lady Liberty GRADE(S)/LEVEL(S) 8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE April 5<sup>th</sup> PLACE OF DEPARTURE (Be Specific) LIS bus lot

NUMBER OF STUDENTS MAKING TRIP 60 NUMBER OF SCHOOL BUSES NEEDED 2

BUS ARRIVAL TIME (For pre-departure preparation) 7:15 a.m.

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 7:30 a.m.

RETURN TIME (When bus(es) arrive back at school for other duties) 7 PM

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) English / Reading curriculum surrounding Diary of Anne Frank; WWII / Holocaust research

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 6 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:

# of Substitutes <u>1</u> X # of Days _____ =	\$ <u>80 -</u>
Transportation Costs (as is applicable)	\$ <u>650 -</u>
Admission/Registration Fees	\$ <u>9/pp</u>
Miscellaneous (Please list) _____	\$ _____
_____	\$ _____
Grand Total	\$ _____

NO COST TO DISTRICT

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: \_\_\_\_\_

SIGNATURE -- Staff Member Making Request Lisa Baldwin (Gollinger) DATE 8/30/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8/30/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_  
 \* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 9/7/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

RECEIVED  
SEP 06 2012

Dispatch Order #: \_\_\_\_\_

<b>Please Check One:</b>	
<input checked="" type="checkbox"/>	Regular Day Trip
<input checked="" type="checkbox"/>	Extended Day Trip
<input type="checkbox"/>	Overnight Trip

BY: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

FIELD TRIP REQUEST FORM

*Baldwin*

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL ESN / Lehman GROUP NJHS REQUESTOR Baldwin *gullinger* (SR)

DESTINATION Nyc GRADE(S)/LEVEL(S) 6-10

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE May 1, 2013 PLACE OF DEPARTURE (Be Specific) LHS bus lot

NUMBER OF STUDENTS MAKING TRIP 49 NUMBER OF SCHOOL BUSES NEEDED 1

BUS ARRIVAL TIME (For pre-departure preparation) 6 a.m.

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 6:15 a.m.

RETURN TIME (When bus(es) arrive back at school for other duties) 8 p.m.

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) Annual NJHS trip - Ellen's Stardust Diner - Matilda (show) - Museum of Natural History

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 5 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:

NO COST TO DISTRICT

# of Substitutes <u>1</u> X # of Days _____ =	\$ <u>80 -</u>
Transportation Costs (as is applicable)	\$ <u>1200 - (apx.)</u>
Admission/Registration Fees	\$ <u>80 / pp</u>
Miscellaneous (Please list) _____	\$ _____
_____	\$ _____
Grand Total	\$ _____

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: \_\_\_\_\_

SIGNATURE -- Staff Member Making Request *(gullinger)* DATE 8/30/12

SIGNATURE/APPROVAL -- Building Principal *(Signature)* DATE 8/30/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction *(Signature)* DATE 9/1/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

Competition ✓

Dispatch Order #: \_\_\_\_\_

AUG 30 2012

EAST STROUDSBURG AREA SCHOOL DISTRICT

FIELD TRIP REQUEST FORM

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SCHOOL JTL GROUP JTL Chorus REQUESTOR John Madas

DESTINATION Mansfield University GRADE(S)/LEVEL(S) 6-8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE 11/2/12 PLACE OF DEPARTURE (Be Specific) JTL-Front Entrance

NUMBER OF STUDENTS MAKING TRIP 20 NUMBER OF SCHOOL BUSES NEEDED 1

BUS ARRIVAL TIME (For pre-departure preparation) 6 am

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 6:15 am

RETURN TIME (When bus(es) arrive back at school for other duties) 9 pm

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) To attend the ACDA Young Men's Choral Festival @ Mansfield University.

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 2 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:	# of Substitutes <u>1</u> X # of Days <u>1</u> =	\$ <u>80</u>
	Transportation Costs (as is applicable)	\$ <u>325</u>
	Admission/Registration Fees	\$ <u>    </u>
	Miscellaneous (Please list)	\$ <u>    </u>
	Grand Total	\$ <u>405</u>

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: N/A

SIGNATURE -- Staff Member Making Request [Signature] DATE 8/29/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8/29/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

\* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 8/29/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

*Festival / Competition* ✓

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

*Band*

Dispatch Order #: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

RECEIVED  
AUG 29 2012

FIELD TRIP REQUEST FORM

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL JTL GROUP Men's Choir REQUESTOR Todd Mason

DESTINATION Penn State University GRADE(S)/LEVEL(S) 7/8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE October 3, 2012 PLACE OF DEPARTURE (Be Specific) JTL side entrance

NUMBER OF STUDENTS MAKING TRIP 130 NUMBER OF SCHOOL BUSES NEEDED 3

BUS ARRIVAL TIME (For pre-departure preparation) 4:30 AM

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 4:45 AM

RETURN TIME (When bus(es) arrive back at school for other duties) 10:00 pm

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) our Men's Choir has been selected to perform and give a clinic to attendees at the Penn State Men of Glee Festival

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 13 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:	# of Substitutes <u>N/A</u>	X # of Days <u>N/A</u>	= \$ <u>—</u>
	Transportation Costs (as is applicable)		\$ <u>975.-</u>
	Admission/Registration Fees		\$ <u>0</u>
	Miscellaneous (Please list)		\$ <u>0</u>
			\$ <u>0</u>
	Grand Total		\$ <u>975.-</u>

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: N/A

SIGNATURE -- Staff Member Making Request [Signature] DATE 8/23/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8/28/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

\* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 8/30/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

**Please Check One:**

- Regular Day Trip
- Extended Day Trip
- Overnight Trip

Competition ✓

Dispatch Order #: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

AUG 30 2012

FIELD TRIP REQUEST FORM

BY \_\_\_\_\_

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL JTL GROUP JTL Choirs REQUESTOR Todd Mason

DESTINATION Central Dauphin High School GRADE(S)/LEVEL(S) 6-8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE 11/2/12 PLACE OF DEPARTURE (Be Specific) JTL - Front Entrance

NUMBER OF STUDENTS MAKING TRIP 10 NUMBER OF SCHOOL BUSES NEEDED 1

BUS ARRIVAL TIME (For pre-departure preparation) 6am

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 6:15am

RETURN TIME (When bus(es) arrive back at school for other duties) 9pm

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) To attend the Sweet Soundsations Women's Honor Choir Festival @ Central Dauphin High School

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 1 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:

# of Substitutes	<u>1</u>	X # of Days	<u>1</u>	=	\$	<u>80</u>
Transportation Costs (as is applicable)					\$	<u>325</u>
Admission/Registration Fees					\$	<u>—</u>
Miscellaneous (Please list)					\$	<u>—</u>
Grand Total					\$	<u>405</u>

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: None

SIGNATURE -- Staff Member Making Request [Signature] DATE 8-28-12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8-29-12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

\* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 9/4/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_





Competition/Festival ✓

**Please Check One:**  
 Regular Day Trip  
 Extended Day Trip  
 Overnight Trip

Band

Dispatch Order #: \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

RECEIVED  
AUG 29 2012

FIELD TRIP REQUEST FORM

The top section of this form is to be completed by the staff member seeking permission to make the trip. It should be submitted to the building principal for approval at least thirty (30) days prior to the desired day trip date or sixty (60) days prior to an overnight trip. Buses and trips will be approved on a first-come, first-served basis. All field trips made during regular school days should be scheduled between 8:30 A.M. and 1:45 P.M. Drivers will be assigned by the Transportation Office. Do not request specific drivers.

SCHOOL JTL GROUP Mixed Choir REQUESTOR Todd Mason

DESTINATION Penn State University GRADE(S)/LEVEL(S) 7/8

DIRECTIONS TO DESTINATION OBTAINED (Please check)  YES  NO

DATE Nov 14, 2012 PLACE OF DEPARTURE (Be Specific) JTL side Entrance

NUMBER OF STUDENTS MAKING TRIP 200 NUMBER OF SCHOOL BUSES NEEDED 5

BUS ARRIVAL TIME (For pre-departure preparation) 5:00AM

BUS DEPARTURE TIME (After all pre-trip preparation is complete) 5:30AM

RETURN TIME (When bus(es) arrive back at school for other duties) 7:00pm

PURPOSE OF TRIP (Include relationship to present curriculum area being covered) JTL Choir has been selected to participate in the very first Middle School Choral Summit.

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 20 \*

\* List must be submitted to the building principal at least two (2) weeks prior to the date of the trip.

PROJECTED COST OF TRIP:	# of Substitutes <u>2</u>	X # of Days <u>1</u>	= \$
	Transportation Costs (as is applicable)		\$ <u>1,625.-</u>
	Admission/Registration Fees		\$ <u>    </u>
	Miscellaneous (Please list)		\$ <u>    </u>
	Grand Total		\$ <u>    </u>

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: N/A

SIGNATURE -- Staff Member Making Request [Signature] DATE 8/27/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 8/28/12

SIGNATURE/APPROVAL -- Director of Athletics and Activities\* \_\_\_\_\_ DATE \_\_\_\_\_

\* As is applicable

BUS AVAILABILITY -- Transportation Office \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 8/30/12

SIGNATURE -- Superintendent \_\_\_\_\_ DATE \_\_\_\_\_

# East Stroudsburg Area School District 2012-2013 School Calendar

## July 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

4 - Independence Day Holiday\* (District Closed)

## January 2013

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1 - New Year's Holiday\* (District closed)  
 21 - Martin Luther King Jr. Day (District closed)  
 22 - Teacher in-service (No students 9-12)  
 31 - Parent/teacher conferences (No students 6-8)

## August 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

20 - New Teacher Induction  
 21 - New Teacher Induction  
 22 - District-wide teacher in-service  
 23 - District-wide teacher in-service  
 27 - First Day of School  
 31 - Labor Day Holiday (Offices closed)

## February 2013

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

1 - Parent/teacher conferences (No students K-8)  
 16 - Presidents' Day Holiday (District closed)

## September 2012

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3 - Labor Day Holiday (District closed)

## March 2013

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

7 - Parent/teacher conferences (No students 9-12)  
 8 - Staff development (No students K-12)  
 28 - Spring Recess (Offices closed)  
 29 - Good Friday (District closed)

## October 2012

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

8 - Staff development (No students)  
 9 - Parent/teacher conferences (No students 9-12)  
 19 - Staff development (No students 6-8)

## April 2013

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1 - Spring Recess (Offices closed)

## November 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

20 - Parent/teacher conferences (No students K-8)  
 21 - Parent/teacher conferences (No students K-8)  
 22 - Thanksgiving Holiday (District closed)  
 23 - "Friday After Thanksgiving" Holiday (District closed)  
 26 - "Monday After Thanksgiving" Holiday (District closed)

## May 2013

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

20 - Teacher in-service (No students K-8)  
 27 - Memorial Day Holiday (District closed)  
 28 - Half Day (K-12)  
 29 - Half Day (K-12)  
 30 - Tentative Last Day of School (Half Day, K-12)  
 31 - Teacher in-service

## December 2012

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

24 - "Last Regular Workday Before Christmas" Holiday (District closed)  
 25 - Christmas Holiday\* (District closed)  
 26 - Winter Recess (Offices closed)  
 27 - Winter Recess (Offices closed)  
 28 - Winter Recess (Offices closed)  
 31 - New Year's Eve Holiday\* (District closed)

## June 2013

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### Legend

	Late start		Early dismissal(s)		School(s) closed		First Day of School (Current)		Last Day of School (Current)
	Emergency closing		Contract Holiday		First Day of School (Original)		Last Day of School (Original)		

\* - These holidays observed on Friday or Monday in accordance with 5 U.S.C. 6103. All ten (10) holidays designated in accordance with 24 PS 15-1502. Approved by the Board of Education: January 23, 2012, revised September 17, 2013.

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: East Stroudsburg Senior HS North Class of 2016
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)  
To raise funds for senior year activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)  
Funds raised will offset student cost of senior trip and prom.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) Officers and homeroom representatives will be elected each year. Class officers will run bimonthly meetings to organize different activities and fundraising events.
5. FUND RAISING:
  - a. Will this organization raise funds? Yes  No
  - b. If "yes", briefly describe typical fund-raising activities and who will be involved.  
All members of the ESN Class of 2016 will be involved in fundraising, which will include selling clothing, and other timberwolf accessories, such as headbands, bracelets, cups, and beach towels, as well as other events at local restaurants.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)  
All money raised will directly offset the cost of the senior trip and prom.
7. FINANCIAL DEPENDENCE:
  - a. Will this organization require any financial assistance or facilities and equipment to be provided by the General Fund? Yes  No
  - b. If "yes", briefly describe the assistance needed and whether it is a continuing, year-to-year need.  
\_\_\_\_\_
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)  
The class advisor and officers will be responsible for all funds and decisions related to fundraising.

Date Submitted: 9/7/12

Submitted by: Jeff Reichl & Jess Curry; Class of 2016 Co-Advisors

Signature: \_\_\_\_\_

Principal: \_\_\_\_\_

RESOLUTION

**A RESOLUTION OF THE GOVERNING BOARD OF EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL SERVICES AND EARNED INCOME TAX FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.**

**WHEREAS**, the Pennsylvania Local Tax Enabling Act ("LTEA") authorizes certain political subdivisions, including **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY**, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

**WHEREAS**, **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY**, has entered into contractual agreement with **BERKHEIMER** of Bangor, Pennsylvania, whereby and whereunder **CLIENT** appointed Berkheimer to collect **Local Services and Earned Income Tax**; and

**WHEREAS**, the LTEA specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

**WHEREAS**, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

**WHEREAS**, Berkheimer requires passage of a resolution by the governing body of **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY** specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

**NOW, THEREFORE, BE IT RESOLVED** that:

1. **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY** hereby appoints Jeffrey S. Bader, Business Manager and Eric Forsyth, Director of Administrative Services as alternate or back-up as its **authorized representative to make requests** upon and receive any and all tax information and records from **Berkheimer**, relative to the collection of taxes for **CLIENT**, as desired and deemed necessary by **CLIENT**, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY**, upon request, to Jeffrey S. Bader, Business Manager and Eric Forsyth, Director of Administrative Services as alternate or back-up as the authorized contact representative for it.

3. **EAST STROUDSBURG AREA SCHOOL DISTRICT, MONROE COUNTY** hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

**RESOLVED, ENACTED AND ADOPTED** at a meeting held on the 17th day of September, 2012.

BY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:  
\_\_\_\_\_

COLONIAL INTERMEDIATE UNIT 20  
ALTERNATIVE and REGULAR EDUCATION TRANSPORTATION CONTRACT  
For School Year 2012-2013

This CONTRACT entered into this 22nd day of August, 2012 by and between COLONIAL INTERMEDIATE UNIT 20 at 6 Danforth Drive, Easton, PA 18045, hereinafter referred to as CIU20.

AND

East Stroudsburg Area School District at 50 Vine Street, PO Box 298, East Stroudsburg, PA 18301

CIU20 and East Stroudsburg Area School District agree to enter into a contract where CIU20 will provide and bill directly for Alternative and Regular Education transportation services for 2012-2013. Based on 2011-2012 aggregate miles the Intermediate Unit transported students and anticipated changes in number of students we will transport in 2012-2013, the cost for said service is projected to be \$2.32 per mile, for each student transported. This cost will increase or decrease depending on variations in number of students and miles transported from 2011-2012 and throughout 2012-2013. CIU20 will bill quarterly, (October 15, 2012, January 15, 2013, April 15, 2013 and August 15, 2013) based on our projected cost/mile and will then reconcile actual costs to you when the school year closes and after data and costs have been verified.

The Intermediate Unit will make every effort to accommodate new Transportation Requests for Alternative and Regular Education transportation students in as timely a manner as possible within the existing runs as already established. Should this service require a dedicated, new run to accommodate an overload of students on already existing runs, the Intermediate Unit may need to sub-contract with an outside vendor to accommodate these students until such time as an Intermediate Unit driver or substitute driver can be secured.


Please return signed agreement following appropriate administrative action to:

Mr. Jon Wallitsch  
Assistant Director of Business Services  
Colonial Intermediate Unit 20  
6 Danforth Drive  
Easton, PA 18045-7899  
610-515-6422  
jwallitsch@ciu20.org

Colonial Intermediate Unit 20

By:   
Dr. Charlene M. Brennan

Title: Executive Director

Witness: 

Mr. Hans E. Baltzersen

Title: Director of Business Services

Date: August 22, 2012

East Stroudsburg Area School District

By: \_\_\_\_\_

Title: \_\_\_\_\_

Witness: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# EAST STROUDSBURG AREA SCHOOL DISTRICT

Carl T. Secor Administration Center  
50 Vine Street  
East Stroudsburg, Pennsylvania 18301



**Thomas J. Williams**  
Director of Custodial Services  
50 Vine Street  
East Stroudsburg, Pennsylvania 18301  
570-424-8500 x 1810



---

THE EAST STROUDSBURG AREA SCHOOL DISTRICT IS ISSUING A REQUEST FOR QUOTES TO PLACE COLLECTION BINS FOR THE COLLECTION OF SENSITIVE DOCUMENTS AND PROVIDE ON-SITE SENSITIVE DOCUMENT SHREDDING AT THE FOLLOWING LOCATIONS:

- SMITHFIELD ELEMENTARY SCHOOL
  - J.M. HILL ELEMENTARY SCHOOL
  - MIDDLE SMITHFIELD ELEMENTARY SCHOOL
  - BUSHKILL ELEMENTARY SCHOOL
  - CARL T. SECOR ADMINISTRATION CENTER
  - HIGH SCHOOL – SOUTH
  - J.T. LAMBERT INTERMEDIATE SCHOOL
  - HIGH SCHOOL – NORTH
  - LEHMAN INTERMEDIATE SCHOOL
1. The Contractor shall provide to the District, a cost to perform the above-mentioned services, which will include a cost per 95-gallon container for each location for the 2012/2013 school year.
  2. All document shredding will be conducted on site at each location and an official report certification shall be issued upon completion of all document destruction listing the weight of document shredding. The Contractor must be able to perform unscheduled shredding services, with reasonable notice, at no extra cost per container if needed.
  3. Please list separate pricing for all bulk shredding from all ESASD locations, which will be estimated by using a standard copy paper box size container per box price. Please provide this bulk shredding cost per box if the shredding is completed on site and a price per box if ESASD transports the boxes to the shredding site.
  4. The Contractor must be qualified and licensed to do business in Pennsylvania.
  5. The Contractor must provide proof of insurance if requested by the District.
  6. All quotes must be submitted on Company Letterhead, either by regular mail, by email or by fax no later than 1:00 pm, Thursday, August 16, 2012.
  7. All submissions, questions and contact will be directed via email to:

Thomas J. Williams, Director of Custodial Services  
50 Vine Street  
East Stroudsburg, PA. 18301  
570-424-8500 x 1810 = voice  
570- 424-7832 = fax  
thomas-williams@esasd.net

The East Stroudsburg Area School District hires only individuals legally authorized to work in the United States and does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in the admission of access to, or in the provision of services, programs or employment. 9/19/07

Request for Quotes - Shredding / Sensitive Document Destruction 2012-2013

SCHOOL/BUILDING	# OF CONTAINERS SIZE/GALLONS	SERVICE LEVELS	DEVELOPMENTAL EDUCATIONAL SERVICES OF MONROE COUNTY	ABSOLUTE SHREDDING, LLC	SHRED-IT
CENTRAL ADMINISTRATION	3-95 GALLON CONTAINERS	EVERY 4 WEEKS	\$50.00 first bin \$25.00 each additional bin	\$29.00 EACH BIN -	\$110.00 EACH BIN PER COLLECTION
HIGH SCHOOL SOUTH	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$50.00 PER COLLECTION	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
J.M. HILL	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$50.00 PER COLLECTION	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
SMITHFIELD ELEM.	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$50.00 PER COLLECTION	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
BUSHKILL ELEM.	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$ 50.00 PER COLLECTION	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
LEHMAN INTERMEDIATE	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$ 50.00 PER COLLECTION	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
HIGH SCHOOL NORTH	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$ 50.00 PER CONTAINER	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
J.T. LAMBERT INTERMEDIATE	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$ 50.00 PER CONTAINER	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
MIDDLE SMITHFIELD ELEM.	1-95 GALLON CONTAINER	EVERY 13 WEEKS	\$ 50.00 PER CONTAINER	\$57.00 PER COLLECTION	\$110.00 PER COLLECTION
TOTAL			\$2,900.00	\$2,955.00	\$7,800.00
BULK SHREDDING/ON-SITE			\$3.50 PER STANDARD BOX - ON SITE	\$3.90 PER STANDARD BOX - ON SITE	\$5.00 PER STANDARD BOX-ON SITE

## Pricing

Pricing will be structured as follows (please refer to the grid on the following page for exact site costs).

**Regularly Scheduled Services-** Each site will have a flat service fee of \$110.00 per service. This service fee includes the indicated amount and type of containers, as well as their scheduled frequency of service.

**Unscheduled Onsite Services-** Shredit will provide unscheduled, onsite destruction services (with reasonable notice) for the greater of \$110.00 or \$5.00 Per copy paper sized box.

**Unscheduled Secure Drop Off Services-** Shredit can accommodate unscheduled drop off services (with reasonable notice), for the greater of \$110.00 or \$3.50 per copy paper box. ESASD employees will be able to view material being destroyed via closed circuit television in our secure Parsippany, NJ facility.



Making sure it's secure



## Pricing Grid

Location	Container Size/Amount	Serviced Every	Price Per Service	Bulk Shredding (Onsite) Greater of \$110.00 or	Bulk Shredding (Secure Dropoff) Greater of \$110.00 or
SMI	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
JM Hill	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
MSE	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
Bushkill	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
Admin	96 Gal x 3	4 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
South HS	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
JTL	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
North HS	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box
LIS	96 Gal x 1	13 Weeks	\$110.00	\$5.00 Per Copy Box	\$3.50 Per Copy Box



Making sure it's secure.

August 1, 2012

East Stroudsburg Area School District  
50 Vine Street  
East Stroudsburg, PA 18301

To Whom It May Concern:

This correspondence outlines the complete scope of work you requested, including objectives, procedures, identification of responsibilities, and estimated fees.

#### OBJECTIVE

DES-CPR will provide to each designated site in the East Stroudsburg Area School District 95 gallon locking bins to be used for sensitive documents. Service includes removal and destruction on site of paper secured in the bins and replacement of bins for continued usage.

Please see attached proposal for number of bins assigned to specific locations as well as service schedule. In addition, DES-CPR will provide any servicing to sites on an on call basis if sensitive document destruction is required between scheduled service dates. It is understood this may be required due to unforeseen purging of files. It is the goal of DES-CPR to service bins within twenty-four hours of a call.

In addition to document destruction, DES-CPR will provide East Stroudsburg Area School District with any consulting that may be required to ensure proper storage and disposal of documents from any sites.

Documents of destruction and itemized invoicing that includes weights of all paper destroyed will be provided after shredding has been completed.

SCOPE OF SERVICES

1. Central Administration 3-95 gallon lockable bins serviced every 4 weeks. First bin: \$50, each additional bin: \$25 (13 pick-ups per year) Estimated \$1300 per year with 3 bins per pickup.
2. High School South 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
3. JM Hill 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
4. Smithfield Elementary 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
5. Bushkill Elementary 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
6. Lehman Intermediate 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
7. High School North 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
8. JT Lambert 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year
9. Middle Smithfield Elementary 1-95 gallon lockable bin serviced every 13 weeks, \$50 per bin per pick up (4 pick-ups per year) \$200 per year

Total cost of document destruction for all sites for the year 2012-2013 is \$2900.00. This amount does not include any additional service needed to complete excessive purging of files.

All documents will be destroyed on site and a document of destruction provided including weights of all paper shredded and recycled.

We appreciate the opportunity to service your shredding needs. If you want to accept this proposal, please sign one copy and return to us.

Sincerely,

Aaron Cahn  
Recycling Supervisor

---

Accepted by Title Date

**ABSOLUTE SHREDDING, LLC 59 Newburgh Road Hackettstown, NJ 07840 Phone: 866-575-9915**

• Fax: 908-979-1109

**RFQ - ESASD - Sensitive Document Shredding - 2012/2013 School Year**

Delivered

Service School	On-Site	Plant Base	On-Site	Plant Base	Plant Base		
	95 Gallon Tote	Schedule	Price Per Tote	Price Per Tote	Price Per Box	Price Per Box	
SMI	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
JMHILL	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
MSE	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
BUSHKILL	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
ADMIN	3	E 4 W	\$29.00	\$19.00	\$3.90	\$2.50	\$1.30
SOUTH HS	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
JTL	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
NORTH HS	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30
LIS	1	13 W	\$57.00	\$43.00	\$3.90	\$2.50	\$1.30

Electronic Recycling - Most Items No Charge

Electronic Destruction - Yes Fees Apply

Certificate of Insurance - Provided Upon Request

Certificate of Destruction - Included With Every Service Call

Equipment Rental Fee - NA No Charge

Pickup Charge - NA No Stop Charge

Fuel Surcharge - NA No Charge

## EAST STROUDSBURG AREA SCHOOL DISTRICT

### AGENDA ATTACHMENT

RATIFICATION OF PROPOSALS FOR: "DISTRICT WIDE SNOW PLOWING, SNOW REMOVAL AND CINDERING" (RFP 13-01)

PROPOSALS ADVERTISED APPEARED IN:  
THE POCONO RECORD ON 8-10-2012 AND ON OUR ESASD WEBSITE.

REQUEST FOR PROPOSALS SENT TO, OR PICKED UP BY:

NICK POTOCHNICK  
10 SPRING MOUNTAIN ROAD  
SAYLORSBURG, PA.  
992-5334

KEVIN STOFIK  
STOFIK LANDSCAPING  
EAST STROUDSBURG, PA.  
570-350-5883

CORY WILLIS  
CORY WILLIS TRUCKING  
346 GINGER LANE  
EAST STROUDSBURG, PA. 18301  
570-213-4514

JEREMY SMITH LANDSCAPING, INC.  
PO BOX 754  
STROUDSBURG, PA. 18360  
570-460-5973

DAVID HAWK  
LEEWARD CONSTRUCTION / E.R. LINDE CONSTRUCTION CORP.  
9 COLLAN PARK  
HONESDALE, PA. 18431  
570-253-4090

NORMAN FISH EXCAVATING  
TAYLOR DRIVE  
EAST STROUDSBURG, PA. 18301  
570-223-8438

LOCUST RIDGE CONTRACTORS  
POCONO LAKE, PA.  
643-5829

JEFF EVANS  
MOUNTAIN LANDSCAPING  
6302 ROUTE 191  
MOUNTAINHOME, PA. 18342

NILES POSSINGER  
E.F. POSSINGER AND SON  
STROUDSBURG, PA. 18360  
570-629-2774

SHOOKS LAND IMPROVEMENTS  
ROUTE 209  
KRESGEVILLE, PA. 18333  
610-681-4605

ZACH STRAUER  
STRAUSER'S NAT. HELPERS  
EAST STROUDSBURG, PA. 18301  
570-424-9434

### PRESENT AT THE MANDATORY PRE-PROPOSAL MEETING:

NORMAN FISH - NORMAN FISH EXCAVATING  
LOGAN EVANS - MOUNTAIN LANDSCAPING  
JOHN IVES - LEEWARD CONSTRUCTION  
BILL REILLY - LOCUST RIDGE CONT.  
BOB UTSCH - E.F. POSSINGER AND SONS  
KEVIN STOFIK - STOFIK LANDSCAPING  
GLENN SHOOK - SHOOKS LAND IMPROVEMENTS  
LINDA SMITH - JEREMY SMITH LANDSCAPING  
CORY WILLIS - CORY WILLIS TRUCKING  
JEFF FARNELL - PAPILLON & MOYER  
ZACH STRAUER - STRAUER NATURES HELPER  
THOMAS J. WILLIAMS - ESASD

### PROPOSALS RECEIVED ON SEPTEMBER 5, 2012 FROM:

LOCUST RIDGE CONTRACTORS  
MOUNTAIN LANDSCAPING  
STOFIKS LANDSCAPING  
E.F. POSSINGER & SONS

CORY WILLIS TRUCKING  
NORMAN FISH EXCAVATING  
JEREMY SMITH LANDSCAPING  
LEEWARD CONSTRUCTION / E.R. LINDE CONSTRUCTION CORP.

