

East Stroudsburg Area School District

SECTION: OPERATIONS
 TITLE: ELIGIBILITY TO OPERATE DISTRICT-OWNED MOTOR VEHICLES
 1st READING: December 17, 2012
 ADOPTED:

ELIGIBILITY TO OPERATE DISTRICT-OWNED MOTOR VEHICLES	
1. Purpose	<p>To further a safe environment for authorized district employees and/or volunteers and protecting East Stroudsburg Area School District property, this policy governs the eligibility for drivers to operate School District-owned motor vehicles.</p>
Pol. 810, 810.1	<p>This policy does not preclude the School District's enforcement of any state or federal statute or regulation or of any other District policy, regulation or directive that may result from or relate to an employee's operation of a motor vehicle.</p> <p>For instance, if an employee whose job duties include operating a District-owned motor vehicle loses eligibility to operate such vehicle pursuant to this policy; additional consequences beyond this policy (including termination of employment as warranted by the School Code or assignment to an alternative duty for which the employee is qualified) may ensue.</p>
2. Definition	<p>Eligible Driver under this regulation shall mean any authorized employee of the District and/or authorized volunteer who regularly drives or operates a District-owned motor vehicle as a possible function of their job responsibility, or for any other District-endorsed or approved purpose. To be an eligible driver, the authorized employee and/or volunteer must have a valid driver's license for the class of vehicle being driven and be deemed eligible to drive based upon this policy.</p>
3. Guidelines	<p>The Chief of School Police or designee shall maintain a list of all School District authorized employees and/or volunteer who are eligible to drive School District-owned vehicles.</p> <p>To be eligible to drive School District-owned vehicles, an authorized employee and/or volunteer must annually provide the following to management: a copy of a valid driver's license; and, consent for the District to obtain the employee's motor vehicle driving record.</p>

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ELIGIBILITY TO OPERATE DISTRICT-OWNED MOTOR VEHICLES - Pg. 2

By July 1st and December 31st of each year, the Chief of School Police or designee will obtain a list of all District authorized employees whose employment requires them to operate a District-owned vehicle. A Department of Transportation consent form (DL-503 Request for Driver Information) shall be provided to the District administration by the employee on an annual basis, and also anytime an employee is involved in a "reportable accident." Authorized volunteers shall provide the Chief of School Police or designee a Department of Transportation consent form (DL-503 Request for Driver Information) prior to being granted permission for use of District-owned motor vehicles.

As defined by Section 3746 of the Pennsylvania Vehicle Code, a "**reportable accident**" is an accident that results in personal injury, a death or damage to any vehicle such that the vehicle cannot be driven safely under its own power.

An authorized employee and/or volunteer shall lose eligibility to drive motor vehicles owned by the School District for any of the following four reasons:

1. Three (3) or more reportable accidents within the last three (3) years.
2. Conviction/Guilty plea for one (1) Type A violation within the last three (3) years.
3. A combined total of four (4) reportable accidents or conviction/guilty plea for Type B violations within the last three (3) years.
4. A driving record over the last three (3) years that provides a reasonable basis to believe the employee's operation of a District-owned vehicle may present a material risk to District property or to human health and safety (loss of eligibility solely for this reason must be approved by the Superintendent).

Designation of Type A and Type B violations are based on a survey of state point systems. Violations receiving the higher number of points are classed as Type A.

Type A Violations

1. Driving under influence of alcohol or controlled substance.
2. Homicide by vehicle.
3. Using a motor vehicle for the commission of a felony.

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<p>4. Delegation of Responsibility</p>	<p>4. Aggravated assault with a motor vehicle.</p> <p>5. Knowingly permitting an unlicensed person to drive.</p> <p>6. Reckless driving.</p> <p>7. Racing on highways.</p> <p>8. Hit and run driving relating to accidents involving death or personal injury.</p> <p><u>Type B Violations</u></p> <p>1. All moving violations not listed as Type A violations</p> <p>The Chief of School Police or designee shall provide this policy to authorized employees and/or volunteers who operate or request permission to operate a School District-owned motor vehicle.</p> <p>Employees whose job duties include operating motor vehicles owned by the School District shall be responsible to report promptly to the Chief of School Police or designee their involvement in any reportable accident or any Type A or B moving violation. Failure to report will result in an immediate loss of eligibility to drive motor vehicles owned by the School District and possible disciplinary action up to and including termination of employment.</p> <p>Authorized volunteers shall be responsible to report promptly to the Chief of School Police or designee their involvement in any reportable accident or any Type A or B moving violation. Failure to report will result in an immediate loss of eligibility to drive motor vehicles owned by the School District.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p> <p>Pennsylvania Vehicle Code – 75 Pa. C.S.A. Sec. 4551 et seq.</p> <p>Board Policy – 810, 810.1</p>
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A3

**AFFILIATION AGREEMENT FOR USE OF A FACILITY AS AN INTERNSHIP
SITE**

**Athletic Training Department
Dr. John Hauth**

THIS AGREEMENT, is made this 15th day of November, 2012, by and between EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA, (hereinafter referred to as "University"), an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and East Stroudsburg Area School District (hereinafter "East Stroudsburg Area School District").

BACKGROUND

WHEREAS, East Stroudsburg Area School District is equipped with the facilities and professional staff necessary to provide an educational experience to the University's students in the area of Athletic Training; and

WHEREAS, East Stroudsburg University of Pennsylvania is an educational institution that provides a degree in the area of Athletic Training;

WHEREAS, East Stroudsburg University is desirous of providing an educational experience to its Students limited to participation through supervision in an Athletic Training setting; and

WHEREAS, East Stroudsburg Area School District is desirous of establishing a relationship with the University whereby its students may receive Athletic Training experiences in their area of matriculation subject to the provisions of this Agreement.

NOW THEREFORE, intending to be legally bound, the parties hereto agree as follows:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY

- a. *Selection of Students.* The University shall be responsible for the selection of qualified students to participate in the Athletic Training experience. Selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by East Stroudsburg Area School District. The parties will mutually agree upon the number of students selected for each Athletic Training program.

- b. *Education of Students.* The University shall assume full responsibility for the classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading, graduation and faculty appointments.
- c. *Submission of Candidates.* The University shall submit the names of the students to a designated representative of East Stroudsburg Area School District at least two weeks prior to the Athletic Training assignment.
- d. *Policies of East Stroudsburg Area School District.* The University will review with each student, prior to the Athletic Training assignment, all applicable policies, codes, or confidentiality issues related to the Athletic Training experience. East Stroudsburg Area School District will provide the University with all applicable employee, student and volunteer policies at least two weeks in advance of the Athletic Training experience.
- e. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising students of their responsibilities under this Agreement. All students shall be advised of their obligations to abide by the policies and procedures of East Stroudsburg Area School District and should any student fail to abide by any policy and/or procedure, they may be expelled from the program.
- f. *Criminal and Child Abuse Clearances.* The University will require its students who are participating in the Athletic Training experience to comply with all criminal and child abuse clearance requirements of East Stroudsburg Area School District.
- g. *Health Status.* The University will require its students who are participating in the Athletic Training experience to comply with the health status requirements of East Stroudsburg Area School District, including but not limited to, physical examinations, vaccinations and health screening requirements for tuberculosis and measles. Proof of compliance must be presented prior to admission into the program. If additional examinations or medical steps are required because of the nature of the public health services, the student will be in compliance as a condition for participation.
- h. *Scheduling of East Stroudsburg Area School District.* The University shall plan the assignment and schedules of those participating in the Athletic Training experience in cooperation with East Stroudsburg Area School District.
- i. *Professional Liability Insurance.* Students shall be responsible for procuring professional liability insurance at their own expense if required by East Stroudsburg Area School District. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$5,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the Athletic Training assignment.

East Stroudsburg Area School District understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers Commonwealth/University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Torts Claims Act, 42 Pa.C.S.A. §§ 8521, *et seq.*

II. DUTIES AND RESPONSIBILITIES OF EAST STROUDSBURG AREA SCHOOL DISTRICT

- a. *Student Participation in East Stroudsburg Area School District.* East Stroudsburg Area School District agrees to allow a mutually agreed upon number of students of the University to participate in an Athletic Training experience. East Stroudsburg Area School District agrees that the students selected for the program will be permitted to participate at dates and times mutually agreeable between East Stroudsburg Area School District and the University.
- b. *Service/Administration.* East Stroudsburg Area School District will have sole authority and control over all aspects of public health services. East Stroudsburg Area School District will be responsible for and retain control over the organization, operation and financing of its services.
- c. *Removal of Noncompliant Student.* East Stroudsburg Area School District shall have the authority to immediately remove a student who fails to comply with East Stroudsburg Area School District policies and procedures. If such a removal occurs, East Stroudsburg Area School District should immediately contact the responsible University Faculty Advisor.
- d. *Emergency Medical Care of Students.* East Stroudsburg Area School District may provide to the Students, to the extent possible, first aid for any injuries or illness that may occur during an internship experience. However, East Stroudsburg Area School District assumes no responsibility, financial or otherwise, for any medical care for Students.
- e. *Designation of Representative.* East Stroudsburg Area School District's Athletic Trainer shall serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate the internship experiences of the students.

- f. *Supervision of Students.* The East Stroudsburg Area School District's Athletic Trainer shall serve as a preceptor (clinical supervisor) who will monitor student activities during field experiences.
- g. *Reporting of Student Progress.* East Stroudsburg Area School District shall provide all reasonable information requested by the University on a student's work performance. Student evaluations will be completed and returned according to any reasonable schedule provided by the University.
- h. *Changes in Assignment.* East Stroudsburg Area School District will, as soon as practical, advise the University's Athletic Training liaison of any changes in assignments. If additional athletic training experiences exist within the District, East Stroudsburg Area School District shall, at their discretion, devise ways for the coordination of all programs so that students may have the maximum benefit of the athletic training experience.
- i. *Rules and Policies.* East Stroudsburg Area School District will provide the University, at least two weeks in advance of any intern placement, all relevant rules, regulations and policies of East Stroudsburg Area School District. East Stroudsburg Area School District, when necessary, shall have the responsibility of updating this information and informing the University.
- j. *Facilities.* Available space at the East Stroudsburg Area School District site, as specified by East Stroudsburg Area School District, will be established by mutual agreement and made accessible to the University faculty and students for instruction, conferences and library purposes.

III. MUTUAL TERMS AND CONDITIONS

- a. *Term of Agreement.* The term of this Agreement shall be five (5) years from the date of execution. This Agreement may not exceed a period of five (5) years.
- b. *Termination of Agreement.* The University or East Stroudsburg Area School District may terminate this Agreement for any reason with ninety (90) days notice. Either party may immediately terminate this Agreement in the event of a breach. However, should East Stroudsburg Area School District terminate this Agreement prior to the completion of an academic semester for other than a breach, the student enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.
- c. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.

- d. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- e. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- f. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract and to each other shall not be construed to constitute a partnership, joint venture, or any other relationship, other than that of independent contractors.
- g. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries, or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- h. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist in regards to this relationship.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

East Stroudsburg University – (11/15/12)

East Stroudsburg University of Pennsylvania

East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301
570-424-8500

Dr. Van A. Reidhead
Provost and Vice President for Academic Affairs

Print Name/Title

Date

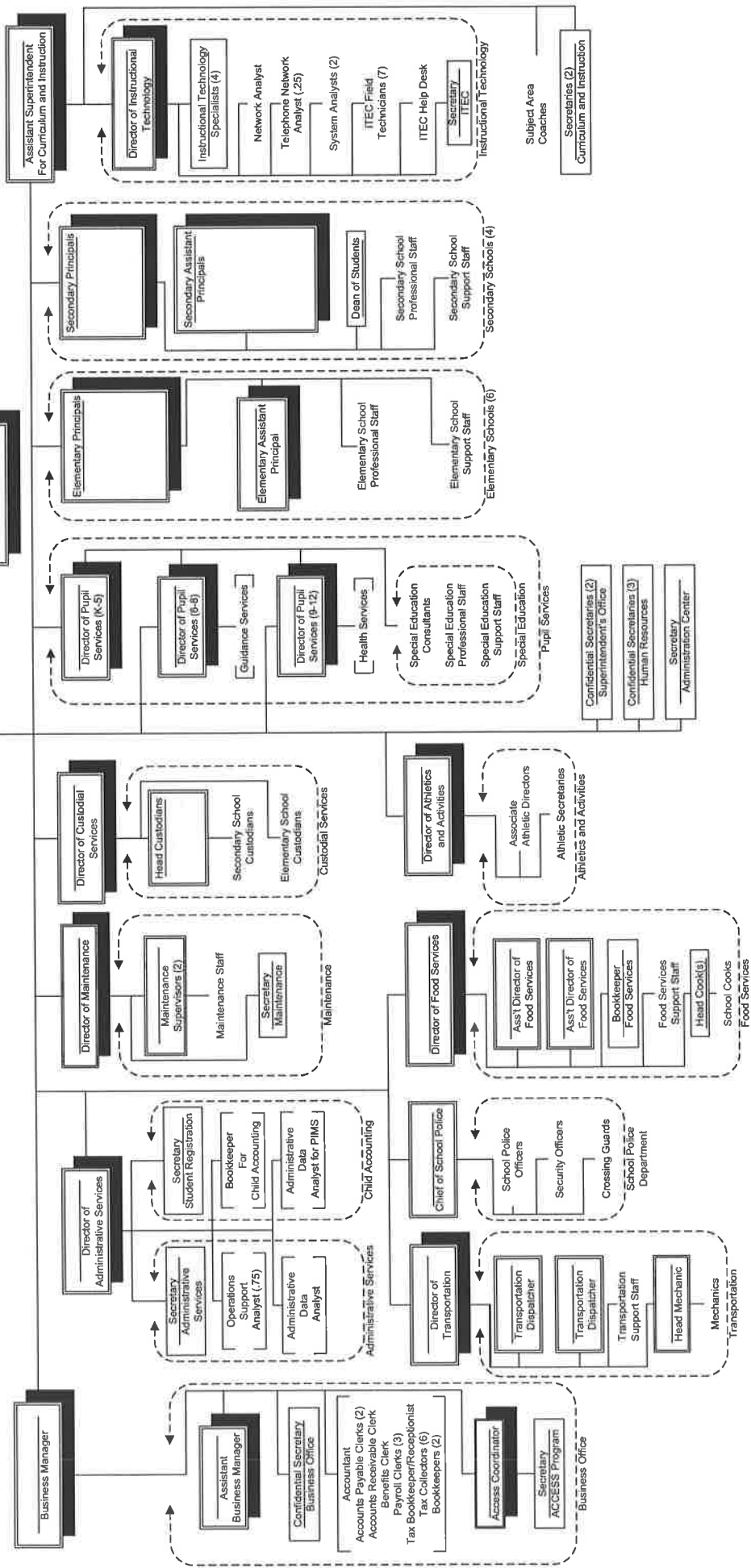
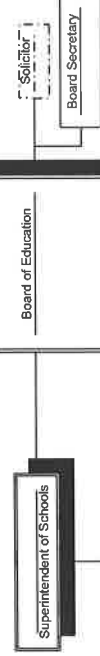
Authorized Signature

Print Name/Title

Date



East Stroudsburg Area School District Organizational Chart



EAST STROUDSBURG AREA SCHOOL DISTRICT
PO Box 298, 321 North Courtland Street
East Stroudsburg, PA 18301
(570) 424-8500

REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: 4ever Young Photo Booths # _____

Address: 5139 Pocono Park Lane Swifwater, PA 18370

Function or purpose of service (be specific): photobooth pictures to be used as favors for class of 2013 Prom.

Location of service: Genettis, Dickson City, Pa

Time period - from 5/18/13 6:00 PM to: 5/18/13 11:00 PM
(begin date) (end date)

5 @ \$ 200.00 = \$ 1000.00 plus expenses?
Total days/hours/other daily/hourly/other rate Total Contract yes no

Charge to Account Number: 80 - 0496 - 000 - 000 - 30 - 31 - 85

Signatures — Initiator: Jenny L. Bagart Date: 11 / 28 / 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.

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: 12/7/12

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: _____ 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.

RECEIVED
DEC 10 2012

BY: _____
ESSE TULLOCH
RD

REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Selene Brown - Manager ^{Implementation} # _____

Address: _____

Function or purpose of service (be specific): provide professional development for Odyssey Compass Learning

Location of service: East Stroudsburg Elementary School

Time period - from December 19, 2012 (begin date) to December 20, 2012 (end date)

2 days @ \$ 1,750 = \$ \$3,500 plus expenses? yes no

Charge to Account Number: 10-2271-320-440-10-17-92

Signatures — Initiator: Selene C. Livingston Date: 11/28/12

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.

Consultant/Contractor Signature: _____ Federal ID# or Social Security # _____ Date: 11/27/12

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: Dore Dugg Date: 12/10/12

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: _____ 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.

BUXMONT ACADEMY AGREEMENT
Page 1 of 5

Licensed Private School – Buxmont Academy

Public School District – East Stroudsburg School District

AND NOW, this ___ day of _____, 2012, Buxmont Academy and the East Stroudsburg School District, (hereinafter referred to as "School District") enter into this Placement Agreement ("Agreement"), as follows:

WHEREAS, School District is desirous of referring students to Buxmont Academy for educational services; and

NOW THEREFORE, in accordance with the aforesaid recitals, Buxmont Academy and School District, intending to be legally bound, agree as follows:

1. **DEFINITIONS:** The following definitions apply regarding the text of this Agreement:
 - a. **"TERM"**. For purposes of this Agreement, "Term" shall be defined as the duration of the agreement;
 - b. **"PROGRAM"**. For purposes of this Agreement, "Program" shall be defined as Buxmont Academy;
 - c. **"School District"**. For purposes of this Agreement, "School District" shall collectively be defined as the Senior and Junior High School of the School District, acting by and through their authorized employees, agents and representatives;
 - d. **"STUDENT"**. For purposes of this Agreement, "Student" shall be defined as an enrolled student at School District;

2. **REFERRALS:** School District shall have the right to refer students to Buxmont Academy, space permitting, under the following terms and conditions:
 - a. School District shall provide all pertinent information to Buxmont Academy regarding said Student;
 - b. School District shall arrange a meeting with Buxmont Academy, the student and the student's family, if possible, at the Buxmont Academy facility. The student must make a commitment to attend Buxmont Academy and abide by the rules of the program;

3. **COST/PAYMENT:** School District agrees to reimburse Buxmont Academy at the rate of \$110.34 per diem for regular education student for the program operated jointly by Community Service Foundation and Buxmont Academy. The cost for students referred for special education support services will be an additional \$10.00 per diem which is \$120.34 per diem. School

BUXMONT ACADEMY AGREEMENT

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District agrees to reimburse Buxmont Academy at the aforementioned rates per pupil billable on a monthly basis.

4. **DURATION:** This agreement is from November 15, 2012 to June 30, 2013;

5. **COMPLIANCE - D.O.E. GUIDELINES:** During the entire term of this Agreement, Buxmont Academy and School District warrant to each other that they shall both be and remain in compliance with all applicable guidelines, requirements and mandates issued by the Commonwealth of Pennsylvania, Department of Education. In addition, the following specific warranties and assurances apply:

a. **Facilities & Environmental Health and Safety:** By virtue of being a licensed private academic school by the Pennsylvania Department of Education to provide secondary education, grades 7-12 and special education grades 6-12, Buxmont Academy warrants that its educational facilities conform to all applicable State and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania and are approved by the Department of Health Buxmont Academy complies with all applicable provisions of the School Code and the State Board of Education regulations. All licenses and certificates of occupancy shall be provided to School District, upon written request.

b. **School Food Service:** Buxmont Academy does not provide food service as students bring their lunch to the facility.

c. **Staffing:** All Buxmont Academy staff members shall (i) have obtained clearances that show no evidence concerning child abuse history and criminal history as required by 24 P.S. Section 1-111 and 23 P.S. Section 6354 respectively; (ii) have a satisfactory medical appraisal signed by a physician; (iii) must complete an I-9 form (Immigration and Naturalization Service) showing proof they are citizens of the United States or hold a valid U.S. Immigration visa; (iv) be of good moral character and (v) be at least 18 years of age. Buxmont Academy is an Equal Opportunity Employer.

d. **Student Attendance:** Buxmont Academy shall maintain attendance records of all students and will comply with all applicable Department of Education regulations concerning attendance.

e. **Student Records:** Copies of students cumulative school records shall be provided to Buxmont Academy by School District as soon as a student is enrolled. A permanent record is maintained of the student's academic program at both Buxmont Academy and School District. Buxmont Academy, School District and their employees shall perform their respective duties to ensure that records, names and identities shall remain confidential as required for fulfillment of the terms of this Agreement.

BUXMONT ACADEMY AGREEMENT
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f. **Transportation:** Transportation is provided to Buxmont Academy's facilities by the School District.

h. **Requirements Under Safe Schools:** The Program shall be operated at all times and in all respects in accordance with all provisions of Article XIII-A of the School Code. At Buxmont Academy, incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use of sale of alcohol or tobacco by any persons on school property require the student to be "out of program" for a period of time depending on the student's willingness to resolve the incident and the nature of the incident. The Director of Buxmont Academy shall be immediately involved to determine the appropriate course of action, including involvement by law enforcement officials.

i. **School Health Services:** Buxmont Academy maintains student health and immunization records with each student's file, including a record of student physical and dental examinations provided in conjunction with local public school nurses. Student health services shall be provided jointly with School District and shall comply with Article 14 of the School Code.

j. **Academic Standards and Assessment:** Students attending Buxmont Academy will remain on the rolls of the School District, will meet academic standards and assessment and may be granted permission to participate in graduation exercises. Buxmont Academy shall comply with academic standards and assessment under Chapter 4 of the Board of Education Regulations.

k. **Special Education Services and Programs:** Buxmont Academy will provide, at the request of the School District for an additional per diem cost as stated in the section Cost/Payment, special education support services which shall include consultation with student and parent/guardian and the writing and monitoring of the IEP and shall comply with all applicable federal and state laws.

l. **Identification of Eligible Students:** Students are assessed by School District and those eligible for special education services may be referred to Buxmont Academy. An interview with student and family will then take place. The student must make a commitment to attend Buxmont Academy and abide by the rules of the program.

m. **Periodic Review of Students:** Buxmont Academy and School District shall together periodically review the placement of Students in the Program to determine whether, on an individual basis, each student is ready to return to the regular program. This review shall occur, at a minimum, at the end of every semester during which the student is in the Program or more frequently at the School District's discretion.

6. **INSURANCE/HOLD HARMLESS/INDEMNIFICATION:** Buxmont Academy shall secure and maintain comprehensive General Liability Insurance with limits of not less than

BUXMONT ACADEMY AGREEMENT

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\$1,000,000.00 combined single limit per occurrence for bodily injury and property damage liability. Buxmont Academy and School District agree to hold each other harmless and indemnify each other from all claims, causes of actions, or litigation, including expenses, costs and attorneys fees, said indemnification including without limitation the Buxmont Academy Board of Directors, Officers, and the School District Administrators, Board Members, as follows:

a. claims related to the provision of services provided by Buxmont Academy for students placed by the School District in Buxmont Academy;

7. **TERMINATION - School District:** Either party may terminate this contract by giving to the other party written notice of at least 30 days;

8. **ASSIGNMENT:** Buxmont Academy agrees that this Agreement may not be assigned by Buxmont Academy or School District and that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the School District;

9. **COMPLIANCE:** Buxmont Academy agrees that this Agreement is subject to all applicable Federal, State and local laws and regulations, policies and procedures of the Commonwealth of Pennsylvania, Department of Public Education and the Federal Government;

10. **SEPARABILITY:** Buxmont Academy agrees that in the event that any provision of this Agreement shall or become invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.

11. **JURISDICTION AND VENUE:** Any dispute or litigation under the agreement shall be construed to be resolved under the laws of the Commonwealth of Pennsylvania. The jurisdiction and the venue shall be the Court of Common Pleas of the county in which the Buxmont Academy facility is located or the United States District Court, Eastern District, Pennsylvania.

12. **NONDISCRIMINATION;** Buxmont Academy hereby represents and warrants that it is in compliance with all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, gender, national origin, religion or ancestry and shall continue to comply with such requirements at all time during the Term. Buxmont Academy shall provide for enrollment and hiring in a nondiscriminatory manner.

13. **NONSECTARIAN:** Buxmont Academy shall be nonsectarian in all operations and shall not provide any religious instruction, nor shall it display religious objects and symbols.

14. **INDEPENDENT CONTRACTOR:** Buxmont Academy understands that in performing under this Agreement, Buxmont Academy is acting in the capacity of an independent contractor, and Buxmont Academy shall not be an agent, servant, partner, or employee of the East Stroudsburg School District. Nothing contained in the Agreement will be construed to create a partnership, joint venture, agency or employment relationship between the parties. Buxmont

BUXMONT ACADEMY AGREEMENT

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Academy has no authority to assume or create any obligation or responsibility, express or implied, on behalf of or in the name of East Stroudsburg School District, or to bind East Stroudsburg School District in any way whatsoever. Neither Buxmont Academy nor Buxmont Academy's employees, agents or representatives shall be entitled or eligible, by reason of providing services to East Stroudsburg pursuant to the Agreement, to participate in any benefits or privileges given or extended by East Stroudsburg School District to any of East Stroudsburg School District's employees, including, but not limited to, workers' compensation insurance, disability insurance, medical insurance, unemployment, and /or insurance benefits or contributions under the Public School Employees Retirement Act. Buxmont Academy shall be solely responsible to pay its own federal, state and local income taxes for its employees, salaries, social security payments, and any and all other costs and expenses incurred by Buxmont Academy in its performance of the Agreement, as well as perform all necessary legal requirements pertaining to employment. Buxmont Academy hereby agrees that the services to be performed under the Agreement will be performed entirely at Buxmont Academy's risk. Buxmont Academy shall be solely responsible for its acts and the acts of its employees, agents and representatives during the performance of the Agreement.

16. **MISCELLANEOUS** : All notices required under paragraph 7 of this Agreement shall be delivered via certified mail, return receipt requested service to the following parties at the addresses set forth below:

Dr. Craig Adamson, Executive Director, Buxmont Academy, P.O. Box 283, Pipersville, PA 18947

Kim Stevens, Director of Pupil Services, East Stroudsburg School District, 50 Vine Street, East Stroudsburg, PA 18301

Buxmont Academy

By:

Title:

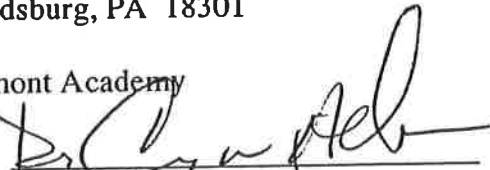
Date:

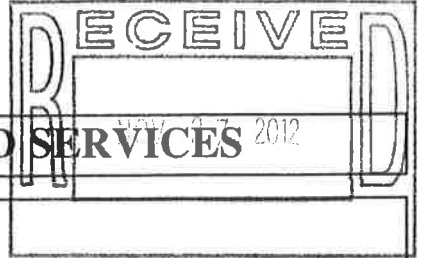
School District

By:

Title:

Date:


Executive Director
11/20/12



REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Amy Courtright # _____
 Address: 1327 Mount Bethel Highway, Mt Bethel PA 18343
 Function or purpose of service (be specific): Parent/teacher conf
 Location of service: Bushkill Elementary
 Time period - from 11-21-12 to: 11-21-12
 (begin date) (end date)
 @ \$ \$55.00 = \$ _____ plus expenses?
 Total days/hours/other _____ daily/hourly/other rate _____ Total Contract yes no
 Charge to Account Number: 10-1100-300-000-10-16-16
 Signatures — Initiator: [Signature] Date: 11/27/12

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 # _____ Date: 11/21/12
 Consultant/Contractor Signature

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: 11/29/12

4. APPROVALS: Board of Education — Date: ___/___/___ Purchase Order # _____
 Superintendent: _____ Date: ___/___/___

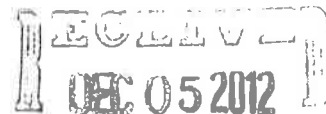
5. Initiator:

Comments on Services: _____

The Business Office is hereby authorized to pay \$ _____ for services rendered.

