

FORM **818**

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 10 day of Aug, 20 15, by and between:

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

AND

John Tachis (the "Contractor") of BUREAU OF LECTURES

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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

Location of Services:

East Stroudsburg High - South

Effective Date:

1/18 CHINESE
\$790

1/21/16
Jabal Africa
\$80

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ 1180

b) Fixed Rate: \$ _____

c) Are expenses included? YES NO
If no, please itemize:

Budget Code: 10-1100-300-000-30-31-3/Department: Instructional other
Prof services

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this _____ day of July, 2015, by and between:

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

AND

CARBON-MONROE-PIKE MENTAL HEALTH AND DEVELOPMENTAL SERVICES (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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

As a partner with ESASD in early childhood education services through the Keystones to Opportunity grant, Carbon-Monroe-Pike Mental Health and Developmental Services (CMPMHDS) will:

- provide early intervention and therapy to children living in the ESASD boundaries.
- provide ESASD with demographic information on birth to age 3 clients served within ESASD boundaries, as well as Home Visitor Environmental Inventory Rating data twice per year (fall and spring).
- share information on children with developmental challenges with the district (allowing for better long range planning to meet individual children's needs).
- agree to have any new case workers (providing services within the grant) attend professional development provided by ESASD in the areas of areas of early literacy development, working with ELL families, and working with students with special needs.

Location of Services: CMPMHDS clientele homes and CMPMHDS offices.

Effective Date: September 1, 2015 to August 31, 2016

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ n/a
Time (Days/Hour/Other): n/a
Total Cost: \$ n/a

b) Fixed Rate: **Not to exceed \$ 4,770.00**

c) Are expenses included? YES NO
If no, please itemize:

Budget Code(s): (see breakdown below)

Department: Grants – Keystones to Opportunity

10-1802-330-415-10-00-85 \$ 500.00

10-1806-330-415-10-00-85 \$4,270.00

District Initiator:

 7/2/15

Authorization for Payment: _____

Date: _____

Explanation of partnership resulting in request for contracted services for
Carbon, Monroe, Pike, Mental Health Development Services

Partnership Benefits to District

- CPMHDS shares information on children birth to age 3 with developmental challenges with the district. Allowing for better long range planning to meet individual 's needs
- CPMHDS provides early intervention and therapy to children living in the ESASD boundaries.

KTO Grant Partnership provides:

- Funding for Literacy professional development for case workers
- Funding for CPMHDS supervisor to participate in district Comprehensive Literacy Plan review and District Transition Plan review and updating
- Funding and protocol for administrating assessments and data collection on very young children living in the district's boundaries (potential kindergarten students)
- Funding for parent/child workshops to enhance and encourage early literacy learning at home
- Funding for books and other literacy resources for families to use at home and to improve the quality of each families' literacy environment



Alternative Education for Disruptive Youth Online Application

Program Year* 2015-2017

Entity* East Stroudsburg Area SD

AUN* Enter the entity's 9-digit AUN number
120452003

Name* Enter the full name of the primary contact for questions regarding your AEDY application.
Kim Stevens

Address* Enter the street address of the primary contact.
50 Vine Street

City* Enter the city in which the primary contact resides.
East Stroudsburg

Zip* Enter the zip code of the primary contact.
18301

Phone* Enter the phone number of the primary contact.
970 424 8500 ext 10721

Email* Enter the email address of the primary contact for this AEDY application. An email address that has not been registered with PA Login cannot be entered in this field. The primary contact will be granted access to this application upon submission. To register with PA Login, visit <http://www.login.state.pa.us/login/Register.aspx>.
kim-stevens@esasd.net

Name Enter the full name of the district superintendent.
Sharon Laverdyre

Address Enter the entity's street address.
50 Vine Street

City Enter the city in which the entity resides.
East Stroudsburg

Zip Enter zip code in which the entity resides.
18301

Phone Enter the phone number of the primary contact.
570-424-8500 ext 10001

Email* Enter the email address of the superintendent of the school district to which this AEDY application applies. An email address that has not been registered with PA Login cannot be entered. The superintendent will be granted access to this application upon submission. To register with PA Login, visit <http://www.login.state.pa.us/login/Register.aspx>.
sharon-laverdyre@esasd.net

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3/24/2015 8:43 AM

Number of Program Sites Choose the number of program sites included in this application
2

Fee Due The fee for each program site is \$400. Therefore, you must send a check for the following amount with your signed letter of understanding, the template for which will be sent to you via email after you submit your application.
\$800

LEAs must obtain PDE approval for any internal program OPERATING AS A DISCIPLINARY PLACEMENT and for ALL PRIVATE PROVIDER PLACEMENTS. Each program must be designated by program type. If seeking approval for a consortium-based program, ONLY THE LEAD AGENT OF THE CONSORTIUM SHOULD APPLY. Contact information provided must be for the LEA staff member responsible for the oversight of the program or placement of students in provider run programs.

Program Name	Grade Levels	Program Type	No. of Students	Program Contact (First, Last)	Contact Phone	Contact Email
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Insert another program site

3/24/2015 8:43 AM

Include ALL MEMBERS of the consortium or intermediate unit for each program. The projected number of students should include the TOTAL number of students from all consortium members.

Program Name	Consortium or Intermediate Unit Members (First, Last)	Projected Students
Colonial Academy	Colonial Intermediate Unit 20	30

Add another consortium or intermediate unit member

Any eligible public school entity that wishes to contract with an approved private provider must submit an AEDY program application seeking program approval PRIOR to placing students in the approved private provider setting. The public school entity must also submit a copy of the Act 48 Program Placement agreement to the department.

Program Name	Private Provider Name	Private Provider Contact (First, Last)	Contact Address	Contact Phone	Contact Email
PATH	PA Treatment and...	Lisa Alfieri	149 Saw Creek Ct	570-517-7153	lisaa@pathtochan...

Add another private provider

Program Information

Complete the following five sections for each program site. The number of programs should coincide with the number of program sites selected above. To add a program, click **Add another program** below the *Program Formal Periodic Review* section.

3/24/2015 8:43 AM

3/24/2015 8:43 AM

All LEAs are required to conduct an informal hearing prior to placement of a student into an approved AEDY program in accordance with PA School Code (22 Pa. Code § 12.8(c)). Please explain your process of an informal hearing:
4. Assist students in learning the potential consequences of their actions by placing the weight of the office of the superintendent on their cases.

Please attach a sample of the letter notifying the parent(s)/guardian(s) of the informal hearing.

OSS with Adm Review AEDYexample letter.docx
33.43 KB

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Programs must provide 20 hours of academic instruction per week covering the following core curricular areas: Language Arts, Mathematics, Science, Social Studies, and an additional component of Health or Life Skills. This DOES NOT INCLUDE THE REQUIRED 2.5 HOURS OF COUNSELING/BEHAVIOR MODIFICATION! PROGRAMS MUST OPERATE A MINIMUM OF 22.5 HOURS FOR THE 2015-2017 SCHOOL YEAR, and a minimum of 5 days per week/180 days per year.

Operation Hours What are the hours of operation for this program?
Please list hours as 8:00 AM to 2:30 PM, etc.
8:30 AM to 2:30 PM

Total Hours Enter the total hours of instruction (including academic instruction and SCHEDULED GROUP COUNSELING).
5.5

- Days of Operation**
- Monday
 - Tuesday
 - Wednesday
 - Thursday
 - Friday
 - Saturday

Consultation The program must be developed in consultation with faculty, administrative staff, parents, and community members. Explain how you have complied with this requirement. Acceptable evidence for this requirement may include a description of meetings or other communications with the above mentioned entities (exempt when contracting with an approved private alternative education institution).
PA Treatment and Healing is an approved private provider of Alternative Education and therefore exempt.

Resources Applicants must make a determination of the scope, type, and severity of student disruption and survey community and school resources available for remediation of student disruption. Applicants should retain a documented list of available resources on file for review by PDE Staff or designees (exempt when contracting with an approved private alternative education institution).
PA Treatment and Healing Alternative Education Program is an approved private provider of alternative education and therefore exempt, however, they follow the criteria for eligibility as defined by ACT 30 Section 19-1901-C (5).

Students enrolled in the program must be considered disruptive as defined by Act 30, Section 19-1901-C(5). Which of the following criteria are used to determine student eligibility for placement in this program?

- Disregard for School Authority/Persistent Violation of Policy
- Display/Use of controlled substances on school property
- Violent or Threatening Behavior on School Property
- Possession of a Weapon on School Property
- Commission of a Criminal Act on School Property
- Misconduct Meriting Suspension or Expulsion
- Habitual Truancy

Intervention Applicants must be able to document other methods of intervention (behavioral and other) that were utilized and failed before enrolling the students. Please describe the continuum of the methods of behavioral interventions used prior to placement. PROGRAMS MUST SHOW EVIDENCE OF APPROPRIATE STUDENT ASSISTANCE TEAM INVOLVEMENT PRIOR TO PLACEMENT IN ANY AEDY PROGRAM.
Prior to placement in alternative education, the district tries numerous interventions, some of which are: referral to Student Assistance Program (SAP), meetings with parents, counseling sessions with school guidance counselors, referral of student to the Child Study Team for behavior modification, behavior contracts, traditional methods of discipline (detention, ISS, OSS)

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Special Education	Special education students may be included in alternative education programs. Please provide a brief description of the steps used to properly place a special education student with an IEP in the program (Please remember all IDEA and Chapter 14 regulations must be followed)
Program Capacity	What is the maximum capacity of student slots the program is able to provide at any given time? 50
Collection	As always, analysis of the results of the program will be reported on end of year report. Please be specific and describe what data you currently collect that assists you in evaluating the effectiveness of your program. Please refer to the 2013-2015 AEDY Guidelines for the data and performance indicators that programs will be expected to provide and meet throughout the school year. Private provider completes PDE Student Data Reports; analyzing student progress using criteria of the report. Report cards are completed for every semester. Each student is prescribed an Individual Service Plan (ISP), which is periodically reviewed to assess achievement of personal goals. Monthly academic and behavioral reports are completed.

All AEDY programs must be aligned with Chapter 4 regulations.

Program of Study	List program of study offered, including language arts, mathematics, science, social studies and health or life skills. Describe career preparation approach if applicable. PATH offers basic education, which includes a core curriculum of math, social studies, English, Science and literature. Physical education and life skills instruction are also provided.
Academic Assessments	List academic assessments used to determine student progress and success. Please refer to Appendix B of the 2013-2015 AEDY Guidelines for lists of academic assessments that should be used. How often are they administered? Please see guidelines for minimum requirements. Pre/post and other assessment results will be required in the end of year report. Initial testing is administered to determine each student's appropriate grade level functionality. PSSA and Keystone testing is administered as required for each grade level/course.
Transition	Explain procedures used to ensure that students are continuing the course of study from the sending school to ensure a successful transition back to the regular school environment when the student has met behavioral and academic goals. Each student is placed in the appropriate subjects and given the appropriate supports after consulting with the district on the best way to meet behavioral and academic goals. Quarterly reports are sent to the district and parents. An Individual Service Plan (ISP) is maintained for behavior. Students are given a screening which is completed at the student's intake and the ISP is developed from that.
Delivery	Describe the method/mode of instructional delivery. Students are provided with a whole class, small group instruction including class presentations. One on one tutoring is provided as needed for students to progress. East Stroudsburg Area SD has its own Cyber Academy through the Virtual Learning Network. East Stroudsburg Area SD students are permitted to utilize a blended school model, through the use of the district's Cyber Instruction, in conjunction with PATH whole class and small group instruction, if appropriate, to meet individualized learning needs.

Teachers

Teacher Certification-Staff assigned to the district program must hold a Level I or Level II Commonwealth of Pennsylvania Professional Teaching Certificate and be highly qualified in their area of assignment. List all teachers assigned to the AEDY program for which you are submitting this application. (THIS SECTION IS OPTIONAL ONLY if contracting with an approved private provider for educational services, unless an individual student's IEP requires a teacher with special education certification)

Teacher (Full Name)	PPID	LEA Employed	Agency Name	Subjects Assigned/Taught	Certificate Level/Content Area
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Add another teacher

Attachments Please attach a weekly academic schedule

[Click here to attach a file](#)

Student Counseling Component (Programs must include 2.5 hours of counseling/behavioral modification for each student placed in an AEDY program. THIS IS IN ADDITION TO THE MINIMUM MANDATED 20 HOURS OF ACADEMIC INSTRUCTION. Each student must have a behavior plan that has clear and measurable goals to correct the disruptive behavior that was the reason for placement with the goal of enabling the student to return to the regular classroom. This plan should include:

- **Clear Goals** - Clear goals that are based on the problem behaviors that caused the student to be referred to the AEDY program.
- **Measurable Outcomes** - Measurable outcomes that meet the targeted improvement level the periodic review team has identified.
- **Transition Plan** - A plan for student transition/return to a regular education setting based on the targeted improvement level.

Behavioral Assessments Programs are required to use an approved behavioral assessment to measure and document student success towards behavioral goals. Describe how students' behavioral needs are assessed upon placement in the program. Please see Appendix B of the 2013-2015 AEDY Guidelines for a list of behavioral assessments that are recommended by PDE.