**PRESENT FOR PROPOSAL OPENING:**

MR. ROBERT COOKE – ESASD BOARD MEMBER  
MR. NORMAN FISH – NORM FISH EXCAVATING  
THOMAS J. WILLIAMS – ESASD, DIRECTOR OF CUSTODIAL SERVICES  
MRS. MARISELA HORTON – ESASD – ADMINISTRATIVE ASSISTANT TO JAMES SHEAROUSE  
LOGAN EVANS – MOUNTAIN LANDSCAPING  
MRS. CAROLINA RODRIGUEZ – ESASD - ASSISTANT BUSINESS MANAGER  
KEVIN STAFIK – STOFIK LANDSCAPING

**REVIEWED BY:**

THOMAS J. WILLIAMS – ESASD – DIRECTOR OF CUSTODIAL SERVICES  
JAMES SHEAROUSE – ESASD – DIRECTOR OF MAINTENANCE

**RECOMMENDATION: PLEASE SEE ATTACHED SCHEDULE**

Contractor Name	Location	Per Hour W/Plow and Spreader 3/4 Ton	Per Hour W/Plow and Spreader 1 Ton	Per Hour W/Plow and Spreader Single Axle Dump	Per Hour W/Plow and Spreader Double Axle	Snow Removal Loader & Trucking Per Hour	Anti-Skid Per Ton 80% stone 20% salt
Cory Willis Trucking	JTL/South Bus Garage	75	75	90	80	125/5	74
Stofiks Landscaping	JTL/South Bus Garage	55	60	No B	No Bid	75/75	70
Locust Ridge Contractors	JTL/South Bus Garage	120	No Bid	140	No Bid	125/14	110
Mountain Landscaping	JTL/South Bus Garage	64.75	69.75	79.75	84.75	179.50/Combined	69.75
Norman Fish Excavating	Middle Smithfield Elem.	70	70	90	90	150/Combined	90/Cubic Yard
Locust Ridge Contractors	Middle Smithfield Elem.	120	No Bid	140	No Bid	125/140	110
Norman Fish Excavating	Resica Elementary	70	70	90	90	150/Combined	90/Cubic Yard
Locust Ridge Contractors	Resica Elementary	120	No Bid	140	No Bid	125/140	110
Jeremy Smith Landscaping	JM Hill Elementary	68	73	No Bid	No Bid	75/65	85
Locust Ridge Contractors	JM Hill Elementary	120	No Bid	140	No Bid	125/14	110
Jeremy Smith Landscaping	East Stroudsburg Elem.	68	73	No Bid	No Bid	75/6	85
Mountain Landscaping	East Stroudsburg Elem.	64.75	69.75	79.75	84.75	179.50/Combined	69.75
Locust Ridge Contractors	East Stroudsburg Elem.	120	No Bid	140	No Bid	145/16	110
Leeward ER Linde	Lehman Intermediate/HSN/Bushkill	60	60	65	85	90/70	16.5
Locust Ridge Contractors	Lehman Intermediate/HSN/BES/North	138	No Bid	161	No Bid	145/16	110
Mountain Landscaping	Admin/HSS/Maint. Garage	64.75	69.75	79.75	84.75	179.50/Combine	69.75
Locust Ridge Contractors	Admin/HSS/Maint. Garage	120	No Bid	140	No Bid	125/14	110
E.F. Possinger & Sons	Admin/HSS/Maint. Garage	72.5	75.5	75.5	75	120/9	75
Cory Willis Trucking	Admin/HSS/Maint. Garage	75	75	90	80	125/9	74
Jeremy Smith Landscaping	Smithfield Elementary	68	73	No Bid	No Bid	75/6	85
Locust Ridge Contractors	Smithfield Elementary	120	No Bid	140	No Bid	125/14	110
NOTE:							
Vendors Awarded The Contract							

# EAST STROUDSBURG AREA SCHOOL DISTRICT

## AGENDA ATTACHMENT BID SUMMARY: BID # ESASD BUS TIRE 12-13

**Board Approval to Solicit Bid: June 18, 2012**

**BIDS ADVERTISED:**

POCONO RECORD- 8/13/12, 8/20/12, 8/27/12  
EXPRESS TIMES- 8/13/12, 8/20/12, 8/27/12  
SCRANTON TIMES- 8/13/12, 8/20/12, 8/27/12

**REQUEST TO BID SENT TO:**

Sandone Tire & Battery  
730 Wyoming Avenue  
Scranton, PA 18509

McCarthy Tire  
119 Linden Street  
Scranton, PA 18506

Jack Williams  
3726 Birney Ave  
Moosic, PA 18507

**PRESENT AT PRE-PROPOSAL MEETING**

N/A

**BIDS RECEIVED FROM:**

B & S Transport, Inc  
Sandone Tire

**PRESENT FOR BID OPENING:**

Randy Kasorek – Sandone Tire

Jeff Bader – ESASD  
Ron Labar – ESASD  
Carolina Rodriguez - ESASD

**REVIEWED BY:** Kim Holcomb, Ron Labar & Carolina Rodriguez

**Recommendation:**

**SANDONE TIRE**



**B & S TRANSPORT INC**

**SANDONE TIRE**

STEER 5 RIB DESIGN

OPTION 1

OPTION 2

OPTION 3

SIZE	THICKNESS OF TIRE	MINIMUM TREAD DEPTH	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE
11 R 22.5	H RATED 16 PLY	19/32	MICHELIN XZE	\$ 497.94	OHTSU	\$ 365.63	AEOLUS	\$ 278.44
225/70 R 19.5	G RATED 14 PLY	15/32	MICHELIN XZE	\$ 351.76	OHTSU	\$ 254.15	AEOLUS	\$ 161.80
							HANKOOK AH11	\$ 509.00
							NO BID	NO BID

SNOW/DRIVE

SIZE	THICKNESS OF TIRE	MINIMUM TREAD DEPTH	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE
225/70 R 19.5	G RATED 14 PLY	19/32	MICHELIN XDS	\$ 358.34	OHTSU	\$ 279.25	AEOLUS	\$ 165.25
							HANKOOK DH01	\$ 391.00

ALL SEASON

SIZE	THICKNESS OF TIRE	MINIMUM TREAD DEPTH	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE	BRAND	BID PRICE FOR EACH NEW TIRE
225/75 R 16	E RATED 10 PLY	14/32	M. CRAFT RD	\$ 124.38	M. CRAFT RD	\$ 124.38	AMERICUS	\$ 109.59
235/75 R 16	520 TREAD WEAR	13/32	ELDO SPORT TOURT	\$ 102.69	ELDO SPORT TOURT	\$ 102.69	ELDO SPORT TOURT	\$ 102.69
245/75 R 16	LOAD RANGE E 10 PLY	16/32	M. CRAFT HTR	\$ 129.44	M. CRAFT HTR	\$ 129.44	AMERICUS	\$ 116.80
225/60 R 18	H SPEED RATED 560 TREAD WEAR	11/32	ELDO LEGEND TOURT	\$ 108.13	ELDO LEGEND TOURT	\$ 108.13	ELDO LEGEND TOURT	\$ 108.13
265/70 R 17	520 TREAD WEAR	13/32	ELDO SPORT TOURT	\$ 123.89	ELDO SPORT TOURT	\$ 123.89	ELDO SPORT TOURT	\$ 123.89
							FS TRAN HT	\$ 201.16
							FS DEST 2	\$ 202.59
							FS TRANS AT	\$ 216.55
							BS TRNZ SER	\$ 247.07
							FS DEST LE 2	\$ 239.84

82

## CONTRACT TO PURCHASE MEALS FROM SCHOOLS

The Pennsylvania Department of Education, in providing this contract as a service to schools, does not become a party to this contract. The purchasing sponsor, hereafter referred to as the Purchaser, is the responsible authority, without recourse to the Pennsylvania Department of Education and the United States Department of Agriculture regarding the settlement and satisfaction of all contractual and administrative issues arising under this contract. This includes, but is not limited to: disputes, claims, protests of award, source evaluation or other matters of a contractual nature.

Made and entered into this date of **Sept. 5, 2012** by and between

**SLHDA Head Start**  
**300356500**  
**Scranton, Pa.**

**East Stroudsburg Area School District**  
**East Stroudsburg, Pa.**

These meals/snacks will be served at the following locations (*press enter/return to add multiple sites*):

**Example:** PDE Child Care, 333 Market Street, Harrisburg, PA 17126

**Bushkill Head Start Hc 12 Box 700 Dingman's Ferry, Pa. 18328**

The parties entering into this contract agree to be bound by the United States Department of Agriculture (USDA) regulations Title 7 of the CFR Part 210, Part 220 and/or Part 226, as appropriate.

The Purchaser will order meals/snacks on a weekly basis notifying the Provider **Na** days proceeding the week of delivery. Orders will include totals for each site and each type of meal/snack.

If the Purchaser is another School District, **Traditional Food-Based Menu Planning Option** will be used.

The Purchaser reserves the right to increase or decrease the number of meals/snacks ordered with a minimum notice of **Na**.

If the Purchaser's children will eat meals/snacks on the Provider's premises, the children will be at the building and served at **NA** for Breakfast, **NA** for Lunch and **3:00pm** for Snack.

The Provider agrees to supply meals/snacks **inclusive** of milk to the Purchaser for the prices herein listed:

Meal Type	Daily Estimated Servings	x	Estimated No. Serving Days Per Year	x	Unit Price	=	Estimated Total \$\$
BREAKFAST	Na		NA		NA		Na
LUNCH	Na		NA		NA		Na
SNACK	17		180		\$.78		<b>\$2,386.80</b>
<b>GRAND TOTAL OF CONTRACT</b>							<b>\$2,386.80</b>

**Conditions:**

1. It is further agreed that the Provider, pursuant to the provisions of federal regulations, will assure that said meals/snacks will meet or exceed the minimum meal pattern requirements as necessary for the stated Menu Planning Option, and will maintain full and accurate records that the purchaser requires to meet its record keeping responsibility on a calendar month basis (supported by invoices, receipts or other records), and shall promptly submit invoices and delivery receipts to the Purchaser.
2. Meals/snacks will be delivered on a daily basis or other mutually agreed upon period of time in accordance with the 21-day menu cycle. Menu changes may be made only when agreed upon by both parties. When an emergency situation exists which might prevent the Provider from delivering a specified meal/snack component, the Provider shall notify the Purchaser immediately so substitutions can be agreed upon. The Purchaser reserves the right to periodically suggest menu changes within the Provider's suggested food cost range throughout the contract period.
3. The Provider will bill the Purchaser only for meals/snacks prepared and delivered/picked up at the specified time. Damaged or incomplete meals/snacks shall not be included. Adequate refrigeration or heating will be provided when the Provider delivers meals/snacks or picked up by Purchaser to insure the wholesomeness of food in accordance with state and/or local health codes.
4. The Purchaser will furnish the Provider with the number of meals/snacks, by meal service type, to be delivered to each site when applicable.
5. The Purchaser reserves the right to add or delete sites and provide one week's notice to the Provider.
6. The Provider guarantees that meals/snacks will be delivered within the prescribed time period as mutually agreed upon by both parties.
7. The Provider agrees to retain the records required by the Purchaser for a period of three years after the end of the fiscal year to which they pertain (or longer if an audit is in progress) and, upon request, to make all accounts and records pertaining to the program available to representatives of the Pennsylvania Department of Education, the United States Department of Agriculture and/or the Office of the Inspector General and General Accounting Office for audit or administrative review purposes at a reasonable time and place.

The Provider also agrees to provide the needed information on the amount of food sent to the Purchaser for recording on the Production Records. Recipes and Product Information Sheets will be provided to the Purchaser as required for School Meals Initiative (SMI) reviews. If the Provider is providing meals using the NuMenus Planning Option, a printout of the nutrient analysis of the menus used must be provided to the Purchaser.

8. During the performance of the contract, the Provider agrees as follows: The Provider will not discriminate against any employee or applicant for employment because of race, color, national origin, age, sex or disability. The Provider will take affirmative action to ensure that applicants are employed and that employees are treated while employed without regard to their race, color, national origin, age, sex or disability. Such action shall include, but not be limited to, the following:

employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this Equal Opportunity clause.

9. The Provider will comply with all provisions of Executive Order Number 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and of the rules, regulations and relevant orders of the Secretary of Labor.
10. It is expressly agreed that in the event of any disagreement or controversy arising between the Provider and the Purchaser as to the interpretation of the specifications or proper performance of this contract, the dispute shall be settled between the Provider and Purchaser within a reasonable period of time and shall be final.
11. The Purchaser shall have the option to cancel this contract if the state or federal government withdraws funds to support the Child and Adult Care Food Program, the National School Lunch Program, the School Breakfast Program, the Afterschool Snack Program and/or the Summer Food Service Program.
12. The Provider guarantees that it has sufficient facilities to handle the increased meal/snack production resulting from the execution and implementation of the requirements of this contract.
13. The Provider guarantees that it has a delivery system sufficient to provide the meals/snacks as specified in this contract.
14. The Provider guarantees that there have not been any audit or CRE findings or sanctions within the past three years which would indicate that the Provider was incapable of preparing proper meals/snacks, planning quality menus or maintaining adequate records.
15. This contract may be terminated by notice, in writing, given by any party hereto to the other party at least 30 days prior to the date of termination.

**Additional Requirements:**

It is agreed by the parties hereto that there are no other considerations, favors, promises or interests passing between the parties other than what is expressly stated in this contract.

In witness hereof, this contract is signed and executed this date of Sept 6, 2012 and will end Sept. 5, 2013

Please sign in BLUE ink.

Signature on Behalf of:

SLHDA Head Start  
Name of Purchaser



Signature of Authorized Representative

Sam Ceccacci

Program Director  
Title

8/8/12  
Date

Signature on Behalf of:

East Stroudsburg Area School District  
Name of Provider

Signature of Authorized Representative

Title

Date

PDE APPROVED

**AGREEMENT AND RELEASE OF CLAIMS**

**I. PARTIES TO AGREEMENT**

This Settlement Agreement and Release of Claims (the "Agreement") is made by and among the following parties:

1. East Stroudsburg Area School District ("ESASD").
2. Peace of Mind Childcare and Pre-School, Inc. ("Peace of Mind")

**II. RECITALS**

The following recitals are expressly incorporated into the terms of this Agreement.

WHEREAS, ESASD and Peace of Mind are currently the parties to an action pending in the Court of Common Pleas of Monroe County indexed to No. 1499 CIVIL 2012 (hereinafter, the "Action").

~~WHEREAS, in the Action, ESASD asserts that Peace of Mind is liable to ESASD for a~~  
certain amount in conjunction with Peace of Mind's use of ESASD's facilities for the operation of its business in 2009.

WHEREAS, the parties to this agreement mutually desire to avoid further disputes, minimize litigation costs, and avoid further distraction of the parties and their respective management and have therefore agreed to enter into this Agreement as outlined below.

**III. CONSIDERATION**

1. Settlement Payment: In consideration of the release set forth below and the dismissal of ESASD's claims in the Action with prejudice and without costs or fees, Peace of Mind will pay \$15,000.00 to ESASD simultaneous with the execution of this Agreement.

**IV. RELEASE**

1. Release: In consideration for the mutual agreements provided for in this Agreement, ESASD and Peace of Mind, on their own behalf, for their predecessors, successors,

assigns, affiliates, past, present and future agents, representatives, employees, officers, directors, attorneys, board members, officials, and personal or legal representatives and anyone claiming through or under them (hereinafter, for purposes of this paragraph, the "Releasors") hereby release, remise, and forever discharge each other and their predecessors, successors, assigns, parents, holding companies, subsidiaries, affiliates, divisions, past, present and future agents, representatives, employees, officers, directors, attorneys, shareholders, heirs, executors, personal or legal representatives, insurers, re-insurers, and independent contractors of and from any and all manner of action or actions and cause or causes of action, suits, debts, claims, sums of money, accounts, costs, expenses, counterclaims, set-offs, contributions, whatsoever in law or equity of whatever kind or nature without exception whether foreseen or unforeseen, matured or unmatured, known or unknown, accrued or not accrued, direct or indirect, which they alone or in combination with others have had or have, or can, shall or may hereafter have against each other or any of them for or by reason of any cause, matter or thing whatsoever, from the beginning of the world to the present. ESASD and Peace of Mind agree and acknowledge that this release includes, but is not limited to, any claim raised or asserted, or that could have been raised or asserted, against each other in the Action or in any separate proceedings (including any arbitration proceedings) based on any of the facts, events, transactions, occurrences or omissions giving rise to any claims asserted in the Action.

2. Complete Bar: The parties may plead and/or offer into evidence this Agreement as a complete bar to any action or suit before any court, administrative body or arbitration panel or association with respect to any claim released herein.

## V. MISCELLANEOUS PROVISIONS

1. Acknowledgments: The parties represent that they have carefully read and fully understand all the provisions of this Agreement, that they are entering into this Agreement voluntarily, and that they have consulted with their respective attorneys before executing it.

2. Full Knowledge: The parties further warrant, represent and agree that in executing this Agreement, they do so with full knowledge of any and all rights which they may have with respect to all matters set forth above.

3. No Assignment of Released Claims: ESASD and Peace of Mind further warrant and represent to each other that no other person or entity has any interest in the claims released herein and that ESASD and Peace of Mind have not assigned or transferred nor purported to assign or transfer to any person or entity all or any portion of the claims released herein.

4. Successors and Assigns: The parties are bound by this Agreement and those who succeed to their respective rights and responsibilities, such as their heirs, personal or legal representatives, successors and assigns are also bound and this Agreement also inures to their benefit.

5. Dismissal of Claims: ESASD agrees that, upon Peace of Mind's payment of \$15,000.00 to ESASD (pursuant to paragraph III (1) above), ESASD will file all appropriate papers to have its claims in the Action dismissed with prejudice and without costs or fees.

6. Controlling Law: This Agreement shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

7. Counterparts: This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original with respect to any party whose signature appears thereon and all of which shall together constitute one and the same instrument.



8. Warranty of Authority: Each person executing this Agreement on behalf of a party hereto warrants and represents that he or she is duly authorized to execute this Agreement on behalf of such party and, in the case of ESASD, that all necessary official actions have been taken by ESASD to approve the settlement set forth in this Agreement in accordance with applicable law.

16. Entire Agreement: This Agreement sets forth the entire agreement of the parties, supersedes and extinguishes any and all prior statements, agreements, representations or understandings by or among the parties to this Agreement, and may not be modified nor amended except in writing, executed by all of the parties.

IN WITNESS WHEREOF, expressly intending to be legally bound hereby, the parties have executed this Agreement on the dates indicated below.

EAST STROUDSBURG AREA SCHOOL  
DISTRICT

Date: \_\_\_\_\_

\_\_\_\_\_  
By: William Searfoss  
School Board President  
East Stroudsburg Area School District

PEACE OF MIND CHILDCARE AND PRE-  
SCHOOL, INC.

Date: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
\_\_\_\_\_

**Resolution 1: Articles of Agreement Updated for Current Procedures, Legal Language, and Deletion of  
Obsolete Language, and Consolidation of Previous Amendments into One Document**

**School District**

**Date:** \_\_\_\_\_

\_\_\_\_\_

**Attest:**

**By:** \_\_\_\_\_

**President**

\_\_\_\_\_  
**Secretary**

ARTICLES OF AGREEMENT  
for the  
ESTABLISHMENT AND OPERATION  
of the  
MONROE CAREER & TECHNICAL INSTITUTE

ARTICLES OF AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 2012, among the following school districts of Monroe County, Pennsylvania:

EAST STROUDSBURG AREA SCHOOL DISTRICT; PLEASANT VALLEY SCHOOL DISTRICT; POCONO MOUNTAIN SCHOOL DISTRICT; and STROUDSBURG AREA SCHOOL DISTRICT.

WHEREAS, it has been ascertained that a need exists for secondary school pupils, out-of-school youth, and adults to receive career and technical instruction; and

WHEREAS, it is recognized that a Career & Technical Institute can be erected, equipped, and operated more equitably and economically on a cooperative basis; and

WHEREAS, it is deemed desirable to provide career and technical education to secondary school pupils, out-of-school youth, and adults in Monroe County;

NOW, THEREFORE, BE IT AGREED among the school districts, each intends to be legally bound, as follows:

1. DEFINITIONS

- a) Participating School District shall mean a school district whose board members have authorized the district, by resolution approved by a majority vote of the school directors, to become a party to this agreement.
- b) The Career & Technical Institute Board shall mean the boards of school directors of all the participating school districts acting jointly, hereafter called "the Board."
- c) The Joint Operating Committee shall mean the operating agent of the Monroe Career & Technical Institute.
- d) School shall mean the Monroe Career & Technical Institute.

2. ORGANIZATION

The Boards of School Directors, which are parties to this agreement, do hereby organize and establish the Monroe Career & Technical Institute, hereinafter referred to as the "School."

3. THE OPERATING AGENT

The participating school districts do hereby delegate to a Joint Operating Committee the operation, administration, and management of the School within the limits of the budget adopted by the Board. The Joint Operating Committee shall have the authority and its duty shall be:

- a) To formulate and adopt policies relating to the organization, establishment, and operation of the School;
- b) To provide for the administration and operation of the School;
- c) To designate a Superintendent of Record as provided by law;
- d) To exercise all the powers, perform the duties, and be subject to all liabilities, with reference to the operation of school, as is now or hereafter shall be conferred or imposed by law;
- e) To make from time to time surveys to determine the current career and technical needs of the participating school districts;

4. JOINT OPERATING COMMITTEE MEMBERSHIP

- a) The Joint Operating Committee membership shall consist of three representatives from each of the participating school districts.
- b) Each participating Board of School Directors shall elect or appoint three of its members to serve on the Joint Operating Committee. The members, so elected, shall serve for a three year term, commencing the day of their election in the month of December. No member shall serve for a period longer than their elected term on their district board.
- c) If a member of the Joint Operating Committee is absent for three consecutive scheduled meetings, their membership to said Joint Operating Committee shall be terminated.
- d) In case of a vacancy, the district in which the vacancy occurs shall elect or appoint a member to fill the position for the unexpired term.

- e) Each of the participating Board of School Directors may also elect or appoint at any annual or regular meeting one or more alternates from its members to serve in the event that any of its elected or appointed members of the Joint Operating Committee are unable to attend a meeting of the Joint Operating Committee. The alternate, when contacted to attend a meeting of the Joint Operating Committee in the absence of the elected member, shall have all the powers and duties of a regular member of the Joint Operating Committee, but shall not assume any office that the elected member may hold.

5. JOINT OPERATING COMMITTEE OFFICERS

- a) Each year, during the month of December, the Joint Operating Committee shall choose from its members a chairperson and a vice-chairperson to serve for a period of one year. The chairperson shall not serve simultaneously in the same office in the school district they represent. The two officers shall not represent the same school system, shall not be eligible to serve more than two successive years, and shall not come from the same district for more than two successive terms.
- b) Annually during the month of May, the Joint Operating Committee shall elect a treasurer to serve for one year, beginning the first Monday in July following such an election; and shall during the month of May, once every four years, elect a secretary, who may or may not be a member of the Joint Operating Committee, to serve for a term of four years beginning the first Monday in July following the election. A depository, an auditor, and a solicitor shall be elected to serve for a term of one year or longer at the discretion of the Joint Operating Committee.

6. ANNUAL BUDGET ADOPTION

- a) The approval of each operating budget shall require an affirmative vote of two-thirds of the participating school district and a majority vote of all the school directors of all participating districts, and provided further, for purposes of this requirement only, the vote of any participating school district shall be determined by a majority vote of all school directors

comprising such participating boards. All votes shall be duly recorded and shall show how each member voted.

- b) The operating budget shall be submitted on or before March 1<sup>st</sup> proceeding the fiscal year for which the budget is to be adopted.
- c) Each district board shall vote upon the budget at the first regularly scheduled board meeting for that school district following the presentation of the operating budget for the Monroe Career & Technical Institute. The secretary of each respective district shall certify to the secretary of the Joint Operating Committee the record of the vote taken at their district meeting.
- d) In the event that the operating budget is not approved, the secretary of each district board with dissenting votes shall specify those items in the proposed budget which are not acceptable.
- e) The revised operating budget shall be re-submitted before April 1. If the revised budget is not approved by the respective district boards, the Joint Operating Committee shall be called in convention the first Monday following the first Tuesday of May for the purpose of approving the budget.
- f) The Pennsylvania Public School Code §1850.1(c) allows for a career & technical institute to select a method of conducting votes, the Joint Operating Committee has decided that future actions of the Board may be taken by a vote of the members of the Board by a mail ballot, provided, however, that upon written request of at least two of the participating School Districts a convention shall be called by the Chairperson for the purpose of voting on a specific matter. The procedure for the mail ballot shall be as follows:
  - i. The Career & Technical Institute Director shall submit a certified letter containing the resolutions to be acted upon to each school board secretary prior to the district board meeting;

- ii. The resolution will be presented, discussed and acted upon at the first regular meeting of the district board following the Joint Operating Committee meeting at which the resolution was approved for ratification;
- iii. The secretary of each district shall distribute ballots supplied by said Director, calling for a vote, collect the ballots, place them in a sealed envelope, mail the same to the said Director by certified mail within 24 hours;
- iv. In order to vote, a school director must be present at the meeting at which the vote was taken;
- v. All ballots shall be open by the Director of the Career & Technical Institute at a meeting of its Joint Operating Committee and shall be recorded in the Minutes of said meeting as votes and that copies of said minutes will be mailed to the Board as public information;
- vi. The announcement of the votes from the ballots will be made at said meeting of said Joint Operating Committee by the Director;
- vii. The individual ballot will contain the resolution to be acted upon, a place for the Director's acknowledgement, and a place for the Joint Operating Committee Chairperson's signature and date.