Initiator: _____ 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.



BY: _____
REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Amy Cortright # _____
 Address: 1327 Mt Bethel Highway, Mt Bethel, PA 18343
 Function or purpose of service (be specific): IEP Meeting

Location of service: Bushkill Elem

Time period - from 11-30-12 to: 11-30-12
 (begin date) (end date)

4 1/2 hrs @ \$ 55.00 = \$ 247.50 plus expenses?
 Total days/hours/other daily/hourly/other rate Total Contract yes no

Charge to Account Number: 10 - 1100 - 300 - 000 - 10 - 16 - 16

Signatures — Initiator: [Signature] Date: 11/21/12

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 # _____ Date _____
 Consultant/Contractor Signature

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: 12/6/12

4. APPROVALS: Board of Education — Date: ___/___/___ Purchase Order # _____

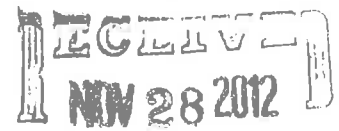
Superintendent: _____ Date: ___/___/___

5. Initiator:
 Comments on Services: _____

The Business Office is hereby authorized to pay \$ _____ for services rendered.

Initiator: _____ 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.



BY: _____

REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Brian Lewis # 7984
 Address: 2041 Arbor Circle West #206, Ypsilanti, MI 48197
 Function or purpose of service (be specific): Composer of Commission piece for Cavalier Voices
 Location of service: JTL
 Time period - from November 21, 2012 to: January 31, 2013
(begin date) (end date)
2 months @ \$ Flat Rate = \$ 2,000.- plus expenses?
Total days/hours/other daily/hourly/other rate Total Contract yes no
 Charge to Account Number: 10-3200-300-000-30-32-45
 Signatures — Initiator: [Signature] Date: 11/21/12

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 # _____ Date: 11/21/12
 Consultant/Contractor Signature

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: 11/21/12

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: _____ 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. 39



Docufide Services for LEAs Commonwealth of Pennsylvania

Parchment Inc., a Delaware corporation ("Parchment"), is a leading provider of education credential management solutions. The Company's Software-as-a-Service ("SaaS") platform, Docufide® by Parchment™ ("Docufide"), serves as education's trusted intermediary™ enabling educational institutions and their students to capture, transform, manage, exchange, and store transcripts and other related academic information ("Student Records"). Docufide Sender, Docufide Receiver and SReX (the "Services") enable authorized individuals or institutions ("Requestors") to request, exchange, order or deliver Student Records from the record holding institution to any desired destination ("Recipient"). The undersigned entity, on behalf of itself and each participating school or entity which it controls, separately and together referred to herein as the Record Holding Institution ("RHI" or "Licensee"), desires to make the Services available to its students and/or staff. The Pennsylvania Department of Education (PDE) has entered into Contract Number 6100014914 with Parchment to sponsor the initiation of this Statewide System.

1. PARCHMENT'S DUTIES.

- A. Parchment will supply any software necessary for the RHI's computers to interface with the Services ("Software") and will provide the operational and customer support staff required to perform its tasks associated with the Service selected.
- B. Parchment will maintain, and upgrade from time to time, electronic security over its computer servers, such as password protections, SSL encryption, firewalls and other security measures. Parchment's computer servers will be located in physically secure facilities, with access limited to employees or agents authorized to administer the Services.
- C. Parchment will provide the RHI with access to: (i) regularly scheduled web-based classes and self-directed on-line training modules explaining how to use the Services and Software, (ii) on-line software allowing the RHI to directly control various aspects of the pricing and operations of the Service ("Service Configurator"), and (iii) electronic materials to support the promotion of the Service.
- D. Parchment will house student data only at secure locations, locations of and about which the RHI shall receive periodic notice.
- E. Parchment will notify the RHI of the terms of Parchment's Standard Terms of Use, Privacy Policy, and Security Policy, as follows:
- i. Prior to the execution of this agreement, and
 - ii. Prior to each change to the content of the terms, with the opportunity to terminate the agreement in the discretion of the participant.
- F. Parchment will comply with all law applicable to its service provision, including law related to the transmission, storage, privacy and security of student records,

2. THE RHI'S DUTIES.

- A. Support Policy. The RHI shall actively support the Services. Such support can include: (i) informing staff and students about the use and benefits of the Service, (ii) scheduling appropriate staff members for training on how to use the Service, (iii) placing Parchment provided descriptive text and hyperlink promoting the Service for the RHI's web site; (iv) providing any required data (e.g., student roster and course catalog data) necessary for the full functioning of the Service; and (v) periodic updating of Student Records data for use in the Service.
- B. Registration, Configuration, and Record Delivery. The RHI is solely responsible for: (a) accuracy of any RHI-provided means of authenticating students used by the Services, (b) options chosen using the Service Configurator, (c) completeness, accuracy, and timely delivery of all student record information and other documents it provides to Parchment via the Services, (d) the prompt downloading of student records from the Services upon receipt of notice of the student records' availability, and (e) operation of the RHI's computer and communication systems. The RHI is also responsible for its own compliance with the RHI's regulations related to the transmission of student records,
- C. Security. The RHI shall be responsible for: (i) protecting the RHI's computer(s) on which the Software is loaded against any unauthorized access and use, and (ii) securing RHI private passwords against unauthorized use or disclosure. Parchment shall have no liability for any loss or damage arising out of the unauthorized use of the RHI's identification keys or RHI private passwords attributable to disclosure of those identification keys or passwords by the RHI.
- D. Access Monitoring. The RHI shall promptly notify Parchment in writing if technical issues might impede the RHI's use of Services or Software, or the RHI's access to its student records, including any impact on the timeliness, quality or quantity of the RHI's use of the Services or Software. Such notice shall include a description of the reason and anticipated resolution schedule, to enable Parchment to inform affected Requestors, as Parchment deems appropriate.
- E. Restrictions. The RHI will not: (i) sell, market, license, sublicense, distribute or otherwise grant to any person, including any outsourcer, vendor, consultant or partner, any right to use the Software or the Services, whether on the RHI's behalf or otherwise without the written consent of the outsourcer, vendor, consultant or partner to be bound by this Agreement; or (ii) use the Software or Service in any manner which violates the Parchment standard Terms of Use or Privacy Policies then in effect, or any applicable laws (including, but not limited to, those related to privacy, spamming, obscenity or defamation); or (iii) knowingly introduce viruses or otherwise cause harm to the Software or Services; or (iv) attempt to disassemble, decompile or reverse engineer, duplicate, replicate or create a derivative work based upon the Software, or any portion thereof.

3. FEES.

A. Implementation, Transcript Processing and Annual Subscription Fees. The standard implementation and transcript processing fees and the fees for annual subscriptions for the Services are set forth in Schedule 1, which shall be incorporated into the Agreement by this reference. Parchment shall have the right, after the termination of PDE's sponsorship contract number 6100014914 with Parchment, or thereafter from time to time with ninety (90) days' written notice, to increase or decrease any fees identified in the attached Schedules. If within thirty (30) days following receipt of such notice the RHI deems the change to be unacceptable, the RHI can terminate this Agreement and Parchment will process a prorated refund for the remainder of that year's annual subscription fee within 30 days of the termination.

B. Fee Waivers. In order to assist students who have demonstrated that payment of Service fees might represent an economic barrier to college entrance, Parchment provides fee-waivers that can be used in place of other payment methods. Up to a maximum of four fee waivers may be allocated to any qualifying student who has met the requirements for, and received a fee waiver from The College Board or ACT.

C. Additional Services. Where the RHI chooses to do so and is permitted by its own governing law and policy to do so, additional standard or RHI-specific services may be added to this Agreement for use by the RHI in either of the following methods: (i) by an addendum to this Agreement, mutually agreed to by the RHI and Parchment, in which case such addendum shall describe all required terms, such as the service to be performed, any special pricing, payment schedule, and schedule for delivery; or (ii) the RHI may, at its sole option, purchase or offer to its students for purchase any products, services or applications made available through the website at www.docufide.com or www.parchment.com in which case all products, pricing, terms of payment and delivery schedules shall be as stated on the website.

Such products, services and applications will be offered on an optional basis and shall not be required in order to obtain the basic Services and, when added to this Agreement, will be deemed a part of the Services and subject to the terms and conditions of this Agreement.

Such products, services and applications are not a part of, and will not be funded by, the PA Department of Education under the original agreement with Parchment, and are undertaken at the RHI's sole discretion.

4. LICENSES.

A. To RHI. Parchment grants the RHI a non-exclusive, non-transferable time-limited license (to be effective for the duration of this contract) to use the Software solely in connection with the Services and in accordance with the terms and conditions of this Agreement and any addendum hereto.

B. To Parchment. The RHI hereby grants to Parchment a limited, royalty-free, license during the Term to use, copy, display, disclose, modify, create derivative works in the form of Blind Data (defined as any anonymized, aggregated, data or information resulting from Requestors, Recipients and/or RHI's use of the Service, and from which an individual's identity cannot be determined) and distribute the Student Records solely for the purpose of fulfilling Parchment's obligations under the Agreement, including retaining the Student Record Data from the RHI's database and sending or delivering Student Records to Recipients. Parchment may also disclose the Student Record as permitted by Section 9 of the Agreement. Blind Data will be solely owned by Parchment and may be used by Parchment for any lawful purpose, provided that the Blind Data includes only anonymized and aggregated data from which an individual's identity cannot be determined. With respect to the Blind Data, Parchment agrees to comply with applicable privacy and other laws and regulations respecting the dissemination and use of such Blind Data. The permissible retention period for Student Records is a matter to be determined by negotiation between the RHI and Parchment, the details of which will be appended to this document. Parchment must delete a Student Record upon the date required by the retention period, or upon the request of the student who is the subject of the Student Record.

C. Authorized Agent for Student Record Request and Delivery. The RHI hereby designates Parchment as the RHI's authorized agent for the limited purpose of requesting, retaining and sending official copies of Student Records, on paper or electronically, to Recipients identified by a requesting student, parent or educational institution and agrees to provide such documents and certificates as Parchment reasonably requests, to confirm such authority to prospective Recipients. In accordance with the Family Education Privacy Act at 20 U.S.C. § 1232h, RHI will only request a student record once the student has expressed an interest in attending that institution.

D. Releases: Periodically and at its sole discretion, Parchment may issue upgrades to the Software, including corrections, improvements and general enhancements. In addition, Parchment shall provide all Software releases for Software versions licensed to the RHI, to the extent that Parchment makes such releases generally available to its general customer base. The foregoing shall not include new software products or modules.

E. Upgrade Policy: The RHI shall be notified of Software upgrades via e-mail sent to the e-mail address provided to the RHI by Parchment. The RHI shall be responsible for any scripting or other configuration required to load the Software and any upgrades onto its systems. The RHI shall also be responsible for loading and/or installing the Software and any upgrades onto all computers, hard drives and/or servers running the Software. The RHI acknowledges that all applicable Software licenses provided to the RHI hereunder must be upgraded with any and all upgrades provided by Parchment to the RHI. The RHI shall also be responsible for reregistering Software as required by the upgrades. Upgrades will incur fees only if the upgrade adds functionality or is a new version of a product which Parchment continues to offer in prior versions. Parchment will not retire the version of the Services necessary to participate in this Statewide system within the term of Contract 6100014914 with PDE.

5. TERM AND TERMINATION.

A. This Agreement shall be initially effective for two (2) years beginning on the Effective Date of this Agreement. Thereafter, it shall automatically renew for three successive one-year periods, unless and until terminated by either party, in its sole discretion, by providing written notice, which may be delivered by email at least sixty (60) days prior to the then current termination date.

B. Parchment may, at its election, by delivery to the RHI of a written notice of termination, terminate this Agreement or any part hereof if the RHI fails to comply with any material provision of this Agreement and does not cure such failure within a period of thirty (30) days after written notice of such failure or such longer period as Parchment may authorize in writing.

C. Upon termination, the RHI shall remove all Software from its computer system and cease all use in any manner of the Software and Services including accessing the secure portions of the Parchment website.

D. Sections 5 through 9 of this agreement shall survive any termination of this Agreement.

7. WARRANTIES/INDEMNITIES.

A. Parchment's Indemnity. Parchment will defend and hold harmless the RHI from any claim or action against the RHI for: (a) infringement by the Software or Services of any registered U.S. patent or any registered or unregistered copyright of any third party, (b) negligence in the handling, including maintaining the security of, or intentional misuse by Parchment of, any Student Record received by it under this Agreement, and (c) any breach in any material respect of any covenant or warranty, or the inaccuracy of any representation, made by Parchment in this Agreement. If any portion of the Software or Services become, or in Parchment's opinion is likely to become, the subject of a claim of infringement, Parchment may, at Parchment's option: (i) procure for the RHI the right to continue using the Software or Services; (ii) replace the Software or Services with non-infringing services which do not materially impair the functionality of the Software or Services; (iii) modify the Software or Services so that it becomes non-infringing; and/or (iv) terminate the Software or Service and refund any fees actually paid by the RHI to Parchment for the remainder of the term then in effect, and upon such termination, the RHI will immediately cease all use of the Software or Service. Notwithstanding the foregoing, Parchment shall have no obligation under this Section or otherwise with respect to any claim based upon (1) any use of the Software or Services not in accordance with this Agreement; (2) Parchment's conformance to the RHI's specifications; (3) any use of the Software or Services in combination with other products, equipment, software or content not supplied by Parchment; (4) any modification of the Software or Services by any person other than Parchment or its authorized agents; (5) the RHI's breach in any material respect of any covenant or warranty, or the inaccuracy of any representation, made by the RHI in this Agreement; (6) the content or accuracy of any Student Record that the RHI will provide or approve; (7) any delay in the verification or transmittal to Parchment of any Student Record; or (8) any unauthorized use or misuse of the Software or Service which originates with the RHI. THIS SUBSECTION STATES LICENSEE'S SOLE AND EXCLUSIVE REMEDY FOR INFRINGEMENT CLAIMS AND ACTIONS. Parchment's obligations as set forth above are expressly conditioned upon each of the following: (A) the RHI promptly notifying Parchment in writing of any threatened or actual claim or suit; (B) Parchment having sole control of the defense or settlement of any claim or suit; and (C) the RHI cooperating with Parchment to facilitate the settlement or defense of any claim or suit.

C. Warranty of Each Party. Each party represents and warrants to the other that: (i) it has the right and authority to enter into and perform its obligations under this Agreement, (ii) it is not subject to any conflicting obligations that will or might reasonably prevent it from performing its obligations under this Agreement, and (iii) it will carry out its duties and responsibilities herein in full compliance with all applicable laws, rules and regulations.

D. Parchment Warranty. Parchment represents and warrants that: (i) neither the Software nor Services will alter any Student Record data to create inaccuracies therein; (ii) it will take commercially reasonable measures to avoid interruption of the Services other than scheduled down times for service and maintenance; and (iii) it will meet or exceed the security levels set forth in the security policy attached hereto. OTHER THAN AS SET FORTH IN THIS AGREEMENT, PARCHMENT MAKES NO WARRANTIES WITH RESPECT TO THE SERVICE AND SOFTWARE AND DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, FREEDOM FROM SERVICE INTERRUPTION OR LOSS OF DATA.

8. LIMITATION OF LIABILITY

(a) In no event will Parchment be liable for punitive, emotional distress, consequential or incidental damages, from any source, even if Parchment has been advised of the possibility of such damages, except as provided below. Parchment shall provide diligent assistance to the RHI in restoring lost or damaged records or data to their most recent backup copy. Parchment's cumulative liability for damages related to breach or data loss shall be a maximum of \$1000 (or as negotiated with the RHI and indicated in an addendum to this Agreement).

(b) No limitation upon type or amount of damages shall apply to damages for:

(1) bodily injury caused by the negligence or intentional misconduct of Parchment;

(2) death caused by the negligence or intentional misconduct of Parchment;

(3) intentional injury caused by the negligence or intentional misconduct of Parchment;

(4) damage to real property or tangible personal property caused by the negligence or intentional misconduct of Parchment for which Parchment is legally liable; or

(5) Parchment's indemnity obligations under section 7A (a) or (b) of the Agreement.

9. **OWNERSHIP.** Parchment shall be the owner of the Services, Software and intellectual property rights therein. Parchment shall also be the owner of any comments, suggestions, and ideas the RHI submits or offers to Parchment in connection with its use of the Services and Software. The RHI will not reverse engineer, decompile, or create derivative works of any of Parchment's Services offerings or Software. All uses of Parchment's trademarks, logos, trade names and service marks shall inure solely to the benefit of Parchment. Except as specifically licensed in this Agreement, the RHI shall not have any other rights with respect to the Services or Software or any constituent parts thereof.

10. **CONFIDENTIAL INFORMATION.** Each party shall maintain in strict confidence and shall use and disclose only as authorized by the other, as required to carry out its responsibilities under this Agreement and consistent with the requirements of the Family Education Privacy Act at 20 U.S.C. §1232g and its implementing regulations in part 99 of 34 CFR, all information that it receives under this Agreement which is of a confidential nature (including, without limitation, the specifications and materials delivered by Parchment pursuant hereto) concerning the disclosing party's operations, employees, customers or students, and particularly the contents of the student records which are provided by the RHI to Parchment ("Confidential Information"), and any Non-Disclosure Agreements currently in effect between the parties are hereby incorporated into this Agreement by reference. Information shall not be deemed Confidential Information if it is: (i) generally available to the public; (ii) released by the disclosing party without restriction; (iii) independently developed by the receiving party without use of Confidential Information of the disclosing party, or (iv) acquired by the receiving party from a third party without similar restriction, without breach of this Agreement. Each of the parties may publicize the relationship created hereunder and market the Service to students and prospective Recipients. No party shall make further disclosures of personally-identifying student information.

11. **Right to Know Law.** All "public records," as defined in 65 P.s. 67.101, et seq., maintained by, provided to or required to be provided to or on behalf of the Commonwealth are subject to the Commonwealth Right to Know Law (65 PS 67.101, et seq.) notwithstanding any provision to the contrary that may be found in this contract.

12. **FORCE MAJEURE.** Neither party shall be liable for, nor shall it be considered in breach of this Agreement due to any failure to perform its obligations under this Agreement as a result of a cause beyond its reasonable control, including any act of God or a public enemy, act of any military, civil or regulatory authority, change in any law or regulation, fire, flood, earthquake, storm or other like event, failure of utility provider, strikes, or any other cause, whether similar or dissimilar to any of the foregoing, which could not have been prevented by the parties with reasonable care.

13. **TRANSFER AND ASSIGNMENT.** The RHI shall not assign or transfer this Agreement, the License or any other rights granted by this Agreement, whether by operation of law or otherwise without Licensor's prior written consent, which shall not be unreasonably withheld; provided, however, that in the event of a sale of all or substantially all of the assets of the RHI as a going concern to another entity, or the RHI's merger or consolidation with or into another entity which shall continue the RHI's business substantially unchanged, the successor entity shall, upon written notice to Licensor and assumption in writing of all of the RHI's obligations under this Agreement, be entitled to the benefits of the License, subject to all of the other terms and conditions of this Agreement. No assignment or transfer, whether upon the consent of Licensor, by operation of law, or otherwise, shall discharge or relieve the RHI of any RHI's obligations hereunder.

14. **Choice of Law/Venue:** This Agreement shall be governed by and construed in accordance with the substantive laws of the Commonwealth of Pennsylvania, without regard to principles of conflict of laws.

15. **NON-SOLICITATION.** While Services are being provided under this Agreement and for a twelve (12) month period thereafter, unless prior written consent is obtained, the following applies: (a) neither party may knowingly and affirmatively, directly or indirectly through any other person or entity, solicit, attempt to solicit, make an offer of employment to, or otherwise hire or engage any person employed or under contract with the RHI who performed or was materially involved in the performance of Services under this Agreement during the immediately preceding twelve (12) month period; if a party violates this Paragraph, then the violating party agrees to pay to the other party as liquidated damages a fee of fifty percent (50%) of the hired person's annual salary in effect at the time of the hired person's severance of employment with that party. For purposes of this Paragraph, blind advertisements in any type of media will not constitute direct solicitation.

16. **MISCELLANEOUS.** This Agreement and the documents referenced herein constitute the entire understanding of the parties relating to the subject matter hereof and supersede all prior communications, understanding and agreements between the RHI and all other parties and may be modified only in a writing signed by all parties. This Agreement is for the sole benefit of the parties hereto and does not create any third-party beneficiaries. The parties are independent contractors and this Agreement does not create any agency, employment partnership, or other similar relationship between the RHI and Parchment unless such a relationship has been created by reference herein, and no party has the right to create any obligations or to make any representations on behalf of the other party. If any provision of this Agreement shall be held to be unenforceable or invalid, the provision will be enforced to the maximum extent permissible and the remaining provisions of this Agreement shall remain in full force and effect. Any notice required or permitted to be given under this Agreement may be delivered to the RHI, by mail, postage prepaid, return receipt requested, or at the email addresses provided by the RHI for such purposes, and if to Parchment such notices must also be sent by mail, postage prepaid, return receipt requested, to Parchment at the address first set forth above. Notice so given shall be deemed effective when received, or if not received by reason of fault of the addressee, when delivered. The RHI may not assign or transfer its rights or obligations under this Agreement. This Agreement may be executed in counterparts with electronic or facsimile signatures transmitted by and among the parties, each of which copies shall have full force and effect as the originals.

<p>"Parchment" By: /s/Matthew Pittinsky Printed Name: Matthew Pittinsky, PhD Title: Chief Executive Officer Address: 6263 North Scottsdale Rd. Suite 330 Scottsdale, AZ 85250 E-mail: contracts@parchment.com Phone: 480.719.1646 ext. 1200</p>	<p>"Licensee" Name of Institution: East Stroudsburg Area School Dist. Effective Date: ___/___/2012 Signed By: _____ Printed Name: _____ Title _____ Address: 50 Vine St., PO Box 298, East Stroudsburg, PA 18301 Address: _____ E-mail Address: _____ Phone 570-424-8500</p>
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*When completed please fax a copy of this Agreement to Parchment at 800.708.0855 or email to contracts@parchment.com so that we can begin to quickly set up your Institution.
Then mail original of this page to: Parchment Inc. 6263 North Scottsdale Rd. Suite 330, Scottsdale, AZ 85250*

parchment[™] 
 credentials unleashed
 6263 North Scottsdale Road, Suite 330
 Scottsdale, AZ 85250
 Phone: 480.719.1646

Docufide Services for LEAs
Commonwealth of Pennsylvania
Schedule 1

Participating Schools/Entities

Table 1 below lists the Schools/Entities that are participating under this License.

Table 1 – Participating Schools/Entities		
East Stroudsburg HS – North		
East Stroudsburg HS – South		

Onboarding Fees

The standard onboarding fee for each LEA varies depending upon the size of the LEA. However, during PDE's sponsorship of the Docufide Sender services, the standard onboarding fee is paid by PDE.

Transcript Processing Fee

Student records exchanged within the PK-12 system will incur no fees. The standard transcript processing fee charged to the requestor for each processed transcript delivery request for the duration of this agreement, including its electronic delivery, is **\$3.00**.

Additional Potential Charges (Advisory)

SURCHARGE

Each school, where governing law and policy permit, may add a surcharge to each transcript. The surcharge amount is decided by each school and may be adjusted periodically using the Docufide Sender administrator interface. Parchment shall return 80% of these surcharges collected to the school quarterly, no later than 15 days following the end of each calendar quarter provided that the amount due is more than \$500. If below \$500, the balance will be carried to the next quarter and paid when the amount exceeds the minimum. The entire balance will be remitted to the school/entity at the end of the contract period.

PAPER AND EXPEDITED DELIVERY

Docufide Sender is an electronic transcript delivery system. However, requestors (i.e., students), at the time of their transcript request, can pay processing fees for paper delivery (including first class postage) or for premium expedited delivery (e.g., overnight). Parchment's current Docufide Sender paper delivery processing and expedited delivery fees and terms are published at www.docufide.com/ and are subject to change.



**POCONO FAMILY YMCA
CORPORATE MEMBERSHIP AGREEMENT**



This letter of agreement dated 15 December 2012 between the Pocono Family YMCA (YMCA) and East Stroudsburg Area School District (the company) describes the scope, nature and conditions of the Pocono Family YMCA member services to be delivered to the Company under the Corporate Membership Program.

1. FEE, MEMBERSHIP DEFINITION

Joiner's Fee of \$40.00 (one time payment for each new member)
Membership Fee of \$346.50/year (normally \$462) (Represents a 25% discount)
Optional Family Membership Upgrade of \$228/year

2. CONTRACT TERM

This contract and membership beginning 1 January 2013 and ending 31 December 2013 will be eligible for renegotiation and renewal yearly.

3. PAYMENT STRUCTURE

Employee must bring current proof of employment YMCA.

4. YMCA RESPONSIBILITIES

- a. The Pocono Family YMCA management will meet with the company's management to inform of the orientation procedure.
- b. The Pocono Family YMCA will make available standard program and promotion materials to the Company.

5. COMPANY RESPONSIBILITIES

- a. The company is responsible for distribution of special promotions made available by the YMCA throughout the work place.
- b. The company will only provide this opportunity to their employees.

This letter of agreement contains the full agreement of the parties and supersedes all prior agreements and understanding with respect to its subject matter. This letter of agreement may be amended only by a written agreement signed by both parties.

Company

YMCA

Representative _____

Representative _____

Signature _____

Signature _____

Title _____

Title _____

Date _____

Date _____

RECEIVED
 DEC 06 2012

REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Pocono Wildlife Rehab. Ed Center #

Address: 321 Cherry Drive / St., PA 18300

Function or purpose of service (be specific): Wildlife Program

Location of service: 309-310 @ LIS / 305-206 @ LIS

Time period - from 8:30-10 / 12/21 to: 1-2:15 12/21
 (begin date) (end date)

1 day @ \$ 400.00 = \$ 400.00 plus expenses?
 Total days/hours/other daily/hourly/other rate Total Contract yes no

Charge to Account Number: (#200 / 8 Blue) (#300 / 7 Silver)

Signatures — Initiator: Lisa Gollinger Date: 12/4/12

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.

K. Uhler (car) Federal ID# or Social Security # _____ Date: 12/4/12

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: [Signature] Date: 12/6/12

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: _____ 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.



Contract For In-District Personnel Presentation

Name of Presenter Mrs. Janice Rodriguez

Date(s) of Presentation January 28, February 4, 11, 25; March 3, 11, 18, 25;
April 8, 15, 22, 29; May 6, 13, 20

Presentation Title ESL Parent Academies

Purpose of Presentation ESL Outreach - to aid ESL parents + 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 - in the library

Maximum Number of Participants 25

Total Estimated Cost of Proposed Presentation 26.25 hrs. of instruction x \$28.28 = \$742.35
15.00 hrs. of planning x \$29.28 = \$439.20
not to exceed \$1160.55

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

Audio/Visual Equipment Needed a whiteboard and computers

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 12/6/12
Initiator sends to Presenter to sign.