There are many Behavioral Assessments that PATH uses on a daily, weekly, monthly and quarterly basis. The Functional Assessment Checklist for Teachers and Staff is utilized initially in order to develop behavioral goals that will be monitored throughout the students enrollment in the program, the FACTS parts A & B maintain the criteria of which other assessments are based. The weekly rating system ranks the students within criteria evaluated by the staff each week and is used as a daily barometer of privileges and behavioral markers. The monthly Academic

Counseling Hours What is the approximate amount of time per week a student will receive counseling/behavioral modification services (minimum 2.5 hours)?

2.5

- Type of Counseling**
- Addictions Counseling (drug/alcohol/gambling, etc.)
 - Career/Post Secondary Preparation
 - Conflict Resolution (peer mediation, problem-solving, etc.)
 - Self Control/Self Concept (anger management, decision making, etc.)
 - Other Family Systems (family therapy, parenting, pregnancy, etc)

Counseling Staff

Please list counseling staff assigned to the AEDY program, and indicate whether or not they are employed by your program, another agency, or a contractor, list credentials.

Counselor (Full Name)	PPID	LEA Employed	Agency Name	Contractor Name	Certificate/Credential
Dwight Evans		No	PATH	PATH	L i c e n s e d P r o f e s s i o n a l ...
James Shoemaker		No	PATH	PATH	M S / L i c e n s e d S o c i a l ...

Add another counselor

Attachments Please attach a sample of the weekly counseling schedule.

[Click here to attach a file](#)

Please attach a sample of the form documenting a group counseling session.

[Click here to attach a file](#)

Students in approved AEDY programs must be provided with clear and measurable academic and behavioral performance goals based on academic and behavioral assessments. THE PURPOSE OF THE AEDY PROGRAM IS TO BE A TEMPORARY PLACEMENT WITH THE GOAL OF RETURNING STUDENTS TO THE REGULAR SCHOOL ENVIRONMENT. Programs are required to implement a FORMAL, DOCUMENTED process of periodic review and evaluation of the student academic and behavioral goals that are established upon placement in the program.

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Review Period Staff must review the student's academic and behavioral progress in the program at least at the end of every semester to determine if they are ready to return to the regular school environment. When is your review period?
 Quarterly

Review Documentation How will you document individual student periodic reviews?
 Periodic reviews are documented on a contact form at the end of the quarter and semester and saved in the student's file. A goal plan of both academic and behavioral strengths and needs is created when the student arrives. Goals and interventions are identified from past history and written on this form, placed in the student's file and then reviewed every 45 days by a team of allied practitioners. Data from the file is used to determine if placement back into the regular education program is appropriate.

Review Assessments What assessments and/or evaluations will be used to provide data for these reviews?
 Normative Assistance Model, PSSA scores, screening tool. Every 45 days, the goals and progress toward his/her goals is reviewed and data from the file is used to determine if placement back into the regular education program is appropriate.

Review Team Who will be included as members of the Periodic Review Team?
 The review team consists of PATH staff and a designated representative from the district, as well as, the student and the parent or guardian. As a team, they will review each student's progress toward personal goals and continually evaluate the students with the intention of returning the student to the home school after all goals have been accomplished.

Attachments Please attach a copy of your formal periodic review form.


Colonial Academy

Informal Hearing

All LEAs are required to conduct an informal hearing prior to placement of a student into an approved AEDY program in accordance with PA School Code (22 Pa. Code § 12.8(c)). Please explain your process of an informal hearing:

When a suspension exceeds three (3) school days, the student and parent/guardian shall be given the opportunity for an informal hearing with the designated school official. Such hearing shall take place as soon as possible after the suspension is imposed, and the school district shall offer to hold it within the first five (5) days of the suspension. Informal hearings under this provision shall be conducted by the building principal or designee.

Please attach a sample of the letter notifying the parent(s)/guardian(s) of the informal hearing.

 OSS with Adm Review AEDYexample letter.docx
33.43 KB

Programs must provide 20 hours of academic instruction per week covering the following core curricular areas: Language Arts, Mathematics, Science, Social Studies, and an additional component of Health or Life Skills. This DOES NOT INCLUDE THE REQUIRED 2.5 HOURS OF COUNSELING/BEHAVIOR MODIFICATION! PROGRAMS MUST OPERATE A MINIMUM OF 22.5 HOURS FOR THE 2015-2017 SCHOOL YEAR, and a minimum of 5 days per week/180 days per year

Operation Hours What are the hours of operation for this program?
 Please list hours as 8:00 AM to 2:30 PM, etc.
 M-TH 7:30-2:00 Friday 7:30-11:30

Total Hours Enter the total hours of instruction (including academic instruction and SCHEDULED GROUP COUNSELING).
 1,044.5

Days of Operation

- Monday
- Tuesday
- Wednesday

Thursday

Friday

Saturday

Consultation

The program must be developed in consultation with faculty, administrative staff, parents, and community members. Explain how you have complied with this requirement. Acceptable evidence for this requirement may include a description of meetings or other communications with the above mentioned entities (exempt when contracting with an approved private alternative education institution).

This program was developed to support our local districts. The faculty and staff meet on a regular basis through staff meetings. We have recently incorporated an advisory committee composed of students and staff. We conduct open houses for our parents and stake holders as well as parent surveys and surveys to the sending school stake holders. We have developed a parent stake holder meeting one per year to discuss items pertaining to the schools safe operation.

Resources

Applicants must make a determination of the scope, type, and severity of student disruption and survey community and school resources available for remediation of student disruption. Applicants should retain a documented list of available resources on file for review by PDE Staff or designees (exempt when contracting with an approved private alternative education institution).

The scope and severity of student acts are documented upon entry to the Academy through our intake process. Full documentation from the district is found in each individuals ISP binder. In addition to the data provided by the school officials, parents and student, the Academy will perform an evaluation with the use of a CAFAS to get a complete view of the students potential struggles.

Students enrolled in the program must be considered disruptive as defined by Act 30, Section 19-1901-C(5). Which of the following criteria are used to determine student eligibility for placement in this program?

- Disregard for School Authority/Persistent Violation of Policy
- Display/Use of controlled substances on school property
- Violent or Threatening Behavior on School Property
- Possession of a Weapon on School Property
- Commission of a Criminal Act on School Property
- Misconduct Meriting Suspension or Expulsion
- Habitual Truancy

Intervention

Applicants must be able to document other methods of intervention (behavioral and other) that were utilized and failed before enrolling the students. Please describe the continuum of the methods of behavioral interventions used prior to placement. PROGRAMS MUST SHOW EVIDENCE OF APPROPRIATE STUDENT ASSISTANCE TEAM INVOLVEMENT PRIOR TO PLACEMENT IN ANY AEDY PROGRAM

Prior to placement in alternative education, the district tries numerous interventions, some of which are: referral to Student Assistance Program (SAP), meetings with parents, counseling sessions with school guidance counselors, referral of student to the Child Study Team for behavior modification, behavior contracts, traditional methods of discipline (detention, ISS, OSS)

Special Education

Special education students may be included in alternative education programs. Please provide a brief description of the steps used to properly place a special education student with an IEP in the program (Please remember all IDEA and Chapter 14 regulations must be followed)

Special Education students are placed in this program through the IEP process as mandated by Chapter 14 and IDEA. The IEP Team convenes to discuss the student's current placement, IEP goals, specially designed instruction, supports and Positive Behavior Support Plan. The IEP meeting is held at the home school district and includes a special education teacher, regular education teacher, the IFA, the parents, the student (if age 16 or older) & a representative from the AEDY program. The school district informs the team of the reason(s) they are seeking an

Program Capacity

What is the maximum capacity of student slots the program is able to provide at any given time?
50

Collection

As always, analysis of the results of the program will be reported on end of year report. Please be specific and describe what data you currently collect that assists you in evaluating the effectiveness of your program. Please refer to the 2013-2015 AEDY Guidelines for the data and performance indicators that programs will be expected to provide and meet throughout the school year

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At every grade level average daily attendance, met academic goals, met behavioral goals, promoted to following grade level, transitioned to regular school setting successfully, drop out rate, transferred to another program without meeting their individual goals, unsuccessful, number of police interventions, pass all four content core areas, participated in career prep program, successfully completed the career prep program, have an IEP upon entrance in to the program, number of students identified as Special Education while in the program, Length of stay in the program.

Program of Study

All AEDY programs must be aligned with Chapter 4 regulations.

Program of Study

List program of study offered, including language arts, mathematics, science, social studies and health or life skills. Describe career preparation approach if applicable.
 Colonial Academy offers basic education, which includes a core curriculum of math, social studies, English, Science and literature. Physical education and life skills instruction are also provided.

Academic Assessments

List academic assessments used to determine student progress and success. Please refer to Appendix B of the 2013-2015 AEDY Guidelines for lists of academic assessments that should be used. How often are they administered? Please see guidelines for minimum requirements. Pre/post and other assessment results will be required in the end of year report.

Academic assessments include, but are not limited to, Pre/Post Weschler, Progress monitoring of both Saxon and SRA reading, Study Island, individual teacher assessment, student projects, report cards, progress reports, Formative and Summative assessments, graduation projects. Pre and Post CAFAS scores are collected in additions to PSSA and Keystone exams as directed by regulation.

Transition

Explain procedures used to ensure that students are continuing the course of study from the sending school to ensure a successful transition back to the regular school environment when the student has met behavioral and academic goals. Initial intake meetings with the parent and sending school district discusses an academic plan that meets the needs of the individual student for graduation credentials and sets behavioral goals for the upcoming school year. Parent and home school are invited to quarterly meetings to discuss the student's progresses toward their goals. At the end of each semester, the student progress is reviewed with the home school, Academy personnel, student and parents. A determination is made as to whether the student should return to their home school or remain at the Academy.

Delivery

Describe the method/mode of instructional delivery.
 Direct instruction, small group instruction, one to one instruction, hands on activities, independent learning, exploratory instruction, differentiated instruction, project based, peer tutoring and lecture. Efforts are made to increase exploratory active engagement to support student need and interest. The use of Technology in the classroom is increasing as we expand our resources to provide students with technology skills for the work force.

Teachers

Teacher Certification-Staff assigned to the district program must hold a Level I or Level II Commonwealth of Pennsylvania Professional Teaching Certificate and be highly qualified in their area of assignment. List all teachers assigned to the AEDY program for which you are submitting this application. (THIS SECTION IS OPTIONAL ONLY if contracting with an approved private provider for educational services unless an individual student's IEP requires a teacher with special education certification)

Teacher (Full Name)	PPID	LEA Employed	Agency Name	Subjects Assigned/Taught	Certificate Level/Content Area
Victoria Huggan	48213...	No	IU20	Math	Level II/ HOUSE Social Studies, M...
Declan Thompson	28945...	No	IU20	Social Studies	Level I/ Social Studies 7-12
Sean Wilson	86850...	No	IU20	Biology/Science	Level I/ Biology 7-12
Helen Cuillo	80389...	No	IU20	English	Level I/ English 7-12 Elem Ed K-6 a...
Ann Ott	94762...	No	IU20	Science/Math	Level II/ Math 6-9 SPED Pk-12 Biol...
Richard Kerzner	25464...	No	IU20	English/Social Studies	Level II/Social Studies General Sci...
Dario Chavez	23130...	No	IU20	Culinary Arts	Voc II/Culinary Arts
Marc Franczak	96595...	No	IU20	Construction managem...	Voc II/Automotive
Timothy Glick	70853...	No	IU20	Art	Level II/ Pk-12 Art

Kristen Sauers	21782	No	IU20	Art	Level II/Pk-12 Art
Francis Posteri	19792	No	IU20	Health/PE	Level II/Pk-12
Michael Stambaugh	31582	No	IU20	Health/PE	Level II/Pk-12

Add another teacher

Attachments Please attach a weekly academic schedule.

Colonial Academy Sample Student Class Schedule.docx
15.95 KB

Administrative Requirements for AEDY Programs

Student Counseling Component (Programs must include 2.5 hours of counseling/behavioral modification for each student placed in an AEDY program. THIS IS IN ADDITION TO THE MINIMUM MANDATED 20 HOURS OF ACADEMIC INSTRUCTION. Each student must have a behavior plan that has clear and measurable goals to correct the disruptive behavior that was the reason for placement with the goal of enabling the student to return to the regular classroom. This plan should include:

- **Clear Goals** - Clear goals that are based on the problem behaviors that caused the student to be referred to the AEDY program.
- **Measurable Outcomes** - Measurable outcomes that meet the targeted improvement level the periodic review team has identified
- **Transition Plan** - A plan for student transition/return to a regular education setting based on the targeted improvement level

Behavioral Assessments Programs are required to use an approved behavioral assessment to measure and document student success towards behavioral goals. Describe how students' behavioral needs are assessed upon placement in the program. Please see Appendix B of the 2013-2015 AEDY Guidelines for a list of behavioral assessments that are recommended by PDE. An assessment is done at intake utilizing the CAFAS assessment tool, additionally a psychosocial report may be utilized. A goal treatment plan is written in conjunction with the parents and student during the intake process. Daily TAID scores and in class token systems provide staff, parents, sending schools and student feedback on a daily basis. Daily character education also assists in the training of social skills.