7. GENERAL ADVISORY COMMITTEE

The Joint Operating Committee shall appoint a General Advisory Committee, approximately fifteen in number, composed of representatives from education, industry, business, labor, and management which the committee shall advise the Joint Operating Committee on such matters as the need for a particular program, laboratory, occupation, equipment, curriculum, labor and management coordination, business and industrial requirements or selection of personnel. The membership of the committee shall be representative of occupations within the area to be serviced by the School and shall include non-traditional members. The committee shall advise in the development of general objectives, program needs and policies during the initial planning,

establishment, and organization of the career and technical institute. Following the establishment and operation of the program, the committee shall meet at least four times per year.

8. PROFESSIONAL ADVISORY COMMITTEE

A Professional Advisory Committee shall advise the Joint Operating Committee through the Director, on educational matters concerning the specific organization, operation and policies of the School including those that refer to admission and expulsion of pupils. The committee shall be composed of the Superintendent of Record or his/her representative, the Chief School Administrative Officer of each participating school district or his/her representative, and the Director of the School who shall act as secretary ex officio. The committee shall elect annually on a rotating basis one of its members who shall act as chairperson. The committee shall meet monthly prior to the meetings of the Joint Operating Committee.

9. OCCUPATIONAL ADVISORY COMMITTEES

The Joint Operating Committee may appoint, from time to time, such Occupational Advisory Committees as may be proper and necessary to advise the Director and program or laboratory teacher on the following matters:

- a) The scope and sequence of the courses of study;
- b) The choice of equipment and instructional material;
- c) The standards of workmanship as required by a specific industry or occupation;
- d) The placement and follow-up of pupils.

Such Occupational Advisory Committees shall be composed of several representatives from particular and specific occupational fields. They shall cooperate with other Occupational Advisory Committees where there is a mutual or related responsibility.

10. SUPERINTENDENT OF RECORD

The Joint Operating Committee shall appoint as the Superintendent of Record a Chief School Administrator of a participating district. The term for the Superintendent of Record shall be in two (2) year service cycles and shall rotate among the chief school administrators of the participating districts.



11. PUPIL SELECTION

Each participating school district shall be responsible for the selection of its pupils to attend the School in conformity with pupil admission policies and procedures established by the Joint Operating Committee. The control of discipline, suspension, and expulsion of pupils in said school shall be under the policy established and upon the recommendation of the Director, with the approval of the Joint Operating Committee with the right of an appeal and a hearing.

12. ENTERING PUPIL QUOTAS

Quotas of students shall be established for each participating school district, in accordance with the percentage of average daily membership of public and resident non-public pupils in grades 9, 10, and 11 in each participating school district as it relates to the total average daily membership of resident public and non-public pupils in grades 9, 10, and 11 of the participating school districts. This percentage shall be based on the average daily membership of resident public and non-public pupils as determined on the one hundred eightieth (180) attendance day of the preceding calendar year of admission of pupils. Should any of the participating school districts in any given year have fewer applicants than this quota permits, the unfilled quota may be filled by applicants from the other participating school districts as recommended by the Professional Advisory Committee. Students enrolled in the School shall have priority and remain in attendance until courses are completed as long as the educational progress is satisfactory, and subject to the provision of Article 11 of this Agreement.

13. TUITION PUPILS

Tuition pupils may be enrolled in the School with the approval of the Joint Operating Committee in accordance with the provisions of the School Code, after it has been ascertained by the Joint Operating Committee that all resident pupils of participating school districts seeking enrollment in the School have been enrolled.

14. TRANSPORTATION

Transportation of pupils to the School shall be the responsibility of the respective participating school districts, provided always, however, that two or more districts may enter into contracts, agreements, or arrangements, for the cooperative transportation of their respective pupils.

15. FEDERAL GRANTS

The Joint Operating Committee may apply on behalf of the participating school districts for any Federal grants for building construction and payment may be made directly to the Joint Operating Committee.

16. OPERATING PAYMENTS

a) Capital Expenditures

1. Definition

Capital expenditures for purposes of this agreement shall include debt service and amortizing rental (including principal and interest) payable to a lending institution, to a Municipal Authority, State Public School Building Authority, or General State Authority as required to meet initial or future bond issues for the purchase, acquisition or construction of buildings, additions to buildings, furniture, equipment, sites, and costs related to any or all of these.

2. Sharing of Capital Expenditures

The Capital Expenditures of the School, notwithstanding that Federal and State reimbursements under present law for capital costs in the original establishment are on the basis for market value of real estate as determined by the State Tax Equalization Board, shall be borne by the participating school districts as follows:

- (i) One-half of the total capital expenditures shall be prorated among the participating school districts in the same ratio as the market value of real estate in each such district relates to the total market value of real estate for all such districts as fixed by the most recent report of the State Tax Equalization Board.

- (ii) One-half of the total capital expenditures shall be prorated among the participating school districts in the same ratio as the average daily membership in grades nine, ten, and eleven for all the participating school districts as determined at the close of the previous school year.

b) Current Expenditures

1. The current budgeted operating expenditures of the School shall be funded by the participating school districts based on the individual district ratio determined by the total returning students plus the assigned student quota as calculated in accordance with Article 12. This ratio will be applied to the total operating expenditures resulting in a fixed total funding amount for each district. This funding will be paid in the form of one-twelfth of the total funding amount of each district due on or before the advertised regularly scheduled Joint Operating Committee Meeting held each month.
2. The annual budget for current expenditures shall be funded by advance payments from the Commonwealth of Pennsylvania, Department of Education. The amount of the current budget that does not qualify for advance payment, if any, shall be borne by each participating school district according to the aforementioned ratio and shall be payable within thirty (30) days of request for payment by the Joint Operating Committee.

c) Budget Balances

1. Upon completion of audit, adjustments to total payments for each district for the year will be determined in the same ratio as noted above. This adjustment will be a result of any balance of funds remaining unexpended or unencumbered or any deficit balance in the treasury of the School, and will be billed or credited to the respective districts.
2. Any balance of funds remaining unexpended or unencumbered in the treasury of the school after June 30 of each fiscal year shall be returned to the participating school districts in the same ratio as the expenditures were pro-rated for that fiscal year. Any deficit shall be shared by the participating school districts on the same basis. Provided, however that the Joint Operating Committee may establish a separate house construction

account, in such amount as the Joint Operating Committee may from time to time determine, to be used to fund construction of student-built houses for resale, construction and maintenance of roads in the lot development of the Joint Operating Committee, and the purchase of equipment and supplies reasonably related and incidental to the student-built housing program; such house construction account may also include additions thereto resulting from the sale of student-built houses.

3. Any balance of funds remaining unexpended or unencumbered in the treasury of the school after June 30 of each fiscal year shall be returned to the participating school districts in the same ratio as the expenditures were pro-rated for that fiscal year, except those funds which may be designated for future capital improvements per §1850.4 of the School Code as approved by the Board which shall be retained in said treasury in a separate account for that purpose; any deficit shall be shared by the participating school districts on the same basis.
4. The Joint Operating Committee shall have the authority to establish a separate Special Projects Account, in such amount as the Joint Operating Committee may from time to time determine to be used to fund student projects approved by the Joint Operating Committee. Such Special Projects Account may also include additions thereto resulting from the sale of the approved student projects. Should the Joint Operating Committee close-out a Special Projects Account, any remaining funds would be redistributed to the participating school districts in accordance with Article 16(c), Budget Balances.

d) Addition of New Member Districts

School Districts in the approved attendance area which are not participating districts, may become parties to this Agreement upon approval of each of the then participating school districts, subject to such terms and conditions as the then participating school districts may determine. Such terms and conditions may include, but are not limited to, the amount of an initial capital assessment, prior operating deficit contribution, current operating budget contribution, and the amount of further annual payments to be made by the entering school

district on account of obligation to a lending institution, a municipal authority, State Public School Building Authority, or General State Authority.

e) Withdrawal of Participating School District

Any party to this Agreement may withdraw as a participating school district of the School as of July 1st of any year, provided said school district has submitted to the secretary of the Joint Operating Committee written notice of such intention to withdraw at least twelve (12) months prior thereto. Such withdrawing school district shall remain responsible for its annual pro-rated share of debt services, rental or other obligations for capital expenditures agreed to prior to the date of notification of intent to withdraw, and provided further, that such withdrawing school district shall not be afforded a vote on prospective capital expenditures following the date of notification of the intent to withdraw pursuant to PA School Code.

17. EFFECTIVE DATE AND TERM OF AGREEMENT

This Agreement shall become effective \_\_\_\_\_, 2012, and shall remain in effect until terminated by the agreement of each participating school district, but not sooner than the payment and discharge in full of all obligations created hereunder for the construction, remodeling, or alteration of the School, and all other obligations connected therewith for any subsequent capital expenditures, subject, however, to the right of withdrawal as set forth in Article 16 (e) of this Agreement.

18. AMENDMENTS TO AGREEMENT

This Agreement may be amended from time to time with the agreement of each participating school district by the affirmative vote of a majority of the school directors of each participating school district.

19. APPROVAL OF AGREEMENT

This Agreement has been approved by the affirmative vote of a majority of the school directors of each of respective School Boards of the participating school districts at a regular meeting duly held for this purpose the proceedings thereof being duly entered upon the minutes of the

respective school districts, and a true and correct certified copy of the resolution adopted by each of the participating school districts is attached hereto and made a part of this Agreement.

IN WITNESS WHEREOF, the said school districts have caused this Agreement to be executed by their duly authorized officers, and their common or corporate seals affixed hereto, the day and year first above written.

EAST STROUDSBURG AREA SCHOOL DISTRICT  
PLEASANT VALLEY SCHOOL DISTRICT  
POCONO MOUNTAIN SCHOOL DISTRICT  
STROUDSBURG AREA SCHOOL DISTRICT

**Resolution 2: To Be Inserted if Unanimously Approved**

**Funding Formula – 16. (b) 1.**

b) The current budgeted operating expenditures of the School shall be funded by the participating school districts based on an 80%/20% funding formula. 80% of the cost is determined by an average of the four (4) prior year end PIMS reports of public and resident non-public pupil attendance at Monroe Career & Technical Institute. 20% is based upon the individual district ratio determined by the assigned student quota as calculated in accordance with Article 11. This ratio will be applied to the total operating expenditures resulting in a fixed total funding amount for each district. This funding will be paid in the form of one-twelfth of the total funding amount of each district due on or before the advertised regularly scheduled Joint Operating Committee Meeting held each month.

**School District**

Date: \_\_\_\_\_

\_\_\_\_\_

Attest:

By: \_\_\_\_\_

President

\_\_\_\_\_  
Secretary

**Resolution 3: To Be Inserted if Unanimously Approved**

**Capitol Debt – 16. (a) 2.**

**In order to create or increase indebtedness, the approval of each participating district by the affirmative vote of a majority of its full Board of Directors shall be required.**

**School District**

**Date:** \_\_\_\_\_

\_\_\_\_\_

**Attest:**

**By:** \_\_\_\_\_

**President**

\_\_\_\_\_  
**Secretary**



**Resolution 4: To Be Inserted if Unanimously Approved**

**Sharing of Capital Expenditures – 16. (a) 3. (iii)**

**The Capital Expenditure proration shall be calculated at the time of any borrowing, and will not change for the term of that debt service, allowing for a fixed schedule of rental payments.**

**School District**

**Date:** \_\_\_\_\_

\_\_\_\_\_

**Attest:**

**By:** \_\_\_\_\_

**President**

\_\_\_\_\_  
**Secretary**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

East Stroudsburg, Pennsylvania 18301

**PAYMENTS TO BE MADE THRU THE Bond Issue 2008**

The following payments for construction and related costs associated with the Bond Funds have been approved as authorized for payment as of:

**September 17, 2012**

Requisition #	Vendor/Address	Description		Amount
2008-359 V# 12802	Rhoads & Sinon LLP One South Market Square P.O. Box 1146 Harrisburg, PA 17108-1146	HSS 30-4500-720-080-16-31 Special Construction Council Invoice# 340426 8/8/12 July Legal Services	\$ 64.00	
				\$ 64.00
		<b>TOTAL:</b>		\$ 64.00

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

East Stroudsburg, Pennsylvania 18301

**PAYMENTS TO BE MADE THRU THE Bond Issue 2011A**

The following payments for construction and related costs associated with the Bond Funds have been approved as authorized for payment as of:  
**September 17, 2012**

Requisition #	Vendor/Address	Description		Amount
2011A-8 V# 15067	Trane U.S. Inc. PO Box 406469 Atlanta, GA 30384-6469	RES 30-4500-720-004-02-10 Invoice# 3963548, App 8  HVAC	\$ 5,000.00	
		<b>TOTAL:</b>		\$ 5,000.00

**APPLICATION FOR USE OF SCHOOL FACILITIES**

Name of Organization CUBSCOUT PACK 108 Today's Date 8/21/12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no  
 If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: PACK MEETINGS-PACK NIGHT

Name of School Requested BUSHKILL ELEMENTARY

DAY(S)	DATE(S)	from —	HOURS	to	DESCRIPTION
	9/20	1/17	6:30 PM	8:30 PM	MEETING PACK NIGHT
	10/18	2/21	6:30 PM	8:30 PM	" " "
	11/15	3/21	6:30 PM	8:30 PM	" " "
	12/20	4/18	6:30 PM	8:30 PM	" " "

Facility Required:  Auditorium  Cafeteria  Gymnasium  
 All-Purpose Room  Stadium  Kitchen/Preparation  Kitchen/Serving  
 Swimming Pool (requires proof of certified lifeguard)  Stage  Fields (specify)  Other (specify)  
 Classrooms # \_\_\_\_\_  
 Equipment Required: (\*must be operated/attended by school personnel)  
 Kitchen Equipment\*  Sound System  Record Player/Stereo Equip.  Piano  
 Stage Lighting\*  Motion Picture Projector  Overhead Projector/Screen  Folding Stands  
 Scoreboard\*  Athletic Equipment  Other (specify) \_\_\_\_\_

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ \_\_\_\_\_ Bodily Injury Liability (\$500,000 minimum) \$ \_\_\_\_\_ Property Damage Liability (each occurrence) (\$500,000 minimum) or file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name ANN MARIE HETTER Address 356 Goldfinch Bushkill Phone 215-908-7669  
 Name LOUIS SANTIAGO Address RR1 POC 200 BUSHKILL PA 18324 Phone 510 807 4667

I certify that I have read, understood, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature Ann Marie Hetter Phone (day) 570 828 4273  
 Responsible Organization Official C (eve.) 215-908-7569

Billing Address \_\_\_\_\_

APPROVALS: Principal [Signature] Date 8/28/12  
 Business Administrator [Signature] Date 9/1/12  
 copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date    /   /   

For office use only: **FACILITIES USE INVOICE**  
 Facilities/Equipment used: Class 1 - no fees Charges: \$ \_\_\_\_\_  
 Personnel Employed: \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 (attach time sheets) \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 Other (specify): 109 Charges: \$ \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

(valid for one year from date of application)

### APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Girls on the Run Pocono Today's Date 7/27/12

Non-Profit?  
 yes  no  
501(c)3

Will an admission fee be charged?  
 yes  no  
If yes, amount \$ 0-125 sliding scale

Are you requesting a waiver of facilities fees?  yes  no  
If yes, attach a letter of justification addressed to the Board of Education.  
This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: running/walking self esteem building program

Name of School Requested EST

DAY(S) from — DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>Tues + Thursdays Sept 11 - Dec 6</u>	<u>3:35 - 4:30</u>	<u>meetings</u>

- Facility Required:**
- All-Purpose Room
  - Swimming Pool (requires proof of certified lifeguard)
  - Auditorium
  - Stadium
  - Stage
  - Classrooms #
  - Cafeteria
  - Kitchen/Preparation
  - Fields (specify)
  - Other (specify) - same as Spring Session
  - Gymnasium
  - Kitchen/Serving
  - Piano
- Equipment Required:** (\*must be operated/attended by school personnel)
- Kitchen Equipment\*
  - Stage Lighting\*
  - Scoreboard\*
  - Sound System
  - Motion Picture Projector
  - Athletic Equipment
  - Record Player/Stereo Equip.
  - Overhead Projector/Screen
  - Other (specify)
  - Folding Stands
  - Tables and/or Chairs

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ \_\_\_\_\_ Bodily Injury Liability (\$500,000 minimum)      \$ \_\_\_\_\_ Property Damage Liability (each occurrence) (\$500,000 minimum) pending receipt of insurance

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Karin Lopez Address 93 Independence Rd Phone 570-421-1905  
Name Julia Prusik Address 93 Independence Rd Phone 421-1905

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official Diana Everett (Dolores Everett) Phone (day) 570-807-8184 (eve.) \_\_\_\_\_  
Billing Address 1312 Seneca Trl Stroudsburg PA 18360

APPROVALS: Principal Irene C. Longstre Date 8/3/12  
Business Administrator Shirley... Date 9/13/12  
copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date    /   /   

FACILITIES USE INVOICE	
Facilities/Equipment used: <u>Class 1 - no fees</u>	Charges: \$ _____
Personnel Employed: _____ (attach time sheets)	Charges: \$ _____
Other (specify): <u>110</u>	Charges: \$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Girls Scouts of Heart of Pa Today's Date 9/6/12  
 Non-Profit?  yes  no Will an admission fee be charged?  yes  no  
 If yes, amount \$ Are you requesting a waiver of facilities fees?  yes  no  
 If yes, attach a letter of justification addressed to the Board of Education.  
 This does not include a waiver of fees for scheduled district personnel.  
 Specific purpose of use: Girl Scout Mtgs  
 Name of School Requested ESE

DATE: 9/19/12 Wed, every other for entire school year TIME: 5:30-6:45 FACILITY REQUESTED: Girl Scout Jr. Mtgs.

Facility Required:  Auditorium  Cafeteria  Gymnasium  
 All-Purpose Room  Stadium  Kitchen/Preparation  Kitchen/Serving  
 Swimming Pool (requires proof of certified lifeguard)  Stage  Fields (specify)  Other (specify)  
 Classrooms #  
 Equipment Required: (\*must be operated/attended by school personnel)  
 Kitchen Equipment\*  Sound System  Record Player/Stereo Equip.  Piano  
 Stage Lighting\*  Motion Picture Projector  Overhead Projector/Screen  Folding Stands  
 Scoreboard\*  Athletic Equipment  Other (specify)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:  
 \$ \_\_\_\_\_ Bodily Injury Liability (\$500,000 minimum) \$ \_\_\_\_\_ Property Damage Liability (each occurrence) (\$500,000 minimum)

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Jeanette Weikel Address 12703 Magnolia Dr. Phone 476-0935  
 Name \_\_\_\_\_ Address East Stroudsburg Phone \_\_\_\_\_

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official Jeanette Weikel Phone 476-0935  
 Billing Address 12703 Magnolia Dr, E Stroudsburg, Pa 18309 Phone 908-328-9374

APPROVALS: Principal Srene C. Longtin Date 9/12/12  
 Business Administrator \_\_\_\_\_ Date 1/1  
 copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date 1/1

Facilities/Equipment used: \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 Personnel Employed: \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 (attach time sheets) \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
 Other (specify): ||| Charges: \$ \_\_\_\_\_  
 \_\_\_\_\_ Charges: \$ \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT

(valid for one year from date of application)

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization GIRL SCOUTS IN THE HEART OF PA Today's Date 9.10.12

Non-Profit?  Yes  No Will an admission fee be charged?  Yes  No Arc you requesting a waiver of facilities fees?  Yes  No

Specific purpose of use: GIRL SCOUT INFORMATION NIGHT If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Name of School Requested EAST STROUDSBURG ELEMENTARY

Table with columns for Date, Time, and Description. Row 1: 9/12/12, 6 PM - 1:00 PM, Parent Info

- Facility Required: Auditorium, Cafeteria, Gymnasium, All Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, Fields, Other, Classrooms #, Other (specify)
Equipment Required: Kitchen Equipment, Sound System, Record Player/Stereo Equip, Piano, Stage Lighting, Motion Picture Projector, Overhead Projector/Screen, Folding Stands, Scoreboard, Athletic Equipment, Other (specify), Tables and/or Chairs

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum)

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Teri Goward Address 6014 James Ct E. Strbg Phone 570 266-0117
Name KATHY LEIGHT Address Phone

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature [Signature] Responsible Organization Official Phone (day) 570-266-0117 (eve.)

Billing Address

APPROVALS: Principal [Signature] Date 9/12/12 Business Administrator Date

copy to: [ ] stage manager [ ] athletic director [ ] cafeteria manager [ ] head custodian [ ] librarian [ ] a/y coordinator [ ] other Date

Table with columns for Facilities/Equipment used, Personnel Employed, Other (specify), and Charges. Includes handwritten '112' under Other (specify).

EAST STROUDSBURG AREA SCHOOL DISTRICT

(valid for one year from date of application)

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Boy Scout Troop 100 Today's Date 15/July/2012

Non-Profit?  yes  no Will an admission fee be charged?  yes  no If yes, amount \$ 6<sup>00</sup> or 7<sup>00</sup> Are you requesting a waiver of facilities fees?  yes  no If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: \_\_\_\_\_ Name of School Requested ESE

DATE	TIME	DESCRIPTION
<u>Friday Oct 5</u> <u>(one of)</u>	<u>9:00 pm</u> <u>6:00 pm</u>	<u>Zumba - Eagle Tundra in conjunction of Girl Scoutsalsa event</u>

Facility Required:  Auditorium  Cafeteria  Gymnasium  
 All-Purpose Room  Stadium  Kitchen/Preparation  Kitchen/Serving  
 Swimming Pool (requires proof of certified lifeguard)  Stage  Fields (specify) \_\_\_\_\_  
 Classrooms # \_\_\_\_\_  Other (specify) gym lobby/entry also

Equipment Required: (\*must be operated/attended by school personnel)  
 Kitchen Equipment\*  Sound System (we have used before)  Record Player/Stereo Equip.  Piano  
 Stage Lighting\*  Motion Picture Projector  Overhead Projector/Screen  Folding Stands  
 Scoreboard\*  Athletic Equipment  Other (specify) \_\_\_\_\_  Tables and/or Chairs 2 in lobby please

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:  
\$ 1,000,000 Bodily Injury Liability (\$500,000 minimum) \$ 1,000,000 Property Damage Liability (each occurrence) (\$500,000 minimum) attached

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.  
Name Susan Jorstad Address 3194 Dogwood Tr E.S. 1830 Phone 570-476-1323  
Name Judy Modler Address Hillside, ES 1830 Phone 994-2601

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official [Signature] Phone (day) 570-476-1323  
Cell (even) 570-460-1878  
Billing Address \_\_\_\_\_

APPROVALS: Principal [Signature] Date 9/12/12  
Business Administrator \_\_\_\_\_ Date \_\_\_\_\_  
copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date \_\_\_\_\_

Facilities/Equipment used:	Charges:
_____	\$ _____
_____	\$ _____
_____	\$ _____
Personnel Employed: (attach time sheets)	Charges: \$ _____
_____	\$ _____
_____	\$ _____
Other (specify): <u>113</u>	Charges: \$ _____
_____	\$ _____



APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Cub Scout Pack 103 Today's Date 8/31/12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no

Specific purpose of use: Cub Scout Den Meetings

Name of School Requested JM Hill

DAY(S) from DATE(S) to DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
Wednesdays from 10/3/2012 through 6/5/2013 from 6 HOURS to 8 meetings

Facility Required: Auditorium, Cafeteria, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, Fields, Other (specify)

Equipment Required: (\*must be operated/attended by school personnel) Piano, Kitchen Equipment, Sound System, Record Player/Stereo Equip., Folding Stands, Stage Lighting, Motion Picture Projector, Overhead Projector/Screen, Tables and/or Chairs, Scoreboard, Athletic Equipment, Other (specify) Cafeteria Tables

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum) on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Robert F Panepinto Address 244 Braeside Ave Phone (570) 426-1277 Name Mike Corey Address 614 Oas Street Phone (570) 421-3288

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature [Signature] Responsible Organization Official Phone (day) 914 570-275-1529 (eve.) 570-426-1277

Billing Address 244 Braeside Ave, E. Stroudsburg PA 18301

APPROVALS: Principal Michelle Arnold Date 9/6/12

Business Administrator Shaw Landon Date 9/13/12

copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date    /   /   

For office use only: FACILITIES USE INVOICE
Facilities/Equipment used: Class 1 - no fees Charges: \$
Personnel Employed: Charges: \$
Other (specify): 114 Charges: \$

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Girls on the Run Pacon Today's Date 8/20/12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no

Specific purpose of use: running/walking self esteem building

Name of School Requested JT Lambert

Table with columns: DAY(S) from - DATE(S) - to, HOURS, DESCRIPTION. Includes dates Sept 18-2012 Dec 12 and March 4-May 20, and description: twice a week lessons: running/walking - self-esteem building activities.

Facility Required: Auditorium, Cafeteria, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, Fields, Other (specify) Any outdoor field or area inside spot for increment weather only.

Equipment Required: (\*must be operated/attended by school personnel) Kitchen Equipment, Sound System, Record Player/Stereo Equip., Stage Lighting, Motion Picture Projector, Overhead Projector/Screen, Scoreboard, Athletic Equipment, Other (specify)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum) See attached - Pending

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Dolores Everett Address 1312 Seneca Trl Stbg PA 18360 Phone 570-809-8184

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature Dolores Everett Phone (day) 570-809-8184 (eve.)

Billing Address 1312 Seneca Trl Stbg PA 18360

APPROVALS: Principal John Burns Date 8/22/12 Business Administrator Sharon Landrum Date 9/13/12 copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date     /    /    

For office use only: FACILITIES USE INVOICE. Includes rows for Facilities/Equipment used (Class 1 - no fees), Personnel Employed, and Other (specify) (115) with corresponding Charges.

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization EAST STBG Chapter of PIAA Officials Today's Date 8 12 12

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees? [X] yes [ ] no
[ ] yes [X] no [ ] yes [X] no
If yes, attach a letter of justification addressed to the Board of Education.
If yes, amount \$ This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: CONDUCT PIAA COACHES/OFFICIALS MEETINGS

Name of School Requested JT LAMBERT SCHOOL

Table with columns: DAY(S) from DATE(S) to, HOURS from to, DESCRIPTION. Includes dates 10/15-11/12, 11/19-12/13, 1/7-2/11 and time 7:00 pm - 8:30 pm, with description Meetings.

Facility Required: [X] Auditorium 11/5 meeting ONLY, [X] Cafeteria ALL OTHER DATES, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, Fields, Scoreboard, Classrooms, Other.

Equipment Required: (\*must be operated/attended by school personnel) [X] Sound System microphone, [X] Overhead Projector/Screen \* for 11/5 meeting only \*

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum)

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name STEVE HOWLACE Address 10 FICOLA RD E-STBG Phone 242-6756
Name WILLIAM REESE Address 50 GRAY ST E-STBG Phone 421-3812

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature Responsible Organization Official Phone (day) 570-517-3095 (eve.) 570-242-6756

Billing Address

APPROVALS: Principal John Burner Date 8/17/12
Business Administrator Phyllis [unclear] Date 9/13/12
copy to: [X] stage manager [ ] athletic director [ ] cafeteria manager [X] head custodian [ ] librarian [ ] a/v coordinator [X] other Date 1/1/12

For office use only: FACILITIES USE INVOICE
Facilities/Equipment used: Class 1 - no fees Charges: \$
Personnel Employed: 116 Charges: \$
Other (specify): Charges: \$

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization BUSHKILL YOUTH ASSOCIATION Today's Date 8/05/2012

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no

Specific purpose of use: To Hold Wrestling, Basketball, and Gymnastics for kids

Name of School Requested Lehman Inter.