Presenter Signature Janice Rodriguez Date 12-4-12
Presenter sends to Assistant Superintendent for Curriculum and Instruction Office.

Assistant Superintendent for Curriculum and Instruction [Signature] Date 12/6/12
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

NOV 16 2012

REQUEST FOR CONSULTANT/CONTRACTED SERVICES

1. Initiator: Complete this section.

Name of Consultant: Regina Sayles Koilparampil # _____

Address: 740 ANN ST. STROUDSBURG, PA 18360

Function or purpose of service (be specific): Community Outreach

Location of service: Smithfield Elem./Gym

Time period - from 12-17-12 to: 12-17-12
(begin date) (end date)

one day / 2 hrs. @ \$ \$250 = \$ \$500.00 plus expenses?
Total days/hours/other daily/hourly/other rate Total Contract yes no

Charge to Account Number: Special Principal Activity Account

Signatures — Initiator: Margaret M. Wagner Date: 11/16/12

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.

Regina S. Koilparampil Federal ID# or Social Security # _____ Date: 11/8/2012
Consultant/Contractor Signature

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: 11/16/12

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: _____ 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.

48

Dispatch Order #: _____

RECEIVED
DEC 07 2012

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

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 MSE GROUP 4th Grade REQUESTOR Barb Dahl

DESTINATION Harrisburg, PA GRADE(S)/LEVEL(S) 4th Grade

DIRECTIONS TO DESTINATION OBTAINED (Please check) YES NO

DATE 5/13/13 PLACE OF DEPARTURE (Be Specific) MSE

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

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) 4th graders

will visit the State Capital Bldg & The State Museum to enhance our science & S.S. curricula.

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	<u> </u>	X # of Days	<u> </u>	=	\$	
Transportation Costs (as is applicable)					\$	<u>3,000</u>
Admission/Registration Fees					\$	<u>630</u>
Miscellaneous (Please list)					\$	
Grand Total					\$	<u>3,630</u>

to be paid by parent + PTO

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

SIGNATURE -- Staff Member Making Request Barb Dahl DATE 12/3/12

SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 12/5/12

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

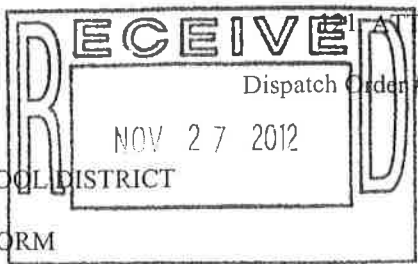
BUS AVAILABILITY -- Transportation Office _____ DATE _____

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

SIGNATURE -- Superintendent _____ DATE _____

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

NO COST TO DISTRICT ✓



ATTACHMENT A

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 HSS GROUP Class of 2015 REQUESTOR Anna Zamella
 DESTINATION NYC - Ground Zero/Rock Ctr GRADE(S)/LEVEL(S) 10th (lots of empty seats left)
 DIRECTIONS TO DESTINATION OBTAINED (Please check) YES NO
 DATE Jan 5, 2013 PLACE OF DEPARTURE (Be Specific) main lobby HSS
 NUMBER OF STUDENTS MAKING TRIP 50 NUMBER OF SCHOOL BUSES NEEDED NONE (using charter Palmeri Co.)
 BUS ARRIVAL TIME (For pre-departure preparation) 7 AM
 BUS DEPARTURE TIME (After all pre-trip preparation is complete) 7:30 AM
 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) Fundraiser for Class of 2015, soph. class event

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 0 X # of Days 5 = \$ 0
 Transportation Costs (as is applicable) _____ \$ _____
 Admission/Registration Fees _____ \$ _____
 Miscellaneous (Please list) _____ \$ _____
 Grand Total _____ \$ 110

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: In case of inclement weather, will notify Palmeri + use 11/13 Rains date.

SIGNATURE -- Staff Member Making Request Anna Zamella DATE 11/4/12
 SIGNATURE/APPROVAL -- Building Principal [Signature] DATE 11/20/12
 SIGNATURE/APPROVAL -- Director of Athletics and Activities* _____ DATE _____
 * As is applicable
 BUS AVAILABILITY -- Transportation Office _____ DATE _____
 SIGNATURE -- Asst. Supt./Curriculum & Instruction [Signature] DATE 12/6/12
 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)
28 - 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)
18 - 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	X	X	X			

8 - Staff development (No students)
9 - Parent/teacher conferences (No students 9-12)
19 - Staff development (No students 6-8)
29 - Hurricane Sandy
30 - Hurricane Sandy
31 - Hurricane Sandy

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
				X	X	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 - Hurricane Sandy
2 - Hurricane Sandy
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)
27 - 2-hour Weather Delay

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)

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					

7 - 2-hour Weather Delay (K-5)
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						

4 - Half Day (K-12)
5 - Half Day (K-12)
6 - Tentative Last Day of School (Half Day, K-12)
7 - Teacher in-service

Legend

X	Late start	X	Early dismissal(s)	■	School(s) closed	■	First Day of School (Current)	■	Last Day of School (Current)
X	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, December 17, 2012.

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: Lehman 7/8 Black Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
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.
Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Caroline Agosto (Teacher)/Robert Dilliplane (Principal)

Signature: _____

Principal: _____

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: Lehman 6 Blue Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
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Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Lisa Vitulli (Teacher)/Robert Dilliplane (Principal)

Signature: _____

Principal: _____

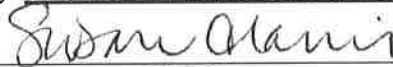
EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: Lehman 7 Blue Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
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Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Susan Harris (Teacher)/Robert Dilliplane (Principal)

Signature: 

Principal: 

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

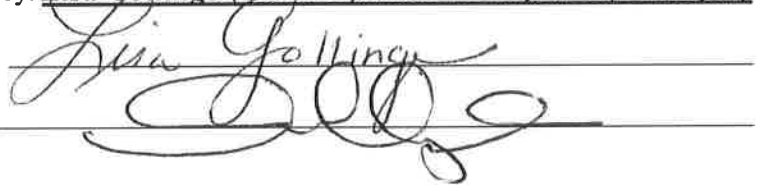
1. NAME OF ORGANIZATION: Lehman 8 Blue Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
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Monies will be used to pay for team activities and trips.
7. FINANCIAL DEPENDENCE:
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*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Lisa Gollinge (Teacher)/Robert Dilliplane (Principal)

Signature: _____

Principal: _____



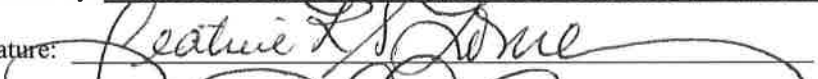

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: Lehman 6 Silver Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
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.
Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Deatrice Lowe (Teacher)/Robert Dilliplane (Principal)

Signature: 
Principal: 

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

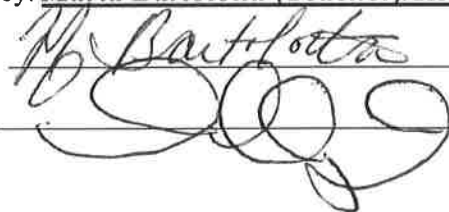
1. NAME OF ORGANIZATION: Lehman 7 Silver Team
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
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.
Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Maria Bartolotta (Teacher)/Robert Dilliplane (Principal)

Signature: _____

Principal: _____



EAST STROUDSBURG AREA SCHOOL DISTRICT

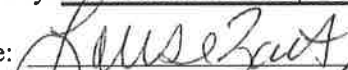

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

- 1. NAME OF ORGANIZATION: Lehman 8 Silver Team
- 2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for team-related trips and activities.
- 3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through valuable trips and activities that pertain to their daily instruction.
- 4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
- 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.
Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
- 6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for team activities and trips.
- 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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
- 8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Louise Zavertnik (Teacher)/Robert Dilliplane (Principal)

Signature:

Principal:

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

1. NAME OF ORGANIZATION: Lehman Washington DC Trip Fund
2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To maintain monies collected for the yearly trip to Washington DC.
3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Students will benefit from the educational value attained through this trip to our nation's capital by participating in a variety of programs, visits to cultural events, and tours of important organizations, museums, and monuments representative of our nation's government and history.
4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) This activity account will be maintained by the team member listed below.
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.
Endeavors may be undertaken from time to time in order to raise money for proposed activities and trips.
6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Monies will be used to pay for the Washington DC trip, which includes transportation, lodging, and admission to multiple locales.
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.
*One of the Special Activity Accounts would only be used to handle overages whereby insufficient monies were collected/raised to cover activity and trip costs.
8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Date Submitted: 12/3/12

Submitted by: Louise Zavertnik (Teacher)/Robert Dilliplane (Principal)

Signature: _____

Principal: _____

SECTION: PROGRAMS

TITLE: ON-LINE COURSES
THE EAST STROUDSBURG
AREA SCHOOL DISTRICT
VIRTUAL ACADEMY

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

ADOPTED: AUGUST 21, 2006

REVISED: September 15, 2008
March 16, 2009
June 20, 2011

<p>1. Purpose</p> <p>2. Definitions</p>	<p style="text-align: center;">118.1. ON-LINE COURSES</p> <p>The Board acknowledges that information technology can increase the quantity of educational opportunities for students, and that instances may arise whereby students may need to take on-line coursework. The Board is committed to providing on-line courses for students in selected situations as stated in this policy.</p> <p>The School District shall offer on-line courses and a “Virtual Academy” subject to the terms, conditions and limitations contained in this Policy. The following terms, when set forth in this Policy shall have the meaning set forth in the following definitions¹ unless the context clearly indicates otherwise:</p> <ul style="list-style-type: none"> a. “Applicable Law” means any applicable federal or state statute, regulation or standard and any applicable local law or ordinance. b. “Facilitators” means <u>Board approved PA certified teachers, with School District staff given priority over non-School District staff.</u> c. “Including” and “Includes” mean inclusive of but not limited to and/or by way of example and not limitation. d. “Parent” or “Parental” means the Parent or legal guardian of the student or the resident with whom the child is residing if the child has been enrolled in accordance with the affidavit procedure of Section 1302 of the School Code, or any other adult standing in the position of a Parent or guardian if the Parents or guardian are otherwise not available. e. “School District” means the East Stroudsburg Area School District. f. “Superintendent” means, as applicable, the Superintendent of Schools of the School District, any acting Superintendent, any Interim Superintendent, or the designee of any of them. g. “Virtual Academy” means the East Stroudsburg Area School District Virtual Academy created and operated in accordance with this Policy.
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¹ The terms from the Definition section are provided in initial capital letters throughout this Policy.

ON-LINE COURSES - Pg. 2

<p>3. Authority</p>	<p>The Board authorizes the development and/or purchase of School District operated and maintained on-line coursework.</p>
<p>4. Delegation of Responsibility</p>	<p>The Superintendent <u>or designee</u> shall:</p> <ol style="list-style-type: none"> a. Be responsible for the implementation of the on-line courses and Virtual Academy offered by the School District in accordance with the terms, conditions and limitations contained in this Policy; b. Ensure that the on-line courses and Virtual Academy are in compliance with Applicable Law; and c. Ensure that written administrative regulations or protocols, Including required forms, are developed and adhered to in order to guide the day-to-day delivery of on-line courses and the Virtual Academy.
<p>5. Guidelines</p>	<p><u>On-line and Virtual Academy Facilitators.</u> Instruction shall be provided by Facilitators who shall be subject to: (i) the following terms and conditions; (ii) other applicable Policies of the School District; and (iii) any applicable collective bargaining agreement or administrative compensation plan:</p> <ol style="list-style-type: none"> a. <u>Certification.</u> Facilitators shall be certified in accordance with Applicable Law. b. <u>Training.</u> Facilitators shall undergo School District provided training prior to beginning instructional duties. c. <u>Supervision.</u> Facilitators shall be supervised by the Virtual Academy Administrator and follow the same requirements as provided for schedule B employees. d. <u>Compensation.</u> <ol style="list-style-type: none"> i. <u>Course Development.</u> Compensation for developing on-line courses shall be at the Board approved curriculum rate for a total of hours not to exceed three (3) times the amount of student hours required to complete the course. Whenever possible, the School District shall develop its own on-line courses; but when School District courses are unavailable, the School District may purchase on-line courses that meet appropriate state and/or federal standards and are compatible with approved School District curricular offerings. ii. <u>Facilitators.</u> Compensation for on-line coursework Facilitators shall be at the Board approved curriculum rate. e. <u>Copyright.</u> All materials developed for and used by the Virtual Academy Facilitators must comply with all copyright laws and agreements, Including without limitation, the Copyright Law, the Digital Millennium Copyright Act, the School District's Copyright Policy, the School District's Copyright Guidelines Handbook, the Virtual Academy Copyright Administrative

Regulation # 118.1 , and, if applicable, the relevant executed licenses.

- f. Right of First Refusal. A School District bargaining unit member will have the right of first refusal before the School District employees an instructor or vendor outside the bargaining unit for virtual/on-line courses.

On-line Course and Virtual Academy Enrollment. Except as otherwise provided in this Policy, enrollment in either an on-line course or the Virtual Academy shall be subject to the following terms, conditions and limitations:

- a. Signed Consent Form. A student may be enrolled in an on-line course or the Virtual Academy only if the student's Parent and the student have signed a written consent in a form developed by and satisfactory to the School District. In the case of an emancipated minor, said consent form shall be sufficient if signed only by the student.
- b. Parental and Student Responsibilities. Parents and students must sign an agreement to uphold the following responsibilities. If this agreement is breached, a meeting with Parents, student, and Virtual Academy Administrator must take place to decide if the student will remain in the Virtual Academy course(s). The student and his/her Parent(s), as applicable, shall have the following responsibilities:
- i. Must provide for the duration of the course or enrollment in the Virtual Academy necessary computer hardware, software and on-line connectivity, or contact the School District Administration requesting that the administrators review and consider whether the student qualifies for the School District to loan the hardware or software, or pay a stipend for internet connectivity;
 - ii. Compliance with all Applicable Law and/or the policies of the School District, Including the Code of Student Conduct and the Acceptable Use of the Computers, Network, Internet, Electronic Communications and Information Systems Policy #815, and Data Breach Notification Policy #830 and Administrative Regulation 830-AR.
 - iii. Compliance with all course requirements, Including course and test requirements established by vendors of commercially prepared courses in which the student is enrolled.

Limitations on Offerings, Enrollment and Withdrawals.

- a. The School District shall have total discretion to determine for any semester or school year: (i) the grade levels for which on-line courses will be offered; (ii) the number of on-line courses offered; and (iii) which on-line courses are offered.
- b. On-line courses shall be as per the prerequisite recommendations for courses as

listed in the applicable program of studies. The listing of an on-line course in the program of studies or other publication(s) of the School District shall not guarantee that the course will be offered in any semester or school year.

- c. The number of on-line courses in which a student is permitted to enroll shall be determined by the Virtual Academy Administrator.
 - i. Starting in 9th grade, students may take one on-line course per semester as long as it is not a core graduation requirement; it is not offered in the brick and mortar school, and it does not take the place of the 8.2 yearly credit earned.
 - ii. In order to take an enrichment course, the student must have an overall GPA of 3.0 and demonstrate proficiency in the skill area needed for the requested on-line course. Admission into this enrichment course needs the approval of the applicable department chairperson, guidance counselor, and building principal.
 - iii. Seniors who have completed all of their graduation requirements may take a maximum of two School District on-line courses per semester.
 - iv. Once a student has attended four years of high school, the number of on-line courses a student may take will be determined by the guidance counselor and the building principal.
- d. The Virtual Academy Administrator shall determine if an on-line course will be offered, taking into consideration the number of participants enrolled.
- e. If a course is offered in the school building which the students attend, the student must take the conventional classroom course at his/her school. However, in the case of a course conflict, the school will work with the student to make appropriate accommodations, when possible, to resolve the conflict through traditional scheduling methods.
- f. If a course is offered at a School District building that the student does not attend, the student's building principal may pursue the possibility of video conferences for the course in question.
- g. If a course is not available at the student's school and video conferencing cannot be accomplished, a student can pursue the course on-line if: (a) the required Parental consent is provided to the School District; (b) the course is being offered on-line; (c) the student is recommended for the on-line course by the applicable department chairperson, guidance counselor, and, when appropriate, the teacher; and (d) the student's building principal approves after taking into consideration the recommendations, the student's achievement record, the appropriateness of the course, and other relevant criteria.
- h. No student may enroll in any on-line course or in the Virtual Academy offered by the School District if the student does not have the necessary hardware, software and internet connectivity to permit the student to participate fully. The

student's Parent(s) are expected to provide the necessary hardware, software, and internet connectivity, however, the School District administration is granted the authority to, at its discretion, loan School District hardware, and/or software, and/or pay a stipend for internet connectivity based on the availability and the need of the student. The School District administration at its discretion may consult with the Virtual Academy administrator for assistance in making this determination.

- i. Withdrawal from On-line Courses.
 - i. To withdraw from an on-line course developed by the School District, the student shall comply with the School District's withdrawal policy.
 - ii. To withdraw from a commercially developed course that the School District obtained from a vendor, the student shall also comply with the withdrawal policy of the vendor.
 - iii. Notwithstanding anything in this or any other Policy to the contrary, no student may withdraw from an on-line course unless the student obtains the prior approval of the building principal and Virtual Academy Administrator.

Credits, Grading, Testing and Class Rank.

- a. Credit earned for School District approved on-line courses shall be counted for purposes of class rank, GPA, or honor roll only if facilitated and assessed by a School District employee.
- b. Major or culminating course assessment and, when applicable, major examinations, including the mid-term and final, must be taken in the Virtual Academy setting and proctored by the Facilitator of the on-line course. All such assessments and examinations shall take place after school hours and must begin no more than thirty (30) minutes after dismissal.
- c. Grading for commercially developed courses shall be at the discretion of the course vendor when so required, and students should be aware of the course's grading policy and requirements prior to enrolling in the course. The School District shall not intervene or counter grades received for commercially developed courses, unless such is permitted and appropriate, but the School District reserves the right to review student work and examine methods of assessment. Credit earned shall not be counted for purposes of class rank, GPA or honor roll.

IEP's and GIEP's. Nothing in this Policy shall be construed in a way that is in violation of any Applicable Law or in violation of what may be contained in any IEP or GIEP that is developed in accordance with the law.

On-line Homebound Instruction. The provisions of this Policy shall apply to students on homebound instruction. In addition, the following additional terms, conditions and limitations shall be applicable to on-line courses available to students receiving homebound instruction.

- a. At the request of the homebound instructor, and with the approval of the building principal, on-line courses may be used to supplement homebound instruction.
- b. The cumulative instructional time allotted for instruction/facilitation for each homebound student shall be limited to the amount of time determined on the Homebound Instruction Request form.
- c. The School District may offer on-line courses to students, upon such terms and conditions that the School District shall determine, to students who have been expelled or placed on disciplinary homebound instruction.
- d. Major or culminated course assessment and, when applicable, major examinations, including the mid-term and final, shall be proctored by the homebound instructor.

Remedial Summer School. The provisions of this Policy shall apply to summer school courses offered on-line. In addition, the following additional terms, conditions and limitations shall be applicable to on-line summer school courses.

- a. The School District's summer school policies and procedures shall apply to the extent that they are not inconsistent with this Policy.
- b. Students are required to pay the full cost of tuition for on-line summer school courses.
- c. Students will not be allowed to accrue summer school credits for purposes of early graduation.
- d. Major or culminating course assessments and, when applicable, major examinations, including the mid-term and final, shall be proctored by the Facilitator of the on-line course.
- e. On-line summer school remediation courses shall count towards class rank and GPA.

East Stroudsburg Area School District Virtual Academy. All provisions of this Policy shall apply to the Virtual Academy. In addition, the following terms, conditions and limitations apply to the Virtual Academy:

- a. The Superintendent or designee shall establish a District Virtual Academy, including the development of all necessary written rules and regulations, in which School District students may enroll subject to the terms, conditions and limitations of this Policy.

- b. The School District Virtual Academy shall be called the East Stroudsburg Area School District Virtual Academy.
- c. Only School District students enrolled in grades 97 to 12 are eligible to enroll in the Virtual Academy.
- d. Students who enroll in the Virtual Academy:
 - i. May graduate from the School District only if they fulfill all graduation requirements of the School District;
 - ii. Shall fulfill their academic requirements exclusively within the Virtual Academy;
 - iii. Shall comply with all applicable School District policies, Including participating in on-line learning for 990 hours per academic year, or 27.5 hours per week;
 - iv. Shall be eligible to participate in extracurricular activities, interscholastic athletics, and vocational-technical education;
 - v. Shall be provided transportation for extracurricular activities, interscholastic athletics and vocation-technical education to and from the same locations established for students attending the traditional high school; and
 - vi. Shall have their GPA ranked with their cohort class and be eligible for any awards, scholarships or privileges based on GPA ranking.

Nothing in this Policy shall be construed in a way that is inconsistent with any Applicable Law or with the governing documents of any applicable governing organization, Including the Pennsylvania Interscholastic Athletic Association (“PIAA”).

EAST STROUDSBURG AREA SCHOOL DISTRICT

RESOLUTION FOR

IMPLEMENTING GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)
STATEMENT NO. 54 "FUND BALANCE REPORTING AND GOVERNMENT FUND
TYPE DEFINITIONS"

WHEREAS, the East Stroudsburg Area School District Board of Education will implement GASB Statement No. 54 "Fund Balance Reporting and Government Fund Type Definitions" beginning July 1, 2011; and

WHEREAS, this statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent; and

BE IT RESOLVED, that the Board of Education adopts the following fund balance classifications that the relative strength of the spending constraints:

- Nonspendable Fund Balance - amounts that are not in spendable form (such as inventory), prepaid expenses, or are required to be maintained intact,
- Restricted Fund Balance - amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions or by enabling legislation,
- Committed Fund Balance - amounts constrained to specific purposes by the School District itself, using its highest level of decision making authority (Board of Education). To be reported as committed, amounts cannot be used for any other purpose unless the School District takes the same highest level action to remove the constraint.
- Assigned Fund Balance - amounts the School district intends to use for a specific purpose. Intent can be expressed by the Board of Education or by an official or body the which the Board of Education delegates the authority.
- Unassigned Fund Balance - amounts that are available for any purpose. Positive amount reported only in the general fund; and

BE IT FURTHER RESOLVED, beginning fund balances for East Stroudsburg Area School District's governmental funds will be restated to reflect the above classifications.

ADOPTED THIS _____ day of _____ 2012.

ATTEST:

EAST STROUDSBURG AREA SCHOOL
DISTRICT BOARD OF EDUCATION

PATRICIA ROSADO, SECRETARY

WILLIAM SEARFOSS, PRESIDENT

EAST STROUDSBURG AREA SCHOOL DISTRICT

Attn: Kathy Kroll
 50 Vine Street, P. O. Box 298
 East Stroudsburg, PA 18301-0298

SENIOR CITIZEN SCHOOL TAX REBATE
Year - 2012

PLEASE PRINT OR TYPE

PART A

Name of Claimant: _____

Address of Claimant: _____

Location of Property (Boro or Township): _____

Tax Bill Number: _____

Birth date of Claimant: (Attach proof to first application) _____

Social Security Number of Claimant: _____

PART B

The following is a brief summary of the program for assisting senior citizens to pay school taxes on homes that they own and occupy that was adopted by the Board of Education on June 28, 1982, as amended:

- a. EFFECTIVE DATE: School Real Estate Taxes issued August 1, 2012.
- b. ELIGIBILITY: One or more of the following (A, B, C):
 1. A) One member of the household must be age 65 or over on December 31, 2012;
 - B) Individual is a widow or widower and age 50 or over on December 31, 2012;
 - C) Individual is permanently disabled and age 18 or over on December 31, 2012.
2. INCOME: \$16,500 or less.
3. PERCENTAGE OF REBATE: based on income, as follows:

Household Income	% Rebate	Household Income	% Rebate
\$ -0- - \$6,999	100%	\$10,000 - \$10,499	35%
7,000 - 7,499	90%	10,500 - 11,499	25%
7,500 - 7,999	80%	11,500 - 13,499	20%
8,000 - 8,499	70%	13,500 - 14,499	15%
8,500 - 8,999	60%	14,500 - 16,500	10%
9,000 - 9,499	50%	16,501 - or over	-0-%
9,500 - 9,999	40%		
4. MAXIMUM REBATE - cannot exceed \$925.00; on homestead only.
- c. FILING -
 1. WHERE TO FILE: at the Tax Office of the School District located in the Administration Center, or mail to ESASD, Attn: Kathy Kroll, 50 Vine Street, East Stroudsburg, PA 18301-0298.
 2. WHEN TO FILE: after January 31, 2013 but before June 30, 2013.
 3. HOW TO FILE: request forms after January 31, 2013 by calling the school district office at (570-424-8500) Extension 1001, or by stopping in the office to pick them up.
- d. A COPY OF THE ENTIRE RESOLUTION CAN BE OBTAINED UPON REQUEST.

You will need to include copies of the following paperwork:

1. Receipted School Tax Bill
2. Verification of Income Reported (all sources)
3. Proof of Age as of December 31, 2012. (birth certificate, driver's license, etc.)
4. Proof that you are a widow/widower or disabled if applicable (first time filers only).

PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM.

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PART C	Total Income of Claimant and Spouse	Do not write in this Space
a. Gross Social Security, SSI Payments and Railroad Retirement Benefits	\$	
b. Enter 50% of Line a	\$	
c. Pensions, Annuities, and IRA Distributions	\$	
d. Interest, Dividends, and Capital Gains	\$	
e. Net Rental Income	\$	
f. Net Business Income	\$	
g. Other Income (such as wages, cash public assistance, unemployment compensation, gifts totaling more than \$300, and life insurance death benefits exceeding \$5,000)	\$	
h. Total Income of Claimant and Spouse. (Add Lines b. thru g.) (Total Income may not exceed \$16,500)	\$	
i. Amount of 2012 School Taxes Paid for Homestead (attach receipted School District tax bill)	\$	

PART D - STATE REBATE INFORMATION - Copy from "Property Tax/Rent Rebate Program" Form	
j. Rebate available from State (maximum \$650)	\$

PART E - SCHOOL DISTRICT REBATE INFORMATION	
k. Net Taxes Paid (i. minus j.)	\$
l. Rebate Percentage Factor (refer to Part B - over)	%
m. School Tax Rebate (k. times l., or \$925.00, whichever is less)	\$

Excessive claims made with fraudulent intent will subject the claimant to a penalty of 25% of the entire amount claimed. The claimant shall be guilty of a misdemeanor punishable by a fine of up to \$1,000 and/or imprisonment for up to one year upon conviction.

<p>CHECKLIST:</p> <p>I have included with this form the following necessary paperwork (copies):</p> <p>_____ Receipted School Tax Bill</p> <p>_____ Verification of Income Reported</p> <p>_____ Proof of Age as of December 31, 2012 (first time filers only).</p> <p>_____ Proof that you are a widow/widower or disabled, if applicable (first time filers only).</p>
--

I declare that this form is true, correct and complete to the best of my knowledge and belief, and that this is the only claim filed by members of my household.

Claimant's Signature

Signature of Preparer (if other than Claimant)

Claimant's Address

Telephone Number

____/____/____
Date

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 or access to, or in the provision of services, programs or employment.