Counseling Hours What is the approximate amount of time per week a student will receive counseling/behavioral modification services (minimum 2.5 hours)?
3.3

- Type of Counseling**
- Addictions Counseling (drug/alcohol/gambling, etc.)
 - Career/Post Secondary Preparation
 - Conflict Resolution (peer mediation, problem-solving, etc.)
 - Self Control/Self Concept (anger management, decision making, etc.)
 - Other Trauma and Grief


Counseling Staff

Please list counseling staff assigned to the AEDY program, and indicate whether or not they are employed by your program, another agency, or a contractor, list credentials.


Counselor (Full Name)	PPID	LEA Employed	Agency Name	Contractor Name	Certificate/Credential
Dennis Mills		No	IU20	CIU20-Resolve	Licensed Behavioral Specia...
Christina Straub		No	IU20	CIU20-Resolve	Masters of Arts Profession...
Yvette Mattina		No	IU20	CIU20-Resolve	Masters of Education Ele...
Yvonne Carter		No	IU20	CIU20-Resolve	Bachelor of Arts English
Coileen Corcoran		No	IU20	CIU20-Resolve	Bachelor of Social Work
Albert Uliana		No	IU20	CIU20-Resolve	Bachelor of Arts Psychology
Teri Watkins		No	IU20	CIU20-Resolve	Bachelor of Arts Psychology
Lisa Suppan		No	IU20	CIU20-Resolve	Bachelor of Arts Psychology
Greg Witt		No	IU20	CIU20-Resolve	Bachelor of Arts History

Add another counselor

Attachments Please attach a sample of the weekly counseling schedule.

 Colonial Academy EXAMPLE of Possible Schedule.docx
15.23 KB

Please attach a sample of the form documenting a group counseling session.

 Template_Psychosocial.docx
16.91 KB

Students in approved AEDY programs must be provided with clear and measurable academic and behavioral performance goals based on academic and behavioral assessments. THE PURPOSE OF THE AEDY PROGRAM IS TO BE A TEMPORARY PLACEMENT WITH THE GOAL OF RETURNING STUDENTS TO THE REGULAR SCHOOL ENVIRONMENT. Programs are required to implement a FORMAL, DOCUMENTED process of periodic review and evaluation of the student academic and behavioral goals that are established upon placement in the program.

Review Period Staff must review the student's academic and behavioral progress in the program at least at the end of every semester to determine if they are ready to return to the regular school environment. When is your review period?
End of Semester

Review Documentation How will you document individual student periodic reviews?
Students goals are continuously evaluated. Students who have completed and performed as required by both the Academy and sending school are given full consideration for returning at any time. Formal review is held at the end of each semester. The documentation is completed with the help of the MHTS and sending school liaison. Both parties will complete a form that is placed in the student's ISP binder for future reference.

Review Assessments What assessments and/or evaluations will be used to provide data for these reviews?
Data collected on the TALII system, academic grades, incident reports, daily DAP notes, IEP goal and behavioral goals will be reviewed. In addition, the most recent CAFAS and Weschler tests are available for review.

Review Team Who will be included as members of the Periodic Review Team?
Mental Health Supervisor, Mental Health Treatment Specialists, classroom teacher, Colonial Academy school counselor and the Out of District Ed Consultant or LEA designee from the district will participate. The student will participate, and in addition, the parent will be provided an invitation to participate.

Attachments Please attach a copy of your formal periodic review form.

 Semester Review Placement.docx
157.2 KB

Add another program

Application Submission

Application for Alternative Education for Disruptive Youth Program(s)

Understanding By submitting this application seeking approval for Alternative Education for Disruptive Youth Program(s), I represent and assure on behalf of the applicant, that I have received, read, understand and will comply with the 2013-2015 Alternative Education for Disruptive Youth Guidelines and Information Document. I understand that I will be required to provide the PDE with data in the end of year report pertaining to progress on performance indicators described in the 2013-2015 AEDY Guidelines.

I understand that any program operating as a disciplinary Yes placement requires PDE approval. I understand that if the district chooses to place any student in a private provider run program PDE approval is required via this application. Failure to secure required approvals may result in penalties to basic instructional subsidy and/or immediate notification to remove students from the current placement. I understand/agree with the terms in the instructions and assurance statement listed above.

I understand and agree

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Are you submitting your application for PDE review?

- Yes ******* To save and submit your application and attachments for PDE review, choose **Yes** and then click **Submit**. You will no longer be able to edit your application, or add attachments.
- No ******* To simply save your application and attachments, choose **No** and then click **Submit**. Your application will not be reviewed by PDE, and can be edited.

Submit

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this **August 17, 2015**, by and between:

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

AND

Future Signs (the "Contractor") of **5 Eagle Valley Lane, East Stroudsburg, PA 18301**

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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

**Striping of Unit 6156 (2015 White Ford Utility Police Interceptor Vehicle
VIN # 1FM5K8AT2FGC08307)**

Location of Services:

**Future Signs
5 Eagle Valley Lane
East Stroudsburg, PA 18301**

Effective Date: **8/17/15**

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ _____

b) Fixed Rate: \$ 900.00

c) Are expenses included? YES NO
If no, please itemize:

Budget Code: 10-2360-330-000-00-00-91

Department: Security

District Initiator: William Gouger

Authorization for Payment: _____ Date: _____



QUOTE INVOICE

5 Eagle Valley Lane, East Stroudsburg, PA 18301
lostboyz@verizon.net

Bill Treible (570) 422-6998

DATE: **8/11/15**
ORDER NO.: **001**



SOLD TO:
East Stroudsburg School District

SALESPERSON: **Bill** PAYMENT: CASH CHECK # _____
DEPOSIT \$ _____ BALANCE \$ _____

QTY. ORDERED	DESCRIPTION	UNIT	AMOUNT
Qty:1	Lettering on 2015 white ford utility interceptor Vin# 1fm5k8at2fgc08307		
	both sides and rear of truck purple / light blue / black / white		
	Total.....		\$900.

PAYMENT TERMS: \$40.00 Returned Check Fee

50% Deposit to start job. Paid in Full upon completion by Future Signs. Pricing is good for 30 days from date stated above.

LATE PAYMENT: IF PAYMENT IS NOT RECEIVED AFTER 30 DAYS FROM DATE ABOVE

A FEE OF \$ **\$90.00** PER MONTH WILL BE CHARGED UNTIL BALANCE IS PAID IN FULL.

I agree to all terms on this quote / invoice (Signature) _____

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Quality Craftsmanship & Fast Service • Bucket Truck Service

- Decals • Banners • Logos • Vehicle Lettering • Neon/Repairs • Magnetics • Illuminated Box Signs
- Yard Signs • Vinyl Graphics • Window Lettering • Wooden Signs • Plexi-Signs • Aluminum Signs • Menu Boards
- Business Cards • Brochures • Postcards • Flyers • Wide Format Printing • Promotional Products • Etc

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 30 day of June, 2015, by and between:

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

AND

Scott Hnasko (the "Contractor") of New Teacher Induction Training

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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):
1.25 hour workshop on email, internet access, technology use, etc...,
for new teachers

Location of Services: TBD High School South - computer lab adjacent to Board Room

Effective Date: Wednesday, August 19, 2015

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ _____

b) Fixed Rate: \$ 137.50

c) Are expenses included? YES NO
If no, please itemize:

Budget Code: 10-2271-120-000-10-00-04

Department: _____

District Initiator: William Vitulli

Authorization for Payment: 

Date: 7/7/15

Purchase Order # _____

AUG 3 2015

Contract For In-District Personnel Presentation

Title III
Byrne

Name of Presenter Alisa D. Keiper

Date(s) of Presentation Sept. 15, 22, 29 Nov. 5, 10, 24 Jan 5, 12
Oct. 6, 13, 20, 27 Dec. 1, 8, 15

Presentation Title ESL Parent Academics

Purpose of Presentation ESL outreach - to aid ESL students parents & extended family in providing & improving listening, speaking, reading & writing skills.

Total Time Required for Presentation 30 hours of instruction & 15 hrs of planning

Presentation Facility Resica Elementary School - in library

Maximum Number of Participants 25
30 hrs of instruction x 28.56 = 856.80

Total Estimated Cost of Proposed Presentation 15 hrs. planning x 28.56 = 428.40

Budget Account Number to be Charged 10-3300-120-440-00-00-97 \$1,285.20

Audio/Visual Equipment Needed whiteboard, projector, 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 8/5/15
Initiator sends to Presenter to sign.

Presenter Signature Alisa D. Keiper Date 8-3-15
Presenter sends to Assistant Superintendent for Curriculum and Instruction Office.

Assistant Superintendent for Curriculum and Instruction [Signature] Date 8-5-15
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

TO: SUPERINTENDENT 8/7/15

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this _____ day of July, 2015, by and between:

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

AND

POCONO MEDICAL CENTER, INC. (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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

As a partner with ESASD in early childhood education services through the Keystones to Opportunity grant, Pocono Medical Center's Nurse Family Partnership (NFP) will:

- mentor families in early literacy awareness, education and language development, and provide parent workshops for literacy and school readiness improvement.
- provide ESASD with demographic information on clients served with ESASD boundaries, as well as Home Visitor Environmental Inventory Rating data twice per year (fall and spring).
- agree to have any new nurses within the grant attend professional development provided by ESASD in the areas of areas of early literacy development, working with ELL families, and working with students with special needs.

Location of Services: NFP clientele homes and NFP offices.

Effective Date: July 20, 2015 to August 31, 2016

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ n/a
Time (Days/Hour/Other): n/a
Total Cost: \$ n/a

b) Fixed Rate: **Not to exceed \$ 5,200.00**

c) Are expenses included? YES NO
If no, please itemize:

Budget Code(s): (see breakdown below) Department: Grants – Keystones to Opportunity

10-1802-330-415-10-00-85 \$ 500.00
10-1806-330-415-10-00-85 \$1,600.00
10-3300-330-415-10-00-85 \$3,100.00

District Initiator: *Craig Syvace 7/1/15*

Authorization for Payment: *J. A. Snyder* Date: *7/30/15*

Pocono Medical Center Nurse-Family Partnership (established 2002)

PMC Learning Institute, 2 Veteran Plaza, Stroudsburg, PA 18360

The Pocono Medical Center Nurse-Family Partnership (NFP) is a community based health program connected to the national and state organization of the same name. This national research-based organization is dedicated to improving the quality of life for at-risk first time mothers and their children by providing continuous support, mentoring and resources to ensure the child's health and development, and parents' economic self-sufficiency. At the state level, NFP is connected to PDE through the PA Department of Welfare/Office of Child Development and Early Learning (OCDEL).

The Pocono Medical Center Nurse-Family Partnership currently employs seven (7) nurses. These specially trained registered nurses perform regularly scheduled monthly home visits beginning at the prenatal stage. They continue to work with the mother and child through infancy and into the second year of the child's life.

The mission of NFP is to:

- Improve the outcome of pregnancy through a prenatal program by working with the mother to ensure a healthy pregnancy
- Monitor and support the social-emotional well-being of both the mother and child
- Provide new parents with parenting skills
- Promote early literacy through parent education
- Encourage school readiness by helping mothers learn how to promote healthy child development
- Provide resources to advance early literacy development

Partnership with ESASD through the KtO Grant

District will provide: *(for the 40 families which live in the district boundaries that are enrolled in the program)*

- Expansion of the Partners in Parenting Education program (early literacy awareness, education and development) by:
 - providing early literacy workshops and resources for parents
 - providing early learning toys and teaching tools for home visits
 - providing each family with a starter home library
 - providing each family with parent resource materials (subscription to a parenting magazine, researched-based developmental literature, etc.)
- Professional development for the NFP nurses in areas of early literacy development, Working with ELL families, Working with students with special needs,
- Provide the nurses with an awareness of ESASD expectations regarding "school readiness," which in turn will be shared with the parents

Benefits to ESASD:

- Strengthens community ties and promote district good will
- Gathering information regarding potential future students and families –useful for planning programs/anticipating needs, and monitoring stability of district's clientele base
- Providing early literacy development awareness and skills to 40+ families
- Increasing school readiness of potential future ESASD students

AUG 8 2015

Contract For In-District Personnel Presentation

Title III
Byrne

Name of Presenter Janice Rodriguez

Date(s) of Presentation Sept. 15, 22, 29 Nov. 3, 10, 17 Jan. 5, 12
Oct. 6, 13, 20, 27 Dec. 1, 8, 15

Presentation Title ESL Parent Academies

Purpose of Presentation ESL Outreach - to aid ESL students' parents and extend family, in providing and improving listening, speaking, reading, & writing skills.
Total Time Required for Presentation 30 hrs of instruction + 15 hrs. of planning

Presentation Facility Resica Elementary School - in library

Maximum Number of Participants 25

Total Estimated Cost of Proposed Presentation 30 hrs of instruction + 28.56 = 4856.80
15 hrs of planning + 28.56 = 428.40
41,285.20

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

Audio/Visual Equipment Needed whiteboard, projector, computer

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

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

Initiator Signature [Signature] Date 8/5/15
Initiator sends to Presenter to sign.

Presenter Signature Janice Rodriguez Date 8-3-15
Presenter sends to Assistant Superintendent for Curriculum and Instruction Office.

