

EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – September 15, 2014

Carl T. Secor Administration Center – Board Room

7:00 P.M.

ADDENDUM A

XI. PERSONNEL ITEMS

B. SUPPORT STAFF

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

RECOMMENDATION: Motion to approve the resignation and reassignments of the designated support staff in accordance with approved applicable policies, procedures and contractual agreement.

1. Resignation

- f. Paradis, Lindsay Paraprofessional (LTS) - High School North
Effective Date: at the end of the workday on September 15, 2014.

(See page 9)

7. Reassignments – Regular

- e. Finn, Kelly From: Student Aide (6.25 hour) - J. M. Hill Elementary
To: Student Aide (6.5 hour) - East Stroudsburg Elementary
Effective Date: August 25, 2014
This position was moved due to student needs.
- f. Frevele, Samantha From: Student Aide (6.5 hour) - East Stroudsburg Elementary
To: Student Aide (7 hour) - J. T. Lambert Intermediate
Effective Date: August 25, 2014
Due to student's school reassignment.
- g. Lange, Marta From: Student Aide (6.75 hour) - Middle Smithfield Elementary
To: Student Aide (6.5 hour) - Resica Elementary
Effective Date: August 25, 2014
This position was moved due to student needs.
- h. Pettinato, Bernice From: Student Aide (7 hour) - J. T. Lambert Intermediate
To: Student Aide (7 hour) - J. T. Lambert Intermediate
Effective Date: August 25, 2014
Bernice was assigned to a different student.

C. PROFESSIONAL STAFF

The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

RECOMMENDATION: Motion to approve the appointments and change of status of the designated professional staff in accordance with approved applicable policies, procedures and contractual agreement.

6. Appointments – Long Term Substitutes

- c. Paradis, Lindsay Kindergarten teacher - Resica Elementary (LTS)
Salary: \$41,599.00, prorated (Step 1 Column 1)
Effective Date: September 16, 2014 through the last teacher workday of the 2014-2015 school year only.
This new position is fully funded by the Ready to Learn Block Grant.

- d. Standiford, Rosemarie Special Education teacher - High School South (LTS)
Salary: \$44,793.00, prorated (Step 1 Column 7)
Effective Date: September 15, 2014 through the last teacher workday of the 2014-2015 school year only.
Rosemarie replaces Christine Preston who is on a leave.

(See pages 10-11)

7. Appointment – Regular

- c. Koretski, John Business Education teacher - High School North (TPE)
Salary: \$49,971.00, prorated (Step 2 Column 14)
Effective Date: September 18, 2014
John replaces Michael Courtright who resigned.

(See page 12)

12. Change of Status – Temporary

- a. Munch, Laura From: Paraprofessional (Reading) - Middle Smithfield Elementary
To: Kindergarten teacher - Smithfield Elementary (LTS)
Salary: \$42,475.00, prorated (Step 1 Column 3)
Effective Date: September 16, 2014 through the last teacher workday of the 2014-2015 school year only. At the conclusion of this temporary assignment Laura will return to her paraprofessional position.
This new position is fully funded by the Ready to Learn Block Grant.

(See page 13)

G. Extra Responsibility Positions

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

RECOMMENDATION: Motion to approve the rescissions and appointments in accordance with the terms of the District's existing collective bargaining agreements as amended and supplemented.

1. Rescissions

Name	Position
a. Dietz, Casandra	Assistant Co-Director of School Productions – Lehman Intermediate
b. Hunsberger, Moreen	Boys' Soccer Varsity Assistant Coach – High School South
c. Lewis, Daniel	Boys' Soccer Junior Varsity Coach – High School South
d. Scott, Jennifer	Choral Director (Grade 6) – Lehman Intermediate
e. Whitney, Matthew	Assistant Band Director – High School South

(See pages 14-18)

2. Appointments for the 2013-2014 School Year

	Last Name	First Name	Position	Location	Rate
a.	Donahue	Kimberly	Mentor for Arlene Fette (eff 4/10/14– 6/19/14)	Smithfield Elementary	\$612.06 (prorated)