Table with columns: DAY(S) from DATE(S) to, HOURS from to, DESCRIPTION (meeting, practice, game, rehearsal, performance,...). Includes handwritten entries for Sept 18th, March 25th, and Mon, Tues, Wed, Thurs.

Facility Required: Auditorium, Cafeteria, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, Fields, Other (specify) SA Wrestling Room

Equipment Required: (\*must be operated/attended by school personnel) Piano, Kitchen Equipment, Sound System, Record Player/Stereo Equip., Folding Stands, Stage Lighting, Motion Picture Projector, Overhead Projector/Screen, Tables and/or Chairs, Scoreboard, Athletic Equipment, Other (specify) Wrestling Mat

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ on file Bodily Injury Liability (\$500,000 minimum) \$ on file Property Damage Liability (each occurrence) (\$500,000 minimum)

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Tom Foglio Address 6202 Minkspound Rd Bushkill PA 18524 Phone 570-588-0347  
Name Bob Colchuck Address 6798 Bushkill PA 18524 Phone 570-588-1920

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature — Responsible Organization Official [Signature] Phone (day) 570-588-0347 (eve.) 570-588-0347

Billing Address 6202 Minkspound Rd Bushkill PA 18524

APPROVALS: Principal [Signature] Date 8/16/12  
Business Administrator [Signature] Date 9/13/12  
copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date    /   /   

For office use only: FACILITIES USE INVOICE. Table with columns: Facilities/Equipment used, Personnel Employed, Other (specify), Charges: \$.

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Pocono Family YMCA Today's Date 9 / 17 / 12

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees?
[X] yes [ ] no [ ] yes [X] no [X] yes [ ] no
If yes, attach a letter of justification addressed to the Board of Education.
If yes, amount \$ This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: Practice Swm meet

Name of School Requested Lehman Intermediate

Table with columns: DAY(S) from DATE(S) to, HOURS from to, DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
9/22/12 10:00 3:00 pm Practice swim meet

Facility Required: Auditorium, Cafeteria, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool (requires proof of certified lifeguard), Stage, Fields (specify), Classrooms #, Other (specify)

Equipment Required: (\*must be operated/attended by school personnel) Piano, Kitchen Equipment\*, Sound System, Record Player/Stereo Equip., Folding Stands, Stage Lighting\*, Motion Picture Projector, Overhead Projector/Screen, Tables and/or Chairs, Scoreboard\*, Athletic Equipment, Other (specify)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ 1,000,000 Bodily Injury Liability (\$500,000 minimum) \$ 1,000,000 Property Damage Liability (each occurrence) (\$500,000 minimum) on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Michael Wolbert Address 809 Main St 546 PA Phone 570-350-2142

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature Responsible Organization Official Phone (day) 570-350-2142 (eve.) Billing Address 809 Main Street 546 PA.

APPROVALS: Principal Date Business Administrator Phas Kundane Date 9/13/12
[ ] stage manager [ ] athletic director [ ] cafeteria manager [ ] head custodian [ ] librarian [ ] a/v coordinator [ ] other Date

For office use only: FACILITIES USE INVOICE
Facilities/Equipment used: Security will not be needed. Charges: \$
Class 1 - no fees. Charges: \$
Personnel Employed: Charges: \$
Other (specify): 118 Charges: \$

**APPLICATION FOR USE OF SCHOOL FACILITIES**

Name of Organization Pscom Family YMCA Today's Date 9 / 7 / 12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no  
 If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: Swim Meets

Name of School Requested Lehman Int.

DAY(S) from DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>10/20/12</u>	<u>11:00</u> — <u>5:30pm</u>	<u>Swim meet</u>
<u>11/10/12</u>	<u>11:00</u> — <u>6:00pm</u>	<u>Swim meet</u>

Facility Required:  Auditorium  Cafeteria  Gymnasium  
 All-Purpose Room  Stadium  Kitchen/Preparation  Kitchen/Serving  
 Swimming Pool (requires proof of certified lifeguard)  Stage  Fields (specify)  
 Classrooms #  Other (specify)

Equipment Required: (\*must be operated/attended by school personnel)  
 Kitchen Equipment\*  Sound System  Record Player/Stereo Equip.  Piano  
 Stage Lighting\*  Motion Picture Projector  Overhead Projector/Screen  Folding Stands  
 Scoreboard\*  Athletic Equipment  Other (specify)  Tables and/or Chairs

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ 1,000,000 Bodily Injury Liability (\$500,000 minimum) \$ 1,000,000 Property Damage Liability (each occurrence) (\$500,000 minimum) on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Michael Walbert Address 805 MAIN ST 5th fl PA Phone 570-350-2142  
 Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official [Signature] Phone (day) 570-350-2142 (eve.) \_\_\_\_\_  
 Billing Address 805 MAIN Street 5th fl PA 18360

APPROVALS: Principal \_\_\_\_\_ Date 1 / 1  
 Business Administrator [Signature] Date 9 / 13 / 12  
 copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date 1 / 1

For office use only: **FACILITIES USE INVOICE**

Facilities/Equipment used: <u>Class 1 - no facility fees</u>	Charges: \$ _____
<u>personal fees will be assessed</u>	\$ _____
Personnel Employed: _____	Charges: \$ _____
(attach time sheets) _____	\$ _____
Other (specify): <u>119</u>	Charges: \$ _____
	\$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Girl Scouts (Heart of PA) Today's Date 9/16/12

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees?
[X] yes [ ] no [ ] yes [X] no [X] yes [ ] no
If yes, amount \$ If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: Meeting
Name of School Requested Middle Smith-field Elementary

DAY(S) DESCRIPTION
from DATE(S) to from HOURS to (meeting, practice, game, rehearsal, performance,...)
Tuesdays 9/18/12 - 6/18/13 4:00pm - 6:30pm meeting

Facility Required: Auditorium Cafeteria Gymnasium
All-Purpose Room Stadium Kitchen/Preparation Kitchen/Serving
Swimming Pool (requires proof of certified lifeguard) Stage Fields (specify)
[X] Classrooms # 23 Other (specify)

Equipment Required: (\*must be operated/attended by school personnel) Piano
Kitchen Equipment\* Sound System Record Player/Stereo Equip. Folding Stands
Stage Lighting\* Motion Picture Projector Overhead Projector/Screen [X] Tables and/or Chairs
Scoreboard\* Athletic Equipment Other (specify)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESAD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum) on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Maria De Jesus - Perez Address 44 Norman Drive 18302 Phone 588-5651
Name Diane Ortega Address Phone 588-6253

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature - Responsible Organization Official Maria De Jesus Phone (day) 646-872-7907 (eve.) 588-5651

Billing Address 44 Norman Drive, E Stroudsburg PA 18302

APPROVALS: Principal Daniel Baker Date 9/10/12
Business Administrator [Signature] Date 9/13/12

copy to: [ ] stage manager [ ] athletic director [ ] cafeteria manager [ ] head custodian [ ] librarian [ ] a/v coordinator [ ] other Date / /

For office use only: FACILITIES USE INVOICE

Facilities/Equipment used: Class 1 - no fees. Charges: \$
Personnel Employed: Charges: \$
Other (specify): 120 Charges: \$

*Ant Gallo*

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization CUB SCOUT - PACK 100 Today's Date 8 123 12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no  
If yes, amount \$ \_\_\_\_\_ If yes, attach a letter of justification addressed to the Board of Education.  
This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: CUB SCOUT PACK MEETINGS AND DEN MEETINGS

Name of School Requested RESICA ELEMENTARY

DAY(S) from — DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>mondays</u> <u>3:30 - 4:30 pm</u>		<u>meetings</u>
<u>September - June</u>		

Facility Required:

<input type="checkbox"/> All-Purpose Room	<input type="checkbox"/> Auditorium	<input checked="" type="checkbox"/> Cafeteria	<input type="checkbox"/> Gymnasium
<input type="checkbox"/> Swimming Pool (requires proof of certified lifeguard)	<input type="checkbox"/> Stadium	<input type="checkbox"/> Kitchen/Preparation	<input type="checkbox"/> Kitchen/Serving
<input type="checkbox"/> Stage	<input type="checkbox"/> Classrooms # _____	<input type="checkbox"/> Fields (specify) _____	
<input type="checkbox"/> Scoreboard*	<input type="checkbox"/> Athletic Equipment	<input type="checkbox"/> Other (specify) _____	

Equipment Required: (\*must be operated/attended by school personnel)

<input type="checkbox"/> Kitchen Equipment*	<input checked="" type="checkbox"/> Sound System	<input type="checkbox"/> Record Player/Stereo Equip.	<input type="checkbox"/> Piano
<input type="checkbox"/> Stage Lighting*	<input type="checkbox"/> Motion Picture Projector	<input type="checkbox"/> Overhead Projector/Screen	<input type="checkbox"/> Folding Stands
<input type="checkbox"/> Scoreboard*	<input type="checkbox"/> Athletic Equipment	<input type="checkbox"/> Other (specify) _____	<input checked="" type="checkbox"/> Tables and/or Chairs

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ \_\_\_\_\_ Bodily Injury Liability (\$500,000 minimum) \$ \_\_\_\_\_ Property Damage Liability (each occurrence) (\$500,000 minimum) on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name RICHARD K WALSH Address 319 Big Ridge Dr, E Stroudsburg Phone 201-615-4882  
Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official *Richard Walsh* Phone (day) 201-615-4882  
(eve.) 201-615-4882

Billing Address \_\_\_\_\_

APPROVALS: Principal *[Signature]* Date 8 123 12  
Business Administrator *[Signature]* Date 9 13 12  
copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date  / /

For office use only:		FACILITIES USE INVOICE	
Facilities/Equipment used:	<u>Class 1 - no fees.</u>	Charges:	\$ _____
			\$ _____
			\$ _____
Personnel Employed: (attach time sheets)		Charges:	\$ _____
			\$ _____
			\$ _____
Other (specify):	<u>121</u>	Charges:	\$ _____
			\$ _____



APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization BPO 319 EKS Today's Date 9/10/12

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees? X yes no
If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: Soccer Shoot
Name of School Requested JTL Lambert - outside fields

Table with columns: DAY(S) from DATE(S) to, HOURS from to, DESCRIPTION (meeting, practice, game, rehearsal, performance,...)

Facility Required: Auditorium, Cafeteria, Gymnasium, All-Purpose Room, Stadium, Kitchen/Preparation, Kitchen/Serving, Swimming Pool, Stage, X Fields (specify Soccerfield + goals), Other (specify)

Equipment Required: (\*must be operated/attended by school personnel) Piano, Kitchen Equipment\*, Sound System, Record Player/Stereo Equip., Folding Stands, Stage Lighting\*, Motion Picture Projector, Overhead Projector/Screen, Tables and/or Chairs, Scoreboard\*, Athletic Equipment, X Other (specify Soccer goals)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ Bodily Injury Liability (\$500,000 minimum) \$ Property Damage Liability (each occurrence) (\$500,000 minimum) Onfile

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Jerome Henderson Address 260 Washington St. Phone 421-8760
Name Richard Laverdure Address 260 Washington St. Phone 654-5156

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted.

Signature Responsible Organization Official Phone (day) 460-556 (eve.)
Billing Address 260 Washington St, E. Stroudsburg 18301

APPROVALS: Principal Business Administrator Rhm Laverdure Date 9/13/12
copy to: [checkboxes] Date 1/1

For office use only: FACILITIES USE INVOICE. Table with columns: Facilities/Equipment used, Personnel Employed, Other (specify), Charges: \$

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Monroe Youth Football Assoc. Today's Date 8/28/12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no Per Steve Morris 9/5/12

Specific purpose of use: To hold NAJFL Cheer Competition  
Name of School Requested East Stroudsburg South High School

DAY(S) from — DATE(S) — to from — HOURS — to DESCRIPTION (meeting, practice, game, rehearsal, performance,...)  
Sept 29, 2012 7:00am to 5:00pm Cheer Competition

Facility Required:  Auditorium  Cafeteria  Gymnasium  
 All-Purpose Room  Stadium  Kitchen/Preparation  Kitchen/Serving  
 Swimming Pool (requires proof of certified lifeguard)  Stage  Fields (specify)  Other (specify)  
Equipment Required: (\*must be operated/attended by school personnel)  
 Kitchen Equipment\*  Sound System  Record Player/Stereo Equip.  Piano  
 Stage Lighting\*  Motion Picture Projector  Overhead Projector/Screen  Folding Stands  
 Scoreboard\*  Athletic Equipment  Other (specify)

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ \_\_\_\_\_ Bodily Injury Liability (\$500,000 minimum) \$ \_\_\_\_\_ Property Damage Liability (each occurrence) (\$500,000 minimum) See attached sheet

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Steve Morris Address 177 Michele Lane Bartonsville PA Phone 570-807-7006  
Name Sandy Transue Address West Hill Road Stbg PA Phone 570 801-1078

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School District, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

[Signature] Phone (day) 570-807-7006  
Signature — Responsible Organization Official (eve.) 570-807-7006  
Billing Address PO Box 471 Bartonsville PA 18321

APPROVALS: Principal [Signature] Date 9/5/12  
Business Administrator [Signature] Date 9/13/12  
copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date    /   /

For office use only: FACILITIES USE INVOICE  
Facilities/Equipment used: \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
\_\_\_\_\_ Charges: \$ \_\_\_\_\_  
\_\_\_\_\_ Charges: \$ \_\_\_\_\_  
Personnel Employed: \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
(attach time sheets) \_\_\_\_\_ Charges: \$ \_\_\_\_\_  
\_\_\_\_\_ Charges: \$ \_\_\_\_\_  
Other (specify): 123 Charges: \$ \_\_\_\_\_  
\_\_\_\_\_ Charges: \$ \_\_\_\_\_

September 11, 2012

East Stroudsburg Area School District  
East Stroudsburg Area School District Board of Directors

RE: Building Usage Fee Waiver

To Whom it May Concern:

The Monroe Youth Football Association recently submitted a building usage request for the high school gymnasium and cafeteria. This written request is for consideration by the board that the building usage fees be waived or reduced, as we are a non-profit organization that services young ladies within the East Stroudsburg Area School District as well as the surrounding Monroe County schools.

The event that we will be hosting, that is requiring the use of said facilities is for our youth cheerleading program's annual cheer competition. As the host to the Northern Area Junior Football Leagues competition, the event itself serves as one of our main fundraising events.

We would greatly appreciate your waiving the fees for the building usage so we can make this event successful for all involved with it.

Thank you again,

MYFA 2012 Board of Directors  
President: Carmela Silva  
Treasurer: Steve Morris  
Secretary: Karen Trbuza  
Player Representative: Sandy Transue

**APPLICATION FOR USE OF SCHOOL FACILITIES**

Name of Organization Bushkill Community Church Today's Date 9/10/12

Non-Profit?  yes  no Will an admission fee be charged?  yes  no Are you requesting a waiver of facilities fees?  yes  no  
 If yes, amount \$ \_\_\_\_\_ If yes, attach a letter of justification addressed to the Board of Education. This does not include a waiver of fees for scheduled district personnel.

Specific purpose of use: yard sale

Name of School Requested Middle Smithfield Elementary

DAY(S) DATE(S)	from — to	HOURS	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>10/6/12</u>	<u>9:00 AM</u>	<u>2:00 PM</u>	<u>yard sale</u>

- Facility Required:**
- All-Purpose Room
  - Swimming Pool (requires proof of certified lifeguard)
  - Auditorium
  - Stadium
  - Stage
  - Classrooms # \_\_\_\_\_
  - Cafeteria
  - Kitchen/Preparation
  - Fields (specify) \_\_\_\_\_
  - Other (specify) parking lot only
  - Gymnasium
  - Kitchen/Serving
  - Piano
- Equipment Required:** (\*must be operated/attended by school personnel)
- Kitchen Equipment\*
  - Stage Lighting\*
  - Scoreboard\*
  - Sound System
  - Motion Picture Projector
  - Athletic Equipment
  - Record Player/Stereo Equip.
  - Overhead Projector/Screen
  - Other (specify) \_\_\_\_\_
  - Folding Stands
  - Tables and/or Chairs

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services. Your organization must provide a Certificate of Insurance listing the ESASD as co-insured as follows:

\$ 1,000,000 Bodily Injury Liability (\$500,000 minimum)      \$ 1,000,000 Property Damage Liability (each occurrence) (\$500,000 minimum)      on file

List at least one, but preferably two, responsible officials of your organization who will be present at the time facilities requested are being used, and who will accept full responsibility for adherence to School District regulations by all persons in attendance.

Name Brenda Roan Address 163 Pipher Rd, Bushkill PA 18324 Phone 570-588-1876  
 Name Paul Miller Address PO Box 1205, Bushkill PA 18324 Phone (570) 588-6998

I certify that I have read, understand, and agree to adhere to Policy #707 of the East Stroudsburg Area School District concerning Use of School Facilities. Further, my organization forever releases the East Stroudsburg Area School District, the East Stroudsburg School Authority, their directors, agents, employees and servants from all claims, actions, and charges whatsoever arising out of the event(s) conducted on the above-mentioned date(s) for which this application is submitted. My organization will defend all actions, suits, complaints, or legal proceedings of any kind brought against the Board of Education and any of its agents, servants or employees and further will hold harmless and indemnify the said School Directors, School District, and School Authority from any expenses and judgments or decrees recovered against them as a result of said use of these facilities.

Signature Paul D. Miller Responsible Organization Official Phone (day) (570) 588-6998  
 (eve.) (570) 588-7662  
 Billing Address PO Box 1205, Bushkill, PA 18324

APPROVALS: Principal David W. [Signature] Date 9/21/12  
 Business Administrator Sharon D. Lawrence Date 1/1  
 copy to:  stage manager  athletic director  cafeteria manager  head custodian  librarian  a/v coordinator  other Date 1/1

For office use only: **FACILITIES USE INVOICE**

Facilities/Equipment used: <u>Class 3 - no fees for parking lot.</u>	Charges: \$ _____
Personnel Employed: <u>Pending Township Permit + approval</u>	Charges: \$ _____
Other (specify): _____	Charges: \$ _____
<u>125</u>	\$ _____

B A T C H I N F O R M A T I O N

Batch number: 23167 Date of Batch: 9/07/2012 Batch Totals Debit Credit  
User ID: KJK 332,083.05 332,083.05  
Re-entry date: Re-entry User ID:

Closing date: 6/30/2012 BA-0159 W THIS BATCH OF TRANSACTIONS IS FOR THE PRIOR FISCAL YEAR

DK Budget Transfer for 6/30/12  
June 30, 2012

Date	Refer- -ence	Account number	Account title	Description	Amount	Refer- -ence
6/30/2012	INNTR	10-1100-610-000-30-51-51	EHN, INSTR, SUPPLIES	TO 758-47	1,383.05	CR
6/30/2012	INNTR	10-1100-610-004-30-00-04	CURRICULUM, SEC., C&I SUPPLIES	TO 758-47	2,000.00	CR
6/30/2012	INNTR	10-1100-758-000-30-32-47	READING, JTL, NEW TECH EQUIPMENT	FROM 610-51 / 30-00-04	3,383.05	
6/30/2012	INNTR	10-1211-513-320-10-00-50	LIFE SKILLS, ELEM. CONTR. TRANSP.	TO 561-30-00-25	4,200.00	CR
6/30/2012	INNTR	10-1211-513-320-30-00-50	LIFE SKILLS, SEC., CONTR. TRANSP.	TO 561-30-00-25	1,500.00	CR
6/30/2012	INNTR	10-1221-561-000-30-00-25	3RD. PT-DEAF/HEAR. IMP. TUITION	FROM 513-10/30-50	5,700.00	
6/30/2012	INNTR	10-1241-640-320-30-00-50	LEARN. SUP., SEC., BOOKS/PERIOD.	TO 618	2,000.00	CR
6/30/2012	INNTR	10-1243-618-320-30-00-50	GIFTED, SEC., TECH SUPPLIES	FROM 640	2,000.00	CR
6/30/2012	INNTR	10-1260-322-000-00-00-25	COL. IU20/PHYSICAL SUPPORT, CONT	TO 322-25	7,000.00	CR
6/30/2012	INNTR	10-1260-322-000-30-00-25	COL. IU20/PHYSICAL SUPPORT, SEC.	TO 322-320-25	200,000.00	CR
6/30/2012	INNTR	10-1270-322-320-30-00-25	COL. IU20/MULTI-DISABILITY, SEC.	FROM 1260-322-25	50,000.00	
6/30/2012	INNTR	10-1270-322-320-10-00-25	COL. IU20/MULTI-DISABILITY, ELE	FROM 1260-322-25	7,000.00	
6/30/2012	INNTR	10-1270-322-320-10-00-25	3RD. PART/MULTI-DISABILITY, SEC	FROM 1260-322-25	25,000.00	
6/30/2012	INNTR	10-1270-323-320-30-00-25	COL. IU20/LEARN SUPPORT, CONTR.	FROM 1260-322-25	21,000.00	
6/30/2012	INNTR	10-1241-322-000-10-00-25	EMOTIONAL SUPPORT, IU CONTR. ELE	FROM 1260-322-25	30,000.00	
6/30/2012	INNTR	10-1231-322-000-10-00-25	3RD. PART/LEARN. SUP/PUBLIC/TUIT	FROM 1260-322-25	15,000.00	
6/30/2012	INNTR	10-1241-561-320-30-00-25	DRIVER ED., EHS, INSURANCE	FROM 1260-322-25	100.00	
6/30/2012	INNTR	10-1410-522-000-30-31-35	HOMEBOUND, SEC., PRIVATE SCHOOLS	FROM 1260-322-25	7,000.00	
6/30/2012	INNTR	10-1430-563-000-30-00-09	COL. IU20.ALT.ED.REG.ED.SEC.	FROM 1260-322-25	51,900.00	
6/30/2012	INNTR	10-1440-322-320-30-00-25	COL. IU20.ALT.ED/SPEC.ED.SEC.	TO 1440-561-25	100,000.00	CR
6/30/2012	INNTR	10-1442-322-000-30-00-25	3RD. PART.ALT.ED.REG.SEC.TUITIO	FROM 1442-322-25	100,000.00	
6/30/2012	INNTR	10-1440-561-000-30-00-25	3RD. PART.ALT.ED.SPEC.ED.ELEM.	TO 1440-561-25	14,000.00	CR
6/30/2012	INNTR	10-1442-323-320-10-00-25	3RD. PART.ALT.ED.REG.SEC.TUITIO	FROM 1442-323-25	14,000.00	
6/30/2012	INNTR	10-1440-561-000-30-00-25			.00	INNTR

Total: .00  
Debits: 332,083.05  
Credits: 332,083.05

23 Transactions  
0 Unbalanced references

126

----- END OF BATCH INFORMATION -----

Batch number: 23167 Date of Batch: 9/07/2012

Number of Journals	23
With errors:	0
Without errors:	1
Total:	1

FUND TOTALS

Fund	Description	Debit	Credit
00010	GENERAL FUND	332,083.05	332,083.05
		332,083.05	332,083.05

127

----- END OF JOB INFORMATION -----

Number of Journals	-----
With errors:	0
Without errors:	1
Total:	1

Number of Transactions: 23

FUND TOTALS

Fund	Description	Debit	Credit
00010	GENERAL FUND	332,083.05	332,083.05
		332,083.05	332,083.05

End of Report - 14.09.52

128

B A T C H I N F O R M A T I O N

Batch number: 23170 Date of Batch: 9/10/2012 Batch Totals Debit Credit  
User ID: KJK Re-entry date: 1,380,500.00 1,380,500.00  
Re-entry User ID:

Closing date: 6/30/2012 BA-0159 W THIS BATCH OF TRANSACTIONS IS FOR THE PRIOR FISCAL YEAR

DK Budget Transfers 6/30/12  
June 30, 2012

Date	Refer- -ence	Account number	Account title	Description	Amount	Refer- -ence
6/30/2012	INNTR	10-1390-564-000-30-31-31	MCTI, HS-S, OPERATING BUDGET	TO 1441-561	23,000.00	00CR
6/30/2012	INNTR	10-1390-564-000-30-51-51	MCTI, HS-N, OPERATING BUDGET	TO 1441-561	23,000.00	00CR
6/30/2012	INNTR	10-1360-513-000-30-31-34	BUSINESS ED., EHS, CONTR. TRANSP.	TO 1441-561	5,000.00	00CR
6/30/2012	INNTR	10-1390-564-002-30-51-51	MCTI PRIOR YEAR EXCESS FUNDS	TO 1441-561	76,000.00	00CR
6/30/2012	INNTR	10-1390-564-003-30-31-31	VOCATIONAL ED FROM MCTI HS-S	TO 1441-561	83,000.00	00CR
6/30/2012	INNTR	10-1390-564-003-30-51-51	VOCATIONAL ED FROM MCTI HS-N	TO 1441-561	83,000.00	00CR
6/30/2012	INNTR	10-1390-564-002-30-31-31	MCTI PRIOR YEAR EXCESS FUNDS	TO 1441-561	25,000.00	00CR
6/30/2012	INNTR	10-1441-561-000-30-00-50	INCARCERATED EDUCATION	FROM 1390-564	10,000.00	00
6/30/2012	INNTR	10-1442-561-000-30-00-25	3RD, PART, ALT/SPEC ED. SEC. TUITION	FROM 1390-564	308,000.00	00
6/30/2012	INNTR	10-2830-530-000-00-00-03	PERSONNEL, POSTAGE	TO 2700-760	90,000.00	00CR
6/30/2012	INNTR	10-2700-513-004-10-00-07	TRNSP, CONTRACT ELEM, FLD TRIPS	TO 2700-760	5,000.00	00CR
6/30/2012	INNTR	10-2700-516-000-00-00-25	COL IU20/TRANSPORTATION.REG.ED	TO 2700-513	165,000.00	00CR
6/30/2012	INNTR	10-2700-760-001-00-00-07	TRANSPORTATION, REPL. BUSES	FROM 2700-513	260,000.00	00
6/30/2012	INNTR	10-2700-516-000-00-00-25	COL IU20/TRANSPORTATION.REG.ED	TO 2700-610	37,000.00	00CR
6/30/2012	INNTR	10-2700-610-002-00-00-07	TRANSPORTATION, TIRES	FROM 2700-516	37,000.00	00
6/30/2012	INNTR	10-2700-516-000-00-00-25	COL IU20/TRANSPORTATION.REG.ED	TO 3300-610	3,000.00	00CR
6/30/2012	INNTR	10-2700-610-000-00-00-91	CROSSING GUARDS, SUPPLIES	FROM 2700-516	3,000.00	00
6/30/2012	INNTR	10-3300-610-000-00-00-91	BUDGETARY RESERVE	TO 5220-932	450,000.00	00CR
6/30/2012	INNTR	10-5900-840-000-00-00-99	TRANSFER TO CAPITAL RESERVE	FROM 5900-840	450,000.00	00
6/30/2012	INNTR	10-5220-932-000-00-32-99	LEASE PRINCIPAL-APPLE COMPUTER	TO 5220-932	228,000.00	00CR
6/30/2012	INNTR	10-5100-911-001-00-00-99	LEASE PRINCIPAL, HP COMPUTER	TO 5220-932	29,000.00	00CR
6/30/2012	INNTR	10-5100-911-003-00-00-99	REFUND OF PRIOR YEAR REVENUE	TO 5220-932	53,000.00	00CR
6/30/2012	INNTR	10-5130-880-000-00-00-99	EHS, ATHLETIC FUND TRANSFER	FROM 5100-911	20,000.00	00
6/30/2012	INNTR	10-5220-930-000-30-31-31	HS-N ATHLETIC FUND TRANSFER	FROM 5100-911	30,000.00	00
6/30/2012	INNTR	10-5220-930-000-30-51-51	TRANSFER TO CAPITAL RESERVE	FROM 5100-911	260,000.00	00
6/30/2012	INNTR	10-5220-932-000-00-32-99	GUIDANCE, EHN, PROPERTY SERVICE	TO 2120-300	400.00	00CR
6/30/2012	INNTR	10-2120-400-000-30-51-38	GUIDANCE, EHN, PROF CONTRACT SVC	FROM 2120-400	400.00	00
6/30/2012	INNTR	10-2120-300-000-30-51-38	GUIDANCE, EHS, PRINTING	TO 2120-610	2,100.00	00CR
6/30/2012	INNTR	10-2120-550-000-30-31-38	GUIDANCE, EHS, SUPPLIES	FROM 2120-550	2,100.00	00
6/30/2012	INNTR	10-2120-610-000-30-31-38			.00	INNTR