Assistant Superintendent for Curriculum and Instruction [Signature] Date 8-5-15
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

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this _____ day of July, 2015, by and between:

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

AND

SCRANTON-LACKAWANNA HUMAN DEVELOPMENT AGENCY, INC. (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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

As a partner with ESASD in early childhood education services through the Keystones to Opportunity (KtO) grant, Scranton-Lackawanna Human Development Agency, Inc. (SLHDA) will:

- administer GRADE assessment to all kindergarten eligible children three times per year (fall, winter, and spring) in accordance with KtO grant guidelines
- provide ESASD with demographic information on all enrolled preschool children
- agree to have any newly hired preschool teachers (working with ESASD eligible children) attend professional development provided by ESASD in the areas of areas of early literacy development, working with ELL families, and working with students with special needs
- SLHDA preschool teacher(s) may, on occasion and at his/her discretion, participate in ESASD district family literacy events

Location of Services: SLHDA Head Start classroom at Bushkill Elementary School

Effective Date: September 1, 2015 to August 31, 2016

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ n/a
Time (Days/Hour/Other): n/a
Total Cost: \$ n/a

b) Fixed Rate: **Not to exceed \$ 1,050.00**

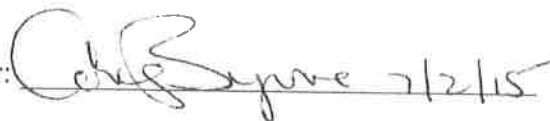
c) Are expenses included? YES NO
If no, please itemize:

Budget Code(s): (see breakdown below)

Department: Grants – Keystones to Opportunity

10-1802-330-415-10-00-85 \$ 500.00
10-1806-330-415-10-00-85 \$ 300.00
10-3300-330-415-10-00-85 \$ 250.00

District Initiator:

 7/2/15

Authorization for Payment: _____ Date: _____

Explanation of partnership resulting in request for contracted services for
Scranton- Lackawanna Human Development Agency.

Partnership Benefits to District

- SLHDA provides two sessions of head start pre-k , which is housed in the Bushkill Elementary School.
- The majority of the BES pre-k students attend BES kindergarten
- SLHDA pre-k teachers collaborate with BES Kindergarten teachers to provide information regarding student readiness and other vital information to ensure a smooth transition into kindergarten.
- Curriculum and instruction are aligned to District and Early Learning school readiness goals.

KTO Grant Partnership provides:

- Funding for Literacy professional development for pre-k teacher and aide(s)
- Funding for SLHDA supervisor to participate in district Comprehensive Literacy Plan review, District Transition Plan review and updating, data analysis meetings/retreats/conferences as mandated by the KtO Grant
- Funding and protocol for administrating assessments and data collection on incoming kindergartners
- Funding for technology professional development workshops
- Funding for parent/child workshops to enhance and encourage early literacy learning at home

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 22 day of June, 2015, by and between:

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

AND

Jim Wright (the "Contractor") of Intervention Central: RTI Consultation & Training

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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

Keynote Speaker on Student Motivation for start of the 2015-16 School Year In-service
Intervention Central: RTI Consultation & Training

Location of Services:

High School South

Effective Date: Thursday, August 27, 2015

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 1,800.00, plus travel expenses (mileage and lodging one night)

b) Time (Days/Hour/Other):

Total Cost: \$ TBD

c) Fixed Rate: \$ _____

d) Are expenses included? YES NO

If no, please itemize:

Mileage

Lodging

Budget Code: 10-2271-120-000-10-00-04

Department: Staff Development

District Initiator: William Vitulli

Authorization for Payment: 

Date: 8/10/15

Purchase Order # _____

LETTER OF AGREEMENT FOR TITLE I SERVICES
between
EAST STROUDSBURG AREA SCHOOL DISTRICT
And
COLONIAL INTERMEDIATE UNIT 20
2015-16 School Year

This Agreement is made and entered into the 1st day of August 2015, by and between East Stroudsburg Area School District and Colonial Intermediate Unit 20.

1. TERM

The term of this Agreement shall commence on July 1, 2015 and terminate on June 30, 2016.

2. DESCRIPTION

Upon the terms and conditions set forth herein, East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide reading instructional services in accordance with the Title I program at Notre Dame Elementary School. Such services will be secular, neutral and non-ideological.

Colonial Intermediate Unit 20 agrees to comply with all Title I statutory and regulatory requirements.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree to pool Title I funds for instruction at any Nonpublic Schools within the boundaries of Colonial Intermediate Unit 20 to provide Title I services to eligible students who reside in participating public school attendance areas regardless of the amount of funds generated by the number of children from low-income families attending Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide Parental Involvement in accordance with Title I at Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide Professional Development for the teachers at Colonial Intermediate Unit 20 Nonpublic schools in accordance with Title I.

3. FEES AND PAYMENT

In consideration of the services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$9,448.92** for instructional services as determined by their per-pupil allocation times the number of low-income nonpublic school students living in eligible attendance areas.

In consideration of the Parent Involvement services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$266.00**.

In consideration of the Professional Development services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$490.20**.

Colonial Intermediate Unit 20 will charge Administrative Costs in the amount of 3% of instructional costs for (supervisor salaries, office expenses, travel costs, postage, professional development for employees of Colonial Intermediate Unit 20, etc.) **\$283.47**.

Colonial Intermediate Unit 20 will provide invoices to East Stroudsburg Area School District on December 1 and May 1, with fifty percent being invoiced during each billing period. East Stroudsburg Area School District may withhold payment if Colonial Intermediate Unit 20 does not comply with all statutory and regulatory requirements of Title I.

Colonial Intermediate Unit 20 acknowledges that the allocations reflected in this agreement are preliminary and that final allocations will be available after November 30. East Stroudsburg Area School District agrees to provide Colonial Intermediate Unit 20 with the final Title I allocation for the 2015-2016 school year for Notre Dame Elementary School by February 1, 2016. East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that an increase or decrease in funds from the preliminary allocation may increase or decrease the services outlined in this Agreement.

4. RESPONSIBILITES

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree that responsibility for providing the Title I program transfers from East Stroudsburg Area School District to Colonial Intermediate Unit 20 upon the effective date of this Agreement. Such responsibilities include:

Include specific statements regarding:

- a. Statement on required qualifications of Title I personnel
- b. Statement on approximate number of students to be served
- c. Days/hours of delivery of services
- d. Location of delivery of services

- e. Specific services to be provided, i.e. supplemental reading instruction, supplemental math instruction, tutoring, computer-assisted instruction, etc.
- f. Evaluative testing/screening measures to be used
- g. Program assessment instruments to be used
- h. Materials to be purchased
- i. Tagging of any materials equipment purchased with Title I funds as belonging to EAST STROUDSBURG AREA SCHOOL DISTRICT
- j. Supervision of instruction
- k. Payment of salaries and benefits
- l. Provision of progress reports and parent conferences
- m. Parent involvement activities
- n. Professional development activities
- o. Summer school activities
- p. Maintenance of records
- q. Provision of data necessary for EAST STROUDSBURG AREA SCHOOL DISTRICT to complete their Title I responsibilities
- r. Meetings with Nonpublic school officials to review services

East Stroudsburg Area School District maintains responsibility for:

- a. Providing Colonial Intermediate Unit 20 with the names of nonpublic schools identified to participate in Title I
- b. Assisting Colonial Intermediate Unit 20 in identifying addresses of students who reside in Title I attendance areas
- c. Informing Colonial Intermediate Unit 20 of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including changes to the original funding allocation.

East Stroudsburg Area School District assures Colonial Intermediate Unit 20 that all meaningful consultation between East Stroudsburg Area School District and Notre Dame Elementary School needed to set up this agreement has been completed prior to the effective date of this agreement.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that it may be necessary to modify this Agreement if there is a reauthorization of ESEA during the performance period of the contract.

5. MISCELLANEOUS

Colonial Intermediate Unit 20 maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.

Colonial Intermediate Unit 20 shall indemnify, defend, and hold harmless East Stroudsburg Area School District from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of Colonial Intermediate Unit 20, its officials, agents or employees.

Signatures

Colonial Intermediate Unit 20

Date

Signature

Print Name, Title

East Stroudsburg Area School District

Date

Signature

Print Name, Title

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 14th day of July, 2015, by and between:

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

AND

POCONO ALLIANCE (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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

- 1) Facilitate Bridges to Prosperity Program workshops at Resica Elementary School, utilizing certified Getting Ahead facilitator from Pocono Alliance as described below:
 - Program will run for 10 weeks, with two 2-hour workshops per week.
 - Participants (maximum of 12) will be residents of the East Stroudsburg Area School District (ESASD) and will qualify for the program based upon criteria established jointly by Pocono Alliance and ESASD.
 - Pocono Alliance will market the program within the school district to identified qualified candidates, complete application process with interviews, conduct background checks, and collect perceptual data of participants.
 - At the conclusion of the 10-week program, **Pocono Alliance** will provide monthly mentoring meetings for program graduates for a period of one year.

- 2) Provide S.M.I.L.E. program to Title 1 eligible ESASD students/families as described below:

The S.M.I.L.E. Program is an intensive tool for reaching families and provides additional guidance and mentoring to those families and early childhood facilities that most need the support: those who nurture, care for and educate at-risk children. Pre-K is widely understood as an integral part of each child's learning experience and a crucial foundation for school success. Children who will attend East Stroudsburg Area School District and are economically disadvantaged and/or low achieving will be enrolled in the program. By investing in children's school readiness school districts can reduce future spending on remedial program.

Support children and their families to be ready for schools, and schools ready for children
Mentor essential skills for school success in the classroom and at home
Include families, early learning programs and schools in the transition planning process
Learn to understand family diversity
Engage the community to support early learning

Location of Services: Resica Elementary School & Pocono Alliance clients' homes

Effective Date: September 1, 2015 to August 31, 2016

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ n/a
Time (Days/Hour/Other): n/a
Total Cost: \$ n/a

b) Fixed Rate: **Not to exceed \$ 19,000.00**

Explanation of partnership resulting in request for contracted services for
Pocono Alliance for Bridges to Prosperity Program:

This program will be marketed to families living within the ESASD borders, and applicants will be selected based on criteria set jointly by the district and Pocono Alliance. Criteria will include income limits and require a minimum of one year residing in the district.

We have requested a use of facilities to offer the program at Resica Elementary. This program will assist Resica with its school-wide plan to enhance home-school relationships and reduce absenteeism.

Additional partnership Benefits to District - This family mentoring program provides:

- a trained facilitator
- a safe, agenda-free environment where ESASD families can examine their lives, and how their lack of resources impact them, their children, and their community
- opportunities to investigate new information that is relevant to them, and allows them to access their own resources
- families develop a plan for solving problems, controlling their own lives and creating stability
- includes connection to school components to empower parents to help their children at home, and encourage good school attendance

The KTO Grant Partnership provides funding for:

- Program Manager/Group Facilitator
- Criminal and Child Abuse Checks
- Pathway Mentoring facilitator meetings (5 hours per month for 18 months)
- Printing costs
- Snacks
- Workbooks & supplies

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 14th day of July, 2015, by and between:

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

AND

POCONO ALLIANCE (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 Superintendent, or her/his 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

SCHEDULE A

Description of Service to be performed (be specific):

As a partner with ESASD in early childhood education services through the Keystones to Opportunity grant, Pocono Alliance will:

- provide a home mentoring /visit (SMILE) program for families with at-risk children living within the ESASD borders
- provide the Bridges Out of Poverty program – family-mentoring program, including a Literacy development component for children
- provide free early hearing and vision screenings, as well as overall healthy child screenings for children up to 5 years old at ESASD family involvement events/programs. (Referrals are made to other agencies should concerns arise from a screening.)
- partner with local police force to provide the Cops and Kids book program as part of ESASD elementary parent/school literacy events
- utilize designated grant funds (\$6,840.00) to provide scholarships to ESASD eligible children to attend a local Head Start program
- provide ESASD with demographic information on birth to age 5 clients served within ESASD boundaries, as well as Home Visitor Environmental Inventory Rating data twice per year (fall and spring).
- agree to have any new in-home mentors (providing services within the grant) attend professional development provided by ESASD in the areas of areas of early literacy development, working with ELL families, and working with students with special needs.

Location of Services: Pocono Alliance clientele homes, BRIDGES locations, various screening locations, and Pocono Alliance offices.

Effective Date: September 1, 2015 to August 31, 2016

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ n/a
Time (Days/Hour/Other): n/a
Total Cost: \$ n/a

b) Fixed Rate: Not to exceed \$ 75,785.00

c) Are expenses included? YES NO
If no, please itemize:

Explanation of partnership resulting in request for contracted services for
Pocono Alliance.