3. Appointments for the 2014-2015 School Year

	Last Name	First Name	Position	Building	Rate	Longevity Stipend
1.	Conti	Ronda	Intramural Homework Advisor (all year-shared position)	Bushkill Elementary	\$23.46/hour (77 hour maximum split between all advisors)	
2.	Hatcher	Kevin	Detention Supervisor	J. M. Hill Elementary	\$28.56/hour	
3.	DeHart	Theresa	Environmental Club Advisor	J. M. Hill Elementary	\$1,090.49	
4.	DeHart	Theresa	Kids Club Co-Advisor	J. M. Hill Elementary	\$1,090.49 (prorated)	
5.	Trauschke	Billie	Character Club Advisor	Middle Smithfield Elementary	\$1,090.49	
6.	Jennings	Jill	Student Council Club Advisor	Middle Smithfield Elementary	\$1,090.49	
7.	Jones	Sally	Mentor for Allison Barth (effective 8/25/14-10/28/14)	Smithfield Elementary	\$612.06 (prorated)	
8.	Suarez	Matthew	Baseball Head Coach	High School North	\$4,879.14	
9.	Matos	Rafael	Boys' Basketball Junior Assistant Coach	High School North	\$4,102.84	
10.	Allbaugh	David Emery	Boys' Soccer Junior Varsity Coach	High School North	\$3,264.32	
11.	Starkes	Steven	Boys' Soccer Varsity Assistant Coach	High School North	\$3,264.32	
12.	Prothro	Aileen	Cheerleading Head Coach (fall)	High School North	\$2,324.81	
13.	Libecap	Charles	Chess Team Coach	High School North	\$1,619.92	
14.	Cirigliaro	Rose	Detention Supervisor	High School North	\$28.56/hour	
15.	Chester	Christine	Drama Musical Director	High School North	\$1,496.49	
16.	Lehr	John	Girls' Basketball Freshman	High School North	\$3,500.98	(plus \$250.00)

	Last Name	First Name	Position	Building	Rate	Longevity Stipend
			Coach			longevity stipend)
17.	Bomar	Terrence	Girls' Basketball Head Coach	High School North	\$5,842.11	
18.	Ford	Kristina	Girls' Basketball Varsity Assistant Coach	High School North	\$4,102.84	
19.	Perlaza	Yanneth	Girls' Soccer Junior Varsity Coach	High School North	\$3,264.32	
20.	Cox	Brittany	Girls' Volleyball Varsity Assistant Coach	High School North	\$3,264.32	
21.	Suarez	Matthew	Intramural Baseball Advisor	High School North	\$23.46/hour (24 hour maximum)	
22.	DeJesus	Jonathan	Intramural Boys' Basketball Advisor	High School North	\$23.46/hour (24 hour maximum)	
23.	McCombs	Tamara	Intramural Homework Advisor (1st semester) (Thursday)	High School North	\$23.46/hour (48 hour maximum)	
24.	VanWinkle	Catherine	Intramural Homework Advisor (1st semester) (Tuesday)	High School North	\$23.46/hour (48 hour maximum)	
25.	McCombs	Tamara	Intramural Homework Advisor (2nd semester) (Thursday)	High School North	\$23.46/hour (48 hour maximum)	
26.	VanWinkle	Catherine	Intramural Homework Advisor (2nd semester) (Tuesday)	High School North	\$23.46/hour (48 hour maximum)	
27.	Brescancine	Stacey	Intramural Reading Olympics Co-Advisor	High School North	\$23.46/hour (24 hour maximum)	
28.	Strazzeri	Catherine	Intramural Reading Olympics Co-Advisor	High School North	\$23.46/hour (24 hour maximum)	
29.	Brescancine	Stacey	Intramural S.A.D.D. Advisor	High School North	\$23.46/hour (48 hour maximum)	
30.	Curry	Jessica	Junior Class Co-Advisor	High School North	\$1,275.13 (prorated)	
31.	Reichl	Jeffrey	Junior Class Co-Advisor	High School North	\$1,275.13 (prorated)	
32.	Mochan	Karen	Mentor for Amberly Warner	High School North	\$612.06	
33.	Soskil	Lori	Mentor for Kristin Popovice (eff 8/25/14-10/28/14)	High School North	\$612.06 (prorated)	
34.	Householder	Laura	Mentor for Marcia Prince-Cuff (effective 8/25/14-end 1 st sem)	High School North	\$612.06 (prorated)	
35.	Fehrle	Richard	Rifle Team Varsity Assistant Coach	High School North	\$2,175.87	
36.	Gonda	George	Science Olympiad Club Advisor	High School North	\$1,090.49	
37.	DeLong	Ryan	Softball Head Coach	High School North	\$4,879.14	(plus \$250.00 longevity stipend)
38.	Dolph	Tyler	Swim Team Head Coach	High School North	\$4,612.89	
39.	Knaub	Kaitlin	Swim Team Varsity Assistant Coach	High School North	\$3,264.32	
40.	Thatcher	Kayla	Volunteer Volleyball Coach	High School North	not applicable	
41.	Fuller	Joshua	Wrestling Head Coach	High School North	\$5,842.11	
42.	Falzone	Robert	Wrestling Varsity Assistant Coach	High School North	\$4,102.84	
43.	Fetherman	Patrick	Wrestling Varsity Assistant Coach	High School North	\$4,102.84	