Total: 1,380,500.00  
Debits: 1,380,500.00  
Credits: 1,380,500.00

29 Transactions  
0 Unbalanced references



----- END OF BATCH INFORMATION -----

Batch number: 23170 Date of Batch: 9/10/2012

Number of Journals -----

With errors: 0

Without errors: 1

Total: 1

Number of Transactions: 29

FUND TOTALS

Fund	Description	Debit	Credit
00010	GENERAL FUND	1,380,500.00	1,380,500.00
		1,380,500.00	1,380,500.00

----- END OF JOB INFORMATION -----

Number of Journals

With errors:	0
Without errors:	1
Total:	1

Number of Transactions: 29

FUND TOTALS

Fund	Description	Debit	Credit
00010	GENERAL FUND	1,380,500.00	1,380,500.00
		1,380,500.00	1,380,500.00

End of Report - 8.33.09

B A T C H I N F O R M A T I O N

Batch number: 23176 Date of Batch: 9/10/2012 Batch Totals Credit  
 User ID: KJK Debit  
 Re-entry date: 1,050,000.00 1,050,000.00  
 Re-entry User ID:  
 Closing date: 6/30/2012 BA-0159 W THIS BATCH OF TRANSACTIONS IS FOR THE PRIOR FISCAL YEAR

DK BUDGET TRANSFER FOR 6/30/12  
June 30, 2012

Date	Refer-ence	Account number	Account title	Description	Amount	Refer-ence
6/30/2012	INNTR	10-1100-115-000-30-00-99	SEC., TERMINATION BENEFITS	TO 1100-210	124,000.00CR	
6/30/2012	INNTR	10-1100-115-000-10-00-99	ELEM., TERMINATION PAYOUTS	TO 1100-210	100,000.00CR	
6/30/2012	INNTR	10-1420-120-000-30-31-04	SUMMER SCHOOL,EHS,SALARIES	TO 1100-210	58,000.00CR	
6/30/2012	INNTR	10-1100-210-000-10-00-04	CURR.DEV.,ELEM,MEDICAL BENEFIT	FROM 1100-115	282,000.00	
6/30/2012	INNTR	10-1390-564-000-30-51-51	MCTI, HS-N OPERATING BUDGET	TO 1211	40,000.00CR	
6/30/2012	INNTR	10-1211-750-320-30-00-50	SPEC.ED.,LIFE SKILLS,NEW EQUP	FROM 1390-564	17,000.00	
6/30/2012	INNTR	10-1200-400-890-10-00-50	SPEC.ED.,ACCESS,PROP.SERVICE	FROM 1390-564	200.00	
6/30/2012	INNTR	10-1410-750-000-30-31-35	DRIVER ED.,EHS,NEW EQUIPMENT	FROM 1390-564	2,600.00	
6/30/2012	INNTR	10-2900-595-000-00-00-25	COL.IU 20 OPERATING DEDUCT	FROM 1390-564	1,500.00	
6/30/2012	INNTR	10-5220-932-000-00-32-99	TRANSFER TO CAPITAL RESERVE	FROM 1390-564	18,700.00	
6/30/2012	INNTR	10-5100-911-004-00-00-99	LEASE,CRISCO/APC/INFRAST.PRINC	TO 5220-932	35,300.00CR	
6/30/2012	INNTR	10-5220-932-000-00-32-99	TRANSFER TO CAPITAL RESERVE	FROM 5100-911	35,300.00	
6/30/2012	INNTR	10-3200-300-000-30-31-61	GEN ATHL EHS PROF CONT SVCS	TO 300-400	700.00	
6/30/2012	INNTR	10-3300-300-440-10-00-92	TL 1-PARENT, CONTRACT SERVICE	FROM 3200-300	700.00	
6/30/2012	INNTR	10-2360-150-000-00-00-02	SUPT., CLERICAL SALARIES	TO 2250	44,000.00CR	
6/30/2012	INNTR	10-2380-110-000-30-51-51	EHS, PRIN, ADMIN.SALARIES	TO 2250	61,000.00CR	
6/30/2012	INNTR	10-2380-110-000-30-31-31	EHS, PRIN, ADMIN.SALARIES	TO 2250	88,000.00CR	
6/30/2012	INNTR	10-2120-210-000-10-10-38	GUIDANCE,RES,MEDICAL INS.	FROM 2380-110	38,000.00	
6/30/2012	INNTR	10-2250-210-000-30-31-42	LIBRARY,EHS,SALARIES	FROM 2380-110	19,000.00	
6/30/2012	INNTR	10-2250-210-000-30-31-42	LIBRARY,EHS,SALARIES	FROM 2380-110	500.00	
6/30/2012	INNTR	10-2410-221-000-00-00-39	DEPT CH, MEDICAL, FICA HI	FROM 2380-110	400.00	
6/30/2012	INNTR	10-2500-100-000-00-00-05	BUSINESS OFFICE, ADMINISTRATORS	FROM 2380-110	7,000.00	
6/30/2012	INNTR	10-2500-210-000-00-00-05	BUSINESS OFFICE, BLUE CROSS/SHD	FROM 2380-110	25,000.00	
6/30/2012	INNTR	10-2840-210-000-00-00-22	ADMINISTRATIVE SYSTEMS,BC/BS.	FROM 2380-110	13,500.00	
6/30/2012	INNTR	10-2840-581-000-00-00-06	ITEC, IN-DISTRICT MILEAGE	FROM 2380-110	47,500.00	
6/30/2012	INNTR	10-1360-120-000-30-31-34	BUSINESS ED.,EHS,SALARIES	FROM 2380-110	700.00	
6/30/2012	INNTR	10-1360-210-000-30-31-34	BUSINESS ED.,EHS,MEDICAL INS.	FROM 2380-110	2,200.00	
6/30/2012	INNTR	10-1241-810-320-20-00-50	LEARN.SUP., INT, DUES&FEES	FROM 2380-110	25.00	
6/30/2012	INNTR	10-1410-626-000-30-31-35	DRIVER ED.,EHS,GASOLINE	FROM 2380-110	39,175.00	
6/30/2012	INNTR	10-1440-322-320-30-00-25	COL.IU20.ALT.ED.REG.ED.SEC.	TO 1221-561	48,000.00CR	
6/30/2012	INNTR	10-1442-323-320-10-00-25	3RD.PT-DEAF/HEAR IMP.TUITION	FROM 1442-323	262,000.00CR	
6/30/2012	INNTR	10-1221-561-000-30-00-25	EMOT.SUP.,ELEM,BOOKS/PERIODIC.	FROM 561	310,000.00	
6/30/2012	INNTR	10-1231-640-320-10-00-50	3RD.PART/ALT.ED.SPEC ED.ELEM.	TO 1221-323	50,000.00	
6/30/2012	INNTR	10-1442-323-320-10-00-25	3rd.PART-DEAF/HEAR IMPAIRED	FROM 1442-323	183,000.00CR	
6/30/2012	INNTR	10-1221-323-000-30-00-25			133,000.00	

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**DK BUDGET TRANSFER FOR 6/30/12  
June 30, 2012**

(continued)

Date	Refer- -ence	Account number	Account title	Description	Amount	Refer -ence
6/30/2012	INNTR	10-1442-323-320-10-00-25	3RD PART/ALT. ED. SPEC ED. ELEM.	TO 1410-610	6,000.00	CR
6/30/2012	INNTR	10-1410-610-000-30-31-35	DRIVER ED., EHS, SUPPLIES	FROM 1442-323	6,000.00	INNTR

Total: .00  
 Debits: 1,050,000.00  
 Credits: 1,050,000.00

37 Transactions  
 0 Unbalanced references

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E N D O F B A T C H I N F O R M A T I O N -----

Batch number: 23176 Date of Batch: 9/10/2012

Number of Journals -----

With errors: 0  
Without errors: 1

Total: 1

Number of Transactions: 37

F U N D T O T A L S

Fund	Description	Debit	Credit
00010	GENERAL FUND	1,050,000.00	1,050,000.00
		1,050,000.00	1,050,000.00

----- END OF JOB INFORMATION -----

Number of Journals

With errors:	0
Without errors:	1
Total:	1

Number of Transactions: 37

FUND TOTALS

Fund	Description	Debit	Credit
00010	GENERAL FUND	1,050,000.00	1,050,000.00
		1,050,000.00	1,050,000.00

End of Report - 11.03.43

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195374	8/08/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., SEC., SUPPLIES	2,579.77
195375	8/08/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., SEC., SUPPLIES	2,247.80
195376	8/08/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., SEC., SUPPLIES	337.09
195377	8/08/2012	HAJOCA CORPORATION GEN.MAINT., SEC., SUPPLIES	3,056.48
195378	8/08/2012	HAJOCA CORPORATION GEN.MAINT., ELEM., SUPPLIES	297.98
195379	8/09/2012	ACADEMIC THERAPY PUBLICATIONS SPEECH/LANG., ELEM, SUPPLIES	460.90
195380	8/09/2012	ACHIEVEMENT HOUSE CYBER CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	9,369.03
195381	8/09/2012	ALUMINUM ATHLETIC EQUIPMENT CO. TRACK, JTL, BOYS, BID SUPPLIES	44.00
195382	8/09/2012	AMERICAN COUNSELING ASSOCIATION GUIDANCE, JTL, BOOKS/PERIODICALS	127.69
195383	8/09/2012	AMERICAN FLOOR MATS ESE, PRIN., GENERAL SUPPLIES	77.65
195384	8/09/2012	AMERICAN SCHOOL COUNSELOR ASSN. GUIDANCE, JTL, BOOKS/PERIODICALS	35.09
195385	8/09/2012	AMSCO SCHOOL PUBLICATIONS ENGLISH, EHN, BOOKS/PERIODICALS	730.70
195386	8/09/2012	ANGELA M NEVIN TRANSPORTATION, IN-DIST.MILEAGE	50.51
195387	8/09/2012	ARTS ACADEMY CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	788.31
195388	8/09/2012	ASSOCIATION FOR SUPERVISION AND MSE, PRIN., DUES & FEES	154.00
195389	8/09/2012	BATTERYBOB JTL, INSTR, SUPPLIES	120.53
195390	8/09/2012	SOLOMON BISSU REFUND OF PRIOR YEAR REVENUE	925.00
195391	8/09/2012	DICK BLICK ART, MSE, BID SUPPLIES	300.08
195392	8/09/2012	BLUE RIDGE COMMUNICATIONS ITEC, INTERNET ACCESS	650.00
195393	8/09/2012	BLUETARP FINANCIAL TECH.ED., LIS, SUPPLIES	178.00
195394	8/09/2012	BRIAN J. BOROSH ITEC, IN-DISTRICT MILEAGE	51.62
195395	8/09/2012	BRAIN POP ENGLISH, JTL, SOFTWARE/VIDEO	645.00
195396	8/09/2012	BRODHEAD GARRETT TECH.ED., EHN, BID SUPPLIES	1,257.45
195397	8/09/2012	HECTOR & SONIA BURGOS REFUNDS, PRIOR YEAR, LEHMAN	558.26

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195398	8/09/2012	JOHN BURRUS SMI, PRIN., IN-DISTRICT MILEAGE	80.75
195399	8/09/2012	CAMBIUM LEARNING, INC. TL.I, READING, TEXTBOOKS	1,429.56
195400	8/09/2012	CAP JTL, PRIN., GENERAL SUPPLIES	286.61
195401	8/09/2012	BWP CARQUEST AUTO PARTS TRANSPORTATION, REPAIRS & PARTS	574.54
195402	8/09/2012	CENTRAL PENN GAS, INC. EHS, CUST., NATURAL GAS	1,522.51
195403	8/09/2012	CENTRAL SUSQUEHANNA INTERMEDIATE UNIT 3RD, PART, ALT/SPEC ED.SEC.TUIT.	2,750.00
195404	8/09/2012	CHARACTER DEVELOPMENT GUIDANCE, BES, BOOKS/PERIODICALS	97.72
195405	8/09/2012	CHESTER COUNTY INTERMEDIATE UNIT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	2,197.80
195406	8/09/2012	JUDY CICCONE SECURITY, EHN, IN-DIST.MILEAGE	62.16
195407	8/09/2012	CINTAS FIRE PROTECTION LOC #F50 W9 Received: Y 6/03/2010 BUS GARAGE, PROPERTY SERVICE	780.76
195408	8/09/2012	COMMONWEALTH CONNECTIONS ACADEMY CHARTER/CYBER SCHOOLS- REG.ED.	29,015.28
195409	8/09/2012	COMPUTER DISCOUNT WAREHOUSE JTL, INSTR.TECH.SUPPLY/SOFTWARE	45,845.88
195410	8/09/2012	CRAMER'S HOME CENTER GEN.MAINT., SEC., SUPPLIES	257.15
195411	8/09/2012	CRAMER'S HOME CENTER GEN.MAINT., SEC., SUPPLIES	448.22
195412	8/09/2012	CRAMER'S HOME CENTER GEN.MAINT., SEC., SUPPLIES	193.81
195413	8/09/2012	CRAMER'S HOME CENTER GEN.MAINT., SEC., SUPPLIES	339.53
195414	8/09/2012	CRAMER'S HOME CENTER GEN.MAINT., SEC., SUPPLIES	195.33
195415	8/09/2012	CREATIVE THERAPY ASSOCIATES INC. GUIDANCE, JTL, SUPPLIES	34.95
195416	8/09/2012	CURRICULUM ASSOCIATES, INC. ESE, INSTR, BOOKS/PERIODICALS	6,260.18
195417	8/09/2012	D & H DISTRIBUTING COMPANY MATH, EHN, SUPPLIES	3,580.00
195418	8/09/2012	EVERETT J DAVIS - TRUSTEE REFUNDS, PRIOR YEAR, LEHMAN	1,875.68
195419	8/09/2012	DIANA M. DELEON VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
195420	8/09/2012	RES, INSTR, SUPPLIES	80.42
195421	8/09/2012	DEMCO INC LIBRARY, LIS, SUPPLIES	308.46



Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195422	8/09/2012	DINN BROTHERS JTL, ACTIVITIES, PRINTING	578.50
195423	8/09/2012	SHARON DONOVAN ACCOUNTS PAYABLE-CDL CLASS	60.00
195424	8/09/2012	IRENE DUGGINS CURRICULUM, IN-DISTR. MILEAGE	55.50
195425	8/09/2012	DYNAMITE CASTROL PREMIUM LUBE EXPRESS SECURITY, EHS, CONTR. MAINT.	11.32
195426	8/09/2012	EDWARDS BUSINESS SYSTEMS TECH. ED., EHN, PROPERTY SERVICE	30.38
195427	8/09/2012	EPS/SCHOOL SPECIALTY LITERACY & ESE, INSTR, SUPPLIES	2,856.82
195428	8/09/2012	EVERGREEN COMMUNITY CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG. ED.	15,766.20
195429	8/09/2012	EXELON ENERGY COMPANY JTL, CUST., ELECTRIC	10,499.55
195430	8/09/2012	FOREIGN POLICY ASSOCIATION, INC. SOC. STUDIES, EHN, BOOKS/PERIODIC	498.35
195431	8/09/2012	LINDA FUSCO SPEC. ED. SUPV., ELEM., PROF. CONTR	3,509.26
195432	8/09/2012	GOPHER PHYS. ED., LIS, SUPPLIES	46.68
195433	8/09/2012	GTS-WELCO LIS, CUST., CONTR. PROPERTY SERV.	127.93
195434	8/09/2012	HAMMOND & STEPHENS SMI, PRIN., GENERAL SUPPLIES	31.46
195435	8/09/2012	MARIA HEITZ ITEC, IN-DISTRICT MILEAGE	2.22
195436	8/09/2012	HESS CORPORATION EHS, CUST., NATURAL GAS	1,247.66
195437	8/09/2012	HOME DEPOT CREDIT SERVICE GEN. MAINT., SEC., SUPPLIES	1,227.00
195438	8/09/2012	HOME DEPOT CREDIT SERVICE GEN. MAINT., SEC., SUPPLIES	929.53
195439	8/09/2012	HOME DEPOT CREDIT SERVICE GEN. MAINT., SEC., SUPPLIES	2,389.81
195440	8/09/2012	HM RECEIVABLES CO., LLC MATH, EHN, BOOKS/PERIODICALS	1,417.20
195441	8/09/2012	BROOKE HUFFMAN SECURITY, JTL, IN-DIST. MILEAGE	25.53
195442	8/09/2012	IPS LASER EXPRESS RES, INSTR, SOFTWARE/VIDEOS	2,292.00
195443	8/09/2012	KAR BILL ENTERPRISES, INC. TRANSPORTATION, GASOLINE/OIL	5,854.02
195444	8/09/2012	ERIC KERSTETTER SMI, PRIN., IN-DISTRICT MILEAGE	9.99
195445	8/09/2012	MICHAEL KORB TECH. ED., EHN, CERT/INSTR. CONF.	541.87

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195446	8/09/2012	CHECK VOIDED	
195447	8/09/2012	LJC DISTRIBUTORS OF FULLER BRUSH EHS, CUST., BID SUPPLIES	7,556.00
195448	8/09/2012	LVPA CHARTER/CYBER SCHOOLS- REG.ED.	6,306.48
195449	8/09/2012	MACIE PUBLISHING COMPANY MUSIC, VOCAL, JMH, SUPPLIES	41.60
195450	8/09/2012	SHERILANE MACKAY VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
195451	8/09/2012	MCANDREWS LAW OFFICES, P.C. W9 Received: Y 1/05/2012 LEGAL SVCS., SPECIAL EDUCATION	18,417.00
195452	8/09/2012	MET-ED ESE, CUST., ELECTRIC	4,120.74
195453	8/09/2012	MIDWEST TECHNOLOGY PRODUCTS TECH.ED., LIS, BID SUPPLIES	45.20
195454	8/09/2012	MIGNOSI'S FOODTOWN F&CS, EHN, SUPPLIES	243.78
195455	8/09/2012	DARYLE MILLER GEN.MAINT., IN-DISTRICT MILEAGE	180.38
195456	8/09/2012	MODERN GAS SALES, INC. LIS, CUST., BOTTLE GAS	747.55
195457	8/09/2012	MONROE CAREER AND TECHNICAL INSTITUTE MCTI, HS-S, OPERATING BUDGET	159,002.00
195458	8/09/2012	MONROE COUNTY CONSERVATION DISTRICT GEN.MAINT., PROF.CONTR.SERVICES	150.00
195459	8/09/2012	MORNING CALL BOARD SERVICE, ADVERTISING	5,449.52
195460	8/09/2012	NATIONAL ART & SCHOOL SUPPLIES ART, EHN, BID SUPPLIES	4,304.75
195461	8/09/2012	NATIONAL ART & SCHOOL SUPPLIES EHS, INSTR, BID SUPPLIES	2,220.01
195462	8/09/2012	NCS PEARSON INC. SPEECH/LANG., INT., SUPPLIES	82.50
195463	8/09/2012	NORTHWEST AREA SCHOOL DISTRICT 3RD.PART/PUBLIC/REG.ED.TUITION	1,910.16
195464	8/09/2012	OFFICE DEPOT LEARN.SUP., ELEM, SUPPLIES	36.24
195465	8/09/2012	OFFICE MAX (BIDS) RES, INSTR, SUPPLIES	89.81
195466	8/09/2012	OPDYKE'S SALES & SERVICE TRANSPORTATION, REPAIRS & PARTS	111.96
195467	8/09/2012	OTIS ELEVATOR COMPANY JMH, MAINT.BUILDING REPAIR/MAIN	38,592.95
195468	8/09/2012	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	15,551.34
195469	8/09/2012	PA TREATMENT & HEALING 3RD, PART, ALT/SPEC ED.SEC.TUIT.	6,921.60

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195470	8/09/2012	EARL R PALMER JR. REFUND OF PRIOR YEAR REVENUE	616.50
195471	8/09/2012	PAPERBACKS FOR EDUCATORS GUIDANCE, MSE, BOOKS/PERIODICALS	69.83
195472	8/09/2012	PAXTON/PATTERSON LLC TECH. ED. , EHN, SUPPLIES	2,142.51
195473	8/09/2012	PCI EDUCATIONAL PUBLISHING LEARN. SUP. , ELEM, SUPPLIES	326.70
195474	8/09/2012	PEARSON EDUCATION, INC. ESE, INSTR, BOOKS/PERIODICALS	9,084.00
195475	8/09/2012	PEARSON EDUCATION JTL, 6TH, BOOKS/PERIODICALS	327.91
195476	8/09/2012	PERIPOLE BERGERALT INC. MUSIC, VOCAL, SMI, SUPPLIES	414.20
195477	8/09/2012	PITSCO INC TECH. ED. , EHN, SUPPLIES	1,032.05
195478	8/09/2012	POCONO MOUNTAIN CHARTER SCHOOL CHARTER/CYBER SCHOOL-SPEC.ED.	2,705.36
195479	8/09/2012	PP&L EHS, CUST. , ELECTRIC	41.85
195480	8/09/2012	PRO-ED GUIDANCE, BES, BOOKS/PERIODICALS	96.80
195481	8/09/2012	PRUFROCK PRESS GUIDANCE, JTL, BOOKS/PERIODICALS	44.85
195482	8/09/2012	PYRAMID SCHOOL PRODUCTS JMH, INSTR, BID SUPPLIES	1,391.34
195483	8/09/2012	QUAKERTOWN COMMUNITY SCHOOL DISTRICT 3RD, PART, ALT/SPEC ED. SEC. TUIT.	2,646.00
195484	8/09/2012	QUILL CORPORATION LIS, INSTR, TECH SUPPLIES	2,951.14
195485	8/09/2012	QUILL CORPORATION JTL, INSTR, SUPPLIES	1,252.38
195486	8/09/2012	READING SCHOOL DISTRICT 3RD. PART/EMOT. SUP/PUBLIC/TUITI	3,080.00
195487	8/09/2012	REALLY GOOD STUFF INC. LEARN. SUP. , ELEM, SUPPLIES	1,429.44
195488	8/09/2012	REMEDIA PUBLICATIONS, INC. SPEC. ED. LIFE SKILLS, TEXTBOOKS	276.11
195489	8/09/2012	RESEARCH PRESS LEARN. SUP. , ELEM, SUPPLIES	264.94
195490	8/09/2012	RESERVE ACCOUNT TRANSPORTATION, POSTAGE/TELEPH.	3,600.00
195491	8/09/2012	RESERVE ACCOUNT EHS, PRIN. , POSTAGE/TELEPHONE	2,000.00
195492	8/09/2012	AMY RODRIGUEZ ACCOUNTS PAYABLE-CDL CLASS	60.00
195493	8/09/2012	ROBINSON RODRIGUEZ JR. ITEC, IN-DISTRICT MILEAGE	18.59

**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195494	8/09/2012	ROGERS ATHLETIC GEN.ATHL., LIS BID SUPPLIES	2,310.00
195495	8/09/2012	FRITZ ROMULUS ACCOUNTS PAYABLE-CDL CLASS	60.00
195496	8/09/2012	S & S WORLDWIDE INC. EHN, INSTR, BID SUPPLIES	633.42
195497	8/09/2012	WILLIAM SADLIER INC ENGLISH, JTL, BOOKS/PERIODICALS	452.59
195498	8/09/2012	LISANDRA SANTIAGO TRANSPORTATION, PARENT TRANSPOR	932.40
195499	8/09/2012	SCANTRON CORPORATION ENGLISH, EHS, SUPPLIES	2,675.15
195500	8/09/2012	SCHOLASTIC INC. BES, INSTR, BOOKS/PERIODICALS	349.23
195501	8/09/2012	SCHOOL CLAIMS-ASSURANT SUSPENSE ACCT., LIFE INSURANCE	11,478.98
195502	8/09/2012	SCHOOL CLAIMS-ASSURANT SUSPENSE ACCT., LTD INSURANCE	8,157.15
195503	8/09/2012	SCHOOL HEALTH CORPORATION MEDICAL, BES, SUPPLIES/FIRST AID	197.83
195504	8/09/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 BES, INSTR, BID SUPPLIES	3,064.60
195505	8/09/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 MSE, INSTR., SUPPLIES	2,133.64
195506	8/09/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 IST, ELEM., GENERAL SUPPLIES	1,397.38
195507	8/09/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 RES, INSTR, BID SUPPLIES	4,304.80
195508	8/09/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 JMH, INSTR, SUPPLIES	1,689.06
195509	8/09/2012	SCHOOLMART MATH, EHS, SOFTWARE/VIDEOS	4,728.40
195510	8/09/2012	SCIENCE KIT, LLC EMOT.SUP., SEC., SUPPLIES	364.16
195511	8/09/2012	SCIENTIFIC AMERICAN SCIENCE, EHN, BOOKS/PERIODICALS	25.71
195512	8/09/2012	SCOTT ELECTRIC A/V, EHN, GENERAL SUPPLIES	991.04
195513	8/09/2012	A.J. SMITH ELECTRIC MOTOR SERVICE GEN.MAINT., SMI, SUPPLIES	140.50
195514	8/09/2012	S.O.A.R. LEARNING INC. ENGLISH, EHN, BOOKS/PERIODICALS	577.50
195515	8/09/2012	SPEECH CORNER SPEECH/LANG., ELEM, SUPPLIES	116.83