Partnership Benefits to District

- Pocono Alliance provides a home mentoring /visit program for families with at-risk children (many who attend ESASD schools)
- Pocono Alliance provides the Bridges from Poverty – family-mentoring program, including a Literacy development component for children (many of the families in this program have children who attend ESASD schools)..
- Pocono Alliance provides free early hearing and vision screenings, as well as overall healthy child screenings for children up to 5 years old. Referrals are made to other agencies should concerns arise from a screening.
- Pocono Alliance is partnered with local police force to provide the Cops and Kids book program – This program is now part of many elementary parent/school literacy events

KTO and Title 1 Grant Partnership provides:

- Funding for Literacy professional development for home mentors
- Funding for Pocono Alliance supervisor to participate in district Comprehensive Literacy Plan review and District Transition Plan review and update
- Funding and protocol for administrating assessments and data collection on incoming at-risk kindergartners who do not attend pre-k.
- Demographic data on children serviced, as well as Home Visitor Inventory Rating Scale data, in accordance with KtO Grant
- Funding for parent/child workshops to enhance and encourage early literacy learning at home
- Funding to expand home mentor program – S. M. I. L. E
- Funding to provide head start scholarship(s)
- Funding to sponsor families in the Bridges from Poverty workshops/mentoring program

Print Trip Report

Trip ID 6091

Booked By

Booked By Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Pager
Cellular

Booking Details

Trip Name Aw ay Band Comp - Owen J. Roberts
Status Approved
Trip State Inactive
Created Date 7/29/2015 1:19:00 PM

Location ES High School-North
Organization Instrumental (N)
Trip Destination Ow en J. Roberts HS, Pottstow n, PA
Trip Type Round Trip

Trip Package

Trip Departure Date Time 10/3/2015 2:00:00 PM
Driver Departure Time
Participant Drop Off Time
Destination Arrival Date Time

Trip Return Date Time 10/3/2015 11:45:00 PM
Driver Return Time
Participant Pick Up Time
Destination Departure Date Time

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

Driver End Location
Participant Pick Up Location

Trip Contact

Name Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Paul

Pager
Cellular

Attendees

Faculty Paul M. Bakner
Supervising Adults
Number of students 40
Number of adults 2
Totals Attendees 42

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

Categorization

Budget Code

Budget Code Description

Recommended Min Age 0

Recommended Max Age 0

Educational Objective Aw ay Band Competition

Notes

Special Needs and/or
Trip Requirements
Driving Directions

Required Services

Transportation Type School Bus

Print Trip Report

Trip ID 6093

Booked By

Booked By Bakner, Paul
 Email Paul-Bakner@esasd.net
 Phone 570.588.4420 x.19104
 Pager
 Cellular

Booking Details

Trip Name Away Band Comps - Pequannock & Nazareth
 Status Approved
 Trip State Inactive
 Created Date 7/29/2015 1:24:00 PM
 Location ES High School-North
 Organization Instrumental (N)
 Trip Destination Pequannock Township, NJ and then Nazareth, PA
 Trip Type Round Trip
 Trip Package
 Trip Departure Date Time 10/10/2015 11:00:00 AM
 Driver Departure Time
 Participant Drop Off Time
 Destination Arrival Date Time
 Trip Return Date Time 10/10/2015 11:00:00 PM
 Driver Return Time
 Participant Pick Up Time
 Destination Departure Date Time
 Driver Start Location
 Driver End Location
 Participant Drop Off Location
 Participant Pick Up Location
 Estimated Round Trip Mileage 0

Trip Contact

Name Bakner, Paul
 Email Paul-Bakner@esasd.net
 Phone 570.588.4420 x.19104
 Pager
 Cellular

Attendees

Faculty Paul M. Bakner
 Supervising Adults
 Number of students 40
 Number of adults 2
 Totals Attendees 42
 Cost per student \$0.00
 Cost per adult \$0.00

Categorization

Budget Code
 Budget Code Description
 Recommended Min Age 0
 Recommended Max Age 0
 Educational Objective Away Band Competitions (Two shows in one day)

Notes

Special Needs and/or Trip Requirements We will stop for food on this trip.
 Driving Directions

Required Services

Transportation Type School Bus

Print Trip Report

Trip ID 6097

Booked By

Booked By Bakner, Paul
 Email Paul-Bakner@esasd.net
 Phone 570.588.4420 x.19104
 Pager
 Cellular

Booking Details

Trip Name Abington HS Band Competition
 Status Approved
 Trip State Inactive
 Created Date 7/29/2015 1:30:00 PM
 Location ES High School-North
 Organization Instrumental (N)
 Trip Destination Abington HS, Abington, PA
 Trip Type Round Trip
 Trip Package
 Trip Departure Date Time 10/31/2015 2:00:00 PM
 Driver Departure Time
 Participant Drop Off Time
 Destination Arrival Date Time
 Trip Return Date Time 10/31/2015 11:45:00 PM
 Driver Return Time
 Participant Pick Up Time
 Destination Departure Date Time
 Driver Start Location
 Driver End Location
 Participant Drop Off Location
 Participant Pick Up Location
 Estimated Round Trip Mileage 0

Trip Contact

Name Bakner, Paul
 Email Paul-Bakner@esasd.net
 Phone 570.588.4420 x.19104
 Pager
 Cellular

Attendees

Faculty Paul M. Bakner
 Supervising Adults
 Number of students 40
 Number of adults 2
 Totals Attendees 42
 Cost per student \$0.00
 Cost per adult \$0.00

Categorization

Budget Code
 Budget Code Description
 Recommended Min Age 0
 Recommended Max Age 0
 Educational Objective Away Band Competition

Notes

Special Needs and/or Trip Requirements We will stop for food on this trip.
 Driving Directions

Required Services

Transportation Type School Bus

Trip ID 6098

Booked By

Booked By Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Pager
Cellular

Booking Details

Trip Name US Bands National Championships
Status Approved
Trip State Inactive
Created Date 7/29/2015 1:32:00 PM

Location ES High School-North
Organization Instrumental (N)
Trip Destination Giants Stadium, East Rutherford, NJ
Trip Type Round Trip
Trip Package

Trip Departure Date Time 11/7/2015 6:00:00 AM
Driver Departure Time
Participant Drop Off Time
Destination Arrival Date Time

Trip Return Date Time 11/7/2015 3:00:00 PM
Driver Return Time
Participant Pick Up Time
Destination Departure Date Time

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

Driver End Location
Participant Pick Up Location

Trip Contact

Name Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Pager
Cellular

Attendees

Faculty Paul M. Bakner
Supervising Adults
Number of students 20
Number of adults 2
Totals Attendees 42

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

Categorization

Budget Code
Budget Code Description
Recommended Min Age 0
Educational Objective Away Band Competition

Recommended Max Age 0

Notes

Special Needs and/or Trip Requirements Paul Bakner will make arrangements to reserve a charter bus for this trip.
Driving Directions

Required Services

Transportation Type Charter Bus

Trip ID 6099

Booked By

Booked By Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Pager
Cellular

Booking Details

Trip Name Cavalcade of Bands Championships
Status Approved
Trip State Inactive
Created Date 7/29/2015 1:33:00 PM

Location ES High School-North
Organization Instrumental (N)
Trip Destination Downington West HS, Downington, PA
Trip Type Round Trip

Trip Package

Trip Departure Date Time 11/14/2015 11:00:00 AM

Trip Return Date Time 11/14/2015 11:00:00 PM

Driver Departure Time

Driver Return Time

Participant Drop Off Time

Participant Pick Up Time

Destination Arrival Date Time

Destination Departure Date Time

Driver Start Location

Driver End Location

Participant Drop Off Location

Participant Pick Up Location

Estimated Round Trip Mileage 0

Trip Contact

Name Bakner, Paul
Email Paul-Bakner@esasd.net
Phone 570.588.4420 x.19104

Pager
Cellular

Attendees

Faculty Paul M. Bakner
Supervising Adults
Number of students 40
Number of adults 2
Totals Attendees 42

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

Categorization

Budget Code

Budget Code Description

Recommended Min Age 0

Recommended Max Age 0

Educational Objective Away Band Competition

Notes

Special Needs and/or Trip Requirements Paul Bakner will make arrangements to reserve a charter bus for this trip.
Driving Directions

Required Services

Transportation Type Charter Bus

Dispatch Order #: _____

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

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 ESHS-South GROUP Class 2016 REQUESTOR A. Eckenbarger
 DESTINATION Stokesay Castle, PA GRADE(S)/LEVEL(S) 12
 DIRECTIONS TO DESTINATION OBTAINED (Please check) YES NO
 DATE April 30 2016 PLACE OF DEPARTURE (Be Specific) Front of H.S. South
 NUMBER OF STUDENTS MAKING TRIP 400 NUMBER OF SCHOOL BUSES NEEDED 0
 BUS ARRIVAL TIME (For pre-departure preparation) 3pm
 BUS DEPARTURE TIME (After all pre-trip preparation is complete) 3:30 pm
 RETURN TIME (When bus(es) arrive back at school for other duties) 12:00 AM
 PURPOSE OF TRIP (Include relationship to present curriculum area being covered) Prom

NUMBER OF CHAPERONES REQUIRED (See Board Policy No. 121) 16 *

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

PROJECTED COST OF TRIP:

# of Substitutes _____ X # of Days _____ =	\$ _____
Transportation Costs (as is applicable)	\$ <u>0</u>
Admission/Registration Fees	\$ <u>0</u>
Miscellaneous (Please list) <u>Martz</u>	\$ _____
<u>\$7824</u>	\$ _____
Grand Total	\$ <u>7824</u>

Pd By Students

PROCEDURAL PLAN/RAIN DATE IN CASE OF POSTPONEMENT/CANCELLATION: NA

SIGNATURE -- Staff Member Making Request A. Eckenbarger DATE 8-6-15

SIGNATURE/APPROVAL -- Building Principal _____ DATE _____

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

BUS AVAILABILITY -- Transportation Office _____ DATE _____

SIGNATURE -- Asst. Supt./Curriculum & Instruction _____ DATE _____

SIGNATURE -- Superintendent _____ DATE _____

Quotation Details

Frank Martz Coach Company

Client ID Client Company Client Ref 1 Client Ref 2	ESHSSouth East Stroudsburg High School South Debra Ecenbarger Prom 2016	Quotation ID Movement ID	26108 32569
		Passengers	400

First Pick-up Pick-up Date Single Journey Vehicle To Stay	East Stroudsburg, PA Sat 4/30/2016 Time 15:45 No Yes	Destination Arrival Date Leave Date Back Date	Reading, PA Sat 4/30/2016 Time Sat 4/30/2016 Time Sun 5/1/2016 Time 00:30
--	---	--	--

First Pick-up Instructions	Destination Instructions
----------------------------	--------------------------

East Stroudsburg High School South
Front of School
279 North Courtland Street
East Stroudsburg, PA 18301

Stokesay Castle
141 Stokesay Castle Ln
Reading, PA 19606

Group Leader: Name/Cell # TBA

Quantity	Seats	Vehicle Description
----------	-------	---------------------

8 55 Deluxe Motorcoach

Movement Totals

\$7,824.00

Route	Further Requirements
-------	----------------------

Saturday, April 30, 2016

(8) 55 Passenger Luxury Coaches

Pickup group at 3:45 PM at:
East Stroudsburg High School South
Front of School
279 North Courtland Street
East Stroudsburg, PA 18301

Depart to take group to:
Stokesay Castle
141 Stokesay Castle Ln
Reading, PA 19606

Anticipated arrival is 6:00 PM.

Group will depart the prom at 10:15PM to return.

Quoted by: Cheryl Zimmerman
Phone: 570-704-3641
Fax: 570-821-3811
Email: CZimmerman@martzgroup.com

Please note, this quote is valid for 30 days before the price is subject to change. This does not guarantee availability of buses. You must call or email to confirm availability and reserve.

Group is responsible for any parking fees.

Any change in time, pickup location, or itinerary may result in a change of price.

Included Items	Included	Included Items	Included
Driver Gratuity	No	Parking	No

Vehicle Facilities

DVD Player Restroom WIFI

Print Trip Report

Trip ID 6082

Booked By

Booked By healey, michael
 Email Michael-Healey@esasd.net
 Phone 2224
 Pager
 Cellular

Booking Details

Trip Name A World at School International Conference
 Status Approved
 Trip State Inactive
 Created Date 6/25/2015 3:29:00 PM
 Location ES High School-South
 Organization High School South
 Trip Destination Town Hall NYC, New York
 Trip Type Round Trip
 Trip Package
 Trip Departure Date Time 9/28/2015 9:15:00 AM
 Driver Departure Time
 Participant Drop Off Time
 Destination Arrival Date Time
 Trip Return Date Time 9/28/2015 7:00:00 PM
 Driver Return Time
 Participant Pick Up Time
 Destination Departure Date Time
 Driver Start Location
 Driver End Location
 Participant Drop Off Location
 Participant Pick Up Location
 Estimated Round Trip Mileage 0

Trip Contact

Name Healey, Michael
 Email michael-healey@esasd.net
 Phone 6104174635
 Pager
 Cellular

Attendees

Faculty Michael Healey
 Supervising Adults
 Number of students 22
 Number of adults 3
 Totals Attendees 25
 Cost per student \$20.00
 Cost per adult \$0.00

Categorization

Budget Code
 Budget Code Description
 Recommended Min Age 0
 Recommended Max Age 0
 Educational Objective ASPIRE South was selected to be among 1200 global youth meeting in NYC to celebrate/promote educational equity and opportunity internationally. This is our 3rd invitation to A World at School Event. Previous conferences have included speeches by Malala Yousafzai and former UK Prime Minister Gordon Brown.

Notes

Special Needs and/or
 Trip Requirements
 Driving Directions

Required Services

Transportation Type School Bus

113

**AGREEMENT FOR PARTICIPATION
IN CHILD NUTRITION PROGRAMS BETWEEN SCHOOL DISTRICTS,
AREA VO-TECHS AND INTERMEDIATE UNITS**

SPONSOR'S _____ **AGREEMENT**
NAME: Colonial Intermediate Unit 20 **NUMBER:** 120000000

The Sponsor is the agency that plans to claim reimbursement under the National School Lunch Program, School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program.