**EAST STROUDSBURG AREA SCHOOL DISTRICT
INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT**

THIS AGREEMENT is made this 17th day of December, 2012, by and between:

EAST STROUDSBURG AREA SCHOOL DISTRICT (the "District") with its principal office located at 50 Vine St. East Stroudsburg, PA 18301

AND

Kathy Ciacuilli (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its (Acting) Superintendent, or her designee. .
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement

4. Notices

Any notice, request, demand or other communication required or permitted to be given under this Agreement will be sufficient if in writing and if delivered personally, or sent by certified or registered mail as follows (or to such other addressee as will be set forth in a notice given in the same manner):

If to District:

Jeff Bader, Business Manager
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

If to Contractor:

Kathy Ciaciulli
188 Escoll Dr.
East Stroudsburg, PA 18301

Any such notice will be deemed to be given on the date personally delivered or on the date mailed in the manner provided above.

5. Validity

If for any reason any provision of this Agreement will be determined to be invalid or unenforceable, the validity and effect of the other provisions will not be affected.

6. Waiver of Breach

The waiver by District or by Contractor of a breach of any particular provision of this Agreement by the other party will not operate, or be construed, as a waiver of any other breach of any other particular provision(s) by such other party.

7. Termination

This Agreement may be terminated by either party upon fifteen (15) days written notice from one party to the other party which written notice shall be given in the manner provided for in Paragraph 4 above.

8. Assignment

This Agreement will not be assignable by Contractor nor may the obligations of Contractor be delegated to another.

9. Entire Agreement

This Agreement represents the entire understanding of the parties.

10. Applicable Law

The parties agree that this Agreement will be construed and enforced pursuant to the laws of the Commonwealth of Pennsylvania.

IN WITNESS WHEREOF, the parties have set their hands as of the day and year first above written.

ATTEST:

EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

Patricia Rosado, Secretary

BY: _____
William Searfoss, President

WITNESS:

[Contractor]

WTI CONTRACTING
CHANGE ORDER - OWNER



DISTRIBUTION: ■ Construction Manager
■ Superintendent
✓ Owner

PO#: CR13001
WTI Project # 5019889
Initiation Date: 08/01/2012
Change Order #: 01

Owner: East Stroudsburg Area School District
Project Name: JM Hill Roof Restoration
Address: 151 East Broad Street
East Stroudsburg, PA 18301
Contract For: Roof Restoration
Contract Date: July 2, 2012

The following is a change from the original scope of work for the above referenced job:

Scope Change Detail	\$ Amount
At identified Wet Area Removal, remove two (2) existing drop-tube drain inserts and install new cast iron drain bowel assemblies.	\$2,960.00

The original Contract Sum	\$206,816.07
Net change by previously authorized Change Orders	\$0.00
The Contract Sum prior to this Change Order	\$206,816.07
The amount Contract Sum will be (increased) by this Change Order	\$2,960.00
The new Contract Sum including this Change Order will be	\$209,776.07
The Contract Time could be (increased) by	N/A
The Date of Substantial Completion as of the date of this Change Order therefore is	per contract

APPROVED BY:

Weatherproofing Technologies, Inc.

Sign Name: *Robert Mefford*

Print Name: Robert Mefford

Date: August 01, 2012

Owner

Sign Name: *James F. Shearouse*

Print Name: JAMES F. SHEAROUSE

Date: 8/2/12

WTI CONTRACTING

CHANGE ORDER OWNER

DISTRIBUTION:

WTI Project #: 5019889
Initiation Date: 9-4-12
Change Order #: 002

- Sales Rep
- Construction Manager
- Corporate Account Mgr.
- WTI Superintendent
- Roofing Subcontractor
- Other: _____

Sub-Contractor: Dunmore Roofing

Project Name: IM Hill Elementary School
Address: 151 East Broad St. East Stroudsburg, Pa 18301

Contract For: Roof Restoration
Contract Date: 7-2-12

The following is a change from the original scope of work for the above referenced job:

Change	\$ Amount
Replacement of roof insulation and roof membrane where wet roof area discovered in process of restoration. Areas replaced total 600 square feet.	6,377.48

The original Contract Sum	206,816.07
Net change by previously authorized Change Orders	2,960.00
The Contract Sum prior to this Change Order	209,776.07
The amount Contract Sum will be increased by this Change Order	6,377.48
The new Contract Sum including this Change Order will be	216,153.52
The Contract Time will be unchanged by	
The Date of Substantial Completion as of the date of this Change Order therefore is	

APPROVED BY:

WTI Construction Manager

Sign Name: Greg King

Print Name: Greg King

Date: September 4, 2012

Owner

Sign Name: James F. Shearouse

Print Name: JAMES F. SHEAROUSE

Date: 9/5/12

NOV 15 2012

BY:

East Stroudsburg Area School District
Supplemental Educational Services Master Contract
2012-2013

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Supplemental Educational Services ("SES") Master Contract (hereafter referred to as the "Contract") is made as of **November 1, 2012**, by and between **THE EAST STROUDSBURG AREA SCHOOL DISTRICT** (hereafter referred to as "ESASD") located at 50 Vine Street, East Stroudsburg, PA 18301, and **Bright Light Education** (hereafter referred to as the "Contractor") located at 43 Eastern Parkway, Fl. 1, Jersey City, NJ 07305.

WHEREAS, the ESASD requires certain professional services to assist in accomplishing the Supplemental Educational Services instructional mandates of the Elementary and Secondary Education No Child Left Behind Act of 2001 (hereafter referred to as "the Act") and

WHEREAS, Section 1116(e) of the law entitled "Supplemental Educational Services" mandates the provision of tutoring and other supplemental academic enrichment services that are (a) in addition to instruction provided during the school day, (b) of high quality and research based, and (c) specifically designed to increase the academic achievement of eligible students as measured by the academic assessments required under Section 1111 of the Act, and enable eligible students to attain proficiency in meeting the Commonwealth of Pennsylvania's academic achievement standards for students eligible under Title I; and

WHEREAS, Section 1116(e) of the Act mandates that the ESASD contract with one or more providers selected by Parent(s) to procure Supplemental Educational Services for eligible students; and

WHEREAS, the Commonwealth of Pennsylvania Department of Education, acting pursuant to its mandate under Section 1116(e) of the Act, has approved the Contractor to provide Supplemental Educational Services to meet the requirements of Section 1116(e) of the Act; and

WHEREAS, upon acceptance of an ESASD student, Contractor shall submit, to the ESASD an Individual Learning Plan (hereinafter referred to as "ILP") as specified by the ESASD for each student served by the Contractor. This form shall acknowledge Contractor's intent to provide all services specified in the student's ILP. The ILP shall be executed within (10) days of receipt of an ESASD student's enrollment or at a time agreed to by the Contractor and the ESASD; and

WHEREAS, the ESASD and Contractor shall also enter into an Individual Services Agreement (hereinafter referred to as "ISA") that generally describes Contractor's program; and

Now, therefore, in consideration of the mutual promises contained herein, this _____ the District, intending to be legally bound, agrees as follows:

2. RESOLUTION

The School Board resolution authorizing this Contract was approved on _____.

3. TERM OF MASTER CONTRACT

The term of the contract shall begin on the date of signing and end on May 30, 2013 (the "Term"), unless terminated sooner by the ESASD, as provided in this Contract.

4. COMPENSATION

As compensation for the satisfactory performance of the work actually delivered under this Contract to each eligible student, the ESASD shall pay the Contractor for services actually rendered at a rate per student **not to exceed** one thousand one hundred and eighty dollars and seven cents (\$1,180.58) for each student who actually attends the program; payable from **Title I Account # 10-1100-300-440-16-00-92**. This amount is the State determined figure released in August, 2012.

5. INTEGRATION

This master contract and all attachments and amendments thereto including, the Individual Learning Plan (hereafter referred to as the "ILP") and the Individual Student Agreement (hereafter referred to as the "ISA") constitute the entire agreement between the ESASD and the Contractor. This agreement supersedes any prior written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties. Notwithstanding the foregoing, this Contract shall be modified and/or amended as necessary to conform to federal and state laws and regulations.

6. **COMPLIANCE WITH LAWS, STATUTES, REGULATIONS**

During the term of this agreement, the Contractor shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules and regulations as required by law in connection with the furnishing of services pursuant to this agreement.

ADMINISTRATION OF MASTER CONTRACT

7. **NOTICES**

All notices provided for by this contract shall be in writing. Notices shall be mailed, e-mailed or delivered by hand and shall be effective as of the date of receipt by addressee.

Notices mailed to the ESASD shall be addressed to:

East Stroudsburg Area School District
Irene Duggins, Assistant Superintendent
Curriculum and Instruction
Carl T. Secor Administration Building
50 Vine Street
East Stroudsburg, PA 18301

Notices to Contractor shall be addressed to:

Bright Light Education
43 Parkway, Fl. 1
Jersey City, NJ 07305

8. **MAINTENANCE OF RECORDS/CONFIDENTIALITY**

- 8.1 **Contractor Records.** The Contractor shall provide access to all records or reports, or other matters relating to this agreement, upon request by the ESASD. The Contractor shall maintain fiscal records for five (5) years and shall keep them available for audit.
- 8.2 **Student Records.** All student records shall be kept in a secure location preventing access by unauthorized individuals.
- 8.3 **Confidentiality.** The Contractor will not publicly disclose the identity of the student or any student without written permission from the parent/guardian of record.
- 8.4 **Data.** All data provided by the ESASD is considered to be confidential under this Agreement as well as under the Family Educational Rights and Privacy Act (FERPA), the Health Insurance Portability Protection

Act (HIPPA), and appropriate regulations of the Pennsylvania Department of Education relating to the confidentiality of student records.

9. **TERMINATION**

9.1 This SES Master Contract may be terminated by the ESASD at any time. Possible reasons would include but are not limited to: transfer of student to a non-public school or a school that is not eligible for Supplemental Educational Services, failure of student to attend the tutoring sessions, public disclosure of the identity of any student who is eligible for, or receiving supplemental educational services, without the written consent of the parents/legal guardians of the student, by the Contractor, non-performance of work by the Contractor, failure of Contractor to complete and turn in all mandatory paperwork, including, ILP, ISA and Progress Reports or failure of Contractors to adhere to Federal and State guidelines related to these services.

9.2 The Contractor shall not be entitled to anticipatory or lost profits, or consequential damages as a result of any termination under this section. The rights and remedies of the ESASD provided in this section are in addition to any other rights and remedies provided by law or under this Master Contract.

10. **INSURANCE**

The Contractor shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Contract, Comprehensive General Liability Insurance for personal injury and property damage with a \$250,000 coverage for each occurrence and \$500,000 aggregate coverage for personal injury and property damage and shall furnish the District with a Certificate of General Liability Insurance listing the District as an additional insured on the policy before services begin.

11. **INDEMNIFICATION AND HOLD HARMLESS**

The Contractor shall indemnify and hold harmless the ESASD and its representatives against any and all claims, demands, suits, and judgments for sums of money to any part for loss of life, injury, or damage to person or property resulting from, or by reason of, any negligent act or omission, operation or work of the Contractor, its agents or employees while engaged upon or in connection with the services required or performed by the Contractor hereunder.

12. **RELATIONSHIP TO THE SCHOOL DISTRICT**

12.1 The Contractor acknowledges that its relationship to the ESASD is that of an independent contractor and that no employer-employee relationship is created by virtue of this agreement.

12.2 The Provider acknowledges and agrees that the responsibility for payment of taxes, employees' salaries/contracts, or other expenses of the Provider shall be said Provider's obligation.

12.3 The Provider will not receive reimbursement for travel expenses.

EDUCATIONAL PROGRAM

13. APPROPRIATE EDUCATIONAL SERVICES

Unless otherwise agreed to between Contractor and the ESASD, Contractor shall be responsible for the provision of all appropriate supplies, equipment, assessments, and facilities for ESASD students, as specified in the student's ILP and the ISA. Contractor shall make no charge of any kind to parents or students for Supplemental Educational Services as specified in the student's SLP.

14. INSTRUCTIONAL PROGRAM

- 14.1 Provider will implement an individualized instruction program as documented in the ILP Goals and Objectives for each student receiving SES.
- 14.2 Service will be provided on the dates, times and location noted in the ISA document for each student receiving SES.
- 14.3 Tutor to student ratio will not exceed the State mandated maximum ratio cap of 1:10 during the school year and 1:15 during the summer as documented in the ILP Goals and Objectives.

15. CLEARANCES

Contractor or any of its employees who come in direct contact with children during the discharge of responsibilities under this contract must obtain, at Contractor's own expense, clearance under Act 33 and Act 34 of 1985 as specifically set forth in 24 P.S. §1-111(a), as amended as well as FBI clearance. The results must be submitted to Contractor's ESASD contact person before performing any services under this contract.

16. INVOICES

The Provider shall submit timely invoices to the ESASD monthly. The invoice shall consist of a summary sheet which lists all students' names, schools they attend, total hours for that particular month, the total dollar amount due per student as well as a grand total for all students. Attached to the summary sheet must be an Attendance and Payment Record, a progress report for each student and sign-in sheets for the month. No payment shall be due before receipt of a properly prepared invoice. The invoice shall be submitted on or

before the fifth (5th) business day of a calendar month. The ESASD will not process invoices submitted after the fifth (5th) business day until the following calendar month.

17. INDIVIDUAL LEARNING PLAN (ILP)

17.1 This Master Contract shall include an ILP developed for each ESASD student to whom Contractor is to provide Supplemental Educational Services. An ILP shall be written only for students enrolled with the approval of the ESASD. The ILP shall consist of achievement goals and objectives that will be based on an evaluation of the student's academic achievement, with consideration given specifically to State mandated tests, ESASD tests, grades and recommendations from the student's teacher/s.

17.2 The Contractor shall make no changes to any student's ILP Goals and Objectives without the written consent of the student's parent/guardian and ESASD.

18. INDIVIDUAL STUDENT AGREEMENT (ISA)

18.1 This Master Contract shall include an ISA for each ESASD student to whom Contractor is to provide Supplemental Educational Services. An ISA shall only be completed for students enrolled with the approval of the ESASD. The ISA details the purpose of SES, as well as information on where and what time services are to take place, who is responsible for transportation, hourly rate charged by the Contractor, tutor to student ratio and assurances for the Contractor, the ESASD, the parent/guardian and the student.

19. MEASUREMENT OF STUDENT PROGRESS/ASSESSMENTS

19.1 Student's progress will be measured by the ESASD, at the beginning of the school year, mid-year and at the end of the school year utilizing the NWEA Measures of Academic Progress.

19.2 The Contractor will inform the parent/guardian and the ESASD about the student's progress monthly and upon completion of services by completing and distributing to the aforementioned parties, a copy of the progress report.

20. SERVICES

All services given by the Contractor under this contract shall be secular, neutral and non-ideological in instruction and content.

21. SCHOOL DISTRICT STUDENT CHANGE OF ENROLLMENT

If the ESASD student's change of enrollment is to a school outside of the ESASD service boundaries or a school whose students are not eligible for Supplemental Educational Services under the No Child Left Behind Act, the ESASD shall not be responsible for the costs of services delivered after the ESASD student's change of enrollment.

22. WITHDRAWAL OF SCHOOL DISTRICT STUDENT FROM PROGRAM

Contractor shall immediately report, by telephone, to the ESASD when an ESASD student is withdrawn by parent from services. Contractor will confirm such telephone call in writing.

23. **MONITORING**

The Contractor shall allow access to its facilities for periodic monitoring of each student's instructional program by the ESASD. ESASD representatives shall have access to observe each student at work, observe the instructional setting, interview the Contractor, and review each student's progress.

SIGNATURES CERTIFY THAT WE HAVE READ, UNDERSTOOD AND AGREE WITH THESE SUPPLEMENTAL EDUCATIONAL SERVICES MASTER CONTRACT

_____			
ESASD BOARD PRESIDENT	DATE	PROVIDER CONTACT	DATE
_____		_____	
DISTRICT CONTACT	DATE	DISTRICT CONTACT	DATE

Approved as to form: _____
SOLICITOR

DISTRICT CONTACT:

Mrs. Irene Duggins
Assistant Superintendent for Curriculum and Instruction
East Stroudsburg Area School District
Carl T. Secor Administration Building
50 Vine Street
East Stroudsburg, PA 18301
570-424-8500 Ext. 1301
570-424-7834 (Fax)

East Stroudsburg Area School District
Supplemental Educational Services Master Contract
2012-2013

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Supplemental Educational Services ("SES") Master Contract (hereafter referred to as the "Contract") is made as of November 1, 2012, by and between THE EAST STROUDSBURG AREA SCHOOL DISTRICT (hereafter referred to as "ESASD") located at 50 Vine Street, East Stroudsburg, PA 18301, and College Nannies and Tutors (hereafter referred to as the "Contractor") located at 1101 West Hamilton Street, Allentown, PA 18101.

WHEREAS, the ESASD requires certain professional services to assist in accomplishing the Supplemental Educational Services instructional mandates of the Elementary and Secondary Education No Child Left Behind Act of 2001 (hereafter referred to as "the Act") and

WHEREAS, Section 1116(e) of the law entitled "Supplemental Educational Services" mandates the provision of tutoring and other supplemental academic enrichment services that are (a) in addition to instruction provided during the school day, (b) of high quality and research based, and (c) specifically designed to increase the academic achievement of eligible students as measured by the academic assessments required under Section 1111 of the Act, and enable eligible students to attain proficiency in meeting the Commonwealth of Pennsylvania's academic achievement standards for students eligible under Title I; and

WHEREAS, Section 1116(e) of the Act mandates that the ESASD contract with one or more providers selected by Parent(s) to procure Supplemental Educational Services for eligible students; and

WHEREAS, the Commonwealth of Pennsylvania Department of Education, acting pursuant to its mandate under Section 1116(e) of the Act, has approved the Contractor to provide Supplemental Educational Services to meet the requirements of Section 1116(e) of the Act; and

WHEREAS, upon acceptance of an ESASD student, Contractor shall submit, to the ESASD an Individual Learning Plan (hereinafter referred to as "ILP") as specified by the ESASD for each student served by the Contractor. This form shall acknowledge Contractor's intent to provide all services specified in the student's ILP. The ILP shall be executed within (10) days of receipt of an ESASD student's enrollment or at a time agreed to by the Contractor and the ESASD; and

WHEREAS, the ESASD and Contractor shall also enter into an Individual Services Agreement (hereinafter referred to as "ISA") that generally describes Contractor's program; and

Now, therefore, in consideration of the mutual promises contained herein, this _____ the District, intending to be legally bound, agrees as follows:

2. RESOLUTION

The School Board resolution authorizing this Contract was approved on _____.

3. TERM OF MASTER CONTRACT

The term of the contract shall begin on the date of signing and end on May 30, 2013 (the "Term"), unless terminated sooner by the ESASD, as provided in this Contract.

4. COMPENSATION

As compensation for the satisfactory performance of the work actually delivered under this Contract to each eligible student, the ESASD shall pay the Contractor for services actually rendered at a rate per student not to exceed one thousand one hundred and eighty dollars and seven cents (~~51,130.53~~) for each student who actually attends the program; payable from Title I Account # 10-1100-300-440-16-00-92. This amount is the State determined figure released in August, 2012.

5. INTEGRATION

This master contract and all attachments and amendments thereto including, the Individual Learning Plan (hereafter referred to as the "ILP") and the Individual Student Agreement (hereafter referred to as the "ISA") constitute the entire agreement between the ESASD and the Contractor. This agreement supersedes any prior written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties. Notwithstanding the foregoing, this Contract shall be modified and/or amended as necessary to conform to federal and state laws and regulations.

6. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this agreement, the Contractor shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules and regulations as required by law in connection with the furnishing of services pursuant to this agreement.

ADMINISTRATION OF MASTER CONTRACT

7. NOTICES

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Curriculum and Instruction
Carl T. Secor Administration Building
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East Stroudsburg, PA 18301

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College Nannies and Tutors
1101 West Hamilton Street
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8. MAINTENANCE OF RECORDS/CONFIDENTIALITY

8.1 Contractor Records. The Contractor shall provide access to all records or reports, or other matters relating to this agreement, upon request by the ESASD. The Contractor shall maintain fiscal records for five (5) years and shall keep them available for audit.

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Act (HIPPA), and appropriate regulations of the Pennsylvania Department of Education relating to the confidentiality of student records.

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The Contractor shall, at his, her, or its sole cost and expense, maintain in full force and effect, during the term of this Contract, Comprehensive General Liability Insurance for personal injury and property damage with a \$250,000 coverage for each occurrence and \$500,000 aggregate coverage for personal injury and property damage and shall furnish the District with a Certificate of General Liability Insurance listing the District as an additional insured on the policy before services begin.

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The Contractor shall indemnify and hold harmless the ESASD and its representatives against any and all claims, demands, suits, and judgments for sums of money to any part for loss of life, injury, or damage to person or property resulting from, or by reason of, any negligent act or omission, operation or work of the Contractor, its agents or employees while engaged upon or in connection with the services required or performed by the Contractor hereunder.

12. **RELATIONSHIP TO THE SCHOOL DISTRICT**

12.1 The Contractor acknowledges that its relationship to the ESASD is that of an independent contractor and that no employer-employee relationship is created by virtue of this agreement.

12.2 The Provider acknowledges and agrees that the responsibility for payment of taxes, employees' salaries/contracts, or other expenses of the Provider shall be said Provider's obligation.

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EDUCATIONAL PROGRAM

13. APPROPRIATE EDUCATIONAL SERVICES

Unless otherwise agreed to between Contractor and the ESASD, Contractor shall be responsible for the provision of all appropriate supplies, equipment, assessments, and facilities for ESASD students, as specified in the student's ILP and the ISA. Contractor shall make no charge of any kind to parents or students for Supplemental Educational Services as specified in the student's SLP.

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Contractor or any of its employees who come in direct contact with children during the discharge of responsibilities under this contract must obtain, at Contractor's own expense, clearance under Act 33 and Act 34 of 1985 as specifically set forth in 24 P.S. §1-111(a), as amended as well as FBI clearance. The results must be submitted to Contractor's ESASD contact person before performing any services under this contract.

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19.1 Student's progress will be measured by the ESASD, at the beginning of the school year, mid-year and at the end of the school year utilizing the NWEA Measures of Academic Progress.

19.2 The Contractor will inform the parent/guardian and the ESASD about the student's progress monthly and upon completion of services by completing and distributing to the aforementioned parties, a copy of the progress report.

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All services given by the Contractor under this contract shall be secular, neutral and non-ideological in instruction and content.

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23. MONITORING

The Contractor shall allow access to its facilities for periodic monitoring of each student's instructional program by the ESASD. ESASD representatives shall have access to observe each student at work, observe the instructional setting, interview the Contractor, and review each student's progress.

SIGNATURES CERTIFY THAT WE HAVE READ, UNDERSTOOD AND AGREE WITH THESE SUPPLEMENTAL EDUCATIONAL SERVICES MASTER CONTRACT

_____			12/10/12
ESASD BOARD PRESIDENT	DATE	PROVIDER CONTACT	DATE
_____		_____	
DISTRICT CONTACT	DATE	DISTRICT CONTACT	DATE

Approved as to form: _____
SOLICITOR

DISTRICT CONTACT:

Mrs. Irene Duggins
Assistant Superintendent for Curriculum and Instruction
East Stroudsburg Area School District
Carl T. Secor Administration Building
50 Vine Street
East Stroudsburg, PA 18301
570-424-8500 Ext. 1301
570-424-7834 (Fax)

EAST STROUDSBURG AREA SCHOOL DISTRICT

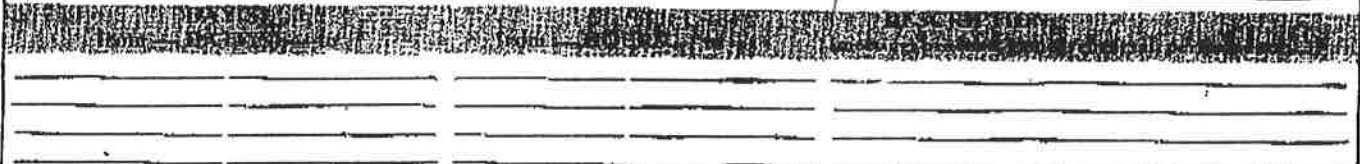
(valid for one year from date of application)



Name of Organization Bright Light Education LLC Today's Date 12/10/12

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: SES tutoring
Name of School Requested Bushkill Elementary School



Facility Required: Auditorium Cafeteria Gymnasium
 All-Purpose Room Stadium Kitchen/Preparation Kitchen/Serving
 Swimming Pool (requires proof of certified lifeguard) Stage Fields (specify) _____
 Classrooms # 1 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) 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 Rhonda Sunter Address 43 Eastern Pkwy Jersey City NJ 07305 Phone 201 345 7135

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 Rhonda Sunter - Director Phone (day) 201 345 7135
(eve.) 201 921 9148
Billing Address 43 Eastern Pkwy, Fl. 1, Jersey City NJ 07305

APPROVALS: Principal _____ Date 1/1
Business Administrator Shedimou Date 12/22/12
copy to: stage manager athletic director cafeteria manager head custodian librarian a/v coordinator other Date 1/1



Facilities/Equipment used: Class 1 - no fees Charges: \$ _____
Personnel Employed: _____ Charges: \$ _____
(attach time sheets) _____ Charges: \$ _____
Other (specify): _____ Charges: \$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization COLLEGE TUTORS Today's Date 12/10/12

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

Name of School Requested BIRKBECK ELEMENTARY SCHOOL

DAY(S) from --- DATE(S) --- to	DESCRIPTION from --- HOURS --- to (meeting, practice, game, rehearsal, performance,...)

- Facility Required:**
- All-Purpose Room
 - Swimming Pool (requires proof of certified lifeguard)
 - Auditorium
 - Stadium
 - Stage
 - Classrooms # 1
 - Cafeteria
 - Kitchen/Preparation
 - Fields (specify)
 - Other (specify)
 - Gymnasium
 - Kitchen/Serving
- 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)
 - Piano
 - 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) 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 PATRICE ROYER Address 1121 W HAMILTON ST ALLENTOWN PA 18101 Phone 610-254-0086
 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 _____ Phone (day) 610-254-0086 (eve.) _____
 Billing Address 1121 W HAMILTON ST ALLENTOWN PA 18101

APPROVALS: Principal _____ Date 1 1
 Business Administrator Ph. Royer Date 12/12/12
 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 fees</u>	Charges: \$ _____
_____	\$ _____
_____	\$ _____
Personnel Employed: _____	Charges: \$ _____
(attach time sheets) _____	\$ _____
_____	\$ _____
Other (specify): _____	Charges: \$ _____
_____	\$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

2013 SEASON

Name of Organization ESYA - East Stroudsburg Youth Association - Tee-Ball Today's Date 11 / 26 / 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: Conduct practices/games for ESYA Tee-Ball/District students Grades K-2

Name of School Requested JM Hill

DAY(S) from — DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>May 6, 2013</u> <u>May 31, 2013</u> <u>Mondays through Fridays</u>	<u>5:30pm → 8:30pm</u>	<u>Tee Ball Practices</u>
<u>June 5, 2013</u> through <u>August 1, 2013</u> <u>Tuesdays, Wednesdays, Thursdays</u>	<u>5:30pm → 8:30pm</u>	<u>TEE BALL GAMES</u>

Facility Required:

<input type="checkbox"/> All-Purpose Room	<input type="checkbox"/> Auditorium	<input 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 checked="" type="checkbox"/> Fields (specify) <u>2 Field/Playing Areas</u>	<input type="checkbox"/> Other (specify) <u>Backstop Field / Opposite Area</u>
<input type="checkbox"/> Scoreboard*	<input 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"/> Athletic Equipment	<input type="checkbox"/> Other (specify) _____	<input 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:

\$ On File 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 Zall Address 302 East Broad St / E. Stbg. Phone (570) 656-4321
Name _____ Address _____ Phone 424-3257

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 payments or decrees recovered against them as a result of said use of these facilities.