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195516	8/09/2012	SPORT SUPPLY GROUP INC. PHYS.ED., RES, SUPPLIES	12.29
195517	8/09/2012	SPORT SUPPLY GROUP, INC. BASEBALL, EHS, BID SUPPLIES	3,801.63
195518	8/09/2012	SPORT SUPPLY GROUP, INC. BASKETBALL, EHS, GIRLS, BID SUPPL	1,156.14
195519	8/09/2012	STANDARD STATIONERY SUPPLY MSE, INSTR., SUPPLIES	1,336.97
195520	8/09/2012	MATT SUAREZ TECH.ED., EHN, CERT/INSTR.CONF.	697.63
195521	8/09/2012	SUCCESSORIES GUIDANCE, JTL, SUPPLIES	38.74
195522	8/09/2012	SUPER-DUPER PUBLICATIONS SPEECH/LANG., ELEM, SUPPLIES	179.00
195523	8/09/2012	TONAS GRAPHICS TITLE 1, EQUIPMENT, ESES	4,495.00
195524	8/09/2012	TRANE U.S. INC. MAINT., EHN, PROPERTY SERVICE	38,211.80
195525	8/09/2012	TRIUMPH LEARNING LLC MATH, JTL, BOOKS/PERIODICALS	4,967.21
195526	8/09/2012	ULINE TECH.ED., LIS, SUPPLIES	96.21
195527	8/09/2012	ROBERT VAZQUEZ ESE, INSTR, IN-DISTRICT MILEAGE	8.15
195528	8/09/2012	MARGARET CONFORTI VITALE SMI, PRIN., IN-DISTRICT MILEAGE	58.28
195529	8/09/2012	WESTERN PSYCHOLOGICAL SERVICES GUIDANCE, JMH, SUPPLIES	121.00
195530	8/09/2012	JENNIFER WHITTAKER ACCOUNTS PAYABLE-CDL CLASS	60.00
195531	8/09/2012	WILSON LANGUAGE TRAINING CORP. LEARN.SUP., INT., BOOKS/PERIOD.	330.00
195532	8/09/2012	WPS SPEC.ED.SUPV., ELEM., SUPPLIES	154.00
195533	8/09/2012	WRS GROUP, LTD. PHYS.ED., BES, SUPPLIES	68.99
195534	8/09/2012	YOUTH SERVICES AGENCY 3RD, PART, ALT/SPEC ED.SEC.TUIT.	389.84
195535	8/09/2012	ZANER BLOSER JMH, INSTR, SUPPLIES	76.25
195536	8/09/2012	3M LIBRARY, EHN, PROPERTY SERVICE	1,442.00
195537	8/09/2012	95 PERCENT GROUP INC. MSE, INSTR., SUPPLIES	79.20
195538	8/09/2012	SHARON LAVERDURE SUPT., CERT/N. INSTR.CONFERENCE	96.60
195539	8/14/2012	RONALD BRADLEY SUPT., MILEAGE	203.48

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195540	8/14/2012	MARIALENA CASCIOTTA SPEC.ED.SUPV., ELEM., MILEAGE	84.08
195541	8/14/2012	COMPUTER DISCOUNT WAREHOUSE ESE, INSTR, SOFTWARE/VIDEOS	1,046.88
195542	8/14/2012	DEVIOUS DESIGNS EHN, PRIN., PRINTING	1,754.60
195543	8/14/2012	INTEGRITEC, INC. W9 Received: Y 5/17/2012 EHN, MAINT. BUILDING, REPAIR/MAIN	755.00
195544	8/14/2012	LEVIN LEGAL GROUP LEGAL SVCS., SPECIAL EDUCATION	3,592.60
195545	8/14/2012	PRO-ED LIFE SKILLS, ELEM. INSTR. TECH SU	3,145.00
195546	8/14/2012	TREASURE BAY BOOKS TITLE 1 SCHOOL IMPR, BOOKS	197.60
195547	8/14/2012	TSA CONSULTING GROUP, INC. BUSINESS OFFICE, PROF. CONTR. SVC	636.00
195548	8/14/2012	XEROX CORPORATION WEW101444	8,398.96
195549	8/14/2012	XEROX CORPORATION BUSINESS OFFICE, PROPERTY SVC.	5,563.41
195550	8/14/2012	ZESWITZ MUSIC COMPANY MUSIC, INSTR, LIS, 6TH, PROP. SVC.	183.00
195551	8/14/2012	STATE OF NEW JERSEY NJ-927 NJ State Taxes	288.61
195552	8/16/2012	ABC TROPHIES, INC. BOARD SERVICE, SUPPLIES	22.00
195553	8/16/2012	ACE TRUCKING AND REPAIRS, INC. GEN. MAINT., PROPERTY SERVICES	40.00
195554	8/16/2012	ADVANCED MANAGEMENT SOFTWARE, LLC TRANSPORTATION, TECH SUPPLIES	4,000.00
195555	8/16/2012	AMERICAN JANITOR & PAPER SUPPLY SMI, CUST., BID SUPPLIES	10.00
195556	8/16/2012	AMSTERDAM LIS, INSTR, SUPPLIES	384.85
195557	8/16/2012	THE BANK OF NEW YORK MELLON AUTHORITY EXP., PAYING AGENT	250.00
195558	8/16/2012	BATTERY BARN W9 Received: Y 11/10/2010 ESE, PRIN., GENERAL SUPPLIES	61.15
195559	8/16/2012	BENCO DENTAL CO. DENTAL, DISTRICT, SUPPLIES	288.40
195560	8/16/2012	H.A. BERKHEIMER INC. TAX COLLECTION, PROF. CONTR. SVCS	72.43
195561	8/16/2012	BLACKBOARD CONNECT INC. W9 Received: Y 6/15/2011 ADMIN. SYS., TECH SUPPLIES	20,025.00
195562	8/16/2012	BON APPETIT F&CS, EHS, BOOKS/PERIODICAL	17.00

**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195563	8/16/2012	BOULDEN PUBLISHING GUIDANCE, BES, BOOKS/PERIODICALS	81.85
195564	8/16/2012	CALLOWAY HOUSE, INC. SMI, INSTR, SUPPLIES	792.95
195565	8/16/2012	CAROLINA BIOLOGICAL SUPPLY COMPANY SCIENCE, EHS, SUPPLIES	102.60
195566	8/16/2012	BWP CARQUEST AUTO PARTS GEN.MAINT., SUPPLIES	75.36
195567	8/16/2012	CASCADE SCHOOL SUPPLIES JMH, INSTR, BID SUPPLIES	2,067.49
195568	8/16/2012	CCP INDUSTRIES INC. RES, CUST., BID SUPPLIES	2,263.10
195569	8/16/2012	CENGAGE LEARNING BUSINESS ED., EHS, BOOKS/PERIODI	2,142.25
195570	8/16/2012	CENTRAL PENN GAS, INC. STADIUM, CUST., NATURAL GAS	192.14
195571	8/16/2012	CHANEY ELECTRONICS, INC. TECH.ED., EHN, SUPPLIES	1,783.00
195572	8/16/2012	COMPUTER DISCOUNT WAREHOUSE A/V, EHN, TECH, SOFTWARE/LICENSES	9,052.42
195573	8/16/2012	COMPUTER DISCOUNT WAREHOUSE RES, INSTR, SOFTWARE/VIDEOS	6,509.16
195574	8/16/2012	COMMUNICATIONS SYSTEMS, INC. MAINT., EHS, PROPERTY SERVICE	598.50
195575	8/16/2012	DEMCO INC LIBRARY, BES, SUPPLIES	921.56
195576	8/16/2012	DISCOUNT SCHOOL SUPPLY LIFE SKILLS, ELEM, SUPPLIES	86.38
195577	8/16/2012	EDUCATIONAL INSIGHTS ESE, INSTR, SUPPLIES	104.13
195578	8/16/2012	PEGGY J EHRGOOD Misc.Revenues-Bank Adj.Taxes	205.08
195579	8/16/2012	EMPIRE MUSIC MUSIC, VOCAL, MSE, SUPPLIES	281.25
195580	8/16/2012	EPLUS TECHNOLOGY, INC. ENGLISH, EHS, SOFTWARE/VIDEOS	1,213.65
195581	8/16/2012	ERIC ARMIN INCORPORATED BES, INSTR., SUPPLIES	175.12
195582	8/16/2012	EVAN-MOOR CORPORATION SPEC.ED.LIFE SKILLS, TEXTBOOKS	395.87
195583	8/16/2012	EXELON ENERGY COMPANY EHN, CUST., ELECTRIC	24,958.68
195584	8/16/2012	THE EXPRESS TIMES BOARD SERVICE, ADVERTISING	2,273.60
195585	8/16/2012	FACTS ON FILE LIBRARY, EHN, SOFTWARE/VIDEOS	6,526.52
195586	8/16/2012	FLINN SCIENTIFIC INC. SCIENCE, EHN, SUPPLIES	554.96

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195587	8/16/2012	FOLLETT LIBRARY RESOURCES LIBRARY,MSE,BOOKS/PERIODICALS	2,447.64
195588	8/16/2012	FOREIGN POLICY ASSOCIATION, INC. SOC.STUDIES,EHS,BOOKS/PERIODIC	496.18
195589	8/16/2012	FREE SPIRIT ESE, INSTR, SUPPLIES	139.59
195590	8/16/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT.,SEC.,SUPPLIES	404.32
195591	8/16/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT.,SEC.,SUPPLIES	309.70
195592	8/16/2012	FRONTIER ITEC,MSE,TELECOMMUNICATION SRV	1,478.63
195593	8/16/2012	GOVERNMENT FINANCE OFFICERS ASSOCIATION BUSINESS OFFICE,DUES & FEES	667.00
195594	8/16/2012	GLOBAL EQUIPMENT TECH.ED.,JTL,SUPPLIES	1,208.11
195595	8/16/2012	GOPHER PHYS.ED.,BES,SUPPLIES	45.57
195596	8/16/2012	GREAT LAKES SPORTS PHYS.ED.,BES, INSTR.BOOK/PERIOD	28.89
195597	8/16/2012	GTS-WELCO LIS,CUST.,CONTR.PROPERTY SERV.	25.67
195598	8/16/2012	HATCH - THE EARLY LEARNING EXPERTS KTO GRANT, EQUIPMENT	59,276.10
195599	8/16/2012	HERFF JONES INC. SOC.STUDIES,JTL,BOOKS/PERIODIC	1,211.16
195600	8/16/2012	HESS CORPORATION STADIUM,CUST.,NATURAL GAS	103.81
195601	8/16/2012	HEWLETT PACKARD-REMIT LEASE PRINCIPAL,HP COMPUTER	50,630.03
195602	8/16/2012	HIGH NOON BOOKS BES, INSTR,BOOKS/PERIODICALS	396.00
195603	8/16/2012	THE HIGHSMITH CO., INC. BES, INSTR,BOOKS/PERIODICALS	29.45
195604	8/16/2012	HIRO, INC W9 Received: Y 9/28/2011 MATH,EHS,SOFTWARE/VIDEOS	108.13
195605	8/16/2012	HISTORY EDUCATION MATH,JTL,SUPPLIES	109.95
195606	8/16/2012	HOLEY CARDS SMI, INSTR, SUPPLIES	66.50
195607	8/16/2012	HM RECEIVABLES CO., LLC FOR.LANG., LIS,BOOKS/PERIODICAL	6,339.16
195608	8/16/2012	HUMAN RELATIONS MEDIA PHYS.ED,RES,SOFTWARE/VIDEOS	439.55
195609	8/16/2012	ID SUPERSTORE EHS,PRIN.,GENERAL SUPPLIES	136.95
195610	8/16/2012	IDEA ART, INC. MUSIC, INSTR,JTL,SUPPLIES	51.89



**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195611	8/16/2012	INNOVATIVE LEARNING CONCEPTS, INC. LIFE SKILLS, SEC., TEXTBOOKS	250.80
195612	8/16/2012	INSIGHT MEDIA F&CS, EHN, SOFTWARE/VIDEOS	452.62
195613	8/16/2012	THE INSTRUMENTALIST BAND, JTL, SUPPLIES	309.00
195614	8/16/2012	IPEVO, INC. MATH, JTL, INSTR. TECH SOFTW/SUPP	1,153.05
195615	8/16/2012	IPS LASER EXPRESS LIS, INSTR, TECH. SOFTWARE/SUPPLY	26,591.23
195616	8/16/2012	IPS LASER EXPRESS ENGLISH, EHS, SOFTWARE/VIDEOS	2,363.00
195617	8/16/2012	JAY & D COPY CENTER W9 Received: Y 10/12/2011 EHS, INSTR, SUPPLIES	2,158.01
195618	8/16/2012	JERSEY PAPER PLUS MSE, CUST., BID SUPPLIES	7,987.61
195619	8/16/2012	JOURNAL WATCH PEDIATRICS AND ADOLESCENT MEDICAL, RES, BOOKS/PERIODICALS	66.95
195620	8/16/2012	KAST-A-WAY SWIMWEAR SWIMMING, EHN, SUPPLIES	448.91
195621	8/16/2012	KRAMES STAYWELL PHYS. ED., JTL, SOFTWARE/VIDEOS	189.71
195622	8/16/2012	KURTZ BROS. TL.1, GRANT DIRECTOR, SUPPLIES	927.18
195623	8/16/2012	RONALD LABAR'S LOCK SERVICE GEN.MAINT., PROPERTY SERVICES	36.00
195624	8/16/2012	LAKESHORE LEARNING MATERIALS JMH, INSTR, SUPPLIES	2,383.83
195625	8/16/2012	JEFF LATHOM REFUNDS, PRIOR YEAR, PRICE	1,565.22
195626	8/16/2012	LIBRARY VIDEO COMPANY BES, INSTR. TECH. SOFTWARE/SUPPLY	583.24
195627	8/16/2012	LJC DISTRIBUTORS OF FULLER BRUSH RES, CUST., BID SUPPLIES	3,580.05
195628	8/16/2012	LOSER'S MUSIC, INC. MUSIC, INSTR, JTL, BOOKS/PERIODIC	266.86
195629	8/16/2012	MANWALAMINK WATER COMPANY SMI, CUST., WATER/SEWER	359.98
195630	8/16/2012	MARCO PRODUCTS, INC. GUIDANCE, BES, BOOKS/PERIODICALS	88.88
195631	8/16/2012	J.P. MASCARO & SONS, INC. EHS, CUST., DISPOSAL SERVICE	15,894.08
195632	8/16/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 JTL, INSTR, BID SUPPLIES	179.10
195633	8/16/2012	MCGRAW HILL EDUCATION BES, INSTR, BOOKS/PERIODICALS	1,453.09

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195634	8/16/2012	MCGRAW-HILL LEARN.SUP., ELEM, BOOKS/PERIOD.	361.24
195635	8/16/2012	MCGRAW-HILL INC. ESE, INSTR, BOOKS/PERIODICALS	11,939.90
195636	8/16/2012	MET-ED MSE, CUST., ELECTRIC	1,770.18
195637	8/16/2012	MET-ED EHN, CUST., ELECTRIC	6,163.70
195638	8/16/2012	MIDWEST TECHNOLOGY PRODUCTS TECH.ED., JTL, BID SUPPLIES	5,323.28
195639	8/16/2012	MINDWARE GIFTED, ELEM, SUPPLIES	228.25
195640	8/16/2012	MODERN SCHOOL SUPPLIES, INC. TECH.ED., EHS, SUPPLIES	266.63
195641	8/16/2012	MOUSER ELECTRONICS TECH.ED., EHN, BID SUPPLIES	3,181.83
195642	8/16/2012	CHECK VOIDED	
195643	8/16/2012	MUSIC IN MOTION MUSIC, VOCAL, LIS, 6TH, SUPPLIES	576.38
195644	8/16/2012	MUSIC PRODUCTS, INC. MUSIC, VOCAL, LIS, 6TH, SUPPLIES	716.79
195645	8/16/2012	MUSICIAN'S FRIEND MUSIC, VOCAL, LIS, SUPPLIES	29.90
195646	8/16/2012	NASCO (Quote # 4 5 9 5 0) SCIENCE, EHN, SUPPLIES	721.59
195647	8/16/2012	NASCO F&CS, EHN, BID SUPPLIES	450.17
195648	8/16/2012	NATIONAL ART & SCHOOL SUPPLIES SMI, INSTR, BID SUPPLIES	992.34
195649	8/16/2012	NATIONAL SCHOOL PRODUCTS BES, INSTR, BOOKS/PERIODICALS	287.10
195650	8/16/2012	NAZARETH MUSIC CENTER MUSIC, INSTR, EHN, PROPERTY SVC	120.00
195651	8/16/2012	NCS PEARSON INC. GUIDANCE, BES, BOOKS/PERIODICALS	62.25
195652	8/16/2012	NEVCO INC. LIS, CUST., SUPPLIES	553.09
195653	8/16/2012	OFFICE DEPOT ESL, TITLE III, ELEM., SUPPLIES	214.47
195654	8/16/2012	OFFICE MAX INCORPORATED MATH, EHS, SUPPLIES	365.48
195655	8/16/2012	OPDYKE'S SALES & SERVICE TRANSPORTATION, REPAIRS & PARTS	746.08
195656	8/16/2012	ORIENTAL TRADING GUIDANCE, JTL, SUPPLIES	279.23
195657	8/16/2012	CHECK VOIDED	
195658	8/16/2012	MANVEL R PAGE ITEC, IN-DISTRICT MILEAGE	11.66

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Check no.	Check Date	Vendor name and comment	Amount
195659	8/16/2012	PAR CODE SYMBOLOGY ITEC, GENERAL SUPPLIES	313.00
195660	8/16/2012	PAXTON/PATTERSON LLC TECH.ED., JTL, BID SUPPLIES	3,330.48
195661	8/16/2012	PBS DISTRIBUTION, LLC BES, INSTR. TECH. SOFTWARE/SUPPLY	33.74
195662	8/16/2012	PEARSON EDUCATION, INC. ESL, MSE, BOOKS/PERIODICALS	859.31
195663	8/16/2012	PERMA-BOUND BOOKS READING, LIS, BOOKS/PERIODICALS	346.20
195664	8/16/2012	PETTY CASH LEHMAN INTERMEDIATE LIS, PRIN., GENERAL SUPPLIES	19.06
195665	8/16/2012	PETTY CASH RESICA ELEMENTARY RES, INSTR, SUPPLIES	45.10
195666	8/16/2012	P.I.A.A., INC. GEN.ATHL., EHS, SUPPLIES	744.65
195667	8/16/2012	POSITIVE PROMOTIONS EHS, PRIN., GENERAL SUPPLIES	1,120.21
195668	8/16/2012	PP&L EHS, CUST., ELECTRIC	55.74
195669	8/16/2012	PYRAMID SCHOOL PRODUCTS ART, BES, BID SUPPLIES	608.29
195670	8/16/2012	QUILL CORPORATION GUIDANCE, JTL, SUPPLIES	401.61
195671	8/16/2012	REALLY GOOD STUFF INC. BES, INSTR., SUPPLIES	2,260.41
195672	8/16/2012	RESERVE ACCOUNT BUSINESS OFFICE, POSTAGE	5,000.00
195673	8/16/2012	ROCHESTER 100 INC. SMI, INSTR, SUPPLIES	472.50
195674	8/16/2012	RUGG'S RECOMMENDATIONS GUIDANCE, EHS, TECH SUPPLIES	88.00
195675	8/16/2012	SADDLEBACK EDUCATIONAL PUBLISHING LEARN.SUP., SEC., BOOKS/PERIOD.	70.90
195676	8/16/2012	CARMINE J SANTULLI REFUND OF PRIOR YEAR REVENUE	352.88
195677	8/16/2012	SCANTRON CORPORATION MATH, EHS, SUPPLIES	2,316.46
195678	8/16/2012	SCHOOL HEALTH ALERT MEDICAL, JTL, BOOKS/PERIODICALS	44.00
195679	8/16/2012	SCHOOL NURSE NEWS MEDICAL, JTL, BOOKS/PERIODICALS	18.00
195680	8/16/2012	SCHOOL NURSE SUPPLY INC. MEDICAL, RES, SUPPLIES/FIRST AID	351.13
195681	8/16/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 MATH, EHS, SUPPLIES	6,100.21
195682	8/16/2012	POCONO SEW & VAC F&CS, EHN, BID SUPPLIES	2,178.30

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195683	8/16/2012	SHRED-IT USA - NEWARK ESE.CUST., DISPOSAL SERVICE	68.95
195684	8/16/2012	SPEECH CORNER SPEECH/LANG., ELEM, SUPPLIES	58.93
195685	8/16/2012	SPORT SUPPLY GROUP, INC. GEN.ATHL., LIS, SUPPLIES	1,577.64
195686	8/16/2012	SRI MARUTI ENTERPRISES LLC EHN, CUST., GASOLINE	116.00
195687	8/16/2012	STANDARD STATIONERY SUPPLY RES, INSTR, BID SUPPLIES	1,998.42
195688	8/16/2012	STAPLES CREDIT PLAN BES, INSTR., SUPPLIES	647.90
195689	8/16/2012	STARFALL EDUCATION BES, INSTR., SUPPLIES	73.86
195690	8/16/2012	STEPS 2 LITERACY BES, INSTR, BOOKS/PERIODICALS	395.56
195691	8/16/2012	STRATIX SYSTEMS, INC. RES, INSTR, SUPPLIES	1,350.00
195692	8/16/2012	SUCCESS BY DESIGN INC. LIS, INSTR, SUPPLIES	2,772.00
195693	8/16/2012	CAROL J SUMSKI REFUND OF PRIOR YEAR REVENUE	925.00
195694	8/16/2012	SUN LITHO-PRINT, INC. CURRICULUM, ELEM, PRINTING	458.50
195695	8/16/2012	TOOL FACTORY OUTLET (BART) TECH.ED., LIS, SUPPLIES	100.80
195696	8/16/2012	TOWNSEND PRESS BOOK CENTER ENGLISH, EHS, BOOKS/PERIODICALS	1,013.13
195697	8/16/2012	TRANE U.S. INC. MAINT., EHS, PROPERTY SERVICE	1,904.24
195698	8/16/2012	TRIUMPH LEARNING LLC MATH, LIS, BOOKS/PERIODICALS	3,107.00
195699	8/16/2012	U.S. CHESS FEDERATION CHESS, EHS, SUPPLIES	99.66
195700	8/16/2012	VALLEY LITHO SUPPLY TECH.ED., EHN, BID SUPPLIES	1,314.60
195701	8/16/2012	VWR SARGENT WELCH SCIENCE, LIS, SUPPLIES	70.82
195702	8/16/2012	WARD'S NATURAL SCIENCE EST. LLC SCIENCE, EHN, SUPPLIES	416.05
195703	8/16/2012	YOUTH LIGHT GUIDANCE, MSE, BOOKS/PERIODICALS	296.94
195704	8/16/2012	ZANER BLOSER ESL, RES, BOOKS/PERIODICALS	205.90
195705	8/16/2012	EAST STROUDSBURG School Service Personnel Dues	5,315.44
195706	8/16/2012	CHAPTER 13 TRUSTEE Miscellaneous Deductions	193.50

**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195707	8/16/2012	ED FOUNDATION OF ES/GENERAL FUND EDUC. FOUNDATION DEDUCTIONS	40.00
195708	8/16/2012	ED FOUNDATION OF ES/SCHOLARSHIP FUND EDUC. FOUNDATION DEDUCTIONS	13.00
195709	8/16/2012	HAB-DLT (ER) Miscellaneous Deductions	62.40
195710	8/16/2012	STATE OF NEW JERSEY GROSS INC TAX-NJ 500 PA State Taxes	290.67
195711	8/16/2012	NYSCSPC (NEW YORK STATE CHILD SUPPORT Miscellaneous Deductions	370.50
195712	8/16/2012	SOCIAL SECURITY ADMINISTRATION W9 Received: Y Miscellaneous Deductions	137.28
195713	8/16/2012	U.S. DEPARTMENT OF EDUCATION Miscellaneous Deductions	435.77
195714	8/16/2012	UNITED STATES TREASURY Miscellaneous Deductions	200.00
195715	8/16/2012	3M LIBRARY,EHS,PROPERTY SERVICE	1,264.00
195716	8/21/2012	RESERVE ACCOUNT ADMIN.SYS.,POSTAGE/TELEPHONE	675.00
195717	8/23/2012	ABC CLIO INC. LIBRARY,EHN,SOFTWARE/VIDEOS	6,588.00
195718	8/23/2012	ACP DIRECT RES, INSTR,SUPPLIES	24.95
195719	8/23/2012	GE MONEY BANK/AMAZON NEA GRANT,HS-S ESL BOOKS	1,399.87
195720	8/23/2012	APPLE COMPUTER, INC. LIS, INSTR,TECH SUPPLIES	295.50
195721	8/23/2012	THE BANK OF NEW YORK MELLON AUTHORITY EXP.,PAYING AGENT	650.00
195722	8/23/2012	ROBIN ANN BENIAMINO BES, INST,DEDUCTIBLE	25.00
195723	8/23/2012	BERKS COUNTY INTERMEDIATE UNIT CURR./FED.CONFERENCE TRAINING	390.00
195724	8/23/2012	CHANNING L. BETE CO. INC. JMH,PRIN.,GENERAL SUPPLIES	64.35
195725	8/23/2012	BUSINESS EDUCATION PUBLISHING BUSINESS ED.,EHN,SUPPLIES	606.52
195726	8/23/2012	CAMBIUM LEARNING, INC. LEARN.SUP.,INT.,BOOKS/PERIOD.	1,973.29
195727	8/23/2012	CAMBIUM LEARNING LEARN.SUP.,INT.,SUPPLIES	433.18
195728	8/23/2012	RICHARD CARTY BES,PRIN.,DEDUCTIBLES	100.00
195729	8/23/2012	CENTRAL PENN GAS, INC. ESE.CUST.,NATURAL GAS	209.27
195730	8/23/2012	CHAMPIONSHIP PRODUCTIONS FOOTBALL,EHS,SUPPLIES	160.96