This Agreement between Colonial Intermediate Unit 20 (herein called "sponsor") and the **East Stroudsburg Area School District** (hereinafter called "school") is to provide students with services authorized by the National School Lunch Program, National School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program under Traditional Menu Planning Option.

The term of this Agreement shall be limited to the period between July 1, 2015 and June 30, 2016.

NOW, THEREFORE, THE SPONSOR AGREES TO ACCEPT THE RESPONSIBILITIES LISTED HEREIN FOR THESE STUDENTS.

1. The sponsor agrees to submit to the Pennsylvania Department of Education an Application, Policy Statement/Agreement in regards to the above listed programs.
2. The sponsor will (check which one applies):
 - A. Agree to distribute Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Free Milk to the parents of students attending classes. The sponsor agrees to verify the accuracy of the appropriate percentage of Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Free Milk and to maintain records to document the results of verification as required by federal regulations.
 - B. Agree to obtain copies of Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Free Milk from the home school and review to determine if the correct category of eligibility is indicated.
3. The sponsor agrees to designate an "Approving Official" to review and approve/deny Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Milk. The sponsor will also designate a "Hearing Official" to establish and use a fair hearing procedure to appeals on the decision of the "Approving Official"
4. The sponsor agrees to count the number of paid, free and reduced price meals/snacks/free milk served to these students at the point of service.
5. The sponsor agrees to ensure that meals/snacks claimed for reimbursement contain all of the foods required for a reimbursable meal.

6. The sponsor agrees to submit a monthly claim for reimbursement to the Department of Education in accordance with the appropriate federal regulations.
7. The sponsor agrees to accept fiscal responsibility for the Program(s) and return to the Department Education any amount not properly earned by the sponsor as determined by a review or audit.
8. The sponsor and the school agree to comply with all federal and state regulations governing the administration of the program(s).

In accordance with Federal law and U. S. Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability or retaliation. If you require this information in alternative format (Braille, large print, audiotape, etc), contact the USDA's TARGET Center at (202)720-2600 (Voice or TDD). If you require information about this program, activity or facility in a language other than English, contact the USDA agency responsible for the program or activity, or any USDA OFFICE. To file a complaint alleging discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call, toll free, (866) 632-9992 (Voice). TDD users can contact USDA through local relay or the Federal Relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice users). USDA is an equal opportunity provider and employer.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers, on the dates noted below.

PLEASE SIGN IN BLUE INK.

FOR THE SPONSOR BY:  DATE: July 14, 2015

TYPED NAME AND TITLE: Jon Wallitsch
Director of Fiscal Affairs
Colonial Intermediate Unit 20

FOR THE SCHOOL BY: _____ DATE: _____

TYPED NAME AND TITLE: _____

East Stroudsburg Area School District

AGREEMENT FOR PARTICIPATION
IN CHILD NUTRITION PROGRAMS BETWEEN SCHOOL DISTRICTS,
AREA VO-TECHS AND INTERMEDIATE UNITS

SPONSOR'S AGREEMENT
NAME: Monroe Career & Technical Institute NUMBER: 1-20-450-3

The Sponsor is the agency that plans to claim reimbursement under the National School Lunch Program, School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program.

This Agreement, entered into this -15- day of July, by and between Monroe Career & Technical Institute (hereinafter called "sponsor") and the East Stroudsburg SD Agreement Number 1-20-45-200-3 (hereinafter called "school") is to provide students with services authorized by the National School Lunch Program, National School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program under Traditional Menu Planning Option.

The term of this Agreement shall be limited to the period between July 1, 2015 and June 30, 2016.

NOW, THEREFORE, THE SPONSOR AGREES TO ACCEPT THE RESPONSIBILITIES LISTED HEREIN FOR THESE STUDENTS.

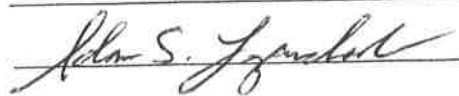
1. The sponsor agrees to submit to the Pennsylvania Department of Education an Application, Policy Statement/Agreement in regards to the above listed programs.
2. The Sponsor will (check which one applies):
 - A. Agree to distribute Meal Benefit Applications for Free and Reduced Price Meals/Snacks/Milk to the parents of students attending classes. The sponsor agrees to verify the accuracy of the appropriate percentage of Meal Benefit Applications for Free and Reduced Price Meals/Snacks/Milk and to maintain records to document the results of verification as required by federal regulations.
 - B. Agree to obtain copies of Meal Benefit Applications for Free and Reduced Price Meals/Snacks/Milk from the home school and review to determine if the correct category of eligibility is indicated.
3. The sponsor agrees to designate an "Approving Official" to review and approve/deny Meal Benefit Applications for Free and Reduced Price Meals/Snacks/Milk. The sponsor will also designate a "Hearing Official" to establish and use a fair hearing procedure for appeals on the decision of the "Approving Official."
4. The sponsor agrees to count the number of paid, free and reduced price meals/snacks/milk served to these students at the point of service.
5. The sponsor agrees to ensure that meals/snacks claimed for reimbursement contain all of the foods required for a reimbursable meal.
6. The sponsor agrees to submit a monthly claim for reimbursement to the Department of Education in accordance with the appropriate federal regulations.
7. The sponsor agrees to accept fiscal responsibility for the program(s) and return to the Department of Education any amount not properly earned by the sponsor as determined by a review or audit.
8. The sponsor and the school agree to comply with all federal and state regulations governing the administration of the program(s).

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers, on the dates noted below.

Please sign in **BLUE** ink.

FOR THE SPONSOR BY: Monroe Career & Technical Institute DATE 7/8/2015

Typed Name and Title: Adam S. Lazarchak, Director MCTI



FOR THE SCHOOL BY: East Stroudsburg Area School District DATE _____

Typed Name and Title: Mr. Jeffrey Bader, Business MGR., East Stroudsburg Area SD

**AGREEMENT FOR PARTICIPATION
IN CHILD NUTRITION PROGRAMS BETWEEN SCHOOL DISTRICTS,
AREA VO-TECHS AND INTERMEDIATE UNITS**

SPONSOR'S **AGREEMENT**
NAME: PA TREATMENT & HEALING **NUMBER: 120452003**

The Sponsor is the agency that plans to claim reimbursement under the National School Lunch Program, School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program.

This Agreement, entered into this 20TH day of July 2015, by and between PA Treatment & Healing (hereinafter called "sponsor") and the East Stroudsburg ASD Agreement Number 120452003 (hereinafter called "school") is to provide students with services authorized by the National School Lunch Program, National School Breakfast Program, Afterschool Snack Program and/or the Special Milk Program under Traditional Menu Planning Option.

The term of this Agreement shall be limited to the period between July 1, 2015 and June 30, 2016

NOW, THEREFORE, THE SPONSOR AGREES TO ACCEPT THE RESPONSIBILITIES LISTED HEREIN FOR THESE STUDENTS.

1. The sponsor agrees to submit to the Pennsylvania Department of Education an Application, Policy Statement/Agreement in regards to the above listed programs.
2. The Sponsor will (check which one applies):
 - A. Agree to distribute Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Free Milk to the parents of students attending classes. The sponsor agrees to verify the accuracy of the appropriate percentage of Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Free Milk and to maintain records to document the results of verification as required by federal regulations.
 - B. Agree to obtain copies of Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/ Free Milk from the home school and review to determine if the correct category of eligibility is indicated.
3. The sponsor agrees to designate an "Approving Official" to review and approve/deny Household Meal Benefit Applications for Free or Reduced Price Meals/Snacks/Milk. The sponsor will also designate a "Hearing Official" to establish and use a fair hearing procedure for appeals on the decision of the "Approving Official."
4. The sponsor agrees to count the number of paid, free and reduced price meals/snacks/ free milk served to these students at the point of service.
5. The sponsor agrees to ensure that meals/snacks claimed for reimbursement contain all of the foods required for a reimbursable meal.
6. The sponsor agrees to submit a monthly claim for reimbursement to the Department of Education in accordance with the appropriate federal regulations.
7. The sponsor agrees to accept fiscal responsibility for the program(s) and return to the Department of Education any amount not properly earned by the sponsor as determined by a review or audit.
8. The sponsor and the school agree to comply with all federal and state regulations governing the administration of the program(s).

(Braille, large print, audiotape, etc.), contact the USDA's TARGET Center at (202) 720-2600 (Voice or TDD). If you require information about this program, activity or facility in a language other than English, contact the USDA agency responsible for the program or activity, or any USDA office. To file a complaint alleging discrimination, write to *USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-9410* or call, toll free, (866) 632-9992 (Voice). TDD users can contact USDA through local relay or the Federal Relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice users). USDA is an equal opportunity provider and employer.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers, on the dates noted below.

Please sign in **BLUE** ink.

FOR THE SPONSOR BY: PA Treatment & Healing DATE _____

Typed Name and Title: _____

FOR THE SCHOOL BY: East Stroudsburg Area School District DATE _____

Typed Name and Title: William Searfoss, Board President

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY

- 1. NAME OF ORGANIZATION: East Stroudsburg North Cheerleading
- 2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
fundraiser for extra equipment needed
- 3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
The students will benefit from this organization by helping financially.
- 4. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) _____
- 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.
big days, selling chocolate, car washes ect.
- 6. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
These funds will be used to benefit the students by providing an opportunity for fundraising to available to purchase cheer music, signs, and extra equipment.
- 7. FINANCIAL DEPENDENCE:
 - a. Will this organization require any financial assistance or facilities and equipment to be provided by the General Fund? Yes No
 - b. If "yes", briefly describe the assistance needed and whether it is a continuing, year-to-year need.

- 8. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)
Aileen Prothro, the head coach will be responsible for these funds.

Date Submitted: 7/10/15

Submitted by: _____ Aileen Prothro

Signature: _____ [Signature]

Principal: _____ [Signature]

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEMBERSHIP

ADOPTED: August 19, 2002

REVISED: February 27, 2006
August 17, 2015

	004. MEMBERSHIP
	Section 1. <u>Number</u>
SC 302, 303	The Board does consist of nine (9) members.
SC 1081	The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.
	Section 2. <u>Qualifications</u>
	Each member of the Board shall meet the following qualifications:
SC 322	a. Be of good moral character, be eighteen (18) years of age, shall have been a resident of the district for at least one (1) year prior to the date of his/her election or appointment, and shall not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal council.
SC 323	b. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.
SC 324 65 Pa. C.S.A. Sec. 1101 et seq	c. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law.
SC 321	d. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.
65 Pa. C.S.A. Sec. 1102, 1104, 1105 Title 51 Sec. 15.2, 15.3	e. Shall file a statement of financial interests with the State Ethics Commission. <ol style="list-style-type: none"> 1. Before taking the oath of office or entering upon his/her duties. 2. Annually by May 1 while serving on the Board. 3. By May of the year after leaving the Board.

<p>SC 301 et seq</p>	<p>Section 3. <u>Election</u></p> <p>Election of members of the Board shall be in accordance with law.</p>
<p>SC 315, 319 65 P.S. 701 et seq SC 315 et seq</p>	<p>Section 4. <u>Vacancies</u></p> <p>A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy. The Board member so appointed shall serve until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Monroe County.</p>
<p>SC 315, 407 65 Pa. C.S.A. Sec. 701 et seq</p>	<p><i>Temporary Vacancy – Active Military Service –</i></p> <p>A temporary vacancy shall be declared when a Board member is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The Board member so appointed shall serve either until the Board member returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.</p>
<p>SC 303, 315</p>	<p>Section 5. <u>Term</u></p> <p>The term of office of each Board member shall be four (4) years and shall expire on the first Monday of December, except for a Board member appointed or elected to fill a vacancy. A Board member appointed to fill a vacancy shall serve for the remainder of the unexpired term or, if earlier, until the first Monday of December after the municipal election occurring more than sixty (60) days after his/her appointment. The term of a Board member elected to an unexpired term shall expire at the termination of that term.</p>
<p>SC 315 65 P.S. Sec. 91</p>	<p>Section 6. <u>Removal</u></p> <p>Whenever a Board member is no longer a resident of East Stroudsburg Area School District, his/her membership on the Board shall cease.</p> <p>The removal of a Board member who resigns shall become effective upon the presentation of the resignation to the Board President and upon the date specified.</p>

004. MEMBERSHIP - Pg. 3

<p>SC 319 Pol. 006</p>	<p>A Board member who neglects or refuses to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting neglects or refuses to act in his/her official capacity as a school director, may be removed from his/her office on the affirmative vote of a majority of the remaining members of the Board.</p>
<p>SC 319 Pol. 006</p>	<p>If a person elected or appointed as a Board member, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of his/her term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.</p>
<p>SC 516, 516.1, 517</p>	<p>Section 7. <u>Expenses</u></p> <p>In accordance with the Public School Code of Pennsylvania, the Board establishes the following regulations governing the attendance of members at state conventions, associations, and reimbursement of expenses incurred while participating in official school business:</p> <ol style="list-style-type: none">a. The Superintendent shall arrange for the payment of membership dues annually for all Board members, the Business Manager and Superintendent. Such expenses shall be paid, in the usual manner, out of school district funds.b. Board members, the Board Secretary and the Solicitor are authorized to attend a maximum of two (2) educational meetings (or conventions) in any one school year and be fully reimbursed for all necessarily incurred costs.<ol style="list-style-type: none">1. Such expenses for Board members will be itemized and made public at the next Board meeting.2. Additional expenses such as insurance, registration fees, and other incidentals shall be reimbursed at their actual rate subject to an itemized statement and signed verification by the Board member, authorized by the Board Secretary, and approved by the Superintendent in accordance with state law and the stipulations of this regulation.3. Travel expenses for attendance at school district meetings shall be reimbursed for mileage at a rate not to exceed the I.R.S. standard mileage deduction.c. The Superintendent and Business Manager may attend such conferences and meetings deemed conducive to the best interests of the district and necessary to carry out their duties. All expenses incurred shall be reimbursed. Travel expenses shall be reimbursed at a rate not to exceed the I.R.S. standard mileage deduction plus such other expenses as incurred (tolls, parking, etc.).