Signature — Responsible Organization Official [Signature] Phone (day) (570) 656-4321
(eve) (570) 424-3257

Billing Address _____

APPROVALS: Principal Michelle Arnold Date 12/4/12
 Business Administrator [Signature] Date 12/7/12
 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>120</u>	Charges:	\$ _____
			\$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Pocoyo Family YMCA Today's Date 11 / 29 / 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: Swim Team Practice
 Name of School Requested East Stroudsburg South High School

DAY(S) from — DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
12/26	11:30 - 2:30 pm	Practice
<u>12/26, 27, 28</u>	<u>12:00 - 3:00 pm</u>	<u>Practice</u>
12/29	11:30 - 2:30 pm	Practice

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) _____

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) on file
 \$ 1,000,000 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 Michael Wolbert Address 804 Main St. Phone 570-421-2525
 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 _____ Phone (day) 570-370-2142
 (eve.) _____
 Billing Address _____

APPROVALS: Principal _____ Date 1 / 1
 Business Administrator [Signature] Date 12/12/12
 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 fees</u>	Charges: \$ _____
_____	\$ _____
_____	\$ _____
Personnel Employed: _____	Charges: \$ _____
(attach time sheets) _____	\$ _____
_____	\$ _____
Other (specify): _____	Charges: \$ _____
<u>121</u>	\$ _____

Jan 12/5/12

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization FC Pocono Today's Date 11/23/12

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: U13 Girls Soccer practice / conditioning

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>Jan 7, 2013</u> <u>April 29, 2013</u>	<u>4:30 pm</u> <u>6 pm</u>	<u>U13 Girls Soccer practice / conditioning</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)

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 Craig Stoddard Address _____ Phone 201-638-7522
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 Linda Buens Phone (day) 570-510-8574 (eve.) same

Billing Address _____

APPROVALS: Principal [Signature] Date 12/4/12

Business Administrator [Signature] Date 12/12/12

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 fees</u>	Charges: \$ _____
_____	\$ _____
_____	\$ _____
Personnel Employed: _____	Charges: \$ _____
(attach time sheets) _____	\$ _____
_____	\$ _____
Other (specify): _____	Charges: \$ _____
<u>122</u>	\$ _____

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization FC Polono Today's Date 11 / 15 / 12

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

Name of School Requested Smithfield Elementary

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, Fields, Scoreboard, Classrooms, Other

- Equipment Required: Kitchen Equipment, Sound System, Record Player/Stereo Equip, Stage Lighting, Motion Picture Projector, Overhead Projector/Screen, Scoreboard, Athletic Equipment, Other

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 Gregg Housar Address 56 Hilltop Circle East Stroudsburg Phone 570 588 6016

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) 908 395 8118 (eve.) 570 588 6016

Billing Address

APPROVALS: Principal [Signature] Date 11 / 16 / 12 Business Administrator [Signature] Date 12 / 12 / 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: Class 1 - no fees Charges: \$
Personnel Employed: Charges: \$
Other (specify): 123 Charges: \$

EAST STROUDSBURG AREA SCHOOL DISTRICT

(valid for one year from date of applicati

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Girl Scouts - Daisy's troop # 50967 Today's Date 12.10.12

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees? Yes No
If yes, amount \$

Specific purpose of use:

Name of School Requested Smithfield Elem.

DATE OF USE FROM TO DESCRIPTION

Jan. 3, 2013 - May, 31st 2013
Thursdays 6:00 7:00 girl scout meeting

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

Equipment Required: 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

The District has the right to assign additional security and other personnel as needed. Your organization will be subject to fees for these services.

\$ 1,000,000 Bodily Injury Liability \$ 100,000 Property Damage Liability (each occurrence) (\$500,000 minimum) (\$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 Susan Rogers Address 5107 Lincoln Av. East Stroudsburg, PA Phone 269-1944
Name Amy Belkke Address 12 Taylor St. East Stroudsburg, PA Phone 972-6391

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 (Susan Rogers) Phone (day) 269-1944 (eve.) 420-0727

Billing Address 5107 Lincoln Av. East Stroudsburg PA

APPROVALS: Principal (S) Date 1/1/13

Business Administrator (Shelley) Date 12/12/12

copy to: Stage manager Athletic director Cafeteria manager Head custodian Librarian a/v-coordinator Other Date 1/1/13

Facilities/Equipment used: Class 1 - no fees Charges: \$

Personnel Employed: Charges: \$

Other (specify): 124 Charges: \$

Letter to Admin 11/28/12

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Camp Invention (Invent Now, Inc) Today's Date 10/18/12

Non-Profit? yes no Will an admission fee be charged? yes no \$220 (mail) \$215 (online) Are you requesting a waiver of facilities fees? yes no

Specific purpose of use: Science Camp called Camp Invention

Name of School Requested Resica Elementary School

DAY(S) from DATE(S) to from HOURS to DESCRIPTION (meeting, practice, game, rehearsal, performance,...) 6/24/13 - 6/28/13 8:00 AM - 4:00 PM Science Camp (Classes/Lunches)

Facility Required: All-Purpose Room Auditorium Cafeteria Gymnasium Stadium Kitchen/Preparation Kitchen/Serving Swimming Pool (requires proof of certified lifeguard) Stage Fields (specify) Other (specify) Classrooms # 8

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: on file See 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 Erin Hubert Address Resica Elementary School Phone 223-6911

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 Erin M. Hubert Phone (day) 223-6911 (eve.) _____

Billing Address _____

APPROVALS: Principal Paul Wheeler Date 11/28/12 Business Administrator John London Date 12/12/12 copy to: stage manager athletic director cafeteria manager head custodian librarian a/v coordinator other Date 1/1/12

For office use only: FACILITIES USE INVOICE Facilities/Equipment used: Class 3 - Charges: \$ _____ Personnel Employed: _____ Charges: \$ _____ (attach time sheets) _____ Charges: \$ _____ Other (specify): 125 Charges: \$ _____

October 18, 2012

Dear Board of Education,

I am writing this letter to request a waiver of fees for the use of Resica Elementary School for the week of June 24 through June 28, 2013, for Camp Invention.

Camp Invention is a nationally acclaimed, creative, summer enrichment program that is free to schools nationwide through parent-paid tuition. The program provides quality in the fields of science, mathematics, history, and the arts. Hands-on, inquiry-based learning is emphasized in integrated curricula that align with 21st Century learning skills and Core Curriculum topics.

Camp Invention does provide scholarship money to students who are in need. Also, if the camp fills (110 campers), the school district will be awarded a \$1000 bonus. For three consecutive years, the school district had received the \$1000 for a total of \$3000. In addition to this money, the hosting school received an additional \$200.00. The feedback from previous camps were very favorable and both parents and campers are looking forward to attending camp again next year. Thank you for your consideration.

Sincerely,



Erin Hubert
Special Education Teacher
Resica Elementary School

B A T C H I N F O R M A T I O N

Batch number: 23683 Date of Batch: 12/04/2012 Batch Totals Debit Credit
 User ID: KJK Re-entry date: 12/04/2012 132,098.21 132,098.21
 Re-entry User ID: KJK
 Closing date: 11/30/2012

DK Budget Transfers for November 2012
November 30, 2012

Date	Refer-ence	Account number	Account title	Description	Amount	Refer-ence
11/30/2012	00001	10-2834-580-000-00-00-02	SUPT.CERT/N.INSTR.TRAVEL	MOVE TO NEW TRAINING A/C	500.00CR	00001
11/30/2012	00001	10-2834-324-000-00-00-02	SUPT.CERT/N.INSTR.TRAINING	MOVE TO NEW TRAINING A/C	500.00	00001
11/30/2012	00002	10-2830-300-000-00-00-03	PERSONNEL, EQUIPMENT RENTAL	XEROX CONTRACT/RENTAL	406.23CR	00002
11/30/2012	00002	10-2830-442-000-00-00-03	PERSONNEL, EQUIPMENT RENTAL	XEROX CONTRACT/RENTAL	406.23	00002
11/30/2012	00003	10-2270-300-000-10-00-04	STAFF DEV. INSERVICE, PROF. CTR.	COVER A CONFERENCE TRAIN	849.00CR	00003
11/30/2012	00003	10-2271-324-000-10-00-04	STAFF DEV.ELEM(TEACHER)TRAININ	COVER A CONFERENCE TRAIN	849.00	00003
11/30/2012	00004	10-2270-610-000-10-00-04	STAFF DEV., ELEM, SUPPLIES	COST OF CPI	883.00CR	00004
11/30/2012	00004	10-2270-640-000-10-00-04	STAFF DEV., ELEM., REF. BOOKS	COST OF CPI	883.00	00004
11/30/2012	00005	10-2700-610-000-00-00-07	TRANSPORTATION GEN. SUPPLIES	MOVE \$ TO NEW TRAINING AC	600.00CR	00005
11/30/2012	00005	10-2836-324-000-00-00-07	TRANSP., N.CERT/N.INSTR.TRAININ	MOVE \$ TO NEW TRAINING AC	600.00	00005
11/30/2012	00006	10-2830-581-000-30-00-09	PUPIL SVCS, SEC., MILEAGE	TRAVEL OUT OF DISTRICT	1,000.00CR	00006
11/30/2012	00006	10-2190-581-000-00-00-09	OUT-OF-DIST-PLACEMENT, MILEAGE	TRAVEL OUT OF DISTRICT	1,000.00	00006
11/30/2012	00007	10-2830-618-000-30-00-09	PUPIL SVCS, SEC., TECH SUPPLIES	COST OF TECH SUPPLIES	350.00CR	00007
11/30/2012	00007	10-2830-650-000-30-00-09	PUPIL SVCS, SEC. INST. TECH SUPPL	COST OF TECH SUPPLIES	350.00	00007
11/30/2012	00008	10-2834-580-000-20-00-09	PUPIL SVC, INT. CONFERENCE TRAVE	COVER MILEAGE TO CONFEREN	500.00CR	00008
11/30/2012	00008	10-2830-580-000-20-00-09	PUPIL SVCS, INT., CONFERENCES	COVER MILEAGE TO CONFEREN	500.00	00008
11/30/2012	00009	10-2834-580-000-30-00-09	PUPIL SVC, SEC., CERT/NINST CONF	COVER A INTERM. CONFERENCE	476.67CR	00009
11/30/2012	00009	10-2830-580-000-20-00-09	PUPIL SVCS, INT., CONFERENCES	COVER A INTERM. CONFERENCE	476.67	00009
11/30/2012	00010	10-2380-610-010-10-10-10	RES, PRIN., BID SUPPLIES	COST OF ADD.MATH BOOKS	1,500.00CR	00010
11/30/2012	00010	10-1100-640-000-10-10-10	RES, INSTR, BOOKS/PERIODICALS	COST OF ADD.MATH BOOKS	1,500.00	00010
11/30/2012	00011	10-1100-610-000-10-10-10	RES, INSTR, SUPPLIES	COST OF ADD.MATH BOOKS	1,750.00CR	00011
11/30/2012	00011	10-1100-640-000-10-10-10	RES, INSTR, BOOKS/PERIODICALS	COST OF ADD.MATH BOOKS	1,750.00	00011
11/30/2012	00012	10-1100-610-000-10-11-11	JMH, INSTR, SUPPLIES	ADDITIONAL BOOKSQ	736.00CR	00012
11/30/2012	00012	10-1100-640-000-10-11-11	JMH, INSTR, BOOKS/PERIODICALS	ADDITIONAL BOOKSQ	736.00	00012

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DK Budget Transfers for November 2012
November 30, 2012

(continued)

Date	Refer- -ence	Account number	Account title	Description	Amount	Refer- -ence
11/30/2012	00013	10-2380-530-000-10-11-11	JMH, PRIN., POSTAGE/TELEPHONE	COVER PA ASSOC.ELEM DUES	.00	00012
11/30/2012	00013	10-2380-810-000-10-11-11	JMH, PRIN., DUES & FEES	COVER PA ASSOC.ELEM DUES	160.00	
11/30/2012	00014	10-1100-610-000-10-11-11	JMH, INSTR.SUPPLIES	MAINT.COST FOR CANNON COP	.00	00013
11/30/2012	00014	10-1100-400-000-10-11-11	ESE, INSTR.PROPERTY SERVICE	MAINT.COST FOR CANNON COP	2,814.00	
11/30/2012	00015	10-2380-610-010-10-16-16	BES, PRIN., BID SUPPLIES	COVER N.E.PENNA CENTER	.00	00014
11/30/2012	00015	10-1100-300-000-10-16-16	BES, INST., PROF.CONTRACT SERVIC	COVER N.E.PENNA CENTER	275.50	
11/30/2012	00016	10-2380-610-010-10-16-16	BES, PRIN., BID SUPPLIES	SUPPLIES NOT COVER BY BID	92.63	00015
11/30/2012	00016	10-2380-610-000-10-16-16	BES, PRIN., GENERAL SUPPLIES	SUPPLIES NOT COVER BY BID	92.63	
11/30/2012	00017	10-1100-610-000-10-16-45	MUSIC, VOCAL,BES, SUPPLIES	PLANK ROAD PUBLISHING	107.25	00016
11/30/2012	00017	10-1100-640-000-10-16-45	MUSIC, VOCAL,BES, BOOK/PERIODICA	PLANK ROAD PUBLISHING	107.25	
11/30/2012	00018	10-2600-623-000-10-17-17	ESE, CUST., PROPANE (HEAT & A/C)	ESE SWITCH PROPANE TO GAS	.00	00017
11/30/2012	00018	10-2600-621-000-10-17-17	ESE, CUST., NATURAL GAS	ESE SWITCH PROPANE TO GAS	102,621.00	
11/30/2012	00019	10-1100-650-000-10-17-17	ESE, INSTR.SOFTWARE/VIDEOS	ADDITIONAL BOOKS NEEDED	.00	00018
11/30/2012	00019	10-1100-640-000-10-17-17	ESE, INSTR, BOOKS/PERIODICALS	ADDITIONAL BOOKS NEEDED	5,000.00	
11/30/2012	00020	10-2360-760-000-00-00-21	SPECIAL PROJECTS, REPL.EQUIPMNT	COST OF AED REPL.BATTERIE	700.00	00019
11/30/2012	00020	10-2360-610-000-00-00-21	SPECIAL PROJECTS, GEN.SUPPLIES	COST OF AED REPL.BATTERIE	700.00	
11/30/2012	00021	10-2620-759-000-00-00-24	CUSTODIAL, TECH SUPPLIES/SOFTWA	REPLACE PRINTER	1,272.00	00020
11/30/2012	00021	10-2620-650-000-00-00-24	CUSTODIAL, TECH SUPPLIES/SOFTWA	REPLACE PRINTER	1,272.00	
11/30/2012	00022	10-1100-610-010-30-51-33	ART, EHN, BID SUPPLIES	SUPPLIES NOT ON BID	911.62	00021
11/30/2012	00022	10-1100-610-000-30-51-33	ART, EHN, SUPPLIES	SUPPLIES NOT ON BID	911.62	
11/30/2012	00023	10-1360-650-000-30-31-34	BUSINESS ED., EHS, SOFTWARE/VID.	ADDITIONAL COMPUTER TEXTS	60.00	00022
11/30/2012	00023	10-1360-640-000-30-31-34	BUSINESS ED., EHS, BOOKS/PERIODI	ADDITIONAL COMPUTER TEXTS	60.00	
11/30/2012	00024	10-1100-550-000-30-51-36	ENGLISH, EHN, PRINTING SERVICES	PRINTING ON-LINE SERV.	2,500.00	00023
11/30/2012	00024	10-1100-640-000-30-51-36	ENGLISH, EHN, BOOKS/PERIODICALS	PRINTING ON-LINE SERV.	2,500.00	
11/30/2012	00025	10-2120-300-000-30-51-38	GUIDANCE, EHN, PROF CONTRACT SVC	COVER PSAT TEST ADMINISTR	2,800.00	00024
11/30/2012	00025	10-2120-610-000-30-51-38	GUIDANCE, EHN, SUPPLIES	COVER PSAT TEST ADMINISTR	2,800.00	
11/30/2012	00026	10-2120-610-000-10-17-38	GUIDANCE, ESE, SUPPLIES	ADDITIONAL TONER	21.00	00025
11/30/2012	00026	10-2120-618-000-10-17-38	GUIDANCE, ESE, TECH SUPPLIES	ADDITIONAL TONER	21.00	
11/30/2012	00027	10-2120-610-000-10-17-38	GUIDANCE, ESE, SUPPLIES	COVER POSITIVE PROMOTIONS	63.55	00026
11/30/2012	00027	10-2120-640-000-10-17-38	GUIDANCE, ESE, BOOKS/PERIODICALS	COVER POSITIVE PROMOTIONS	63.55	

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DK Budget Transfers for November 2012
November 30, 2012

(continued)

Date	Refer- -ence	Account number	Account title	Description	Amount	Refer- -ence
11/30/2012	00028	10-2430-400-000-10-00-39	DENTAL, DISTRICT, CONTR.MAINT.	DUES/NATIONAL/LOCAL DENTA	200.00CR	
11/30/2012	00028	10-2430-810-000-10-00-39	DENTAL, DISTRICT, DUES & FEES	DUES/NATIONAL/LOCAL DENTA	200.00	00028
11/30/2012	00029	10-2430-610-010-10-00-39	DENTAL, DISTRICT, BID SUPPLIES	NATIONAL/LOCAL DENTAL DUE	133.00CR	
11/30/2012	00029	10-2430-810-000-10-00-39	DENTAL, DISTRICT, DUES & FEES	NATIONAL/LOCAL DENTAL DUE	133.00	00029
11/30/2012	00030	10-2430-581-000-10-00-39	DENTAL, DISTRICT, IN-DISTR.MILES	COVER STATE DUES	212.00CR	
11/30/2012	00030	10-2430-810-000-10-00-39	DENTAL, DISTRICT, DUES & FEES	COVER STATE DUES	212.00	00030
11/30/2012	00031	10-2420-610-000-10-14-39	MEDICAL, MSE, SUPPLIES/FIRST AID	NASN DUES	125.00CR	
11/30/2012	00031	10-2420-810-000-10-14-39	MEDICAL, MSE, DUES & FEES	NASN DUES	125.00	00031
11/30/2012	00032	10-1100-610-000-30-32-43	MATH, JTTL, SUPPLIES	TONER NEEDED FOR CLASSRM	170.00CR	
11/30/2012	00032	10-1100-650-000-30-32-43	MATH, JTTL, INSTR.TECH SOFTW/SUPP	TONER NEEDED FOR CLASSRM	170.00	00032
11/30/2012	00033	10-1100-610-000-30-32-43	MATH, JTTL, SUPPLIES	MOVER TO TRAINING CONF.	110.00CR	
11/30/2012	00033	10-2271-324-000-30-32-43	MATH, JTTL, TRAINING	MOVER TO TRAINING CONF.	110.00	00033
11/30/2012	00034	10-1100-610-000-10-16-45	MUSIC, VOCAL, BES, SUPPLIES	COVER PLANK ROAD PUBLISHI	212.76CR	
11/30/2012	00034	10-1100-640-000-10-16-45	MUSIC, VOCAL, BES, BOOK/PERIODICA	COVER PLANK ROAD PUBLISHI	212.76	00034
11/30/2012	00035	10-1100-610-000-10-16-45	MUSIC, VOCAL, BES, SUPPLIES	PA MUSIC EDUC.ASSOC DUES	29.69CR	
11/30/2012	00035	10-1100-810-000-10-16-45	MUSIC, VOCAL, BES, DUES/FEES	PA MUSIC EDUC.ASSOC DUES	29.69	00035
11/30/2012	00036	10-1100-750-000-10-16-44	MUSIC, INSTR,BES, NEW EQUIPMENT	PA MUSIC ED.ASSOC DUES	92.31CR	
11/30/2012	00036	10-1100-810-000-10-16-45	MUSIC, VOCAL, BES, DUES/FEES	PA MUSIC ED.ASSOC DUES	92.31	00036
11/30/2012	00037	10-2290-610-000-20-00-50	SPEC.ED.ADMIN SUPPLIES	EQUIPMENT FOR WHEELCHAIR	1,028.00CR	
11/30/2012	00037	10-1100-610-000-30-32-46	PHYS.ED., JTTL, SUPPLIES	EQUIPMENT FOR WHEELCHAIR	1,028.00	00037
11/30/2012	00038	10-2380-610-000-30-52-52	LIS, PRIN., GENERAL SUPPLIES	PA MIDDLE SCHOOL ASSOC.DU	600.00CR	
11/30/2012	00038	10-2380-810-000-30-52-52	LIS, PRIN., DUES & FEES	PA MIDDLE SCHOOL ASSOC.DU	600.00	00038
11/30/2012	00039	10-2660-810-000-00-00-91	SECURITY, DISTRICT, DUES & FEES	PRACTICE MAKES PERF. CONF	119.00CR	
11/30/2012	00039	10-2834-324-000-00-00-91	SECURITY, DISTRICT, TRAINING	PRACTICE MAKES PERF. CONF	119.00	00039
11/30/2012	00040	10-2660-810-000-00-00-91	SECURITY, DISTRICT, DUES & FEES	PRACTICE MAKES PERF. CONF	117.00CR	
11/30/2012	00040	10-2834-324-000-00-00-91	SECURITY, DISTRICT, TRAINING	PRACTICE MAKES PERF. CONF	117.00	00040

Total: .00
Debits: 132,098.21
Credits: 132,098.21

80 Transactions
0 Unbalanced references

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001 East Stroudsburg Area School District
BUDGET TRANSFERS EDIT

Dec 04, 2012

----- E N D O F B A T C H I N F O R M A T I O N -----

Batch number: 23683 Date of Batch: 12/04/2012

Number of Journals -----
 With errors: 0
 Without errors: 1
 Total: 1
 Number of Transactions: 80

FUND TOTALS		
Fund	Description	Credit
00010	GENERAL FUND	132,098.21
		132,098.21

001 East Stroudsburg Area School District
BUDGET TRANSFERS EDIT

Dec 04, 2012

----- END OF JOB INFORMATION -----

Number of Journals

With errors: 0
Without errors: 1
Total: 1
Number of Transactions: 80

FUND TOTALS			
Fund	Description	Debit	Credit
00010	GENERAL FUND	132,098.21	132,098.21
		132,098.21	132,098.21

End of Report - 11.52.37

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197025	11/08/2012	ACTION PUBLISHING INC. ENGLISH, EHN, SUPPLIES	1,357.79
197026	11/08/2012	AMERICAN JANITOR & PAPER SUPPLY EHN, CUST., SUPPLIES	800.66
197027	11/08/2012	BETTY APONTE GEN.ATHL., EHN, MILEAGE	181.48
197028	11/08/2012	ASSOCIATION FOR SUPERVISION AND LIS, PRIN., DUES & FEES	89.00
197029	11/08/2012	BIG BUG MUSIC MUSIC, INSTR, JTL, SUPPLIES	17.75
197030	11/08/2012	BRODHEAD CREEK REGIONAL AUTHORITY ESE, CUST., WATER/SEWER	1,184.81
197031	11/08/2012	ERIK BUKSA GEN.ATHL., EHS, MILEAGE	35.30
197032	11/08/2012	MARY L. BURKE OUT-OF-DIST-PLACEMENT, MILEAGE	325.95
197033	11/08/2012	BUS PARTS WAREHOUSE TRANSPORTATION, GEN. SUPPLIES	172.19
197034	11/08/2012	CAMBIUM LEARNING, INC. TL1, STAFF DEV, BOOKS	5,896.94
197035	11/08/2012	CAMBIUM LEARNING LEARN.SUP., INT., BOOKS/PERIOD.	6,517.50
197036	11/08/2012	BWP CARQUEST AUTO PARTS TRANSPORTATION, REPAIRS & PARTS	696.03
197037	11/08/2012	MARIALENA CASCIOTTA SPEC.ED.SUPV., ELEM., MILEAGE	237.32
197038	11/08/2012	CENTRAL PENN GAS, INC. EHS, CUST., NATURAL GAS	2,568.89
197039	11/08/2012	CHECK VOIDED	
197040	11/08/2012	COLONIAL INTERMEDIATE UNIT 20 EHS, INSTR, PRINTING SERVICES	393.76
197041	11/08/2012	COMPUTER DISCOUNT WAREHOUSE TECH.ED., EHN, SOFTWARE/VIDEOS	1,985.28
197042	11/08/2012	CONTRACTORS HAULING SERVICE GEN.MAINT., EHN, SUPPLIES	705.00
197043	11/08/2012	CRAMER'S HOME CENTER TECH.ED., EHS, SUPPLIES	282.93
197044	11/08/2012	CRAMER'S HOME CENTER TECH.ED., LIS, SUPPLIES	590.82
197045	11/08/2012	CRAMER'S HOME CENTER EHN, CUST., SUPPLIES	808.35
197046	11/08/2012	CRAMER'S HOME CENTER TECH.ED., EHS, SUPPLIES	719.64
197047	11/08/2012	CRAMERS WELDING & REPAIRS GEN.MAINT., EHN, SUPPLIES	25.00
197048	11/08/2012	COMMUNICATIONS SYSTEMS, INC. MAINT., JMH PROPERTY SERVICE	4,818.30
197049	11/08/2012	CYNTHIA M. DOUGHERTY SECURITY, DISTRICT.CONF.TRAVEL	108.08

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197050	11/08/2012	NIKOLA & RAJKA DUSOVIC Misc.Revenues-Bank Adj.Taxes	100.00
197051	11/08/2012	EDWARDS BUSINESS SYSTEMS BES, PRIN., PROPERTY SERVICE	85.79
197052	11/08/2012	EDWARDS BUSINESS SYSTEMS TECH.ED., EHN, PROPERTY SERVICE	158.90
197053	11/08/2012	ELLISON ESE, INSTR, SUPPLIES	36.00
197054	11/08/2012	EAST STROUDSBURG AREA SCHOOL DISTRICT DUE TO SPECIAL ACTIVITY FUND	269.85
197055	11/08/2012	EXACT DATA, INC. BUSINESS OFFICE, GEN.SUPPLIES	2,780.00
197056	11/08/2012	CONSTELLATION NEWENERGY, INC. JTL, CUST., ELECTRIC	18,602.95
197057	11/08/2012	FACULTY COKE FUND PEPSI Commissions Payable	92.90
197058	11/08/2012	FISHER SCIENTIFIC W9 Received: Y 7/16/2012 SCIENCE, EHS, SUPPLIES	86.52
197059	11/08/2012	FOLLETT LIBRARY RESOURCES LIBRARY, EHN, BOOKS/PERIODICALS	9.61
197060	11/08/2012	FORMAL FASHIONS, INC. CHORUS, EHN, SUPPLIES	3,781.08
197061	11/08/2012	ERIC D. FORSYTH ADMIN.SYS., IN-DIST.MILEAGE	177.60
197062	11/08/2012	FRIEDMAN ELECTRIC SUPPLY CO. INC. GEN.MAINT., EHN, SUPPLIES	4,593.07
197063	11/08/2012	FULLER PAPER COMPANY GEN.ATHL., EHS, SUPPLIES	304.00
197064	11/08/2012	JOHN AND KAREN GANNON REFUNDS, PRIOR YEAR, MID. SM.	4,677.13
197065	11/08/2012	GNEIDING, DESANCTIS, BLIZARD & BUSHTA W9 Received: Y 11/05/2012 BOARD SERVICE, PROF.CONTR.SVCS	22,000.00
197066	11/08/2012	HAJOCA CORPORATION GEN.MAINT., SEC., SUPPLIES	2,495.21
197067	11/08/2012	HARRIS COMPUTER SYSTEMS ADMIN.SYS., TECH SUPPLIES	46,900.36
197068	11/08/2012	HILL SCHOOL FACULTY PEPSI Commissions Payable	22.71
197069	11/08/2012	HILLTOP SALES & SERVICE EHN, CUST., REPAIR/MAINT.EQUIP.	35.13
197070	11/08/2012	KIMBERLY A. HOLCOMB TRANSPORTATION, IN-DIST.MILEAGE	102.12
197071	11/08/2012	HOME DEPOT CREDIT SERVICE GEN.MAINT., SEC., SUPPLIES	713.93
197072	11/08/2012	LYNDA HOPKINS SPEC.ED.SUPV.SEC.CONF.TRAINING	388.54