	Last Name	First Name	Position	Building	Rate	Longevity Stipend
44.	VanWinkle	Catherine	Yearbook Assistant Editor Advisor	High School North	\$1,496.49	
45.	Perkins	Rose	Assistant Band Co-Director (25%)	High School South	\$3,962.07 (prorated)	(plus \$250.00 longevity stipend)
46.	Whitney	Matthew	Assistant Band Co-Director (75%)	High School South	\$3,962.07 (prorated)	(plus \$250.00 longevity stipend)
47.	Furst	Kane	Baseball Head Coach	High School South	\$4,879.14	
48.	Laverdure	Richard S.	Boys' Basketball Freshman Coach	High School South	\$3,500.98	
49.	Munford	Shawn	Boys' Basketball Head Coach	High School South	\$5,842.11	
50.	Hunsberger	Moreen	Boys' Soccer Junior Varsity Coach	High School South	\$3,264.32	
51.	Lewis	Daniel	Boys' Soccer Varsity Assistant Coach	High School South	\$3,264.32	
52.	Kolcun	Brian	Boys' Tennis Head Coach	High School South	\$2,738.97	(plus \$250.00 longevity stipend)
53.	Cole	Adam	Girls' Basketball Head Coach	High School South	\$5,842.11	(plus \$250.00 longevity stipend)
54.	Tosh	Christopher	Girls' Basketball Junior Varsity Assistant Coach	High School South	\$4,102.84	(plus \$250.00 longevity stipend)
55.	Harris	Timothy	Girls' Basketball Varsity Assistant Coach	High School South	\$4,102.84	(plus \$250.00 longevity stipend)
56.	Finelli, Jr.	John	Girls' Track and Field Head Coach	High School South	\$4,937.28	
57.	Rade	Ronald	Intramural After School Study Advisor (Thursday)	High School South	\$23.46/hour (48 hour maximum)	
58.	Turner	Gillian	Intramural After School Study Advisor (Tuesday)	High School South	\$23.46/hour (48 hour maximum)	
59.	Boylan	Brian	Intramural Baseball Co-Advisor	High School South	\$23.46/hour (12 hour maximum)	
60.	Furst	Kane	Intramural Baseball Co-Advisor	High School South	\$23.46/hour (12 hour maximum)	
61.	Laverdure	Richard Bryan	Intramural Boys' Soccer Advisor	High School South	\$23.46/hour (24 hour maximum)	
62.	Flicker	Jennie	Intramural Choraliers Advisor	High School South	\$23.46/hour (48 hour maximum)	
63.	Armitage	Jay	Intramural Rifle Advisor	High School South	\$23.46/hour (24 hour maximum)	
64.	Boylan	Brian	Intramural Weight Room Co-Advisor (fall season)	High School South	\$23.46/hour (24 hour maximum)	
65.	Furst	Kane	Intramural Weight Room Co-Advisor (fall season)	High School South	\$23.46/hour (24 hour maximum)	
66.	Kernan	Paul	Mock Trial Head Coach	High School South	\$2,483.94	(plus \$250.00 longevity stipend)
67.	Armitage	Jay	Rifle Team Head Coach	High School South	\$3,110.28	(plus \$250.00 longevity stipend)
68.	Lesoine	Gary	Rifle Team Varsity Assistant Coach	High School South	\$2,175.87	(plus \$250.00 longevity stipend)
69.	Skeldon	Heather	Scholastic Scrimmage Head Coach	High School South	\$1,738.25	
70.	Ridner, Jr.	Fred	Science Olympiad Club	High School South	\$1,090.49	