	<p>Section 8. <u>Orientation</u></p> <p>The Board believes that the preparation of each Board member for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new Board member to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.</p> <p>Accordingly, the Board shall give to each new Board member for use during his/her term on the Board the location on the district website for the following items:</p> <ol style="list-style-type: none">a. A copy of the School Code.b. A copy of the Board Policy Manual.c. The current budget statement, audit report and related fiscal materials.d. The most recent Comprehensive Plan. <p>Each new Board member shall be invited to meet with the Board President Superintendent and Board Secretary to discuss Board functions, policy and procedures.</p> <p>Section 9. <u>Board Member Education/Training</u></p> <p>The Board places a high priority on the importance of a planned and continuing program of in-service education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership.</p> <p>The Board, in conjunction with the Superintendent, shall plan specific in-service education programs and activities designed to assist Board members in their efforts to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.</p>
SC 519	<p>Pol. 901</p> <p>The school community shall be kept informed about the Board's continuing in-service education and training and the anticipated short and long-term benefits to the district and its schools.</p> <p>The Board shall annually budget funds to support its planned program of in-service education and training.</p>

<p>SC 516, 516.1</p>	<p>The Board establishes the following activities as the basis for its planned program of in-service education and training:</p> <ul style="list-style-type: none">a. Participation in School Board conferences, workshops and conventions.b. District-sponsored in-service education and training programs designed to meet Board needs.c. Subscriptions to publications addressed to Board member concerns.d. Maintenance of resources and reference materials accessible to Board members. <p>Section 10. <u>Conference Attendance</u></p> <p>The Board may, from time to time, appoint one or more Board members and its Solicitor as delegates to any state convention or Association of School Directors held within the Commonwealth pursuant to Section 516 of the School Code. Likewise, the Board may, from time to time, authorize the attendance of one or more of its members and its Solicitor at any meeting held within the Commonwealth, other than annual state conventions of School Directors or at the annual convention of the National School Boards Association or at any other educational convention pursuant to Section 516.1 of the School Code, and any State and/or Federal Regulations where applicable.</p> <p>When a conference, convention, or workshop is not attended by the full Board, those who do participate shall share information by presenting a written report with recommendations and materials acquired at the event with the full Board at the next scheduled meeting.</p> <p>The Board shall authorize such attendance in advance of the dates of such meetings. Each person so authorized to attend and attending shall be reimbursed for all expenses actually and necessarily incurred in going to, attending and returning from the place of such meetings, including travel, travel insurance, lodging, meals, registration fees and other incidental expenses necessarily incurred.</p> <p>The district Treasurer shall be authorized to make payment or reimbursement of such expenses upon receipt of itemized verified statements of such expenses, which statements shall be submitted through the Business Manager of the district. The amounts of all such expenses shall be itemized and made public at the next meeting of the Board following actual payment or reimbursement by the Treasurer.</p> <p>Notwithstanding the above, any person so authorized to attend such meeting or conventions may receive advance payment upon presentation to the Treasurer, through the Business Manager, of a statement of estimated expenses to be incurred. Upon return from such meetings, any person having received advance payment shall</p>
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present to the Treasurer a final itemized verified statement of expenses actually incurred, and a refund of any remaining advanced funds shall be made to the district, or an additional payment shall be made by the district to meet verified expenses actually incurred, as the case may be. The amounts of all such expenses shall be itemized and made public at the next meeting of the Board following the presentation of the final itemized statement and payment of any refund or additional payment, due by reason of such final statement.

Section 10. Student Representation

The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.

References:

School Code – 24 P.S. Sec. 301, 303, 315, 316, 317, 318, 319, 321, 322, 323, 324, 407, 516, 516.1, 519, 1081

Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.

Public Officials and Employee Ethics Act – 65 Pa. C.S.A. Sec. 1101 et seq.

Removal of Residence; Forfeiture of Office – 65 P.S. Sec. 91

State Ethics Commission Regulations – 51 PA Code Sec. 15.2, 15.3






Board Policy – 004, 006, 331, 901

221. DRESS AND GROOMING - Pg. 2

3. Delegation of Responsibility
 4. Prevent the student from achieving educational objectives because of blocked vision or restricted movement.
 The Superintendent shall develop procedures to implement this policy, which designates the building principal to monitor student dress in his/her building to ensure this Policy is enforced.

Students shall have the responsibility to keep themselves, their clothes and their hair clean.

4. Guidelines
 The following standards regarding student dress and grooming shall be followed by students on **school property** during the **school day**:

STANDARD REQUIREMENTS			
Choose at least one from each column (may be any color and/or pattern):	Opaque Top with sleeves*	Non-Jean/ Non-Denim Bottoms**	Footwear
			
No gap between top and bottoms	No gap between top and bottoms		
APPROVED SELECTIONS			
	Top	Bottom	Footwear
Girls 	Collared blouse* Collared shirt* Turtleneck Dress Tank dress w/top	Chino Slacks Dress Slacks Chino Capri pants Chino Shorts Dress Jumper Skirt/Skort Cargo pants/shorts	Boots Espadrilles Loafers Moccasins Oxfords Sandals w/ heel strap Sling backs Sneakers
Boys 	Collared shirt* Turtleneck	Chino pants Dress pants Chino shorts Cargo pants/shorts	Boots Loafers Moccasins Oxfords Sandals w/ heel strap Sneakers

***Tops** must cover the wearer within 3 3/8" (long side of school district-issued photo ID card length) of the base of the collar bone.

****Bottoms** must cover the wearer within 2" (short side of school district-issued photo ID card) of the top of the knee.

Title 22
Sec. 12.11
Pol. 806

Clothing shall not have frayed edges or holes in the fabric.

Full-length **jeggings**/leggings/tights may be worn under skirts or dresses that meet the length requirement.

Sweaters, sweatshirts, scarves, belts, and other accessories may be worn in addition to tops, bottoms and footwear listed above.

Headwear shall not be worn in the school building, including but not limited to caps, hats, hoods, scarves, bandanas, hair nets, sweatbands or do-rags. Hair accessories and headbands may be worn.

Sunglasses and non-prescription glasses are not permitted.

Outerwear (i.e.: coats, jackets, parkas, gloves) shall not be worn indoors during the school day, excluding when traveling to or from one's locker or homeroom when entering or exiting the building.

School district issued photo identification shall be visibly worn on a lanyard or clipped to the shirt collar on the front of the torso, above the waist and below the shoulders for all high school students.

Exceptions/Exclusions to Approved Selections

1. As required by an eligible student's Individualized Education Plan;
2. As required by a Chapter 15 - Section 504 Service Agreement;
3. As required by one's religious order as evidenced in writing by an official thereof;
4. As required for participation in school sponsored activities/athletics and/or physical education classes as set forth in the Code of Student Conduct;
5. Official school district licensed, approved school activity/ organization, college/university, and/or United States military apparel **worn visibly to promote the organization/activity**.

Exceptions/Exclusions remain subject to Standard Requirements.

Definitions

chino: A non-denim, cotton and/or polyester fabric.

school property: (see Pennsylvania School Code)

school day: (see Policies 803 and 804)

School district officials will not make school-wide policies limiting the length or style of hair, but they may require changes in either style or length on an individual

221. DRESS AND GROOMING - Pg. 4

basis if they can demonstrate that a student's hairstyle is a health and/or safety hazard and/or disruptive to the educational process.

Casual for a Cause

No more than two (2) Fridays per month may be designated as Casual for a Cause by the building/district administrator. Students who choose to participate will have the opportunity to dress in alternate attire specified by administration in exchange for a contribution to a designated charity/cause and/or by redeeming earned Positive Behavior Award Points/Coupons.

Written requests to conduct Casual for a Cause in excess of the above must be submitted to the Superintendent for approval.

Transfer Students

Upon enrollment in the East Stroudsburg Area School District, new students will be granted a grace period of one week before being required to conform to the dress policy, but dress must comply with the spirit and intent of this Policy.

Disciplinary Consequences

Pol. 218.3

Students violating this policy shall be subject to disciplinary consequences as outlined in the Code of Student Conduct, and/or Policy 218.3, as applicable.

A student may change from non-compliant clothing to compliant clothing provided by the school, when available.

A dress code is a dynamic document. Administrative discretion may be used to determine appropriate attire in the school setting. Students and parents/guardians shall be notified of any change in policy. Solutions to situations not specifically covered herein are the responsibility of building-level administrators.

Appropriate decisions will be made based on the Board policy. Students and parents/guardians are expected to exercise careful judgment in the selection of appropriate attire for school.

References:

School Code – 24 P.S. Sec. 1317.3

State Board of Education Regulations – 22 PA code Sec. 12.11

Board Policy – 218.3, 806

**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: OPERATIONS

TITLE: SUICIDE AWARENESS,
PREVENTION AND RESPONSE

ADOPTED: August 19, 2002

REVISED: August 17, 2015

<p>1. Purpose SC 1526 Pol. 103.1, 248, 249, 806</p> <p>2. Authority Title 22 Sec. 12.12 Pol. 207, 216, 236</p> <p>3. Guidelines</p> <p>SC 1526</p> <p>SC 1526</p>	<p style="text-align: center;">819. SUICIDE AWARENESS, PREVENTION AND RESPONSE</p> <p>The Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; establish methods of prevention, intervention, and response to suicide or suicide attempt; and to promote access to suicide awareness and prevention resources.</p> <p>In compliance with state law and regulations, and in support of the district's suicide prevention measures, information received in confidence from a student may be revealed to the student's parents/guardians, the building principal or other appropriate authority when the health, welfare or safety of the student or any other person is deemed to be at risk.</p> <p>The district shall utilize a multifaceted approach to suicide prevention which integrates school and community-based supports.</p> <p>The district shall notify district employees, students and parents/guardians of this policy and shall post the policy on the district's website.</p> <p style="text-align: center;">SUICIDE AWARENESS AND PREVENTION EDUCATION</p> <p><u>Protocols for Administration of Student Education</u></p> <p>Students shall receive age-appropriate education on the importance of safe and healthy choices, coping strategies, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others including how to engage school resources and refer friends for help.</p> <p>Lessons shall contain information on comprehensive health and wellness, including emotional, behavioral and social skills development.</p>
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<p>SC 1526 Pol. 333</p>	<p><u>Protocols for Administration of Employee Education</u></p> <p>All district employees, including but not limited to secretaries, coaches, bus drivers, custodians and cafeteria workers, shall receive information regarding risk factors, warning signs, response procedures, referrals, and resources regarding youth suicide prevention.</p> <p>As part of the district’s professional development plan, professional educators in school buildings serving students in grades six (6) through twelve (12) shall participate in four (4) hours of youth suicide awareness and prevention training every five (5) years.</p> <p>Additional professional development in risk assessment and crisis intervention shall be provided to guidance counselors, district mental health professionals and school nurses.</p> <p><u>Resources for Parents/Guardians</u></p> <p>The district may provide parents/guardians with resources including, but not limited to, health promotion and suicide risk, including characteristics and warning signs; and information about local behavioral/mental health resources.</p>
<p>SC 1526</p>	<p style="text-align: center;">METHODS OF PREVENTION</p> <p>The methods of prevention utilized by the district include, but are not limited to, early identification and support for students at risk; education for students, staff and parents/guardians; and delegation of responsibility for planning and coordination of suicide prevention efforts.</p> <p><u>Suicide Prevention Coordinators</u></p> <p><i>District-Wide –</i></p> <p>A district-wide suicide prevention coordinator shall be designated by the Superintendent. This may be an existing district employee. The district suicide prevention coordinator shall be responsible for planning and coordinating implementation of this policy.</p> <p><i>Building Level –</i></p> <p>Each building principal shall designate a school suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and policy implementation. This may be an existing district employee.</p>

Early Identification Procedures

Early identification of individuals with one (1) or more suicidal risk factors or of individuals exhibiting warning signs, is crucial to the district's suicide prevention efforts. To promote awareness, district employees, students and parents/guardians should be educated about suicidal risk factors and warning signs.

Risk factors refer to personal or environmental characteristics that are associated with suicide including, but not limited to:

- Behavioral Health Issues/Disorders:
 - Depression.
 - Substance abuse or dependence.
 - Previous suicide attempts.
 - Self-injury.
- Personal Characteristics:
 - Hopelessness/Low self-esteem.
 - Loneliness/Social alienation/isolation/lack of belonging.
 - Poor problem-solving or coping skills.
 - Impulsivity/Risk-taking/recklessness.
- Adverse/Stressful Life Circumstances:
 - Interpersonal difficulties or losses.
 - Disciplinary or legal problems.
 - Bullying (victim or perpetrator).
 - School or work issues.
 - Physical, sexual or psychological abuse.
 - Exposure to peer suicide.