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197073	11/08/2012	DALE & FRANCIS HUGHES CANCER CENTER Accounts Payable-Donations	387.00
197074	11/08/2012	HUMAN RELATIONS MEDIA DRIVER ED., EHN, SUPPLIES	164.95
197075	11/08/2012	IBM CORPORATION ADMIN.SYS., CONTR.MAINTENANCE	777.71
197076	11/08/2012	INDUSTRIAL APPRAISAL CO., INC. BUSINESS OFFICE, PROF.CONTR.SVC	1,710.00
197077	11/08/2012	INDUSTRIAL ARTS SUPPLY CO. TECH.ED., LIS, SUPPLIES	461.35
197078	11/08/2012	IPS LASER EXPRESS LIBRARY, EHN, SOFTWARE/VIDEOS	654.75
197079	11/08/2012	J.D.M. MATERIALS COMPANY GEN.MAINT., EHN, SUPPLIES	1,131.50
197080	11/08/2012	SARAH M. JOHNSON LEARN.SUP., INT., SUPPLIES	9.83
197081	11/08/2012	KAR BILL ENTERPRISES, INC. TRANSPORTATION, GASOLINE/OIL	12,776.90
197082	11/08/2012	KAST-A-WAY SWIMWEAR SWIMMING, EHN, SUPPLIES	149.94
197083	11/08/2012	KATHY MOSHER KROLL Misc.Revenues-Bank Adj.Taxes	165.00
197084	11/08/2012	SCOTT KRUEGERS SHEET METAL GEN.MAINT., EHN, SUPPLIES	157.22
197085	11/08/2012	J.T.LAMBERT TEACHER'S FUND PEPSI Commissions Payable	165.86
197086	11/08/2012	LEHMAN INTERMEDIATE TEACHERS' FUND PEPSI Commissions Payable	85.19
197087	11/08/2012	LERETS Misc.Revenues-Bank Adj.Taxes	3,683.86
197088	11/08/2012	LEVIN LEGAL GROUP LEGAL SVCS., SPECIAL EDUCATION	714.00
197089	11/08/2012	KAREN LIVINGOOD REFUNDS, PRIOR YEAR, MID. SM.	1,210.42
197090	11/08/2012	JAMES M. LOGAN REFUNDS, PRIOR YEAR, MID. SM.	8,327.80
197091	11/08/2012	LOSER'S MUSIC, INC. MUSIC, VOCAL, JMH, SUPPLIES	206.00
197092	11/08/2012	MANN AND PARKER LUMBER COMPANY TECH.ED., EHS, BID SUPPLIES	4,536.00
197093	11/08/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 SMI, INSTR, BID SUPPLIES	840.49
197094	11/08/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 SMI, INSTR, BID SUPPLIES	192.10
197095	11/08/2012	ELLEN MASSARO EHN, PRIN., IN-DISTRICT MILEAGE	20.20

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197096	11/08/2012	BRIAN MCNULTY BAND, EHS, PROF. CONTR. SVCS.	240.00
197097	11/08/2012	MARGUERITE MENDITTO EHN, PRIN., IN-DISTRICT MILEAGE	20.20
197098	11/08/2012	MESKO GLASS & MIRROR CO. GEN. MAINT., EHN, SUPPLIES	174.00
197099	11/08/2012	MET-ED JTL, CUST., ELECTRIC	5,665.12
197100	11/08/2012	PERL R. MILLER REFUNDS, PRIOR YEAR, MID. SM.	1,427.24
197101	11/08/2012	MINDWARE GIFTED, ELEM, TECH SUPPLIES	75.60
197102	11/08/2012	KAREN MARIE MOCHAN MATH, EHN, CERT/INST. CONF, TRAVEL	491.76
197103	11/08/2012	MONROE CAREER AND TECHNICAL INSTITUTE MCTI, HS-S, OPERATING BUDGET	159,002.00
197104	11/08/2012	SHERRY MORRO SPEC. ED. SUPV., SEC., MILEAGE	111.00
197105	11/08/2012	MR. JOHN, INC. W9 Received: Y 2/10/2011 GEN. ATHL., EHN, PROPERTY SERVICE	940.00
197106	11/08/2012	CHERYL L. MURPHY SPEC. ED. SUPV., ELEM., MILEAGE	57.17
197107	11/08/2012	THE MUSIC STORE, INC. MUSIC, INSTR, EHN, SUPPLIES	422.06
197108	11/08/2012	NASCO (Quote # 7 2 6 5 0) F&CS, JTL, SUPPLIES	766.90
197109	11/08/2012	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP MEDICAL, EHS, DUES & FEES	125.00
197110	11/08/2012	NAZARETH MUSIC CENTER BAND, EHN, PROPERTY SERVICE	75.00
197111	11/08/2012	NCSM MEMBER AND CONFERENCE SERVICES CURRICULUM, DUES & FEES	85.00
197112	11/08/2012	NORTHEAST PENNSYLVANIA CENTER BES, INST., PROF. CONTRACT SERVIC	171.75
197113	11/08/2012	OFFICE DIRECT, INC. MSE, PRIN., GENERAL SUPPLIES	308.38
197114	11/08/2012	AMY R. ONDEK REFUNDS, PRIOR YEAR, MID. SM.	4,417.83
197115	11/08/2012	PENNSYLVANIA BAR ASSOCIATION MOCK TRIAL, EHS, DUES & FEES	100.00
197116	11/08/2012	MATHEMATICS LEAGUE INC. MATH, EHN, DUES/FEES	90.00
197117	11/08/2012	PAFPC TITLE 1 GRANT DIRECTOR TRAININ	670.00
197118	11/08/2012	JAMES PARTON ESE, INSTR, IN-DISTRICT MILEAGE	3.33
197119	11/08/2012	PASBO TRANSP., N. CERT/N. INSTR. TRAININ	150.00

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197120	11/08/2012	PEARSON EDUCATION, INC. BES, INSTR, BOOKS/PERIODICALS	6,093.50
197121	11/08/2012	PETROLEUM TRADERS CORP. TRANSPORTATION, SOUTH, DIESEL	42,320.90
197122	11/08/2012	PICKEREL INN DRIVER ED., EHN, SUPPLIES	105.30
197123	11/08/2012	PIKE COUNTY PROTHONOTARY Delinquent Taxes, Pike	11.00
197124	11/08/2012	PLAQUES & SUCH GEN.ATHL., EHS, SUPPLIES	1,075.75
197125	11/08/2012	POCONO RECORD TRANSPORTATION, ADVERTISING	267.88
197126	11/08/2012	PORTA PHONE GEN.ATHL., EHS, SUPPLIES	125.85
197127	11/08/2012	PORTS PETROLEUM CO. INC. BUS GARAGE, OIL	846.05
197128	11/08/2012	POSTMASTER RES, PRIN., POSTAGE/TELEPHONE	90.00
197129	11/08/2012	PP&L EHS, CUST., ELECTRIC	14.92
197130	11/08/2012	RAY PRICE STROUD FORD SECURITY, EHS, EQUIP.REPAIR	123.40
197131	11/08/2012	MIDDLE SMITHFIELD ELEMENTARY PTO TITLE 1 PARENT SUPPLIES	294.50
197132	11/08/2012	RESICA SUNSHINE FUND PEPSI Commissions Payable	45.49
197133	11/08/2012	ALL AMERICAN/RIDDELL, INC. FOOTBALL, EHN, PROPERTY SERVICE	44,325.61
197134	11/08/2012	JULIE L RUBINO KTO GRANT, CONFERENCE	32.52
197135	11/08/2012	SCHOLASTIC INC. SCIENCE, JTL, BOOKS/PERIODICALS	814.00
197136	11/08/2012	SCHOOL NURSE NEWS MEDICAL, JTL, BOOKS/PERIODICALS	18.00
197137	11/08/2012	SHER MUSIC MUSIC, VOCAL, EHS, SUPPLIES	54.66
197138	11/08/2012	SHRED-IT USA - NEWARK ESE.CUST., DISPOSAL SERVICE	70.51
197139	11/08/2012	SOCIAL WELFARE COMMITTEE PEPSI Commissions Payable	36.16
197140	11/08/2012	CHRISTOPHER SOLLIDAY MUSIC, VOCAL, EHS, PROPERTY SVC	120.00
197141	11/08/2012	KIM STEVENS SPEC.ED.SUPV.INT.MILEAGE	68.43
197142	11/08/2012	STRAND POOL SUPPLY, LLP LIS, CUST., SUPPLIES	812.30
197143	11/08/2012	STROUDSBURG ELECTRIC MOTOR SERVICE GEN.MAINT., EHS, SUPPLIES	509.83

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197144	11/08/2012	SUNSHINE CLUB PEPSI Commissions Payable	12.80
197145	11/08/2012	THETA HARDWARE SPECIALTIES TECH.ED., JTL, SUPPLIES	3,337.49
197146	11/08/2012	TOSHIBA AMERICAN INFO SYSTEM ENGLISH, EHS, SOFTWARE/VIDEOS	16.99
197147	11/08/2012	TRANE U.S. INC. MAINT., MSE, PROPERTY SERVICE	1,102.50
197148	11/08/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS, CUST., UNIFORM RENTAL	628.26
197149	11/08/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. JTL, CUST., UNIFORM RENTAL	593.65
197150	11/08/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS, CUST., UNIFORM RENTAL	586.80
197151	11/08/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS, CUST., UNIFORM RENTAL	459.30
197152	11/08/2012	OLIVER K. TROJAK ITEC, IN-DISTRICT MILEAGE	133.92
197153	11/08/2012	209 ENTERPRISES GEN.MAINT., EHN, SUPPLIES	901.17
197154	11/08/2012	UNIVERSITY MUSIC SERVICE MUSIC, VOCAL, LIS, 6TH, SUPPLIES	442.60
197155	11/08/2012	ALEXIS VAGNI MATH, EHN, INSTR/CERT. TRAINING	139.65
197156	11/08/2012	WAREHOUSE BATTERY OUTLET, INC. CUSTODIAL SVCS, SUPPLIES	61.12
197157	11/08/2012	WE CARE PEPSI Commissions Payable	100.50
197158	11/08/2012	WEIS MARKET, INC. F&CS, EHS, SUPPLIES	400.85
197159	11/08/2012	WELLS FARGO HOME MORTGAGE Misc.Revenues-Bank Adj.Taxes	9.00
197160	11/08/2012	XEROX CORPORATION TRANSPORTATION, EQUIP.RENTAL	1,502.96
197161	11/08/2012	CHAPTER 13 TRUSTEE Miscellaneous Deductions	776.60
197162	11/08/2012	ED FOUNDATION OF ES/GENERAL FUND EDUC. FOUNDATION DEDUCTIONS	35.00
197163	11/08/2012	ED FOUNDATION OF ES/SCHOLARSHIP FUND EDUC. FOUNDATION DEDUCTIONS	13.00
197164	11/08/2012	E.S.E.A. ESEA Dues	28,714.00
197165	11/08/2012	FLORIDA STATE DISBURSEMENT UNIT Miscellaneous Deductions	163.35
197166	11/08/2012	HAB-DLT (ER) Miscellaneous Deductions	292.79
197167	11/08/2012	STATE OF NEW JERSEY GROSS INC TAX-NJ 500 NJ State Taxes	294.08

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197168	11/08/2012	NYSCSPC (NEW YORK STATE CHILD SUPPORT Miscellaneous Deductions	575.89
197169	11/08/2012	PENNSYLVANIA HIGHER EDUCATION AGENCY Miscellaneous Deductions	697.25
197170	11/08/2012	SOCIAL SECURITY ADMINISTRATION W9 Received: Y Miscellaneous Deductions	138.57
197171	11/08/2012	U.S. DEPARTMENT OF EDUCATION Miscellaneous Deductions	435.77
197172	11/08/2012	UNITED STATES TREASURY Miscellaneous Deductions	200.00
197173	11/09/2012	MCANDREWS LAW OFFICES, P.C. W9 Received: Y 1/05/2012 PUPIL SVCS,ELEM,CONTR.SERVICES	13,336.57
197174	11/15/2012	AMERICAN CHORAL DIRECTORS ASSOCIATION CHORUS,EHS,DUES & FEES	95.00
197175	11/15/2012	AMERICAN JANITOR & PAPER SUPPLY LIS,CUST.,SUPPLIES	884.42
197176	11/15/2012	ANGELA M NEVIN TRANSPORTATION,IN-DIST.MILEAGE	22.31
197177	11/15/2012	ASSOCIATION FOR SUPERVISION AND CURRICULUM,ELEM,BOOKS/PERIOD.	13.73
197178	11/15/2012	ASPEN PEST SERVICES, LLC EHN,CUST.,EXTERMINATION SERV.	585.20
197179	11/15/2012	THE BANK OF NEW YORK MELLON AUTHORITY EXP.,PAYING AGENT	1,500.00
197180	11/15/2012	DR. JOHN BART D.O. PUPIL SVCS,MILEAGE	905.76
197181	11/15/2012	BATTERYBOB MATH,EHN,SUPPLIES	1,194.03
197182	11/15/2012	TANIA BELLINGER W9 Received: Y 1/26/2012 TRANSP,CONTR DRIVER,SPEC EDUC	2,849.85
197183	11/15/2012	H.A. BERKHEIMER INC. TAX COLLECTION,PROF.CONTR.SVCS	134.10
197184	11/15/2012	BIG BUG MUSIC MUSIC,INSTR,EHN,SUPPLIES	329.85
197185	11/15/2012	LISA LEE BLOISE W9 Received: Y 8/29/2011 TRANSP,CONTR DRIVER,SPEC EDUC	2,739.25
197186	11/15/2012	BRIAN J. BOROSH ITEC,IN-DISTRICT MILEAGE	59.65
197187	11/15/2012	ALEXANDRA BRIDGMAN W9 Received: Y 1/18/2012 TRANSP,CONTR DRIVER,SPEC EDUC	2,494.20
197188	11/15/2012	KIP B BUNTING REFUNDS, PRIOR YEAR, MID. SM.	3,465.80
197189	11/15/2012	BUS PARTS WAREHOUSE TRANSPORTATION,GEN. SUPPLIES	37.68

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Check no.	Check Date	Vendor name and comment	Amount
197190	11/15/2012	ANGELA M. BYRNE ACCOUNTABILITY MILEAGE	47.06
197191	11/15/2012	ANTHONY CALDERONE ITEC, IN-DISTRICT MILEAGE	30.53
197192	11/15/2012	TARA CAPLETTE LEARN.SUP., ELEM, MILEAGE	4.22
197193	11/15/2012	MARYANN CAPRIOLI LEARN.SUP., ELEM, MILEAGE	4.22
197194	11/15/2012	GEORGE CAMELLA W9 Received: Y 8/27/2011 TRANSP, CONTR DRIVER, SPEC EDUC	3,871.50
197195	11/15/2012	BWP CARQUEST AUTO PARTS TRANSPORTATION, REPAIRS & PARTS	429.01
197196	11/15/2012	CARROT-TOP INDUSTRIES GEN.ATHL., EHN, SUPPLIES	553.19
197197	11/15/2012	CENTRAL PENN GAS, INC. JMH, CUST., NATURAL GAS	1,642.58
197198	11/15/2012	JAMES R. CHEREPKO Misc.Revenues-Bank Adj.Taxes	978.00
197199	11/15/2012	DAWN CHIGHIZOLA LIBRARY, JTL, IN-DIST.MILEAGE	28.64
197200	11/15/2012	CITI MORTGAGE Misc.Revenues-Bank Adj.Taxes	1,941.66
197201	11/15/2012	CLEAR CHOICE GLASS AND MIRROR TRANSPORTATION, REPAIRS & PARTS	319.00
197202	11/15/2012	TARA COLLINS TRANSPORTATION, PARENT TRANSPOR	566.10
197203	11/15/2012	COMMONWEALTH CONNECTIONS ACADEMY CHARTER/CYBER SCHOOLS- REG.ED.	47,512.40
197204	11/15/2012	COMMONWEALTH OF PENNSYLVANIA TRANSPORTATION, GEN. SUPPLIES	8.00
197205	11/15/2012	COMPUTER DISCOUNT WAREHOUSE TITLE 1, LEHM, TECH SUPPLY/SOFTW	844.10
197206	11/15/2012	DONNA CONKLIN SOC. STUDIES, EHS, DEDUCTIBLE	289.00
197207	11/15/2012	JYL A. CONNOR JMH, INST, IN-DISTRICT MILEAGE	4.22
197208	11/15/2012	CONSTELLATION NEWENERGY, INC. EHN, CUST., ELECTRIC	26,912.91
197209	11/15/2012	THERESA K COONEY REFUNDS, PRIOR YEAR, MID. SM.	4,067.84
197210	11/15/2012	CORELOGIC TAX SERVICES Misc.Revenues-Bank Adj.Taxes	13,525.56
197211	11/15/2012	CRAFT OIL CORPORATION TRANSPORTATION, GASOLINE/OIL	2,862.17
197212	11/15/2012	MICHAEL J CRAIG REFUNDS, PRIOR YEAR, MID. SM.	2,566.62
197213	11/15/2012	DENNIS & MARGUERITE DAILEY Misc.Revenues-Bank Adj.Taxes	104.30

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Check no.	Check Date	Vendor name and comment	Amount
197214	11/15/2012	CHRISTINE DAVIS W9 Received: Y 8/31/2011 TRANSP, CONTR DRIVER, SPEC EDUC	2,785.50
197215	11/15/2012	NICHOLAS M & GERALDINE E DEFRANK REFUNDS, PRIOR YEAR, MID. SM.	6,071.57
197216	11/15/2012	DEMCO INC LIBRARY, SMI, SUPPLIES	31.22
197217	11/15/2012	DEVELOPMENTAL EDUCATION SERVICES EHS, CUST., DISPOSAL SERVICE	100.00
197218	11/15/2012	IRENE DUGGINS CURRICULUM, IN-DISTR. MILEAGE	171.22
197219	11/15/2012	EMBROIDERY EXPRESS SECURITY, EHS, SUPPLIES	810.00
197220	11/15/2012	EMPIRE MUSIC MUSIC, VOCAL, BES, SUPPLIES	391.35
197221	11/15/2012	EPLUS TECHNOLOGY, INC. LIBRARY, EHN, SOFTWARE/VIDEOS	2,545.06
197222	11/15/2012	MARILYN ESPINOZA MATH, JTL, CERT/INST. CONFERENCES	576.09
197223	11/15/2012	CARLEEN FINK W9 Received: Y 9/01/2011 TRANSP, CONTR DRIVER, SPEC EDUC	2,404.50
197224	11/15/2012	FISHER SCIENTIFIC W9 Received: Y 7/16/2012 SCIENCE, LIS, SUPPLIES	3,958.40
197225	11/15/2012	FOLLETT LIBRARY RESOURCES ENGLISH, EHS, BOOKS/PERIODICALS	1,084.98
197226	11/15/2012	FRONTIER ITEC, MSE, TELECOMMUNICATION SRV	783.84
197227	11/15/2012	JENNY GALUNIC W9 Received: Y 9/07/2011 TRANSPORTATION, CONT. DRIVER	3,103.80
197228	11/15/2012	LISA GERST TRANSP, CONTR DRIVER, SPEC EDUC	3,971.55
197229	11/15/2012	ROSALYN R. GILMORE TRANSPORTATION, CONT. DRIVER	2,532.15
197230	11/15/2012	GLOBAL EQUIPMENT SECURITY, EHS, SUPPLIES	136.10
197231	11/15/2012	GEORGE GONDA GEN. ATHL., EHN, MILEAGE	22.20
197232	11/15/2012	GOPHER PHYS. ED., EHN, BID SUPPLIES	49.36
197233	11/15/2012	GREAT BOOKS FOUNDATION W9 Received: Y 8/19/2011 ACCOUNTABILITY BLOCK, BOOKS/PER	8,000.00
197234	11/15/2012	JOYCE LYNN GREGOR JMH, INST, IN-DISTRICT MILEAGE	4.22
197235	11/15/2012	GTS-WELCO EHN, CUST., CONTR. PROPERTY SERV.	24.13

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Check no.	Check Date	Vendor name and comment	Amount
197236	11/15/2012	GAIL HAMILTON SPEC.ED.SUPV.,ELEM.,MILEAGE	187.98
197237	11/15/2012	SARWAT AND MIRNA HANNA REFUNDS, PRIOR YEAR, MID. SM.	1,343.48
197238	11/15/2012	HESS CORPORATION EHS,CUST.,NATURAL GAS	5,798.46
197239	11/15/2012	PHILIP S HIRSH REFUNDS, PRIOR YEAR, MID. SM.	3,108.99
197240	11/15/2012	DEBORAH HOLMES W9 Received: Y 9/01/2011 TRANSP,CONTR DRIVER,SPEC EDUC	1,974.60
197241	11/15/2012	KATHARINE HOLMES TRANSP,CONTR DRIVER,SPEC EDUC	2,152.56
197242	11/15/2012	INDCO INC SMI,CUST.,BID SUPPLIES	617.40
197243	11/15/2012	INTEGRAONE ITEC,MAINTAIN/UPGRADE INFOSYS	875.25
197244	11/15/2012	INTERSTATE TAX SERVICE INC. BUSINESS OFFICE,PROF.CONTR.SVC	846.06
197245	11/15/2012	IPS LASER EXPRESS GEN.ATHL.,EHS,TECH SUPPLIES	362.00
197246	11/15/2012	JAY & D COPY CENTER W9 Received: Y 10/12/2011 HMU01887	5,880.83
197247	11/15/2012	JAY & D COPY CENTER W9 Received: Y 10/12/2011 HMU01908	6,680.41
197248	11/15/2012	JAY & D COPY CENTER W9 Received: Y 10/12/2011 HMU11270	3,013.94
197249	11/15/2012	JUSTIAN A II AND JOAN Z KELLY REFUNDS, PRIOR YEAR, MID. SM.	1,636.83
197250	11/15/2012	ERIC KERSTETTER SMI,PRIN.,IN-DISTRICT MILEAGE	19.09
197251	11/15/2012	DIANE KRUPSKI W9 Received: Y 9/16/2011 TRANSP,CONTR DRIVER,SPEC EDUC	4,914.00
197252	11/15/2012	GINA D. LABADIE W9 Received: Y 9/11/2011 TRANSP,CONTR DRIVER,SPEC EDUC	2,407.05
197253	11/15/2012	KARLA J LABAR W9 Received: Y 9/12/2011 TRANSPORTATION,CONT.DRIVER	7,293.24
197254	11/15/2012	LAKESHORE LEARNING MATERIALS JMH, INSTR,SUPPLIES	176.52
197255	11/15/2012	LAMINATOR.COM JTL,PRIN.,GENERAL SUPPLIES	486.16
197256	11/15/2012	BROOKE K LANGAN ITEC,IN-DISTRICT MILEAGE	60.05

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Check no.	Check Date	Vendor name and comment	Amount
197257	11/15/2012	STEVEN LASTRA W9 Received: Y 9/12/2011 TRANSP, CONTR DRIVER, SPEC EDUC	3,033.53
197258	11/15/2012	SHARON LAVERDURE SUPT., MILEAGE	92.49
197259	11/15/2012	MARY KATHERINE LEE SPEC. ED. SUPV. INT. MILEAGE	96.74
197260	11/15/2012	LJC DISTRIBUTORS OF FULLER BRUSH EHS, CUST., SUPPLIES	388.00
197261	11/15/2012	GARY MACMAHON ITEC, IN-DISTRICT MILEAGE	6.60
197262	11/15/2012	MANWALAMINK WATER COMPANY SMI, CUST., WATER/SEWER	519.98
197263	11/15/2012	JOSEPH P. MARTIN ITEC, IN-DISTRICT MILEAGE	155.18
197264	11/15/2012	ARMAND MARTINELLI GEN. ATHL., EHS, MILEAGE	54.39
197265	11/15/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 SPEC. ED., ELEM, BID SUPPLIES	791.38
197266	11/15/2012	MASTER CHEMICAL PRODUCTS, INC. JTL, CUST., BID SUPPLIES	450.80
197267	11/15/2012	TESHA MCDONALD TRANSPORTATION, PARENT TRANSPOR	372.96
197268	11/15/2012	MEIER SUPPLY CO., INC. GEN. MAINT., SEC., SUPPLIES	167.74
197269	11/15/2012	MENTORING MINDS MATH, JTL, SUPPLIES	269.45
197270	11/15/2012	MET-ED ESE, CUST., ELECTRIC	38.90
197271	11/15/2012	MET-ED EHN, CUST., ELECTRIC	6,835.51
197272	11/15/2012	MIGNOSI'S FOODTOWN F&CS, EHN, SUPPLIES	989.81
197273	11/15/2012	DARYLE MILLER GEN. MAINT., IN-DISTRICT MILEAGE	127.98
197274	11/15/2012	MODERN GAS SALES, INC. LIS, CUST., BOTTLE GAS	2,094.91
197275	11/15/2012	MOORE MEDICAL LLC MEDICAL, BES, BID SUPPLIES	27.29
197276	11/15/2012	MORLEY ATHLETIC SUPPLY COMPANY, INC. GEN. ATHL., EHN, SUPPLIES	192.61
197277	11/15/2012	MUSICIAN'S FRIEND MUSIC, VOCAL, JTL, 6TH, SUPPLIES	17.99
197278	11/15/2012	PETER MUTI W9 Received: Y 8/29/2011 TRANSP, CONTR DRIVER, SPEC EDUC	2,276.86
197279	11/15/2012	NATIONAL ATHLETIC TRAINER'S ASSOCIATION ATHL. TRAINER, EHS, DUES & FEES	249.00