	Last Name	First Name	Position	Building	Rate	Longevity Stipend
			Advisor			
71.	DeRenzi	Sandra	Senior Class Co-Advisor	High School South	\$1,393.46 (prorated)	
72.	Bedell	Elaine	Softball Head Coach	High School South	\$4,879.14	(plus \$250.00 longevity stipend)
73.	Rose	Thomas	Volunteer Football Coach	High School South	not applicable	
74.	Sanders	Charece	Volunteer Southside Mos' Wanted Dance Team Advisor	High School South	not applicable	
75.	Litts	Randall	Wrestling Head Coach	High School South	\$5,842.11	(plus \$250.00 longevity stipend)
76.	Tiernan	Patricia	Yearbook Editor Advisor	High School South	\$2,601.26	
77.	Allison	Richard	Boys' Basketball Assistant Coach	J. T. Lambert Intermediate	\$2,069.78	
78.	Timpson	Daniel	Boys' Basketball Head Coach	J. T. Lambert Intermediate	\$2,985.83	
79.	Grimaldi	Nicole	Field Hockey Assistant Coach	J. T. Lambert Intermediate	\$1,479.15	
80.	Bybee	Steven	Girls' Basketball Assistant Coach	J. T. Lambert Intermediate	\$2,069.78	(plus \$250.00 longevity stipend)
81.	Henritz	Anthony	Girls' Basketball Head Coach	J. T. Lambert Intermediate	\$2,985.83	(plus \$250.00 longevity stipend)
82.	Ballard	Nicole	Intramural Art Advisor (Grades 7 & 8)	J. T. Lambert Intermediate	\$23.46/hour (48 hour maximum)	
83.	Peeke	Lachlan	Intramural Cross Country Advisor	J. T. Lambert Intermediate	\$23.46/hour (24 hour maximum)	
84.	Peeke	Lachlan	Intramural Engineering & Physics Advisor	J. T. Lambert Intermediate	\$23.46/hour (48 hour maximum)	
85.	Peeke	Lachlan	Intramural Science Olympiad Advisor	J. T. Lambert Intermediate	\$23.46/hour (48 hour maximum)	
86.	Lee	MaryKatherine	Intramural Ski Advisor (Grade 6)	J. T. Lambert Intermediate	\$23.46/hour (38 hour maximum)	
87.	Panepinto	Carrie	Mentor for Angela Schembeck (1 st semester)	J. T. Lambert Intermediate	\$612.06 (prorated)	
88.	LaBar	Robert	Mentor for Stephen Meglio	J. T. Lambert Intermediate	\$612.06	
89.	McCracken	Sean	Wrestling Assistant Coach	J. T. Lambert Intermediate	\$2,985.83	
90.	Dietz	Cassandra	Assistant Director of School Productions	Lehman Intermediate	\$1,418.96	
91.	Flicker	Matthew	Band Director	Lehman Intermediate	\$2,235.04	(plus \$250.00 longevity stipend)
92.	Castillo	David	Boys' Basketball Assistant Coach	Lehman Intermediate	\$2,069.78	
93.	Mullaney	Matthew	Boys' Basketball Head Coach	Lehman Intermediate	\$2,985.83	(plus \$250.00 longevity stipend)
94.	Bomar	Terrence	Boys' Soccer Assistant Coach	Lehman Intermediate	\$1,479.15	
95.	Scott	Jennifer	Choral Co-Director (Grade 6)	Lehman Intermediate	\$1,721.93 (prorated)	(plus \$250.00 longevity stipend)
96.	Felix	Wilson	Football Assistant Coach	Lehman Intermediate	\$1,479.15	
97.	Contino	Diane	Intramural Homework Advisor (Grade 6)	Lehman Intermediate	\$23.46/hour (77 hour maximum)	
98.	Aponte	Betty	Intramural Homework Advisor (Grades 7 & 8)	Lehman Intermediate	\$23.46/hour (77 hour maximum)	
99.	Cox	Leslie	Intramural Nutrition/Fitness	Lehman Intermediate	\$23.46/hour (48	