**Bank: 11 PNC Bank (Concentration)**

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195731	8/23/2012	CHRONICLE GUIDANCE PUB. INC. LIBRARY, EHN, SOFTWARE/VIDEOS	172.00
195732	8/23/2012	COMPUTER DISCOUNT WAREHOUSE ENGLISH, EHN, SOFTWARE/VIDEOS	4,273.32
195733	8/23/2012	CRAFT OIL CORPORATION TRANSPORTATION, GASOLINE/OIL	1,129.74
195734	8/23/2012	DAWN S. DAILEY EHS, PRIN., DEDUCTIBLE	300.00
195735	8/23/2012	CYNTHIA M. DOUGHERTY MEDICAL, JTL, IN-DISTR.MILEAGE	53.84
195736	8/23/2012	DRIVER EDUCATION SUPPLIES, INC. W9 Received: Y 2/22/2011 DRIVER ED., EHS, SUPPLIES	703.95
195737	8/23/2012	IRENE DUGGINS CURRICULUM, DEDUCTIBLE	100.00
195738	8/23/2012	EDWARDS BUSINESS SYSTEMS EHN, PRIN., EQUIPMENT RENTAL	155.71
195739	8/23/2012	ELGIN SCHOOL SUPPLY CO., INC. ART, LIS, BID SUPPLIES	266.81
195740	8/23/2012	EPLUS TECHNOLOGY, INC. MATH, EHN, TECH SUPPLIES	1,245.00
195741	8/23/2012	EXELON ENERGY COMPANY SMI, CUST., ELECTRIC	6,684.36
195742	8/23/2012	EXTRA PACKAGING CORP ESE, INSTR, SUPPLIES	1,216.00
195743	8/23/2012	FAVORABLE IMPRESSIONS LIBRARY, SMI, BOOKS/PERIODICALS	44.40
195744	8/23/2012	CHRISTINE FLORIANO-HATSKO VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
195745	8/23/2012	PETER FODNESS GEN.ATHL., EHS, MILEAGE	36.41
195746	8/23/2012	FOLLETT LIBRARY RESOURCES LIBRARY, MSE, BOOKS/PERIODICALS	13.48
195747	8/23/2012	JOSEPH R. FORMICA GUIDANCE, EHS, DEDUCTIBLE	25.00
195748	8/23/2012	FOX PRODUCTS MUSIC, INSTR, JTL, PROP.SERVICE	150.00
195749	8/23/2012	CHARLIE FRANTZ W9 Received: Y 8/11/2012 TRANSPORTATION, REPAIRS & PARTS	3,570.00
195750	8/23/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., SEC., SUPPLIES	941.08
195751	8/23/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. MSE, CUST., SUPPLIES	682.60
195752	8/23/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., SEC., SUPPLIES	1,326.63
195753	8/23/2012	GENERAL MARKING DEVICES, INC. BUSINESS OFFICE, GEN.SUPPLIES	26.00

**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195754	8/23/2012	GEYER INSTRUCTIONAL AIDS CO., INC MATH, JTL, SUPPLIES	1,030.38
195755	8/23/2012	HATCH - THE EARLY LEARNING EXPERTS KTO GRANT, SUPPLIES	299.95
195756	8/23/2012	HESS CORPORATION ESE.CUST., NATURAL GAS	227.80
195757	8/23/2012	INDCO INC EHS, CUST., BID SUPPLIES	249.20
195758	8/23/2012	INDUSTRIAL ARTS SUPPLY CO. SCIENCE, EHN, SUPPLIES	496.97
195759	8/23/2012	INFOBASE PUBLISHING SCIENCE, EHN, SOFTWARE/VIDEOS	267.45
195760	8/23/2012	INTERNATIONAL FIRE SHIELD MAINT., EHN, PROPERTY SERVICE	2,494.00
195761	8/23/2012	IPS LASER EXPRESS LEARN.SUP., SEC., SOFTWARE/VIDEO	819.00
195762	8/23/2012	KISTLER PRINTING COMPANY JMH, PRIN., PRINTING	900.00
195763	8/23/2012	DOROTHY A KNAAK REFUND OF PRIOR YEAR REVENUE	925.00
195764	8/23/2012	LEARNING EXPRESS LIBRARY, EHN, SOFTWARE/VIDEOS	1,800.00
195765	8/23/2012	LEVIN LEGAL GROUP LEGAL SVCS., SPECIAL EDUCATION	102.00
195766	8/23/2012	M-F ATHLETIC COMPANY TRACK, LIS, GIRLS, BID SUPPLIES	964.75
195767	8/23/2012	WILLIAM V. MACGILL & CO. MEDICAL, RES, BID SUPPLIES	90.64
195768	8/23/2012	J.P. MASCARO & SONS, INC. EHS, CUST., DISPOSAL SERVICE	15,894.08
195769	8/23/2012	MASTER CHEMICAL PRODUCTS, INC. EHS, CUST., BID SUPPLIES	4,496.75
195770	8/23/2012	MCGRAW-HILL INC. MATH, EHN, BOOKS/PERIODICALS	1,522.53
195771	8/23/2012	MEDCO SUPPLY COMPANY MEDICAL, ESE, BID SUPPLIES	244.31
195772	8/23/2012	MET-ED EHS, CUST., ELECTRIC	7,164.05
195773	8/23/2012	METUCHEN CENTER, INC. SOCCER, EHN, BOYS, BID SUPPLIES	750.00
195774	8/23/2012	MIDWEST TECHNOLOGY PRODUCTS TECH.ED., EHN, BID SUPPLIES	115.80
195775	8/23/2012	MONROE FAMILY PRACTICE MEDICAL SVCS., STAFF EXAM/TESTS	120.00
195776	8/23/2012	MOUSER ELECTRONICS TECH.ED., EHN, BID SUPPLIES	1,122.77
195777	8/23/2012	MUSIC IN MOTION MUSIC, VOCAL, JMH, SUPPLIES	10.95

**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195778	8/23/2012	MUSICIAN'S FRIEND JTL, 6TH, SOFTWARE/VIDEOS	1,999.77
195779	8/23/2012	NAPSA PUPIL SVC.ELEM., CONF.TRAINING	395.00
195780	8/23/2012	NASCO (Quote # 4 5 9 5 0) BES, INSTR, BOOKS/PERIODICALS	180.03
195781	8/23/2012	NASCO ART, MSE, SUPPLIES	96.60
195782	8/23/2012	NATIONAL ART & SCHOOL SUPPLIES JTL, INSTR, BID SUPPLIES	385.20
195783	8/23/2012	OFFICE DIRECT, INC. BES, PRIN., GENERAL SUPPLIES	36.00
195784	8/23/2012	THE PACKAGING PLACE GEN.ATHL., EHS, POSTAGE	45.40
195785	8/23/2012	PAPER MART, INC. 13020003	1,461.85
195786	8/23/2012	PARCO SCIENTIFIC COMPANY SCIENCE, JTL, SUPPLIES	1,128.00
195787	8/23/2012	PMCI MAINT., EHN, PROPERTY SERVICE	3,240.00
195788	8/23/2012	PAXTON/PATTERSON LLC TECH.ED., EHS, SUPPLIES	300.00
195789	8/23/2012	PEARSON EDUCATION, INC. ESE, INSTR, BOOKS/PERIODICALS	3,474.77
195790	8/23/2012	PETROLEUM TRADERS CORP. TRANSPORTATION, NORTH, DIESEL	4,366.01
195791	8/23/2012	PITNEY BOWES EHN, PRIN., EQUIPMENT RENTAL	187.87
195792	8/23/2012	BUSINESS CARD 12902271	211.20
195793	8/23/2012	PA MUSIC EDUCATORS ASSOCIATION MUSIC, VOCAL, BES, DUES/FEES	122.00
195794	8/23/2012	POCONO RECORD BOARD SERVICE, ADVERTISING	1,104.20
195795	8/23/2012	POSTMASTER BES, PRIN., POSTAGE/TELEPHONE	180.00
195796	8/23/2012	PROQUEST LLC LIBRARY, EHN, SOFTWARE/VIDEOS	22,842.00
195797	8/23/2012	PYRAMID SCHOOL PRODUCTS ART, LIS, BID SUPPLIES	1,219.92
195798	8/23/2012	IXL LEARNING FOR.LANG., JTL, SOFTWARE/VIDEOS	245.00
195799	8/23/2012	QUILL CORPORATION JMH, INSTR, BID SUPPLIES	3,481.44
195800	8/23/2012	QUILL CORPORATION JMH, INSTR, BID SUPPLIES	807.31
195801	8/23/2012	SAW SALES AND MACHINERY CO. TECH.ED., JTL, BID SUPPLIES	1,957.50



**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195802	8/23/2012	EVA SCHMIDT REFUND OF PRIOR YEAR REVENUE	352.72
195803	8/23/2012	SCHOOL HEALTH CORPORATION ATHL. TRAINER, EHN, BID SUPPLIES	1,245.19
195804	8/23/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 GUIDANCE, RES, SUPPLIES	42.92
195805	8/23/2012	SPORT SUPPLY GROUP, INC. BASEBALL, JTL, SUPPLIES	298.29
195806	8/23/2012	TEACHER DIRECT BES, INSTR., SUPPLIES	102.00
195807	8/23/2012	ROBIN S. TRAINER BUSINESS OFFICE, DEDUCTIBLE	25.00
195808	8/23/2012	ROSEANN E. VANWHY TAX COLLECTION, POSTAGE	90.00
195809	8/23/2012	VWR SARGENT WELCH SCIENCE, EHN, SUPPLIES	203.89
195810	8/23/2012	WALMART COMMUNITY/GEMB MEDICAL, LIS, SUPPLIES/FIRST AID	568.10
195811	8/23/2012	WOODCRAFT OF ALLENTOWN TECH. ED., LIS, SUPPLIES	142.83
195812	8/29/2012	AMERICAN SCHOOL COUNSELOR ASSN. GUIDANCE, JTL, BOOKS/PERIODICALS	27.45
195813	8/29/2012	AMSCO SCHOOL PUBLICATIONS FOR. LANG., EHS, BOOKS/PERIODICAL	193.86
195814	8/29/2012	ASPEN PEST SERVICES, LLC EHN, CUST., EXTERMINATION SERV.	634.05
195815	8/29/2012	BARCO PRODUCTS COMPANY EHN, PRIN., GENERAL SUPPLIES	2,348.50
195816	8/29/2012	BRAIN POP SMI, INSTR, SOFTWARE/VIDEOS	1,650.00
195817	8/29/2012	BRIDGES TRANSITIONS COMPANY GUIDANCE, EHS, TECH SUPPLIES	1,175.00
195818	8/29/2012	BRODART COMPANY LIBRARY, EHN, SUPPLIES	164.08
195819	8/29/2012	SONYA BURCH BUSINESS OFFICE, DEDUCTIBLE	25.00
195820	8/29/2012	BWP CARQUEST AUTO PARTS GEN. MAINT., SUPPLIES	463.57
195821	8/29/2012	BWP CARQUEST AUTO PARTS SECURITY, EHN, CONTR. MAINTENANCE	53.18
195822	8/29/2012	CENTRAL POLY CORP. ESE, CUST., BID SUPPLIES	222.00
195823	8/29/2012	CERTIFIED CHEMICAL CO. JTL, CUST., SUPPLIES	1,632.50
195824	8/29/2012	CHRONICLE GUIDANCE PUB. INC. GUIDANCE, EHS, TECH SUPPLIES	172.00
195825	8/29/2012	CINTAS FIRE PROTECTION LOC #F50 W9 Received: Y 6/03/2010 MAINT., EHN, PROPERTY SERVICE	12,658.59

Bank: 11 PNC Bank (Concentration)

Check no.	Date	Vendor name and comment	Amount
195826	8/29/2012	COLLINS SPORTS MEDICINE ATHL. TRAINER, LIS, BID SUPPLIES	514.12
195827	8/29/2012	COLONIAL INTERMEDIATE UNIT 20 CURRICULUM, ELEM, PRINTING	1,226.01
195828	8/29/2012	COMMONWEALTH OF PENNSYLVANIA MAINT., EHN, PROPERTY SERVICE	393.00
195829	8/29/2012	COMPUTER DISCOUNT WAREHOUSE GEN. ATHL., EHN, SUPPLIES	1,479.28
195830	8/29/2012	AMY CORTRIGHT TL 1, PARENT AWARENESS CONTRAC	550.00
195831	8/29/2012	COUNCIL FOR EXCEPTIONAL CHILDREN SPEC. ED. SUPV. INT. DUES & FEES	214.00
195832	8/29/2012	CRAFT OIL CORPORATION TRANSPORTATION, GASOLINE/OIL	1,702.93
195833	8/29/2012	CURRICULUM ASSOCIATES, INC. RES, INSTR, BOOKS/PERIODICALS	659.18
195834	8/29/2012	DYNAMIC MEASUREMENT GROUP TL1, STAFF DEV, BOOKS	312.50
195835	8/29/2012	DYNAMITE CASTROL PREMIUM LUBE EXPRESS SECURITY, EHS, CONTR. MAINT.	16.98
195836	8/29/2012	EDWARDS BUSINESS SYSTEMS BES, PRIN., PROPERTY SERVICE	437.09
195837	8/29/2012	EMBROIDERY EXPRESS TENNIS, EHS, BOYS, SUPPLIES	220.00
195838	8/29/2012	ENGLE-HAMBRIGHT & DAVIES, INC. BOARD SERVICE, BOND INS.	625.00
195839	8/29/2012	LORRAINE H. ENGLERT READING, LIS, TUITION REIMBURSE.	615.00
195840	8/29/2012	EXELON ENERGY COMPANY BUS GARAGE, ELECTRIC	9.91
195841	8/29/2012	THE EXPRESS TIMES BOARD SERVICE, ADVERTISING	215.40
195842	8/29/2012	FAVORABLE IMPRESSIONS LIBRARY, BES, BOOKS/PERIODICALS	88.80
195843	8/29/2012	FREE SPIRIT GIFTED, ELEM, SUPPLIES	77.91
195844	8/29/2012	ARAINA MAYNARD-FREED ACCESS, DISTRICT MILEAGE	164.93
195845	8/29/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN. MAINT., ELEM., SUPPLIES	443.16
195846	8/29/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. JTL, CUST., SUPPLIES	807.31
195847	8/29/2012	JENNIFER FULLER LEARN. SUP., ELEM, TUITION REIMB.	1,161.00
195848	8/29/2012	KANE FURST ENGLISH, EHS, TUITION REIMBURSE.	1,248.00
195849	8/29/2012	GOVERNMENT SOFTWARE SERVICES TAX COLLECTION, PRINTING/BIND.	1,000.00

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195850	8/29/2012	GREAT BOOKS FOUNDATION W9 Received: Y 8/19/2011 CURRICULUM,ELEM,BOOKS/PERIOD.	691.63
195851	8/29/2012	GROVE CITY AREA SCHOOL DISTRICT OOD TUITION PAYABLE	4,009.50
195852	8/29/2012	HAJOCA CORPORATION GEN.MAINT.,EHN,REPL.EQUIP>2500	6,762.00
195853	8/29/2012	HAJOCA CORPORATION GEN.MAINT.,SEC.,SUPPLIES	251.06
195854	8/29/2012	HAJOCA CORPORATION GEN.MAINT.,SEC.,SUPPLIES	13.97
195855	8/29/2012	HAJOCA CORPORATION GEN.MAINT.,ELEM.,SUPPLIES	130.80
195856	8/29/2012	HEWLETT PACKARD-REMIT GEN.MAINT.,TECH SUPPLIES	1,228.24
195857	8/29/2012	HUMAN RELATIONS MEDIA PHYS.ED.,BES,SUPPLIES	120.95
195858	8/29/2012	INTEGRITEC, INC. W9 Received: Y 5/17/2012 MAINT.,EHN,PROPERTY SERVICE	735.00
195859	8/29/2012	INTERNATIONAL READING ASSOC READING,JTL,DUES/FEES	99.00
195860	8/29/2012	JAGUAR EDUCATIONAL EHS,PRIN.,GENERAL SUPPLIES	890.47
195861	8/29/2012	JERSEY PAPER PLUS EHS,CUST.,BID SUPPLIES	17,414.80
195862	8/29/2012	JUNIOR LIBRARY GUILD LIBRARY,BES,BOOKS/PERIODICALS	855.00
195863	8/29/2012	BARBARA KAELIN READING,LIS,TUITION REIMBURSE.	615.00
195864	8/29/2012	MICHAEL S. KARPE MID.SMITH.,INST.,TUITION REIM.	1,248.00
195865	8/29/2012	ASHLEY E KEAN LEARN.SUP.,SEC.,TUITION REIMB.	2,496.00
195866	8/29/2012	BRIDGET A. KEESSER LEARN.SUP.,ELEM,TUITION REIMB.	832.00
195867	8/29/2012	KEY GOVERNMENT FINANCE INC LEASE,CRISCO/APC/INFRASTR.PRINC	121,930.42
195868	8/29/2012	KISTLER PRINTING COMPANY EHS,INSTR,PRINTING SERVICES	640.69
195869	8/29/2012	KORNEY BOARD AIDS, INC. EHN,CUST.,SUPPLIES	705.00
195870	8/29/2012	KURTZ BROS. ENGLISH,EHS,SUPPLIES	314.40
195871	8/29/2012	RONALD LABAR'S LOCK SERVICE TRANSPORTATION,GEN. SUPPLIES	92.86
195872	8/29/2012	LAKESHORE LEARNING MATERIALS MSE,INSTR.,SUPPLIES	107.73

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**Bank: 11 PNC Bank (Concentration)**

Check no.	Check Date	Vendor name and comment	Amount
195873	8/29/2012	LANCASTER-LEBANON I.U.#13 ITEC,TECH BOOKS & PERIODICALS	87,294.11
195874	8/29/2012	LEARNING THROUGH SPORTS INC. DIST.INSTR.TECH.SOFTWARE/LICEN	5,200.00
195875	8/29/2012	LEEWARD CONSTRUCTION, INC. MAINT.,BES,PROPERTY SERVICE	5,148.03
195876	8/29/2012	CHARLES D. LIBECAP MATH,LIS,TUITION REIMBURSEMENT	2,496.00
195877	8/29/2012	DAVID MAJESKI SCIENCE,LIS,TUITION REIMBURSE.	300.00
195878	8/29/2012	JOSEPH P. MARTIN CURR.DEV.,SEC.TUITION REIMB	1,185.00
195879	8/29/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 13020002	64,590.25
195880	8/29/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 13020002	6,834.05
195881	8/29/2012	MASTER CHEMICAL PRODUCTS, INC. ESE,CUST.,BID SUPPLIES	4,635.22
195882	8/29/2012	MASTERMATHMENTOR MATH,EHS,SOFTWARE/VIDEOS	277.02
195883	8/29/2012	R.J. MCCARVILLE ASSOCIATES, LTD. MAINT.,EHS,PROPERTY SERVICE	2,500.00
195884	8/29/2012	MCGRAW HILL EDUCATION BES, INSTR,BOOKS/PERIODICALS	582.65
195885	8/29/2012	MEIER SUPPLY CO., INC. GEN.MAINT.,ESE,SUPPLIES	69.50
195886	8/29/2012	METUCHEN CENTER, INC. SOCCER,JTL,BOYS,BID SUPPLIES	98.70
195887	8/29/2012	SHANNON METZGAR READING,LIS,TUITION REIMBURSE.	2,346.00
195888	8/29/2012	MIDWEST TECHNOLOGY PRODUCTS TECH.ED.,JTL,BID SUPPLIES	206.80
195889	8/29/2012	JOSEPH MINNICHBACH SCIENCE,EHN,TUITION REIMBURSE.	315.00
195890	8/29/2012	LISA M MINNICHBACH LEARN.SUP.,SEC.,TUITION REIMB.	315.00
195891	8/29/2012	MONROE COUNTY TREASURERS OFFICE TAX COLLECTION,PRINTING/BIND.	1,389.36
195892	8/29/2012	MONROE FAMILY PRACTICE TRANSPORTATION,PROF.CONT.SERV	960.00
195893	8/29/2012	NAPSA PUPIL SVC.INTER.CONF.TRAINING	395.00
195894	8/29/2012	NASCO ART,MSE,BID SUPPLIES	174.99
195895	8/29/2012	NEVCO INC. GEN.ATHL.,EHN,SUPPLIES	939.74

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195896	8/29/2012	NORTHEASTERN BUILDING MAINTENANCE EHN,CUST.,CONTR.PROPERTY SERV.	4,935.47
195897	8/29/2012	OFFICE DIRECT, INC. MSE, INSTR., SUPPLIES	168.00
195898	8/29/2012	OFFICE MAX INCORPORATED SMI, INSTR, SUPPLIES	879.22
195899	8/29/2012	OPTECH LIS, 6TH, SOFTWARE/VIDEOS	2,500.00
195900	8/29/2012	KIRK L. OSWALD JTL, CUST., GASOLINE	54.00
195901	8/29/2012	PA ASSOC ELEM./SEC. SCHOOL PRINCIPALS SMI, PRIN., DUES & FEES	525.00
195902	8/29/2012	PENNSYLVANIA ONE CALL SYSTEM, INC. GEN.MAINT., PROPERTY SERVICES	66.76
195903	8/29/2012	PCI EDUCATIONAL PUBLISHING ESL, RES, BOOKS/PERIODICALS	42.95
195904	8/29/2012	PEARSON EDUCATION, INC. RES, INSTR, BOOKS/PERIODICALS	12,947.80
195905	8/29/2012	PENNSYLVANIA PAPER & SUPPLY CO. MSE, CUST., SUPPLIES	350.50
195906	8/29/2012	PETTY CASH MIDDLE SMITHFIELD MSE, PRIN., GENERAL SUPPLIES	37.06
195907	8/29/2012	PHI DELTA KAPPA MEMBERSHIP LIS, PRIN., DUES & FEES	90.00
195908	8/29/2012	POCONO SERVICES FOR FAMILIES & CHILDREN KTO GRANT, CONTRACT SERVICES	2,255.02
195909	8/29/2012	PYRAMID SCHOOL PRODUCTS ART, JTL, BID SUPPLIES	1,026.93
195910	8/29/2012	JOHN RENNA ITEC, IN-DISTRICT MILEAGE	33.02
195911	8/29/2012	PHILIP ROSENAU CO., INC. JMH, CUST., SUPPLIES	4,270.79
195912	8/29/2012	SCHOOL HEALTH CORPORATION MEDICAL, NON-PUB., SUPPLIES	359.42
195913	8/29/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 MSE, INSTR, BID SUPPLIES	1,924.66
195914	8/29/2012	SCHUYLKILL VALLEY SPORTING GOODS W9 Received: Y VOLLEYBALL, LIS, BID SUPPLIES	25.00
195915	8/29/2012	SHRED-IT USA - NEWARK ESE.CUST., DISPOSAL SERVICE	68.64
195916	8/29/2012	SIMPLEX GRINNELL JTL, MAINT.BUILDING, REPAIR/MAIN	620.53
195917	8/29/2012	SPIRAL BINDING CO., INC. EHS, INSTR, SUPPLIES	231.03
195918	8/29/2012	SPORT SUPPLY GROUP, INC. GEN.ATHL., LIS, SUPPLIES	110.69

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
195919	8/29/2012	LINDA STEIN SCIENCE,LIS,TUITION REIMBURSE.	615.00
195920	8/29/2012	MIRIAM STEVENS LEARN.SUP.,SEC.,TUITION REIMB.	3,120.00
195921	8/29/2012	TIME FOR KIDS BES, INSTR,BOOKS/PERIODICALS	442.00
195922	8/29/2012	BRENDA C. TIRADO LEARN.SUP.,SEC.,TUITION REIMB.	300.00
195923	8/29/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS,CUST.,UNIFORM RENTAL	592.80
195924	8/29/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. GEN.MAINT.,UNIFORM RENTAL	984.15
195925	8/29/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS,CUST.,UNIFORM RENTAL	521.67
195926	8/29/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. MSE,CUST.,UNIFORM RENTAL	33.08
195927	8/29/2012	TU-WAY COMMUNICATIONS TRANSPORTATION,REPAIRS & PARTS	520.50
195928	8/29/2012	VIDEO SERVICE OF AMERICA JTL,6TH,SUPPLIES	279.00
195929	8/29/2012	VWR SARGENT WELCH SCIENCE,EHN,SUPPLIES	3,274.57
195930	8/29/2012	EAST STROUDSBURG School Service Personnel Dues	25.08
195931	8/29/2012	CHAPTER 13 TRUSTEE Miscellaneous Deductions	159.54
195932	8/29/2012	ED FOUNDATION OF ES/GENERAL FUND EDUC. FOUNDATION DEDUCTIONS	40.00
195933	8/29/2012	ED FOUNDATION OF ES/SCHOLARSHIP FUND EDUC. FOUNDATION DEDUCTIONS	13.00
195934	8/29/2012	EDUCATIONAL CREDIT MANAGEMENT CORP Miscellaneous Deductions	90.38
195935	8/29/2012	FLORIDA STATE DISBURSEMENT UNIT Miscellaneous Deductions	136.90
195936	8/29/2012	HAB-DLT (ER) Miscellaneous Deductions	303.86
195937	8/29/2012	STATE OF NEW JERSEY GROSS INC TAX-NJ 500 NJ State Taxes	314.92
195938	8/29/2012	NYSCSPC (NEW YORK STATE CHILD SUPPORT Miscellaneous Deductions	413.77
195939	8/29/2012	PENNSYLVANIA HIGHER EDUCATION AGENCY Miscellaneous Deductions	10.96
195940	8/29/2012	SOCIAL SECURITY ADMINISTRATION W9 Received: Y Miscellaneous Deductions	137.28
195941	8/29/2012	U.S. DEPARTMENT OF EDUCATION Miscellaneous Deductions	435.77
195942	8/29/2012	UNITED STATES TREASURY Miscellaneous Deductions	200.00

**Bank: 11 PNC Bank (Concentration)**

Check no.	Date	Vendor name and comment	Amount
195943	8/30/2012	TOPP BUSINESS SOLUTIONS BUSINESS OFFICE,EQUIP.RENTAL	82,790.76
			----- 1,632,246.94

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Bank: 41 PNC BANK-ATHLETIC FUND NORTH

Check no.	Check Date	Vendor name and comment	Amount
8604	8/22/2012	ROBERT ANDREWS V FOOTBALL OFFICIAL scrim w/EASTON	72.00
8605	8/22/2012	JAMES L. HANEY V/JV/JH FB OFFICIAL scrim w/EASTON	164.00
8606	8/22/2012	THOMAS D. HOCKIN V/JV/JH FB OFFICIAL scrim w/EASTON	164.00
8607	8/22/2012	MIKE KOCH V/JV/JH FB OFFICIAL scrim w/EASTON	164.00
8608	8/22/2012	JAMES E. LUTZ, JR. V/JV/JH FB OFFICIAL scrim w/Easton	164.00
8609	8/22/2012	MORAVIAN ACADEMY ATHLETICS FH ENTRY FEE, 8-25-12	130.00
8610	8/30/2012	EUGENE ALBANESI V FOOTBALL OFFICIAL w/HONESDALE	72.00
8611	8/30/2012	NANCY BILLGER JV/V FIELD HOCKEY w/Bangor	99.00
8612	8/30/2012	GEORGE D. BUTTS V/JV VOLLEYBALL OFFICIAL w/DIERUFF	84.00
8613	8/30/2012	RICHARD CARMONA JV/V GIRLS SOCCER OFFICIAL w/BANGOR	103.00
8614	8/30/2012	JAMES P DARR V FOOTBALL OFFICIAL w/HONESDALE	72.00
8615	8/30/2012	STEVE GRIFFITH JV/V GIRLS SOCCER OFFICIAL w/BANGOR	103.00
8616	8/30/2012	WILLIAM HORVATH V GIRLS SOCCER OFFICIAL w/WM ALLEN	67.00
8617	8/30/2012	GAIL JOHNSON V FOOTBALL START-UP \$\$\$, w/HONESDAL	600.00
8618	8/30/2012	GEORGE KAZAKOS V GIRLS SOCCER OFFICIAL w/WM ALLEN	67.00
8619	8/30/2012	JOSEPH MICHAEL LIGHT V/JV VOLLEYBALL OFFICIAL w/DIERUFF	84.00
8620	8/30/2012	JOSEPH S PUSATERI V FOOTBALL OFFICIAL w/HONESDALE	72.00
8621	8/30/2012	MARTIN ALBERT ROMERIL JV/V FIELD HOCKEY OFFICIAL w/BANGOR	99.00
8622	8/30/2012	WILLIAM J. SCHOEN V FOOTBALL OFFICIAL w/HONESDALE	72.00
8623	8/30/2012	SLATEBELT SHOWDOWN WRESTLING TOURNAMENT LEH WRESTLING ENTRY FEE, 12-29-12	250.00
8624	8/30/2012	PAUL TUMAVITCH V FOOTBALL OFFICIAL w/HONESDALE	72.00
			2,774.00