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Check no.	Check Date	Vendor name and comment	Amount
197280	11/15/2012	NORTHEAST CHEMICAL & SUPPLY CO., INC. MSE,CUST.,BID SUPPLIES	1,306.20
197281	11/15/2012	JOHN O'ROURKE, JR. W9 Received: Y 9/15/2011 TRANSP,CONTR DRIVER,SPEC EDUC	3,110.98
197282	11/15/2012	OFFICE DEPOT CURRICULUM,GENERAL SUPPLIES	396.14
197283	11/15/2012	OFFICE MAX INCORPORATED SCIENCE,EHS,SUPPLIES	97.53
197284	11/15/2012	AIXA OLIVO COMPENSATORY ED.PAYABLE#132638	1,103.49
197285	11/15/2012	KIRK L. OSWALD JTL,CUST.,GASOLINE	51.37
197286	11/15/2012	PA ASSOC ELEM./SEC. SCHOOL PRINCIPALS JMH,PRIN.,DUES & FEES	525.00
197287	11/15/2012	PENNSYLVANIA ONE CALL SYSTEM, INC. GEN.MAINT.,PROPERTY SERVICES	59.16
197288	11/15/2012	PENNSYLVANIA VIRTUAL CHARTER SCHOOL CYBER CHARTER REG.PAYABLE	1,011.35
197289	11/15/2012	MANVEL R PAGE ITEC,IN-DISTRICT MILEAGE	71.15
197290	11/15/2012	JANE PARTEL MATH,JTL,TRAINING	149.86
197291	11/15/2012	PASBO BUSINESS OFF,CERT/N.INST TRAIN	75.00
197292	11/15/2012	PEARSON EDUCATION, INC. ESE,INSTR,BOOKS/PERIODICALS	6,942.01
197293	11/15/2012	PETROLEUM TRADERS CORP. TRANSPORTATION,SOUTH,DIESEL	48,468.26
197294	11/15/2012	DELBERT PHILIPS/JADA DOVE Real Estate Refunds, Mid.Smith	2,875.18
197295	11/15/2012	P.I.A.A., INC. GEN.ATHL.,EHS,SUPPLIES	18.00
197296	11/15/2012	PP&L EHS,CUST.,ELECTRIC	86.62
197297	11/15/2012	BARBARA PREVOST W9 Received: Y 9/15/2011 TRANSP,CONTR DRIVER,SPEC EDUC	4,397.55
197298	11/15/2012	J.M.HILL ELEMENTARY SCHOOL P.T.O. TL1,PARENT AWARENESS, SUPPLIES	60.00
197299	11/15/2012	QUILL CORPORATION EHN,PRIN.,GENERAL SUPPLIES	115.74
197300	11/15/2012	CECIL AND ANITA REGMAN REFUNDS, PRIOR YEAR, MID. SM.	1,106.15
197301	11/15/2012	NANCY RIBANDO REFUNDS, PRIOR YEAR, MID. SM.	5,898.34
197302	11/15/2012	ALL AMERICAN/RIDDELL, INC. SOFTBALL,EHS,PROPERTY SERVICE	1,127.27

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Check no.	Check Date	Vendor name and comment	Amount
197303	11/15/2012	RIFTON EQUIPMENT SPEC.ED.ADMIN,SUPPLIES	382.50
197304	11/15/2012	JULIE L RUBINO TL.1,GRANTS DIRECTOR,MILEAGE	115.94
197305	11/15/2012	JAMIE L. RYNO JMH,INST,IN-DISTRICT MILEAGE	4.22
197306	11/15/2012	LISANDRA SANTIAGO TRANSPORTATION,PARENT TRANSPOR	1,165.50
197307	11/15/2012	HERBERT DELOS SANTOS REFUNDS, PRIOR YEAR, MID. SM.	4,140.01
197308	11/15/2012	SCHNAITMAN'S FLOORING AMERICA GEN.MAINT.,RES,SUPPLIES	659.51
197309	11/15/2012	SCHOOL CLAIMS-ASSURANT SUSPENSE ACCT.,LTD INSURANCE	8,283.77
197310	11/15/2012	SCHOOL CLAIMS-ASSURANT SUSPENSE ACCT., LIFE INSURANCE	11,585.41
197311	11/15/2012	SCHOOL HEALTH CORPORATION MEDICAL,JMH,SUPPLIES/FIRST AID	47.66
197312	11/15/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 ART,JTL,BID SUPPLIES	1,100.21
197313	11/15/2012	SCHUYLKILL VALLEY SPORTING GOODS W9 Received: Y SOCCER,LIS,BOYS,SUPPLIES	1,726.14
197314	11/15/2012	MAUREEN G. SEIDEL ITEC,IN-DISTRICT MILEAGE	68.38
197315	11/15/2012	SELECT PORTFOLIO SERVICING Misc.Revenues-Bank Adj.Taxes	10,840.73
197316	11/15/2012	SETERUS Misc.Revenues-Bank Adj.Taxes	3,599.16
197317	11/15/2012	DOUGLAS L. SISK W9 Received: Y 8/31/2011 TRANSPORTATION,CONT.DRIVER	5,346.54
197318	11/15/2012	DUSTIN SISK W9 Received: Y 8/31/2011 TRANSP,CONTR DRIVER,SPEC EDUC	3,617.34
197319	11/15/2012	ARTHUR SOURWINE GEN.MAINT.,SUPPLIES	223.04
197320	11/15/2012	SPRING HILL LASER TAX COLLECTION,POSTAGE	3,900.00
197321	11/15/2012	KIM STEVENS PUPIL SVCS,INT.,CONFERENCES	1,048.17
197322	11/15/2012	STRATIX SYSTEMS, INC. RES,INSTR,SUPPLIES	687.00
197323	11/15/2012	SUN LITHO-PRINT, INC. MUSIC,INSTR,EHN,PRINTING SVCS	580.00
197324	11/15/2012	THE NORTHWEST TRI-COUNTY IU CURR/FED.CERT/NON.CONF.TRAININ	200.00

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Check no.	Check Date	Vendor name and comment	Amount
197325	11/15/2012	JOYCELYN THOMAS TRANSPORTATION, PARENT TRANSPOR	183.15
197326	11/15/2012	TOPP BUSINESS SOLUTIONS SUPT., GEN. SUPPLIES	127.43
197327	11/15/2012	OLIVER K. TROJAK ITEC, IN-DISTRICT MILEAGE	9.38
197328	11/15/2012	TSA CONSULTING GROUP, INC. BUSINESS OFFICE, PROF.CONTR.SVC	620.00
197329	11/15/2012	CATHERINE D VAN WINKLE MATH, EHN, CERT/INST.CONF, TRAVEL	556.64
197330	11/15/2012	KATHLEEN VARKADOS TRANSPORTATION, PARENT TRANSPOR	566.10
197331	11/15/2012	DALE VIERNSTEIN MEDICAL, IN-DISTRICT MILEAGE	131.20
197332	11/15/2012	WASTE MANAGEMENT OF NEW JERSEY, INC. Due from Cafeteria-General Exp	8,654.31
197333	11/15/2012	WEIS MARKET, INC. F&CS, EHS, SUPPLIES	238.58
197334	11/15/2012	SHANNON WHIPPLE COMP ED PAYABLE #123021	71.04
197335	11/15/2012	MICHAEL R AND MICHELLE T WHITE REFUNDS, PRIOR YEAR, MID. SM.	8,997.63
197336	11/15/2012	XEROX CORPORATION WTM772679	1,490.12
197337	11/15/2012	XPEDX-HARRISBURG EHS, CUST., BID SUPPLIES	21,645.39
197338	11/15/2012	XPEDX-HARRISBURG EHS, CUST., BID SUPPLIES	557.70
197339	11/20/2012	BENJAMIN BRENNEMAN GEN.ATHL., EHS, MILEAGE	304.70
197340	11/20/2012	KRISTEN A BUEKI BES, INST., IN-DISTRICT MILEAGE	16.48
197341	11/20/2012	MARYANN CAPRIOLI LEARN.SUP., ELEM, TUITION REIMB.	980.00
197342	11/20/2012	BWP CARQUEST AUTO PARTS SECURITY, EHS, CONTR.MAINT.	198.91
197343	11/20/2012	CENTRAL PENN GAS, INC. ESE.CUST., NATURAL GAS	797.63
197344	11/20/2012	CARLEY CHAMBERLIN GUIDANCE, BES, TUITION REIMB.	4,500.00
197345	11/20/2012	EDWARD CHRISTIAN GEN.ATHL., EHS, MILEAGE	168.83
197346	11/20/2012	CONCORDE, INC. TRANSPORTATION, PROF.CONT.SERV	907.48
197347	11/20/2012	CONSTELLATION NEWENERGY, INC. RES, CUST., ELECTRIC	8,030.16
197348	11/20/2012	CRAFT OIL CORPORATION TRANSPORTATION, GASOLINE/OIL	1,131.10

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Check no.	Check Date	Vendor name and comment	Amount
197349	11/20/2012	LYNN DALLING-FRANCIS BES, INST., IN-DISTRICT MILEAGE	21.81
197350	11/20/2012	EDWARDS BUSINESS SYSTEMS EHN, PRIN., EQUIPMENT RENTAL	235.03
197351	11/20/2012	MARILYN ESPINOZA ACCT. BLOCK, MIEAGE	179.04
197352	11/20/2012	FEDEX SPEC. ED. ADMIN., POSTAGE/TEL	66.38
197353	11/20/2012	CAROL GEIGES BES, INST., IN-DISTRICT MILEAGE	7.27
197354	11/20/2012	SHARON J GERBERICH TAX COLLECTION, GEN. SUPPLIES	330.00
197355	11/20/2012	HESS CORPORATION ESE.CUST., NATURAL GAS	1,066.16
197356	11/20/2012	INSTRUCTIONAL SOLUTIONS GROUP TL2, CERT. CONFERENCE, TRAINING	151.00
197357	11/20/2012	INTUNE PARTNERS MUSIC, VOCAL, LIS, 6TH, SUPPLIES	300.00
197358	11/20/2012	GAIL JOHNSON GEN.ATHL., EHN, MILEAGE	18.98
197359	11/20/2012	IRENE LIVINGSTON ESE, PRIN., IN-DISTRICT MILEAGE	115.12
197360	11/20/2012	MARCH OF DIMES FOUNDATION Accounts Payable-Donations	59.00
197361	11/20/2012	ARMAND MARTINELLI SPECIAL PROJECTS, PROF.CONTRACT	80.00
197362	11/20/2012	MARTZ TRAILWAYS BAND, EHN, CONTR. TRANSPORTATION	1,152.00
197363	11/20/2012	W.B. MASON CO., INC. W9 Received: Y 3/02/2011 RES, PRIN., BID SUPPLIES	3,912.03
197364	11/20/2012	MET-ED EHS, CUST., ELECTRIC	6,978.32
197365	11/20/2012	MONROE FAMILY PRACTICE TRANSPORTATION, PROF. CONT. SERV	480.00
197366	11/20/2012	FAITH NICOSIA GUIDANCE, EHS, MILEAGE	24.98
197367	11/20/2012	NORTHWEST EVALUATION ASSOCIATION CURRICULUM, ELEM, PR. SVC/SCORING	27,575.00
197368	11/20/2012	PENNSYLVANIA CYBER CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	58,523.13
197369	11/20/2012	PENNSYLVANIA VIRTUAL CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	13,482.07
197370	11/20/2012	CYNTHIA S. PELLINGTON LIS, 6TH, TUITION REIMB	1,185.00
197371	11/20/2012	PENTELEDATA ITEC, INTERNET ACCESS	5,421.16
197372	11/20/2012	PETROLEUM TRADERS CORP. EHN, CUST., OIL	18,713.76

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Check no.	Check Date	Vendor name and comment	Amount
197373	11/20/2012	PITNEY BOWES JTL, PRIN., PROPERTY SERVICE	829.18
197374	11/20/2012	BUSINESS CARD BOARD SERV, N-CERT/N. INST. TRAVE	3,012.75
197375	11/20/2012	MICHAEL F. PLYTAGE MATH, EHN, CERT/INST. CONF, TRAVEL	247.45
197376	11/20/2012	PSERS JMH, INST, RETIREMENT	836.16
197377	11/20/2012	QUILL CORPORATION ART, JTL, BID SUPPLIES	615.72
197378	11/20/2012	DEBORAH SANDS BES, INST., IN-DISTRICT MILEAGE	7.27
197379	11/20/2012	SAY IT WITH SCREENPRINTING & EMBROIDERY WRESTLING, EHN, SUPPLIES	382.00
197380	11/20/2012	SHRED-IT USA - NEWARK RES, CUST., DISPOSAL SERVICE	143.06
197381	11/20/2012	SKYLANES SPEC. ED. SUPV., SEC., DUES/FEES	82.00
197382	11/20/2012	DR. SCOTT SMICKLEY COMP ED PAYABLE #123021	125.00
197383	11/20/2012	STAPLES CREDIT PLAN MATH, LIS, SUPPLIES	515.46
197384	11/20/2012	SUSAN STEAKIN ESE, INSTR, IN-DISTRICT MILEAGE	7.99
197385	11/20/2012	LISA TIRJAN REMEDIAL MATH, TUITION	1,185.00
197386	11/20/2012	TOSHIBA BUSINESS SOLUTIONS SPECIAL PROJECTS, GEN. SUPPLIES	900.45
197387	11/20/2012	WEIS MARKET, INC. SCIENCE, EHS, SUPPLIES	389.86
197388	11/20/2012	SUSAN WOLFF BES, INST., IN-DISTRICT MILEAGE	7.27
197389	11/20/2012	EAST STROUDSBURG School Service Personnel Dues	15,201.08
197390	11/20/2012	CHAPTER 13 TRUSTEE Miscellaneous Deductions	590.50
197391	11/20/2012	ED FOUNDATION OF ES/GENERAL FUND EDUC. FOUNDATION DEDUCTIONS	35.00
197392	11/20/2012	ED FOUNDATION OF ES/SCHOLARSHIP FUND EDUC. FOUNDATION DEDUCTIONS	13.00
197393	11/20/2012	E.S.E.A. ESEA Dues	28,955.00
197394	11/20/2012	FLORIDA STATE DISBURSEMENT UNIT Miscellaneous Deductions	135.43
197395	11/20/2012	HAB-DLT (ER) Miscellaneous Deductions	185.46
197396	11/20/2012	STATE OF NEW JERSEY GROSS INC TAX-NJ 500 NJ State Taxes	367.26

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197397	11/20/2012	NYSCSPC (NEW YORK STATE CHILD SUPPORT Miscellaneous Deductions	575.89
197398	11/20/2012	PENNSYLVANIA HIGHER EDUCATION AGENCY Miscellaneous Deductions	646.55
197399	11/20/2012	SOCIAL SECURITY ADMINISTRATION W9 Received: Y Miscellaneous Deductions	137.28
197400	11/20/2012	U.S. DEPARTMENT OF EDUCATION Miscellaneous Deductions	435.77
197401	11/20/2012	UNITED STATES TREASURY Miscellaneous Deductions	200.00
197402	11/21/2012	RONALD BRADLEY BOARD SERV,N-CERT/N.INST.TRAVE	216.96
197403	11/28/2012	GE MONEY BANK/AMAZON ESE, INSTR, SOFTWARE/VIDEOS	219.13
197404	11/29/2012	ACHIEVEMENT HOUSE CYBER CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	7,679.71
197405	11/29/2012	AGORA CYBER CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	215,910.89
197406	11/29/2012	AMERICAN JANITOR & PAPER SUPPLY ESE,CUST., SUPPLIES	110.00
197407	11/29/2012	AMERICAN RED CROSS ACCESS,DISTRICT,SUPPLIES	133.00
197408	11/29/2012	APPLE COMPUTER, INC. ITEC,GENERAL SUPPLIES	58.00
197409	11/29/2012	ARTS ACADEMY CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	5,224.55
197410	11/29/2012	AWSOM Accounts Payable-Donations	169.00
197411	11/29/2012	ADELE BAKER W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197412	11/29/2012	DALE BEAN Misc.Revenues-Bank Adj.Taxes	20.33
197413	11/29/2012	ELAINE BEDELL GEN.ATHL., EHS,MILEAGE	397.38
197414	11/29/2012	BLAST IU #17 COL.IU20,AUTISTIC, CONTR.SERV.	4,396.92
197415	11/29/2012	DICK BLICK ART,LIS,SUPPLIES	253.00
197416	11/29/2012	LUCINDA BROWN W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197417	11/29/2012	CENTER CITY PLUMBING SUPPLIES GEN.MAINT., EHN,SUPPLIES	419.50
197418	11/29/2012	CENTER FOR EDUCATION & EMPLOYMENT LAW SPECIAL PROJECTS,BOOKS/PERIOD.	179.00
197419	11/29/2012	CENTRAL SUSQUEHANNA INTERMEDIATE UNIT 3RD,PART,ALT/SPEC ED.SEC.TUIT.	1,812.50

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197420	11/29/2012	CHESTER COUNTY INTERMEDIATE UNIT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	3,488.40
197421	11/29/2012	SILVIA P.CID W9 Received: Y 2/08/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197422	11/29/2012	COLONIAL INTERMEDIATE UNIT 20 COL.IU20/PHYSICAL SUPPORT,SEC.	291,654.32
197423	11/29/2012	COMMONWEALTH CONNECTIONS ACADEMY CHARTER/CYBER SCHOOLS- REG.ED.	52,555.09
197424	11/29/2012	COMPUTER DISCOUNT WAREHOUSE ITEC,TECH SUPPLIES	7,452.17
197425	11/29/2012	CONSTELLATION NEWENERGY, INC. EHS,CUST.,ELECTRIC	19,678.23
197426	11/29/2012	RONALD A CONTORNO REFUND OF PRIOR YEAR REVENUE	789.00
197427	11/29/2012	ANTHONY COSCIA W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197428	11/29/2012	COSI SCIENCE,EHN,CONF.TRAINING	250.00
197429	11/29/2012	CPI SPEC.ED.SUPV.SEC.CONF.TRAINING	679.00
197430	11/29/2012	COMMUNICATIONS SYSTEMS, INC. GEN.MAINT.,RES,CONTRACT SVCS	14,345.20
197431	11/29/2012	DESKTOP PUBLISHING SUPPLIES GEN.ATHL.,EHN,SUPPLIES	52.65
197432	11/29/2012	THOMAS F. DIRVONAS LEGAL SVCS.,NON-RETAINER	19,838.67
197433	11/29/2012	BARBARA DUNNING W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197434	11/29/2012	EPLUS TECHNOLOGY, INC. GEN.ATHL.,EHN,TECH SUPPLIES	782.65
197435	11/29/2012	EPSCO GEN.MAINT.,SUPPLIES	92.86
197436	11/29/2012	EVERGREEN COMMUNITY CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	8,790.00
197437	11/29/2012	FASTENAL COMPANY GEN.MAINT.,SUPPLIES	287.86
197438	11/29/2012	TAMMY FISH W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00
197439	11/29/2012	FOLLETT LIBRARY RESOURCES LIBRARY,MSE,BOOKS/PERIODICALS	2,044.29
197440	11/29/2012	CATHLEEN A. SCHULTZ SPEC.ED.SUPV.,SEC.,MILEAGE	66.16
197441	11/29/2012	JOHN FRAWLEY W9 Received: Y 9/28/2012 VIRTUAL ACADEMY,TECH.SUP/SOFTW	30.00

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197442	11/29/2012	FREE SPIRIT GUIDANCE, LIS, BOOKS/PERIODICALS	43.93
197443	11/29/2012	GROVE CITY AREA SCHOOL DISTRICT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	6,213.00
197444	11/29/2012	ANNE HORTON-VOGEL W9 Received: Y 10/03/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197445	11/29/2012	JUSTINE HORVATH W9 Received: Y 10/17/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197446	11/29/2012	DEBORAH IAPICHINO W9 Received: Y 10/19/2011 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197447	11/29/2012	INDUSTRIAL CONTROLS DISTRIBUTORS LLC GEN.MAINT., EHN, SUPPLIES	379.99
197448	11/29/2012	INTEGRAONE ITEC, TECH SUPPLIES & SOFTWARE	497.00
197449	11/29/2012	IPS LASER EXPRESS ADMIN.SYS., TECH SUPPLIES	461.00
197450	11/29/2012	J.D.M. MATERIALS COMPANY GEN.MAINT., EHN, SUPPLIES	980.00
197451	11/29/2012	JAY & D COPY CENTER W9 Received: Y 10/12/2011 GEN.ATHL., EHS, SUPPLIES	125.43
197452	11/29/2012	GILBERT JOSON W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197453	11/29/2012	CRAIG KARINJA VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197454	11/29/2012	JULIE KORB W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197455	11/29/2012	LAWN AND GOLF SUPPLY CO., INC. GEN.MAINT., SUPPLIES	718.14
197456	11/29/2012	LEHIGH LEARNING ACADEMY 3RD, PART, ALT/SPEC ED.SEC.TUIT.	26,325.00
197457	11/29/2012	LEVIN LEGAL GROUP LEGAL SVCS., SPECIAL EDUCATION	730.13
197458	11/29/2012	MARTZ TRAILWAYS BAND, EHN, CONTR.TRANSPORTATION	1,101.00
197459	11/29/2012	MASTER CHEMICAL PRODUCTS, INC. EHN, CUST., SUPPLIES	202.00
197460	11/29/2012	THE A.G. MAURO COMPANY MAINT., EHN, PROPERTY SERVICE	2,320.00
197461	11/29/2012	MELON'S GIFT Accounts Payable-Donations	176.00
197462	11/29/2012	MET-ED JMH, CUST., ELECTRIC	835.33

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197463	11/29/2012	METCO TECH.ED., EHS, BID SUPPLIES	4,629.78
197464	11/29/2012	METRO SWIM SHOP SWIMMING, EHS, SUPPLIES	149.00
197465	11/29/2012	MM4CORP ENGLISH, EHS, PRINTING SERVICES	1,348.00
197466	11/29/2012	MODERN SCHOOL SUPPLIES, INC. TECH.ED., EHN, SUPPLIES	2,257.92
197467	11/29/2012	MONROE CAREER AND TECHNICAL INSTITUTE MCTI, HS-S, OPERATING BUDGET	159,002.00
197468	11/29/2012	MONROE COUNTY CONSERVATION DISTRICT SOC.STUDIES, JTL.CONT.SRV.	327.00
197469	11/29/2012	ANGELICA MUNOZ REFUND OF PRIOR YEAR REVENUE	925.00
197470	11/29/2012	NASCO (Quote # 7 2 6 5 0) F&CS, LIS, SUPPLIES	1,246.09
197471	11/29/2012	NASCO ART, ESE, BID SUPPLIES	657.12
197472	11/29/2012	NASN MEDICAL, MSE, DUES & FEES	125.00
197473	11/29/2012	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP MEDICAL, JTL, DUES & FEES	125.00
197474	11/29/2012	NATIONAL COUNCIL OF TEACHERS CURRICULUM, DUES & FEES	149.00
197475	11/29/2012	HUGH O'BRIAN YOUTH LEADERSHIP GUIDANCE, EHN, DUES & FEES	150.00
197476	11/29/2012	OFFICE DEPOT BUSINESS OFFICE, GEN.SUPPLIES	223.39
197477	11/29/2012	OFFICE DIRECT, INC. MSE, INSTR., SUPPLIES	15.00
197478	11/29/2012	OFFICE MAX INCORPORATED SCIENCE, EHN, SUPPLIES	213.39
197479	11/29/2012	AIXA OLIVO COMPENSATORY ED.PAYABLE#132638	4,339.62
197480	11/29/2012	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL CHARTER/CYBER SCHOOLS- REG.ED.	7,587.20
197481	11/29/2012	PA TREATMENT & HEALING 3RD, PART, ALT/SPEC ED.SEC.TUIT.	34,143.66
197482	11/29/2012	PARKLAND SCHOOL DISTRICT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	1,812.15
197483	11/29/2012	PASBO BUSINESS OFF, CERT/N.INST TRAIN	115.00
197484	11/29/2012	PBS39 DIST.INSTR.TECH.SOFTWARE/LICEN	1,483.20
197485	11/29/2012	PETROLEUM TRADERS CORP. TRANSPORTATION, SOUTH, DIESEL	25,208.13
197486	11/29/2012	P.I.A.A., INC. GEN.ATHL., EHS, BOOKS/PERIODICAL	18.00

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197487	11/29/2012	JOHN PLACE W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197488	11/29/2012	BUSINESS CARD BUSINESS OFF, CERT/N. INST TRAIN	504.05
197489	11/29/2012	CHERYL M POPP W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197490	11/29/2012	PORTS PETROLEUM CO. INC. SMI, CUST., OIL	2,496.22
197491	11/29/2012	IXL LEARNING BUSINESS ED., EHN, BOOKS/PERIODI	196.00
197492	11/29/2012	QUILL CORPORATION MSE, INSTR, BID SUPPLIES	986.13
197493	11/29/2012	RESERVE ACCOUNT BUSINESS OFFICE, POSTAGE	5,000.00
197494	11/29/2012	SONIA E. REYES W9 Received: Y 3/20/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197495	11/29/2012	ANNA MARIE ROHNER W9 Received: Y 1/26/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197496	11/29/2012	JOSEPH ROSELLI W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197497	11/29/2012	THE SALVATION ARMY Accounts Payable-Donations	355.00
197498	11/29/2012	DONALD SANKER MUSIC, INSTR, EHN, PROF. CONTR. SVC	2,500.00
197499	11/29/2012	DOLORES SANTANA W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197500	11/29/2012	MADELLYNE SANTIAGO W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197501	11/29/2012	SCHOLASTIC INC. PHYS.ED., JTL, BOOKS/PERIODICALS	98.89
197502	11/29/2012	SCHOOL SPECIALTY W9 Received: Y 1/01/2010 SPEC.ED.SUPV., ELEM., SUPPLIES	935.41
197503	11/29/2012	GLORIA SCHULTE LEARN.SUP., ELEM, MILEAGE	8.88
197504	11/29/2012	SHAMOKIN AREA SCHOOL DISTRICT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	8,116.20
197505	11/29/2012	SHAMOKIN AREA SCHOOL DISTRICT 3RD.PART/EMOT.SUP/PUBLIC/TUITI	844.86
197506	11/29/2012	SHAWNEE ACADEMY, LTD. OOD TUITION PAYABLE	4,343.00

Bank: 11 PNC Bank (Concentration)

Check no.	Check Date	Vendor name and comment	Amount
197507	11/29/2012	A.J. SMITH ELECTRIC MOTOR SERVICE GEN.MAINT., EHN, SUPPLIES	1,771.35
197508	11/29/2012	SPORT SUPPLY GROUP, INC. SOCCER, EHN, GIRLS, SUPPLIES	601.92
197509	11/29/2012	ELWOOD STETTLER JR. W9 Received: Y 9/28/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197510	11/29/2012	STRAND POOL SUPPLY, LLP EHS, CUST., SUPPLIES	93.95
197511	11/29/2012	STROUDSBURG ELECTRIC MOTOR SERVICE GEN.MAINT., ESE, SUPPLIES	105.06
197512	11/29/2012	LAURIE SUMMERVILLE W9 Received: Y 3/20/2012 VIRTUAL ACADEMY, TECH.SUP/SOFTW	30.00
197513	11/29/2012	SUPER HEAT, INC. MAINT., JTL, PROPERTY SERVICE	6,261.54
197514	11/29/2012	JOHN SWINEFORD EHS, INSTR, IN-DISTRICT MILES	30.86
197515	11/29/2012	SWOREN'S TRANSMISSION & AUTO GEN.MAINT., PROPERTY SERVICES	263.00
197516	11/29/2012	TEACHERS COLLEGE PRESS KTO GRANT, SUPPLIES	275.40
197517	11/29/2012	DAISY VAZQUEZ ESE, INSTR, IN-DISTRICT MILEAGE	16.20
197518	11/29/2012	WALMART COMMUNITY/GEMB GIFTED, ELEM, SUPPLIES	737.15
197519	11/29/2012	WEIS MARKET, INC. F&CS, LIS, SUPPLIES	376.96
197520	11/29/2012	WELLSBORO AREA SCHOOL DISTRICT 3RD.PART/PUBLIC/REG.ED.TUITION	8,938.98
197521	11/29/2012	SHAWN WESCOTT ITEC, IN-DISTRICT MILEAGE	98.79
197522	11/29/2012	NICOLE WHITNEY BAND, EHS, PROF.CONTR.SVCS.	1,840.00
197523	11/29/2012	YOUTH ADVOCATE PROGRAMS, INC. SPEC.ED., ACCESS, CONTR.SERVICES	6,984.10
197524	11/29/2012	21ST CENTURY CYBER CHARTER SCHOOL CHARTER/CYBER SCHOOL-SPEC.ED.	8,882.52
197525	11/30/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHS, CUST., UNIFORM RENTAL	577.09
197526	11/30/2012	TRI-STATE INDUSTRIAL LAUNDRIES INC. EHN, CUST., UNIFORM RENTAL	284.95
			2,151,182.57