	Last Name	First Name	Position	Building	Rate	Longevity Stipend
			Advisor		hour maximum)	
100.	Contino	Diane	Intramural Ski Advisor (Grade 6)	Lehman Intermediate	\$23.46/hour (48 hour maximum)	
101.	Flicker	Matthew	Jazz Band Director	Lehman Intermediate	\$1,492.41	(plus \$250.00 longevity stipend)
102.	Clouse	Joshua	Volunteer Football Coach	Lehman Intermediate	not applicable	
103.	Jackson	Willie	Wrestling Assistant Coach	Lehman Intermediate	\$2,985.83	

H. ACT 93 STAFF

The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

RECOMMENDATION: Motion to approve the appointment of the designated Act 93 staff in accordance with approved applicable policies, procedures and Act 93 Compensation Plan.

1. Appointment – Regular

Name	Appointment
a. Flickinger, Kimberly	High School Assistant Principal - High School North (PE) Salary: \$78,073.68, prorated Effective Date: to be determined Kimberly replaces Carolyn Krotowski who resigned.

(See page 19)

XIII. CONTRACTS

3.

RECOMMENDATION: Motion to approve the contracts listed for their specific services, rates and effective dates prorated on the basis of the per diem rates as presented to the District by the individual providers for the period of services rendered, not to exceed the total yearly amount as set forth below.

	NAME	SERVICE	YEARLY AMOUNT	PAYMENT FROM	EFFECTIVE DATE
1.	Bellinger, Tania	Contract Transportation	\$17,580.02	Transportation Dept.	2014/2015 School Year
2.	Bloise, Lisa	Contract Transportation	\$34,332.25	Transportation Dept.	2014/2015 School Year
3.	Bridgeman, Alexandra	Contract Transportation	\$20,595.83	Transportation Dept.	2014/2015 School Year
4.	Caramella, George	Contract Transportation	\$38,870.43	Transportation Dept.	2014/2015 School Year
5.	Davis, Christine	Contract Transportation	\$22,119.99	Transportation Dept.	2014/2015 School Year
6.	Fink, Carleen	Contract Transportation	\$25,608.18	Transportation Dept.	2014/2015 School Year
7.	Frascella, Maria	Contract Transportation	\$21,555.91	Transportation Dept.	2014/2015 School Year
8.	Galunic, Jenny	Contract Transportation	\$49,584.27	Transportation Dept.	2014/2015 School Year
9.	Gerst, Lisa	Contract Transportation	\$41,298.72	Transportation Dept.	2014/2015 School Year
10.	Gilmore, Rosalyn	Contract Transportation	\$15,499.51	Transportation Dept.	2014/2015 School Year
11.	Holmes, Deborah	Contract Transportation	\$22,789.12	Transportation Dept.	2014/2015 School Year
12.	Holcomes, Katharine	Contract Transportation	\$14,378.19	Transportation Dept.	2014/2015 School Year
13.	Krupski, Diane	Contract Transportation	\$13,360.96	Transportation Dept.	2014/2015 School Year
14.	LaBadie, Gina	Contract Transportation	\$20,766.97	Transportation Dept.	2014/2015 School Year
15.	LaBar, Karla	Contract Transportation	\$58,379.23	Transportation Dept.	2014/2015 School Year
16.	Lastra, Steve	Contract Transportation	\$40,634.33	Transportation Dept.	2014/2015 School Year

17.	Muti, Peter	Contract Transportation	\$21,765.94	Transportation Dept.	2014/2015 School Year
18.	O'Rourke, Victoria	Contract Transportation	\$47,668.44	Transportation Dept.	2014/2015 School Year
19.	Prevost, Barbara	Contract Transportation	\$43,088.87	Transportation Dept.	2014/2015 School Year
20.	Siska, Douglas	Contract Transportation	\$58,526.40	Transportation Dept.	2014/2015 School Year
21.	Siska, Dustin	Contract Transportation	\$42,019.46	Transportation Dept.	2014/2015 School Year

XIX. FISCAL ITEMS

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

O. Use of Facilities

4.