**Bank: 40 CITIZENS BANK - ATHLETIC FUND SOUTH**

Check no.	Check Date	Vendor name and comment	Amount
7139	8/17/2012	BRIAN BANNON V FOOTBALL OFFICIAL w/WILSON	72.00
7140	8/17/2012	PATRICK FRANK V FOOTBALL OFFICIAL w/WILSON scrim	72.00
7141	8/17/2012	NATHANIEL GROSS V FOOTBALL OFFICIAL w/WILSON scrim	72.00
7142	8/17/2012	HABITAT FOR HUMANITY OF WAYNE COUNTY ENTRY FEE, CROSS COUNTRY 8-25-12	252.00
7143	8/17/2012	MORAVIAN ACADEMY ATHLETICS ENTRY FEE, V/JV F Hockey 8-25-12	130.00
7144	8/17/2012	RUSSELL I. SAYLOR V FOOTBALL OFFICIAL w/WILSON scrim	72.00
7145	8/17/2012	SOUTHERN LEHIGH HIGH SCHOOL ENTRY FEE, V VOLLEYBALL 10-13-12	200.00
7146	8/17/2012	STEPHEN LEWIS TONE V FOOTBALL OFFICIAL w/Wilson	72.00
7147	8/23/2012	GEORGE D. BUTTS VB OFFICIAL scrmi w/PERIOMEN VALLEY	57.00
7148	8/23/2012	JOELLE FAIR FIELD HOCKEY OFFICIAL scrim w/PALME	65.00
7149	8/23/2012	STEVENS A. HESS G SOCCER OFFICIAL scrim w/NDES	67.00
7150	8/23/2012	GEORGE A. KIRCHNER G SOC OFFICIAL scrim w/NDES	67.00
7151	8/23/2012	THOMAS J. LEIS IV VB OFFICIAL scrimmage w/PERKIOMEN V	57.00
7152	8/23/2012	AMBER L. WITTEL FIELD HOCKEY scrimmage w/PALMERTON	65.00
7153	8/28/2012	JAMES A. HALL GIRLS SOCCER OFFICIAL scrmi w/PALME	67.00
7154	8/28/2012	JUDITH A. HARAKAL V/JV VOLLEYBALL OFFICIAL w/WM ALLEN	84.00
7155	8/28/2012	MICHAEL HARAKAL, JR V/JV VOLLEYBALL OFFICIAL w/WM ALLEN	84.00
7156	8/28/2012	WILLIAM C. KIERNAN BOYS SOCCER OFFICIAL scrim w/PALMER	67.00
7157	8/28/2012	FRANK A. LAZENKA, JR BOYS SOCCER OFFICIAL scrim w/PALMER	67.00
7158	8/28/2012	CHECK VOIDED	
7159	8/28/2012	ELIO SERPICO GIRLS SOCCER OFFICIAL scrim w/PALME	67.00
7160	8/28/2012	CHECK VOIDED	
7161	8/30/2012	BENJAMIN BRENNEMAN START UP \$\$\$, w/FREEDOM 8-31-12	1,200.00
7162	8/30/2012	LARRY EICHLIN V FOOTBALL OFFICIAL w/FREEDOM	72.00
7163	8/30/2012	JOELLE FAIR JTL FIELD HOCKEY OFFICIAL w/DVMS	69.00

Sep 10, 2012

001 East Stroudsburg Area School District  
LIST OF PAYMENTS

Page: 2  
ID: AC0462

Bank: 40 CITIZENS BANK - ATHLETIC FUND SOUTH

Check no.	Check Date	Vendor name and comment	Amount
7164	8/30/2012	NATHANIEL GROSS V FOOTBALL OFFICIAL w/FREEDOM	72.00
7165	8/30/2012	JAMES A. HALL JV GIRLS SOCCER OFFICIAL w/PALMERTO	36.00
7166	8/30/2012	THEODORE IOBST V FOOTBALL OFFICIAL w/FREEDOM	72.00
7167	8/30/2012	WILLIAM C. KIERNAN JV BOYS SOCCER OFFICIAL w/PALMERTON	36.00
7168	8/30/2012	FRANK A. LAZENKA, JR JV BOYS SOCCER OFFICIAL w/PALMERTON	36.00
7169	8/30/2012	MICHAEL ALLEN REISS V FOOTBALL OFFICIAL w/FREEDOM	72.00
7170	8/30/2012	MICHAEL SCHRODER V/JV GIRLS SOCCER OFFICIAL w/NAZARE	103.00
7171	8/30/2012	ELIO SERPICO V/JV GIRLS SOCCER OFFICIAL w/NAZARE	139.00
7172	8/30/2012	SLATEBELT SHOWDOWN WRESTLING TOURNAMENT JTL WRESTLING ENTRY FEE, 12-29-12	250.00
7173	8/30/2012	ERIC J. STRIBA V FOOTBALL OFFICIAL w/FREEDOM	72.00
7174	8/30/2012	JAMES W. VON BROOCK JTL FIELD HOCKEY OFFICIAL w/DVMS	69.00
			4,054.00

End of Report - 8.52.23

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**EAST STROUDSBURG AREA SCHOOL DISTRICT  
CAPITAL PROJECTS - BOND FUND - 2012-2013**

**Aug-12**

DATE	PNC CONST	2008 PLGIT	2011A	2011D (QZAB)	2012A	TOTAL
*InterestRates	.15% APYE	.02% MDY	.02% MDY	.02% MDY	.02% MDY	
Beg Bal	\$ 68,293.77	\$ 247,617.27	\$ 619,481.33	\$ 456,741.46	\$ 2,331,639.72	\$ 3,723,773.55
ADJ TO BEG BAL						\$ -
Deposit						\$ -
Transfers	\$ 9,198.50	\$ (9,198.50)				\$ -
Interest	\$ 6.95	\$ 3.21	\$ 8.10	\$ 5.97	\$ 30.48	\$ 54.71
Expense	\$ (9,207.50)					\$ (9,207.50)
End Bal	\$ 68,291.72	\$ 238,421.98	\$ 619,489.43	\$ 456,747.43	\$ 2,331,670.20	\$ 3,714,620.76

\*APYE Annual Percentage Yield Earned  
MDY Monthly Distribution Yield

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
STATEMENT OF CASH / CAPITAL RESERVE FUND  
2012-2013**

	<u>August 31, 2012</u>		<u>July 1, 2011 August 31, 2012</u>		<u>Prior Year July 1, 2011 to June 30, 2012</u>		
<b>Beginning Balance:</b>		\$ 3,831,400.22		\$ 3,943,239.57		\$ 2,964,118.89	
<b>Adjustment to Beginning Balance</b>							
<b>Deposit:</b>					\$ 1,311,780.17		
	\$	-	\$	-			
<b>Recoverable Bus Purchase:</b>							
Reimbursement to/from G F			\$	-	0.00		
Reimbursement to/from PLGIT			\$	-	0.00		
Wolflington Bus Buy Back		-		-	0.00	1,311,780.17	
<b>Interest:</b>							
PLGIT .04% *MDY	\$	127.43	127.43	178.48	178.48	753.61	753.61
<b>TOTAL RECEIPTS</b>		127.43		178.48		1,312,533.78	
<b>TOTAL RESOURCES</b>		<u>\$ 3,831,527.65</u>		<u>\$ 3,943,418.05</u>		<u>\$ 4,276,652.67</u>	
<b>Disbursements:</b>							
Transportation - New Buses			\$	-	0.00		
Due to General Fund				-	0.00		
Due to PLGIT				-	0.00		
Land Acquisition Costs				-	0.00		
Architect/Engineer-JTL			7,797.00		7,797.00		
District Security - JTL				-	0.00		
District Security - HSN				-	0.00		
District Security - JM Hill				-	0.00		
District Security - Resica				-	0.00		
District Security - Bushkill				-	0.00		
District Security				-	0.00		
District Software				-	0.00		
District Tech Equipment				-	0.00		
Cust Supplies - Bushkill					231.65		
Land Imp. - JMH				-	0.00		
Maint. - BES				-	0.00		
Maint. - RES					12,700.00		
Maint. - JMH					28,994.55		
Maint. - MSE				-	0.00		
Maint. - SME				-	0.00		
Maint. - HSN			17,593.40		0.00		
Maint. - HSS					184,913.07		
Maint. - JTL					2,430.02		
Maint. - LEH					0.00		
Bldg Imp. - BSE					0.00		
Bldg Imp. - HSN					626.51		
Bldg Imp. - HSS					0.00		
Bldg Imp. - JMH					0.00		
Bldg Imp. - JTL					0.00		
Bldg Imp. - LIS					0.00		
Bldg Imp. - ESE					0.00		
Bldg Imp. - MSE					0.00		
Bldg Imp. - RES					0.00		
Site Imp. - Trans					0.00		
Site Imp. - District					0.00		
Site Imp. - BES					0.00		
Site Imp. - HSN					0.00		
Site Imp. - HSS					0.00		
Site Imp. - JMH			86,500.00		95,720.30		
Site Imp. - JTL					0.00		
Site Imp. -SME					0.00		
Site Imp. - RES					0.00		
Site Imp. - LIS					0.00		
Site Imp. - ESE					0.00		
Site Imp. - MSE					0.00		
				111,890.40		333,413.10	
<b>Ending Balance</b>		<u>\$ 3,831,527.65</u>		<u>\$ 3,831,527.65</u>		<u>\$ 3,943,239.57</u>	
<b>Cash Summary:</b>							
PLGIT	3,831,527.65		\$ 3,831,527.65		3,943,239.57		
<b>Ending Balance</b>		<u>\$ 3,831,527.65</u>		<u>\$ 3,831,527.65</u>		<u>\$ 3,943,239.57</u>	

\*Interest Rate

MDY (Monthly Distribution Yield)

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
STATEMENT OF CASH / GENERAL FUND (FUNDS 10 & 19)  
August 31, 2012**

	<u>August 31, 2012</u>		<u>July 1, 2012 to August 31, 2012</u>		<u>Prior Year July 1, 2011 to June 30, 2012</u>	
<b>Beginning Balance:</b>	\$	42,587,135.07	\$	50,744,381.53	\$	41,565,145.23
<b>Adjustment to Beginning Balance</b>					\$	(231.27)
<b>Receipts:</b>						
Earned Income Tax	\$	281,435.23	423,990.54		\$	2,868,857.20
Occupational Privilege Tax	\$	9,875.46	12,036.01	436,028.55	\$	70,650.14
		\$ 291,310.69				2,939,507.34
<b>Real Estate Transfer Tax:</b>						
Monroe	\$	32,861.08	1,852,568.11		\$	485,012.06
Pike	\$	8,906.04	18,193.29	1,870,761.40	\$	100,612.78
		41,767.12				585,624.84
<b>Delinquent Taxes</b>						
Monroe	\$	-	2,431.60		\$	6,222,795.85
Pike	\$	-	566,122.83	568,554.43	\$	1,876,583.19
						8,099,379.04
<b>Real Estate Taxes:</b>						
East Stroudsburg	\$	1,260,379.71	1,260,379.71		\$	11,385,710.12
Middle Smithfield	\$	3,064,276.94	3,070,647.84		\$	32,748,434.45
Pike	\$	730,166.67	730,166.67		\$	6,171,832.00
Smithfield	\$	1,785,069.50	1,794,724.65		\$	16,617,934.30
Lehman	\$	1,833,995.75	1,835,265.09		\$	20,447,344.66
Porter	\$	330,260.73	330,260.73	9,021,444.69	\$	1,919,719.13
		9,004,149.30				89,290,974.66
<b>Interest:</b>						
PNC - ATHLETICS .15% **APYE	\$	1.66	1.66		\$	15.09
PLGIT .02% **MDY	\$	94.25	131.06		\$	2,941.37
PLGIT/PLUS .04% **MDY						2,313.08
PLGIT/CD's *Multiple Rates		2,096.73	8,477.88			10,388.92
PSDLAF .15%		4,040.98	8,631.14			52,787.88
PNC NOW .15% **APYE		884.82	1,528.00			19,950.15
		7,118.44		18,769.74		88,396.49
<b>ACH State Transfers:</b>						
Access						
Basic Ed	\$	1,897,029.93	1,697,029.93		\$	11,175,916.99
Alt Ed for Disr Yth						
Charter School Tr						
DEP						
DCED Anti Gang Initiative						
Drivers Ed						
Dual Enrollment						(1,480.72)
Education Assistance						
Grant			14,988.00			
Health Reimb						164,847.33
Homebound						
Incarcerated Ed						
Lieu of Taxes	\$	39,989.46	39,989.46			73,644.42
Colonial IU20 Refund						
NP Transportation						118,741.06
10/11 Pupil Transportation Shortfall	\$	6,068.99	6,068.99			
10/11 Nonpublic Transportation Shortfall	\$	649.25	649.25			
NSLP Sub	\$	11,599.50	275,252.85			1,806,318.17
09/10 Excess Revenue - MCTI						
PA Accountability Grants	\$	252,352.00	252,352.00			504,703.00
Perf Incentives						
Property Tax Relief	\$	2,170,920.00	2,170,920.00			4,341,927.75
PURTA						133,733.60
Rental Subsidy						2,733,881.37
Retirement						2,637,836.14
SD Special Ed Funding			540,524.00			3,650,250.15
SD Transportation	\$	318,551.00	318,551.00			3,175,024.97
School Health Program						
Section 1305/1306						493,053.94
Social Security	\$	213,162.00	426,324.00			2,548,899.49
Tuition Transfer						
Vocational Ed-PDE						
Vocational Ed-MCTI			38,502.84			191,962.87
Ward of State						18,267.51
WIA Summer Youth	\$	4,710,322.13		5,781,152.32		33,767,518.04
<b>Federal Revenue:</b>						
Access	\$	1,865.92	1,865.92			942,058.01
Academic Achievement						
ARRA - Fiscal Stabilization-Basic Ed						253,506.30
ARRA -IDEA						203,109.37
ARRA -Title I Part A Grant						
ARRA -Title I School Improvement						
Grant						
Impact Aid						429,254.00
IU 20 IDEA						1,363,831.64
Pregnant & Parent						
Program Improvement-Set Aside			7,785.24			146,987.20
Title I			72,895.84			965,592.56
Title II			17,175.78			194,299.95
Title III						95,611.00
Title V						
Title VI	\$	1,865.92		99,722.76		4,594,250.03
<b>Other Revenue:</b>						
Athletic Events					\$	79,407.41
Transfer from General Fund to Athletics					\$	40,000.00
Refunds					\$	58,971.90
Miscellaneous	\$	2,544.40	6,029.66			106,563.91
Jury Duty Reimb	\$	234.65	246.20			3,529.71
Local Grants			2,280.00			21,940.00
Bus Reimbursement-Outside ESASD			325.00			4,305.00
Donations						1,000.00
Early Intervention Amendment A			9,678.00			
Early Intervention Amendment B			8,118.00			
Federal Subsidy Payment for 2010A						29,463.00
Federal Subsidy Payment for 2011D						9,890.64
Parking Permits/Smoking Fines/Locker Fees/ID's	\$	1,347.00	1,347.00			3,883.72
Cell Tower	\$	1,194.05	3,582.15			13,315.30
Online Summer School			11,285.00			18,459.00
Credit Recovery Program						2,684.00
Use of Facilities			1,087.00			23,204.37
Use of Facilities Deposit						783.00
QSCB Federal Subsidy						29,463.15
Restitutions			779.75			2,009.15
Settlement Proceeds						55.19
Shawnee Academy	\$	5,320.10		44,755.76		6,432.49

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**EAST STROUDSBURG AREA SCHOOL DISTRICT  
STATEMENT OF CASH / GENERAL FUND (FUNDS 10 & 19)  
August 31, 2012**

	August 31, 2012	July 1, 2012 to August 31, 2012	Prior Year July 1, 2011 to June 30, 2012
<b>Credit to Expense:</b>			
Wage/Tuition Reimb		-	\$ 23,949.45
Misc. Expense		-	93.83
Cafeteria Reimb		-	150.00
Misc. Reimb/Refunds	8,351.89	8,899.00	400,643.42
Insurance Reimbursements	320.00	3,824.14	37,150.22
Bus Reimbursement-Inside ESASD	650.00	650.00	11,700.00
Custodian/Security Fees		-	-
Donations		-	-
Obligations	8.75	18.75	8,056.04
Bond/Const. Fund to GF	877.50	877.50	3,087.50
Capital Reserve to GF		-	-
Concession Stand to GF		-	-
Special/Student Activity to GF		100.00	6,455.46
Sub Teacher Permits	235.00	235.00	535.00
PayPal to GF		-	-
Portnoff Fees		-	1,515.36
MCTI		-	203,521.08
Bus Buy-Back (Wolfington)		-	1,417,370.00
Shawnee Reconciliation		-	-
Blue Cross Pymt/COBRA	15,776.16	26,219.10	219,613.96
		29,609.75	44,014.14
		-	2,333,841.32
<b>TOTAL RECEIPTS</b>	\$ 14,088,072.80	17,885,201.79	142,154,852.70
<b>TOTAL RESOURCES</b>	\$ 56,655,207.87	66,629,583.32	183,719,766.66
<b>Disbursements:</b>			
Accounts Payable - Athletics (South)	4,054.00	4,054.00	78,925.29
Accounts Payable - Athletics (North)	2,774.00	2,774.00	59,148.85
Accounts Payable	3,639,698.64	8,953,628.90	52,826,189.20
Payroll	3,901,496.43	6,598,020.11	41,381,041.99
Investment Fees		1,580.12	4,427.47
Prior Months Voids/Adj - Athletics	(193,788.29)	(193,788.29)	(286.00)
Prior Months Voids/Adj		-	(34,587.24)
Accrued Interest		-	-
2004A GON Principal & Int		-	393,025.00
2006 GOB Principal & Int		-	-
2007 GON Principal & Int	1,818,730.00	1,818,730.00	3,632,553.75
2007A GOB Principal & Int	2,515,000.00	2,515,000.00	3,665,000.00
2008 GOB Principal & Int	811,241.25	811,241.25	1,617,582.50
2009 GOB Principal & Int		-	67,937.50
2009A GOB Principal & Int		766,025.00	879,112.50
2009 GON Principal & Int		-	379,337.50
2010 GOB Principal & Int		-	2,987,400.00
2010A GOB Principal & Int		-	895,512.50
2010A QSCB Principal & Int	106,150.46	106,150.46	65,999.66
2011 GOB Principal & Int		-	493,176.73
2011A GOB Principal & Int		-	77,417.72
2011D QZAB Principal & Int	42,653.82	42,653.82	9,890.64
2012 GOB Principal & Int		-	54,963.34
2012A GOB Principal & Int		-	28,068.33
GOB CP \$37.5M		-	-
Blue Cross Payment (EBTEP)	1,468,076.83	2,918,920.56	17,486,621.17
Due to/from Capital Projects		-	-
Due to/from Capital Reserves		-	1,306,000.00
96 VRLP \$7M Principal, Int & Annual Trust Fee	4,409.77	4,409.77	446,465.82
96 VRLP \$10M Principal, Int & Annual Trust Fee	5,943.29	11,765.95	663,870.91
T.R.A.N. & Interest		-	-
Bus Buy-Back (Wolfington)		-	-
<b>Balance:</b>	\$ 14,126,640.20	1,739,850.00	26,101,015.65
	\$ 42,528,567.67	42,528,567.67	3,510,590.00
			132,975,385.13
			50,744,381.53
<b>CASH SUMMARY (FUNDS 10 &amp; 19):</b>			
PNC - Athletics (Fund 19)	\$ 1,683.31	1,683.31	\$ 4,455.65
CITIZENS - Athletics (Fund 19)	\$ 706.77	706.77	\$ 4,760.77
PNC Bank - NOW (Fund 10)	\$ 5,566,250.80	5,566,250.80	\$ 7,256,427.97
PSDLAF (Fund 10)	24,769,446.38	24,769,446.38	30,760,815.24
PLGIT (Fund 10)	5,168,209.67	5,168,209.67	4,702,071.04
PLGIT/PLUS (Fund 10)	4,049,270.74	4,049,270.74	5,042,850.86
PLGIT/CD (Fund 10)	2,973,000.00	2,973,000.00	2,973,000.00
<b>Balance (Funds 10 &amp; 19):</b>	\$ 42,528,567.67	-	0
			50,744,381.53
<b>*PLGIT CD's Interest Rates</b>			
Tristate Capital Bank .55%	Southside Bank .66%		
Sterling National Bank .46%	Bridgewater Bank .85%		
Gbc International Bank .45%	Privatebank & Trust Co. .50%		
Bank of the West .70%	Onewest Bank .51%		
Sonabank .50%	Israel Discount Bank of NY .85%		
Fifth Third Bank .62%	Bank of China .60%		
<b>**Interest Rates</b>			
APYE (Annual Percentage Yield Earned)			
MDY (Monthly Distribution Yield)			

001 East Stroudsburg Area School District  
STATEMENT OF INCOME  
For the Period Ending July 31, 2012

CAFETERIA FUND

	Current Period	Year-to-Date	Account number
<b>REVENUE FROM LOCAL SOURCES</b>			
EARNINGS ON INVESTMENTS			
INTEREST ON INVESTMENTS	109.62	109.62	50-6510-000
<b>TOTAL EARNINGS ON INVESTMENTS</b>	<u>109.62</u>	<u>109.62</u>	
<b>REVENUE FROM OPERATIONS</b>			
SUMMER SALES - B-FAST & LUNCH	201.50	201.50	50-6614-000
SALES, A LA CARTE LUNCH	1,300.99	1,300.99	50-6621-000
MISC. WEBSITE COMMISSION	1.54	1.54	50-6625-000
SALES, IN-HOUSE-EVENTS	1,932.36	1,932.36	50-6630-000
<b>TOTAL SALES</b>	<u>3,436.39</u>	<u>3,436.39</u>	
<b>TOTAL LOCAL REVENUE</b>	<u>3,546.01</u>	<u>3,546.01</u>	
<b>REVENUE FROM STATE SOURCES</b>			
STATE SUBSIDY	560.48	560.48	50-7600-000
STATE SUBSIDY -SOCIAL SECURITY	512.67	512.67	50-7810-000
STATE SUBSIDY -RETIREMENT	464.86	464.86	50-7820-000
<b>TOTAL STATE REVENUE</b>	<u>1,538.01</u>	<u>1,538.01</u>	
<b>REVENUE FROM FEDERAL SOURCES</b>			
FEDERAL SUBSIDY - BREAKFAST	3,940.50	3,940.50	50-8530-553
FEDERAL SUBSIDY - LUNCH	7,098.52	7,098.52	50-8530-555
<b>TOTAL FEDERAL REVENUE</b>	<u>11,039.02</u>	<u>11,039.02</u>	
<b>TOTAL CAFETERIA REVENUE</b>	<u>\$16,123.04</u>	<u>\$16,123.04</u>	
<b>EXPENSES OF OPERATIONS</b>			
Salary, Manager	3,193.75	3,193.75	50-3100-110
SALARIES, SUMMER WORKERS	354.75	354.75	50-3100-160
SALARIES, WORKERS	6,203.88	6,203.88	50-3100-170
MEDICAL INSURANCE	54,004.50	54,004.50	50-3100-210
LIFE INSURANCE	625.01	625.01	50-3100-213
LTD INSURANCE	168.71	168.71	50-3100-214
FICA OASDI	830.86	830.86	50-3100-220
FICA HI	194.35	194.35	50-3100-221
RETIREMENT	929.70	929.70	50-3100-230
WORKERS COMPENSATION	208.99	208.99	50-3100-260
AUTO INSURANCE	1,255.61	1,255.61	50-3100-522
SUPPLIES, NON-FOOD	111.05	111.05	50-3100-610
DEPRECIATION OF EQUIPMENT	108.42	108.42	50-3100-741
PREPAY FEES	3.89	3.89	50-3100-811
<b>TOTAL FOOD SERVICE EXPENSES</b>	<u>\$68,193.47</u>	<u>\$68,193.47</u>	
<b>Net Loss</b>	<u>\$ (52,070.43)</u>	<u>\$ (52,070.43)</u>	

Bank: 45 PNC BANK-CAFETERIA

Check no.	Date	Vendor name and comment	Amount
103875	7/12/2012	CHECK VOIDED	
103876	7/12/2012	BUTTER KRUST BAKING CO. Food Purchases	116.95
103877	7/12/2012	CARGILL Food Purchases	910.78
103878	7/12/2012	MARTHA DETERMAN STARTING BANK MONIES FOR CASHIERS	1,255.00
103879	7/12/2012	FRITO-LAY, INC. Food Purchases	297.69
103880	7/12/2012	SCOTT KRUEGERS SHEET METAL SUPPLIES, NON-FOOD	30.00
103881	7/12/2012	P & S GARAGE MAINTENANCE/REPAIRS	239.88
103882	7/12/2012	POCONO MOUNTAIN DAIRIES MILK PURCHASES	465.54
103883	7/12/2012	PAUL H. SCHMID CONF/TRAVEL/MILEAGE	294.71
103884	7/12/2012	US FOODSERVICE, INC. Food Purchases	574.53
103885	7/12/2012	WEIS MARKET, INC. Food Purchases	388.30
			4,573.38

End of Report - 11.00.44



Date: Sep 04, 2012

East Stroudsburg Area SD  
BUILDING ENROLLMENT LIST

ID: SR0380

IU	Intermediate Unit 20	53
OAP	OOD Awaiting Place	9
01	E Stroudsburg Elemen	670
02	E Stroudsburg HS - S	1,458
04	JM Hill Elementary	388
05	Smithfield Elem	320
06	Middle Smithfield El	556
12	Lambert Intermediate	980
14	Bushkill Elementary	471
16	Lehman Intermediate	783
17	ES Senior High North	1,207
19	Resica Elementary	568
212	Mainstay North	1
214	Lehigh Cty Det Ctr	2
222	DTA	1
223	Firely Home for Kids	1
227	Cornell Abraxas	1
241	Devereux-Mapleton	1
253	The Summit Academy	1
258	Children's Home/Read	1
267	Pike Co Corrections	3
28	La Sa Quik	2
347	Altern Rehab Com	1
349	N Central Treatment	1
358	Northwestern Academy	3
364	Youth Services Agenc	4
63	Vision Quest(Waynes)	1
67	GeorgeJr Repub Grove	3
89	Glen Mills School	1
990	Cyber Charter School	188
	Total	7,679

End of Report- 7:46:34