Bank: 41 PNC BANK-ATHLETIC FUND NORTH

Check no.	Date	Vendor name and comment	Amount
8798	11/08/2012	JOE BENDA JH FOOTBALL OFFICIAL w/SOUTH	55.00
8799	11/08/2012	LARRY EICHLIN JH FOOTBALL OFFICIAL w/SOUTH	55.00
8800	11/08/2012	ADDAM LITTS JH FOOTBALL OFFICIAL w/SOUTH	55.00
8801	11/08/2012	JAMES LITTS JH FOOTBALL OFFICIAL w/SOUTH	55.00
8802	11/15/2012	L.V.S.S.A.F. BOYS SOCCER SCHOLAR ATHELTE TKTS	120.00
8803	11/30/2012	JOE LABELLA GIRLS BASKETBALL OFFICIAL scrimmage	71.00
8804	11/30/2012	MILFORD MATAMORAS ROTARY CLUB GIRLS BASKETBALL ENTRY FEE, 12-27-1	300.00
8805	11/30/2012	POTTSVILLE CRIMSON TIDE SWIM BOOSTERS REPLACE ck#8592, SWIM ENTRY FEE	150.00
8806	11/30/2012	MICHAEL STEINER GIRLS BASKETBALL OFFICIAL scrimmage	71.00
			932.00

End of Report - 11.56.19

Bank: 40 CITIZENS BANK - ATHLETIC FUND SOUTH

Check no.	Check Date	Vendor name and comment	Amount
7382	11/05/2012	ROBERT ANDREWS V FOOTBALL OFFICIAL w/NORTH	72.00
7383	11/05/2012	LARRY L. ARNER V FOOTBALL OFFICIAL w/NORTH	72.00
7384	11/05/2012	THOMAS HALCISAK V FOOTBALL OFFICIAL w/NORTH	72.00
7385	11/05/2012	CRAIG L. REDUZZI V FOOTBALL OFFICIAL w/NORTH	72.00
7386	11/05/2012	RAYMOND WRIGHT, JR. V FOOTBALL OFFICIAL w/NORTH	72.00
7387	11/08/2012	ROBERT ANDREWS JTL FOOTBALL OFFICIAL w/LEHMAN	50.00
7388	11/08/2012	CARL MICKEY CORPORA JTL FOOTBALL OFFICIAL w/LEHMAN	50.00
7389	11/08/2012	RICK G. LEAMON JTL FOOTBALL OFFICIAL w/LEHMAN	50.00
7390	11/12/2012	STEPHEN T. GERKOVICH JH/JV FOOTBALL OFFICIAL w/NORTHAMPT	92.00
7391	11/12/2012	MALCOLM JONES JH/JV FOOTBALL OFFICIAL w/NORTHAMPT	92.00
7392	11/12/2012	ADDAM LITTS JH/JV FOOTBALL OFFICIAL w/NORTHAMPT	92.00
7393	11/12/2012	LEE C. WILLIAMS JH/JV FOOTBALL OFFICIAL w/NORTHAMPT	92.00
7394	11/15/2012	L.V.S.S.A.F. BOYS SOCCER SCHOLAR ATHLETE TKTS	270.00
7395	11/15/2012	MORAVIAN COLLEGE CHEER CLASSIC CHEER ENTRY FEE, 12-9-12	140.00
7396	11/21/2012	JOSEPH A. CELIN GIRLS BASKETBALL OFFICIAL w/scrim	91.00
7397	11/21/2012	JUSTIN OTT GIRLS BASKETBALL OFFICIAL w/scrim	91.00
7398	11/21/2012	LAWRENCE H. OTT GIRLS BASKETBALL OFFICIAL w/scrim	91.00
7399	11/21/2012	STROUDSBURG HIGH SCHOOL ATHLETICS W9 Received: Y THANKSGIVING DAY TKTS	350.00
7400	11/21/2012	BRADLEY A. WISE GIRLS BASKETBALL OFFICIAL w/scrim	91.00
7401	11/30/2012	JOHN CASCIOTTA V/JV BOYS B-BALL scrimmage w/Wilson	91.00
7402	11/30/2012	JARED DeGEROLAMO V/JV B B-BALL OFFICIAL scrimmage	91.00
7403	11/30/2012	JOHN HYMANS V/JV BBB OFFICIAL scrim w/Wilson	91.00
7404	11/30/2012	POTTSVILLE CRIMSON TIDE SWIM BOOSTERS SWIM ENTRY FEE replace ck #7129	150.00
7405	11/30/2012	RONALD D. SINGER B B-BALL OFFICIAL scrim w/WILSON	91.00

Bank: 40 CITIZENS BANK - ATHLETIC FUND SOUTH

Check no.	Check Date	Vendor name and comment	Amount
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			2,516.00

End of Report - 11.55.58

**EAST STROUDSBURG AREA SCHOOL DISTRICT
CAPITAL PROJECTS - BOND FUND - 2012-2013**

Nov-12

DATE	PNC CONST	2008 PLGIT	2011A	2011D (QZAB)	2012A	TOTAL
*Interest Rates	.15% APYE	.04% MDY	.04% MDY	.04% MDY	.04% MDY	
Beg Bal	\$ 68,305.17	\$ 238,269.67	\$ 614,519.63	\$ 456,769.83	\$ 2,331,784.52	\$ 3,709,648.82
ADJ TO BEG BAL						
Deposit						
Transfers						
Interest	\$ 6.56	\$ 8.17	\$ 21.08	\$ 15.67	\$ 80.00	\$ 131.48
Expense						
End Bal	\$ 68,311.73	\$ 238,277.84	\$ 614,540.71	\$ 456,785.50	\$ 2,331,864.52	\$ 3,709,780.30

*APYE Annual Percentage Yield Earned
MDY Monthly Distribution Yield

**EAST STROUDSBURG AREA SCHOOL DISTRICT
STATEMENT OF CASH / CAPITAL RESERVE FUND
2012-2013**

	<u>November 30, 2012</u>		<u>July 1, 2011</u>		<u>November 30, 2012</u>		<u>Prior Year July 1, 2011 to June 30, 2012</u>	
Beginning Balance:		\$ 3,613,813.72			\$ 3,943,239.57			\$ 2,964,118.89
Adjustment to Beginning Balance								
Deposit:								
	\$	-	\$	150.00			\$	1,311,780.17
Recoverable Bus Purchase:								
Reimbursement to/from G.F.			\$	-			0.00	
Reimbursement to/from PLGIT			\$	-			0.00	
Woffington Bus Buy Back			-		150.00		0.00	1,311,780.17
Interest:								
PLGIT .05% *MDY	\$	137.55	137.55	452.84	452.84		753.61	753.61
TOTAL RECEIPTS			137.55		602.84			1,312,533.78
TOTAL RESOURCES			<u>\$ 3,613,951.27</u>		<u>\$ 3,943,842.41</u>			<u>\$ 4,276,652.67</u>
Disbursements:								
Transportation - New Buses			\$	-			0.00	
Due to General Fund				7,207.01			0.00	
Due to PLGIT				-			0.00	
Land Acquisition Costs				-			0.00	
Architect/Engineer-JTL				7,797.00		7,797.00	0.00	
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	
District Maintenance Supplies				4,518.00			0.00	
Cust Supplies - Bushkill				-			231.65	
Land Imp. - JMH				-			0.00	
Maint. - BES				-			0.00	
Maint. - RES				31,041.46			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				173,812.52			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				87,921.75			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	
						329,891.14		333,413.10
Ending Balance			<u>\$ 3,613,951.27</u>		<u>\$ 3,613,951.27</u>		<u>\$ 3,943,239.57</u>	
Cash Summary:								
PLGIT	3,613,951.27			\$ 3,613,951.27			3,943,239.57	
Ending Balance			<u>\$ 3,613,951.27</u>		<u>\$ 3,613,951.27</u>		<u>\$ 3,943,239.57</u>	

*Interest Rate
MDY (Monthly Distribution Yield)

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**EAST STROUDSBURG AREA SCHOOL DISTRICT
STATEMENT OF CASH / GENERAL FUND (FUNDS 10 & 19)
November 30, 2012**

	November 30, 2012	July 1, 2012 to November 30, 2012	Prior Year July 1, 2011 to June 30, 2012
Beginning Balance:	\$ 104,411,462.75	\$ 60,744,391.53	\$ 41,565,145.23
Adjustment to Beginning Balance			\$(231.27)
Receipts:			
Earned Income Tax	\$ 210,397.56	1,055,191.99	\$ 2,868,857.20
Occupational Privilege Tax	8,515.96	26,323.24	70,650.14
	\$ 218,913.52	1,081,515.23	2,939,507.34
Real Estate Transfer Tax:			
Monroe	\$ 38,363.88	1,993,976.25	\$ 485,012.06
Pike	7,654.46	48,856.28	100,612.78
	46,018.34	2,042,832.53	585,624.84
Delinquent Taxes:			
Monroe	\$ 92,049.44	3,204,473.44	\$ 6,222,795.85
Pike	92,049.44	1,092,919.66	1,876,563.19
		4,297,393.10	8,099,379.04
Real Estate Taxes:			
East Stroudsburg	\$ 802,914.97	10,623,871.08	\$ 11,365,710.12
Middle Smithfield	2,699,701.88	30,842,696.33	32,748,434.45
Price	490,918.30	5,792,180.12	6,171,832.00
Smithfield	944,155.80	16,305,055.85	16,817,934.30
Lehman	1,039,640.74	19,008,141.58	20,447,344.66
Porter	168,694.08	1,796,210.58	1,919,719.13
	6,246,025.77	84,368,155.55	89,290,974.66
Interest:			
PNC - ATHLETICS .15% **APYE	\$ 1.05	6.52	\$ 15.09
PLGIT .05% **MDY	513.94	944.04	2,941.37
PLGIT/PLUS .06% **MDY		460.58	2,313.08
PLGIT/CD's *Multiple Rates	2,777.60	16,636.39	10,389.92
PSDLAF .15%	4,180.33	18,937.37	52,767.88
PNC NOW .15% **APYE	5,300.15	15,229.18	19,950.15
	12,773.07	52,214.08	88,396.49
ACH State Transfers:			
Access		-	-
Basic Ed		3,401,153.93	\$ 11,175,916.99
Alt Ed for Disr Yth		-	-
Charter School Tr		-	-
DEP		-	-
DGED Anti Gang Initiative		-	-
Drivers Ed		-	-
Dual Enrollment		-	(1,490.72)
Education Assistance Grant		14,988.00	-
Health Reimb		-	164,847.33
Homebound		-	-
Incarcerated Ed		-	-
Lieu of Taxes		39,989.46	73,644.42
Colonial IU20 Refund		-	118,741.06
NP Transportation		6,068.99	-
10/11 Pupil Transportation Shortfall		649.25	-
10/11 Nonpublic Transportation Shortfall		772,354.00	1,806,318.17
NSLP Sub	225,554.52	-	-
09/10 Excess Revenue - MCTI		504,703.00	504,703.00
PA Accountability Grants		-	-
Perf Incentives		4,341,840.38	4,341,927.75
Property Tax Relief		137,258.96	133,733.60
PURTA		76,623.78	2,733,881.37
Rental Subsidy	78,623.78	713,032.97	2,637,836.14
Retirement		1,618,866.63	3,650,250.15
SD Special Ed Funding	540,524.00	955,653.00	3,175,024.97
SD Transportation		-	-
School Health Program		-	493,053.94
Section 1305/1306		1,006,145.80	2,548,899.49
Social Security	207,908.00	-	-
Tuition Transfer		-	-
Vocational Ed-PDE		38,502.84	191,962.87
Vocational Ed-MCTI		-	18,267.51
Ward of State		-	-
WIA Summer Youth	1,052,810.30	13,629,831.01	33,767,518.04
Federal Revenue:			
Access		169,544.90	942,058.01
Academic Achievement		-	-
ARRA -Education Jobs		13,965.00	-
ARRA - Fiscal Stabilization-Basic Ed		-	253,506.30
ARRA -IDEA		-	203,109.37
ARRA -Title I Part A Grant		-	-
ARRA -Title I School Improvement		-	-
Comprehensive Literacy Grant	15,597.63	77,989.15	-
Grant		-	-
Impact Aid		-	429,254.00
IU 20 IDEA		-	1,363,831.64
Pregnant & Parent		-	-
Program Improvement-Set Aside	2,690.89	15,857.91	146,987.20
Title I	145,791.68	519,263.13	965,582.56
Title II	51,527.29	111,713.06	194,289.95
Title III		5,757.60	95,611.00
Title V		-	-
Title VI	215,607.69	934,090.75	4,594,250.03
Other Revenue:			
Athletic Events	\$ 6,221.25	41,278.45	\$ 79,407.41
Transfer from General Fund to Athletics		10,000.00	40,000.00
Refunds		17,034.38	58,971.90
Miscellaneous	259.81	22,707.12	106,563.91
Jury Duty Reimb	37.20	355.76	3,529.71
Local Grants		2,280.00	21,940.00
Bus Reimbursement-Outside ESASD		325.00	4,305.00
Donations		9,676.00	1,000.00
Early Intervention Amendment A		8,118.00	-
Early Intervention Amendment B		29,463.00	29,463.00
Federal Subsidy Payment for 2010A		13,467.25	9,890.64
Federal Subsidy Payment for 2011D		2,112.00	3,883.72
Parking Permits/Smoking Fines/Locker Fees/ID's	170.00	7,229.97	13,315.30
Cell Tower	1,229.87	11,285.00	18,459.00
Online Summer School		370.00	2,684.00
Credit Recovery Program		18,687.71	23,204.37
Use of Facilities	1,327.22	-	783.00
Use of Facilities Deposit		-	29,483.15
QSCB Federal Subsidy		1,130.70	2,009.15
Resolutions	40.60	-	55.19
Settlement Proceeds		-	-
Shawnee Academy	4,474.15	4,474.15	6,432.49
	13,760.10	200,014.49	455,360.94

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**EAST STROUDSBURG AREA SCHOOL DISTRICT
STATEMENT OF CASH / GENERAL FUND (FUNDS 10 & 19)
November 30, 2012**

	November 30, 2012	July 1, 2012 to November 30, 2012	Prior Year July 1, 2011 to June 30, 2012
Credit to Expense:			
Wage/Tuition Reimb		2,443.00	\$ 23,949.45
Misc. Expense		-	93.83
Cafeteria Reimb		-	150.00
Misc. Reimb/Refunds	5,665.59	41,917.98	400,643.42
Insurance Reimbursements		13,173.88	37,150.22
Bus Reimbursement-Inside ESASD	2,825.00	4,150.00	11,700.00
Custodian/Security Fees		-	-
Donations		-	-
Obligations	179.31	234.08	8,056.04
Bond/Const. Fund to GF		877.50	3,087.50
Capital Reserve to GF		7,207.01	-
Concession Stand to GF		-	-
Special/Student Activity to GF		950.00	6,455.46
Sub Teacher Permits		260.00	535.00
PayPal to GF		-	-
Portnoff Fees		-	1,515.36
MCTI	25,753.00	48,936.89	203,521.08
Bus Buy-Back (Wolflington)		-	1,417,370.00
Shawnee Reconciliation		-	-
Blue Cross Pymt/COBRA	41,783.56	76,206.46	219,613.96
		87,573.89	2,333,841.32
		207,724.23	
TOTAL RECEIPTS	\$ 7,973,964.69	106,813,770.97	142,154,852.70
TOTAL RESOURCES	\$ 112,385,427.44	157,558,152.50	183,719,766.68
Disbursements:			
Accounts Payable - Athletics (South)	2,516.00	29,501.76	78,925.29
Accounts Payable - Athletics (North)		932.00	59,148.85
Accounts Payable	3,895,856.23	22,517,343.51	52,826,189.20
Payroll	3,220,192.30	16,242,526.29	41,381,041.99
Investment Fees		3,079.12	4,427.47
Prior Months Voids/Adj - Athletics	(862.00)	(194,450.29)	(286.00)
Prior Months Voids/Adj	(198.00)	(2,128.75)	(34,587.24)
Accrued Interest		-	-
2004A GON Principal & Int	238,125.00	238,125.00	393,025.00
2006 GOB Principal & Int		-	-
2007 GON Principal & Int		1,818,730.00	3,632,553.75
2007A GOB Principal & Int		2,515,000.00	3,665,000.00
2008 GOB Principal & Int		811,241.25	1,617,582.50
2009 GOB Principal & Int	66,362.50	66,362.50	67,937.50
2009A GOB Principal & Int		766,025.00	879,112.50
2009 GON Principal & Int	189,668.75	189,668.75	379,337.50
2010 GOB Principal & Int	2,980,400.00	2,980,400.00	2,987,400.00
2010A GOB Principal & Int	847,031.25	847,031.25	895,512.50
2010A QSCB Principal & Int		106,150.46	65,989.66
2011 GOB Principal & Int	736,297.50	736,297.50	493,176.73
2011A GOB Principal & Int	142,877.50	142,877.50	77,417.72
2011D QZAB Principal & Int		42,653.82	9,880.64
2012 GOB Principal & Int	79,950.00	79,950.00	54,963.34
2012A GOB Principal & Int	133,275.00	133,275.00	28,068.33
GOB CP \$37.5M		-	-
Blue Cross Payment (EBTEP)	1,486,106.67	7,326,569.49	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	4,491.60	17,558.09	446,465.82
96 VRLP \$10M Principal, Int & Annual Trust Fee	6,053.59	29,486.70	663,870.91
T.R.A.N. & Interest		-	-
Bus Buy-Back (Wolflington)		-	-
Balance:	\$ 98,356,151.55	1,739,850.00	59,202,000.95
			3,510,590.00
			132,975,385.13
			50,744,381.53
CASH SUMMARY (FUNDS 10 & 19):			
PNC - Athletics (Fund 19)	\$ 6,895.17	6,895.17	\$ 4,455.65
CITIZENS - Athletics (Fund 19)	\$ 6,089.46	6,089.46	\$ 4,760.77
PNC Bank - NOW (Fund 10)	\$ 40,204,793.52	40,204,793.52	\$ 7,256,427.97
PSDLAF (Fund 10)	36,779,752.61	36,779,752.61	30,760,815.24
PLGIT (Fund 10)	14,832,550.05	14,832,550.05	4,702,071.04
PLGIT/PLUS (Fund 10)	4,049,270.74	4,049,270.74	5,042,850.86
PLGIT/CD (Fund 10)	2,477,000.00	2,477,000.00	2,973,000.00
Balance (Funds 10 & 19):	\$ 98,356,151.55	-	98,356,151.55
			0
			50,744,381.53

***PLGIT CD's Interest Rates**

Valley Green Bank 55%	Bridgewater Bank 85%
Affiliated Bank 50%	Privatebank & Trust Co. 50%
Bank of the West 70%	Onwest Bank 51%
Sterling National Bank 52%	Israel Discount Bank of NY 65%
Southside Bank 66%	Bank of China 60%

****Interest Rates**

APYE (Annual Percentage Yield Earned)
MDY (Monthly Distribution Yield)

001 East Stroudsburg Area School District
STATEMENT OF INCOME
For the Period Ending October 31, 2012

CAFETERIA FUND

	Current Period	Year-to-Date	Account number
REVENUE FROM LOCAL SOURCES			
EARNINGS ON INVESTMENTS			
INTEREST ON INVESTMENTS	127.90	450.33	50-6510-000
TOTAL EARNINGS ON INVESTMENTS	127.90	450.33	
REVENUE FROM OPERATIONS			
SALES, LUNCH - PAID	68,267.00	153,957.90	50-6611-000
SALES, LUNCH - REDUCED	3,890.80	8,970.40	50-6612-000
SUMMER SALES - B-FAST & LUNCH	.00	954.77	50-6614-000
SALES, BREAKFAST - PAID	7,265.85	14,383.95	50-6615-000
SALES, BREAKFAST - REDUCED	857.40	1,807.20	50-6616-000
SALES, ADULT LUNCH	2,775.65	6,062.70	50-6620-000
SALES, A LA CARTE LUNCH	65,051.24	147,627.46	50-6621-000
MISCELLANEOUS-PEPSI COMMISSION	.00	217.02	50-6622-000
MISC. WEBSITE COMMISSION	1,735.00	4,124.04	50-6625-000
SALES, IN-HOUSE-EVENTS	4,526.23	9,002.20	50-6630-000
TOTAL SALES	154,369.17	347,107.64	
TOTAL LOCAL REVENUE	154,497.07	347,557.97	
REVENUE FROM STATE SOURCES			
STATE SUBSIDY	14,957.32	32,807.28	50-7600-000
STATE SUBSIDY -SOCIAL SECURITY	4,115.03	8,952.56	50-7810-000
STATE SUBSIDY -RETIREMENT	5,619.07	11,658.87	50-7820-000
TOTAL STATE REVENUE	24,691.42	53,418.71	
REVENUE FROM FEDERAL SOURCES			
FEDERAL SUBSIDY - BREAKFAST	41,448.03	89,088.33	50-8530-553
FEDERAL SUBSIDY - LUNCH	169,149.17	386,805.04	50-8530-555
TOTAL FEDERAL REVENUE	210,597.20	475,893.37	
TOTAL CAFETERIA REVENUE	\$389,785.69	\$876,870.05	
EXPENSES OF OPERATIONS			
Salary, Manager	13,337.26	39,861.21	50-3100-110
SALARIES, SUMMER WORKERS	.00	4,314.75	50-3100-160
SALARIES, WORKERS	95,013.89	191,831.53	50-3100-170
MEDICAL INSURANCE	53,744.50	215,383.37	50-3100-210
LIFE INSURANCE	618.41	2,455.61	50-3100-213
LTD INSURANCE	167.15	3,150.25	50-3100-214
FICA OASDI	6,670.14	14,511.21	50-3100-220
FICA HI	1,559.93	3,393.70	50-3100-221
RETIREMENT	11,238.12	23,317.63	50-3100-230
WORKERS COMPENSATION	1,688.25	3,724.22	50-3100-260
PROFESSIONAL CONTRACT SERVICES	.00	510.00	50-3100-300
CONTRACT MAINTENANCE	.00	15,044.19	50-3100-400
MAINTENANCE/REPAIRS	3,382.27	10,298.01	50-3100-430
AUTO INSURANCE	.00	1,255.61	50-3100-522
PRINTING EXPENSE	937.00	1,162.00	50-3100-550
CONF/TRAVEL/MILEAGE	393.50	560.55	50-3100-580
SUPPLIES, NON-FOOD	11,442.56	12,226.09	50-3100-610
TECHNOLOGY SUPPLIES	.00	3,298.25	50-3100-618
FUEL	250.80	999.39	50-3100-620
Food Purchases	99,239.95	158,782.03	50-3100-631
MILK PURCHASES	32,588.18	46,347.55	50-3100-632
DEPRECIATION OF EQUIPMENT	108.42	433.68	50-3100-741
DUES & FEES	.00	86.75	50-3100-810
PREPAY FEES	1,123.88	1,826.10	50-3100-811
TOTAL FOOD SERVICE EXPENSES	\$333,504.21	\$754,773.68	
Net Profit	\$ 56,281.48	\$ 122,096.37	

Bank: 45 PNC BANK-CAFETERIA

Check no.	Check Date	Vendor name and comment	Amount
103934	10/11/2012	BOB COLIN SERVICE MAINTENANCE/REPAIRS	460.46
103935	10/11/2012	BUTTER KRUST BAKING CO. Food Purchases	3,952.11
103936	10/11/2012	COMMERCIAL STAINLESS INC. SUPPLIES, NON-FOOD	122.00
103937	10/11/2012	DELAWARE RIVER PRINTING & MARKETING W9 Received: Y 11/10/2011 PRINTING EXPENSE	648.00
103938	10/11/2012	ECOLAB SUPPLIES, NON-FOOD	717.93
103939	10/11/2012	DENISE A. FLYNN SUPPLIES, NON-FOOD	864.80
103940	10/11/2012	FRITO-LAY, INC. Food Purchases	4,619.50
103941	10/11/2012	GOULD'S PRODUCE AND FARM MARKET Food Purchases	690.00
103942	10/11/2012	HERSHEY CREAMERY COMPANY Food Purchases	1,541.96
103943	10/11/2012	KAMEISHA JOHNSON SALES, LUNCH - PAID	30.00
103944	10/11/2012	JTM PROVISIONS CO. Food Purchases	180.00
103945	10/11/2012	KASA'S FOODS DIST CO INC. Food Purchases	12,690.97
103946	10/11/2012	KEYCO DISTRIBUTORS INC. Food Purchases	216.60
103947	10/11/2012	M & M REFRIGERATION & AIR CONDITIONING MAINTENANCE/REPAIRS	759.60
103948	10/11/2012	MAID-RITE STEAK CO. INC Food Purchases	3,223.30
103949	10/11/2012	PEPSI-COLA Food Purchases	7,551.16
103950	10/11/2012	POCONO MOUNTAIN DAIRIES MILK PURCHASES	23,400.02
103951	10/11/2012	CHECK VOIDED	
103952	10/11/2012	RC FINE FOODS Food Purchases	59.29
103953	10/11/2012	REINHART FOOD SERVICE W9 Received: Y Food Purchases	18,199.09
103954	10/11/2012	PAUL H. SCHMID CONF/TRAVEL/MILEAGE	333.21
103955	10/11/2012	SYSCO FOOD SERVICES OF CENTRAL PA Food Purchases	15,546.91
103956	10/11/2012	TASTY BAKING COMPANY (REMIT) Food Purchases	167.94
103957	10/11/2012	US FOODSERVICE, INC. Food Purchases	28,286.66

Bank: 45 PNC BANK-CAFETERIA

Check no.	Check Date	Vendor name and comment	Amount
103958	10/11/2012	WEIS MARKET, INC. Food Purchases	138.98
103959	10/18/2012	BOB COLIN SERVICE MAINTENANCE/REPAIRS	359.21
103960	10/18/2012	DELAWARE RIVER PRINTING & MARKETING W9 Received: Y 11/10/2011 PRINTING EXPENSE	225.00
103961	10/18/2012	GOULD'S PRODUCE AND FARM MARKET Food Purchases	240.00
103962	10/18/2012	BUSINESS CARD PRINTING EXPENSE	64.00
103963	10/18/2012	POCONO MOUNTAIN DAIRIES MILK PURCHASES	9,188.16
103964	10/18/2012	MARILYN POSSINGER SUPPLIES, NON-FOOD	413.11
103965	10/26/2012	M & M REFRIGERATION & AIR CONDITIONING MAINTENANCE/REPAIRS	1,803.00

136,692.97

End of Report - 12.06.45

IU	Intermediate Unit 20	56
OAP	OOD Awaiting Place	10
01	E Stroudsburg Elemen	668
02	E Stroudsburg HS - S	1,449
04	JM Hill Elementary	390
05	Smithfield Elem	329
06	Middle Smithfield El	573
12	Lambert Intermediate	998
14	Bushkill Elementary	474
16	Lehman Intermediate	774
17	ES Senior High North	1,193
19	Resica Elementary	548
212	Mainstay North	
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
266	BLAST 17 WELLSBORO	1
267	Pike Co Corrections	2
28	La Sa Quik	1
333	Scranton School Deaf	1
347	Altern Rehab Com	1
349	N Central Treatment	1
358	Northwestern Academy	5
364	Youth Services Agenc	6
63	Vision Quest (Waynes)	2
67	George Jr Repub Grove	3
89	Glen Mills School	1
990	Cyber Charter School	221
	Total	7,713

End of Report- 8:00:55