RECOMMENDATION: Motion to approve the request for use of facilities as listed for Class 2 Governmental Agency. Middle Smithfield Township is requesting the use of Resica's parking lot (no fees will be incurred as per Policy #707).

CLASS 2 – GOVERNMENTAL AGENCY USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
9/15/14	Resica	10/25/14	10/25/14	Middle Smithfield Township	Trunk or Treat Event	Yes

(See page 20)

5.

RECOMMENDATION: Motion to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Bushkill Fire Company is requesting the use of Middle Smithfield's parking lot for their yard sale (no fees will be incurred as per Policy #707).

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
9/15/14	MSE	9/27/14 Rain date of 9/28/14	9/27/14 Rain date of 9/28/14	Bushkill Fire Co.	Yard Sale	Yes

(See page 21)

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Middle Smithfield Township Today's Date 09/10/14

Non-Profit? Will an admission fee be charged? Are you requesting a waiver of facilities fees? [X] yes [] no
[] yes [] no [] yes [X] 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: Trunk or Treat Event

Name of School Requested Resica

DAY(S) from DATE(S) to from HOURS to DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
10/25/14 10/25/14 1:00pm 6:00pm Trunk or Treat event

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

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

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

\$ Bodily Injury Liability \$ Property Damage Liability (each occurrence)
(\$500,000 minimum) (\$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 Erin Groome Address 147 Municipal Dr. Phone 570-223-8920
Name Annette Atkinson Address 147 Municipal Dr. 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.

Erin Groome Signature - Responsible Organization Official Phone (day) 570-223-8920 (eve.)

Billing Address 147 Municipal Dr. E. Stroudsburg PA 18302

APPROVALS: Principal [Signature] Date 9/11/14
Business Administrator [Signature] Date
copy to: [] stage manager [] athletic director [] cafeteria manager [] head custodian [] librarian [] a/v coordinator [] other Date

For office use only: FACILITIES USE INVOICE
Facilities/Equipment used: Class 3 - no fees for Parking Lots Charges: \$
Personnel Employed: 20 Charges: \$
Other (specify): Charges: \$

APPLICATION FOR USE OF SCHOOL FACILITIES

Name of Organization Bushkill Fire Co. Today's Date / /

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

Specific purpose of use: yard sale
Name of School Requested Middle Smithfield School

DAY(S) from — DATE(S) — to	from — HOURS — to	DESCRIPTION (meeting, practice, game, rehearsal, performance,...)
<u>9/27</u>	<u>7 - 4</u>	<u>Yard Sale</u>
<u>9/28 (raindate)</u>	<u>7 - 4</u>	<u>Yard Sale</u>

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

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

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

\$ on file Bodily Injury Liability (\$500,000 minimum) \$ pending new ins. cert. 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 Kenic Ujca Address 2197 Walnut Trail Phone 973-880-3495
Name Bobbi Hatterman Address WINDONA LAWS Phone 570-658-1569

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

Signature — Responsible Organization Official [Signature] Phone (day) 973-880-3495
(eve.) 570-658-6818
Billing Address 2197 Walnut Trail Bushkill Pa 18324

APPROVALS: Principal [Signature] Date 9/10/14
Business Administrator [Signature] Date / /
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 3 - no fees for parking lots!</u>	Charges: \$ <u> </u>
Personnel Employed: <u> </u>	Charges: \$ <u> </u>
(attach time sheets)	\$ <u> </u>
Other (specify): <u>21</u>	Charges: \$ <u> </u>
	\$ <u> </u>