- Family Characteristics:
 - Family history of suicide or suicidal behavior.
 - Family mental health problems.
 - Divorce/Death of parent/guardian.
 - Parental-Child relationship.

Warning signs are indications that someone may be in danger of suicide, either immediately or in the near future. Warning signs include, but are not limited to:

- Expressions such as hopelessness, rage, anger, seeking revenge, feeling trapped, anxiety, agitation, no reason to live or sense of purpose.
- Recklessness or risky behavior.
- Increased alcohol or drug use.
- Withdrawal from friends, family, or society.
- Dramatic mood changes.

Referral Procedures

Any district employee who has identified a student with one (1) or more risk factors or who has an indication that a student may be contemplating suicide, shall refer the student for further assessment and intervention.

Documentation

The district shall document the reasons for referral, including specific warning signs and risk factors identified as indications that the student may be at risk.

SC 1526

METHODS OF INTERVENTION

The methods of intervention utilized by the district include, but are not limited to, responding to suicide threats, suicide attempts in school, suicide attempts outside of school, and completed suicide. Suicide intervention procedures shall address the development of an emotional or mental health safety plan for students identified as being at increased risk of suicide.

<p>Pol. 806</p>	<p><u>Procedures for Students at Risk</u></p> <p>A district-approved suicide assessment instrument may be used by trained mental health staff such as counselors, psychologists, social workers.</p> <p>Parents/Guardians of a student identified as being at risk of suicide shall be notified by the school. If the school suspects that the student’s risk status is the result of abuse or neglect, school staff shall immediately notify Children and Youth Services.</p> <p>The district shall identify mental health service providers to whom students can be referred for further assessment and assistance.</p> <p>Mental health service providers – may include, but not be limited to, hospital emergency departments, psychiatric hospitals, community mental health centers, psychiatrists, psychologists, social workers, and primary care providers.</p> <p>The district shall create an emotional or mental health safety plan to support a student and the student’s family if the student has been identified as being at increased risk of suicide.</p> <p><u>Students With Disabilities</u></p> <p>Pol. 103.1, 113, 113.2, 113.3, 114 For students with disabilities who are identified as being at risk for suicide or who attempt suicide, the appropriate team shall be notified and shall address the student’s needs in accordance with applicable law, regulations and Board policy.</p> <p>Pol. 103.1, 113, 113.2, 113.3, 114 If a student is identified as being at risk for suicide or attempts suicide and the student may require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student’s needs in accordance with applicable law, regulations and Board policy.</p> <p><u>Documentation</u></p> <p>The district shall document observations, recommendations and actions conducted throughout the intervention and assessment process including verbal and written communications with students, parents/guardians and mental health service providers.</p> <p>The Superintendent or designee shall develop administrative regulations providing recommended guidelines for responding to a suicide threat.</p>
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<p>SC 1526</p>	<p style="text-align: center;">METHODS OF RESPONSE TO SUICIDE OR SUICIDE ATTEMPT</p> <p>The methods of response to a suicide or a suicide attempt utilized by the district include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Identifying and training the school crisis response/crisis intervention team. 2. Determining the roles and responsibilities of each crisis response team member. 3. Notifying students, employees and parents/guardians. 4. Working with families. 5. Responding appropriately to the media. 6. Collaborating with community providers. <p>The Superintendent or designee shall develop administrative regulations with recommended guidelines for responding to a suicidal act or attempt on school grounds or during a school-sponsored event.</p> <p><u>Re-Entry Procedures</u></p>
<p>Pol. 103.1, 113, 113.2, 113.3, 117, 204</p> <p>SC 1526</p>	<p>A student’s excusal from school attendance after a mental health crisis and the student’s return to school shall be consistent with state and federal laws and regulations.</p> <p>A district-employed mental health professional, the building principal or suicide prevention coordinator shall meet with the parents/guardians of a student returning to school after a mental health crisis, and, if appropriate, meet with the student to discuss re-entry and applicable next steps to ensure the student’s readiness to return to school.</p> <p>When authorized by the student’s parent/guardian, the designated district employee shall coordinate with the appropriate outside mental health care providers.</p> <p>The designated district employee will periodically check in, as needed, with the student to facilitate the transition back into the school community and address any concerns.</p> <p style="text-align: center;">REPORT PROCEDURES</p> <p>Effective documentation assists in preserving the safety of the student and ensuring communication among school staff, parents/guardians and mental health service providers.</p>

SC 1526	<p>When a district employee takes notes on any conversations or situations involving or relating to an at-risk student, the notes should contain only factual or directly observed information, not opinions or hearsay.</p> <p>As stated in this policy, district employees shall be responsible for effective documentation of incidents involving suicide prevention, intervention and response.</p> <p>The suicide prevention coordinator shall provide the Superintendent with a copy of all reports and documentation regarding the at-risk student. Information and reports shall be provided, as appropriate, to guidance counselors, district mental health professionals and school nurses.</p> <p style="text-align: center;">SUICIDE AWARENESS AND PREVENTION RESOURCES</p> <p>A listing of resources regarding suicide awareness and prevention shall be attached to this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1526</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.12</p> <p>Board Policy – 103.1, 113, 113.2, 113.3, 114, 117, 146, 204, 207, 216, 236, 248, 249, 333, 805, 806</p>
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**DISABLED VETERANS
REAL PROPERTY TAX EXEMPTION CERTIFICATION**

Acct- 0060490059

June 08, 2015

Thomas McBride
1167 Pocono Mountain Lake Drive
Bushkill, PA 18324

Application is New

The applicant listed above has applied to the Pennsylvania State Veterans' Commission for Real Estate Tax Exemption. The State Veterans' Commission has determined that the applicant has demonstrated the required financial need. Additionally, to assist the tax authority we have verified with the Department of Veterans Affairs that the applicant is totally and permanently disabled as a result of service connected causes incurred during a period of war or armed conflict. Therefore, it is recommended that the applicant be approved for the exemption of all real estate taxes on the above listed property.

If the application is a new claim, the qualified applicant shall be exempt from real property taxes that become due on or after November 04, 2014. You must present this letter to your local tax authority to determine the precise tax period from which you will be exempt. You should know that taxes are considered due on the first day of a tax period even though payment may not be due for several months.

The State Veterans' Commission is required to review all property tax exemption cases at least once every five years for determination of CONTINUED FINANCIAL NEED. A review form will be mailed to the applicant sometime prior to the due date for review.

For the Commission.

Sincerely,

Cory Bender
Veterans' Service Officer Supervisor
Division of Programs and Services

*6/12/15
EON CT 2015
[Signature]*

Department of Military and Veterans Affairs | Office of Veterans Affairs
Bldg. 0-47 Fort Indiantown Gap | Annyville, PA 17003 | 717.861.8910 | F 717-861-8589 | www.dmva.state.pa.us

347-9987415 Thomas McBride

Date: 7/29/2015 31

TAX ACCOUNTING SYSTEM
ACCOUNT STATUS INQUIRY

Mode: INQUIRY

Property ID: 060040460

Name: MCBRIDE, THOMAS *
Location: LOTS 21 & 22 SEC 1A

..... Bill Information Paid Information

Yr	Bill #	Bill Date	Bill Amount	Pay Cod	Pay Date	Batch	Paid Amount	Amount Due
R 05	027073	8/01/2005	2804.88	D	9/29/2005	106067	2748.78	
R 06	028742	8/01/2006	3022.34	D	9/27/2006	106298	2961.89	
R 07	025643	8/01/2007	3313.75	D	9/24/2007	600008	3247.48	
R 08	027454	8/01/2008	3598.92	D	9/26/2008	068013	3526.94	
R 09	027434	8/01/2009	3710.93	D	9/25/2009	068011	3636.71	
R 10	027209	8/01/2010	3903.12	D	8/26/2010	068003	3825.06	
R 11	027034	8/01/2011	4021.06	D	9/28/2011	068011	3940.64	
R 12	026925	8/01/2012	4022.93	D	9/28/2012	068022	3942.47	
R 13	026791	8/01/2013	4022.93	D	9/23/2013	068018	3942.47	
R 14	026489	8/01/2014	3851.33	N	10/20/2014	068502	3851.33	.00

F1/Help=Help text
F12=Cancel

F10=View Overpayments
F11=View Property Info.

F14=View Lien History
F15=View Senior Tax Credit



May 1, 2015

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

Dear Jeff & Diane,

We appreciate the opportunity to provide you with information on the deposit products ESSA Bank & Trust has to offer. Thank you so much taking the time to speak with me and John Jablowski. I am confident that ESSA Bank & Trust is a good fit for the school districts accounts. As you know, ESSA Bank & Trust is known for its outstanding customer service, community support and conveniently located branches.

Per your request, I have attached a proposal of what we have to offer in the way of checking, money market and CD accounts. Our accounts can be offered without any monthly service charges and we will waive fees for other services such as wires and stop payments. In addition to this, we will pay you an interest rate that is competitive in the market. This rate will be based on your deposit relationship with us, and is reviewed on a yearly basis. We will also supply checks and deposit tickets for all tax collector accounts at no charge.

At ESSA Bank & Trust, we take great pride in providing tailored products and services. Our goal is to give excellent customer service and a high level of responsiveness. We will listen to your needs. Our commitment to being the leading service oriented community financial institution is a core component of our mission here at ESSA.

I look forward to speaking with you and am available for any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori A. Ruiz", written in a cursive style.

Lori A. Ruiz
Branch Manager

ESSA Bank & Trust
Stroudsburg Office
570-421-3773 x10410



Accounts offered to East Stroudsburg Area School District
May 6, 2015

Based on the information you gave us, here is a summary of the accounts that ESSA Bank & Trust has to offer the East Stroudsburg Area School District.

Accounts

- Activity Fund Concession Stand (6769)
- B O'Hara, Tax Collector (8951)
- Construction Fund (1274)
- High School N Athletic Fund (7376)
- Alberta Tallada, Tax Collector (7168)
- Athletic Fund South (634)
- Non-expendable Scholarship (6342)
- Expendable Scholarship Fund (6369)
- Student Activity Fund (6377)
- Tax Escrow Account (7185)
- Special Activity Fund (0446)
- Cafeteria Fund (0454)
- General Fund (2490)
- ESASD (2744)
- Kathy J Mosher, Tax Collector (5364)
- Gerberich, Tax Collector (5372)
- Arnst, Tax Collector (6260)
- ESASD (9197)
- ESASD-Operating Account (0023)

○ ***Government Checking***

- Earns an interest rate of .20%; the rate is variable and based on the daily balance.
 - ✓ Based on the average balance of the statements provided to us, this rate will earn the school district approximately \$50,000.00 annually.
- No minimum daily balance requirement
- Unlimited transactions, including ACH, at no charge
- Target balance can be set up to sweep to a Money Market Account.
- Unlimited check writing
- Statement cycle is at month end
- All fees will be waived on this account and in the event a fee is automatically assessed, that fee will be manually refunded.
- No charge for tax collector checks and deposit tickets.
- All accounts listed above would be best served in this type of account.

○ ***ESSA Money Market Account***

- Earns rates of up to .40%, based on the account balance
- \$10,000.00 minimum balance to avoid monthly service charge

- **By law**, no more than six (6) third party transfers per statement cycle are permitted
- **Statement cycle** is at month end
 - ✓ Interest rate is tiered based on the daily balance.
 - ✓ Based on the information you provided to me, this is an option you will have to earn even a higher rate of interest on the tax collector funds being held on deposit. We will be able to set up tax collector accounts to sweep out daily into the Money Market, earning a higher rate of interest. You would have online ability to transfer money into accounts as needed. Transfers are limited to no more than 6 per statement cycle.

- **Preferred Rate CD's**
 - In the event the school district is interested in putting monies aside for a specific timeframe, ESSA can offer the district rates above the posted rate. This rate will be based on the deposit relationship and CD term requested.

- **Other Services (at no charge)**
 - iBank @ ESSA for Business
 - ✓ An online banking system that will allow you to manage transfers, view checks online and track deposits from the convenience of your office.
 - ACH Origination
 - eDeposit @ ESSA
 - ✓ Our Remote Deposit Capture service. One Scanner will be provided at no charge to each tax collector & main office.

DEPOSITS ARE INSURED BY FDIC & COLLATERALIZED UNDER ACT 72

Thank you again for giving ESSA Bank & Trust the opportunity to assist East Stroudsburg Area School District with their banking needs. I look forward to working with you, and will be available for any questions or concerns you may have.

TO OWNER East Stroudsburg Area School Dist
50 Vine Street
East Stroudsburg, PA 18301

PROJECT: HVAC Renovations &
Lighting Upgrades at
ESSD J.T. Lambert Intermediate School

APPLICATION NO 10
PERIOD TO: 7/31/15

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR:
Wind Gap Electric, Inc.
125 West Seventh Street
Wind Gap, PA 18091

VIA ARCHITECT:
Strunk-Albert Engineering
804 Seven Bridge Road
East Stroudsburg, PA 18301

PROJECT NOS: (JTL) 18613

CONTRACT FOR: Electrical Construction

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

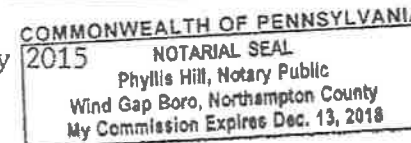
1. ORIGINAL CONTRACT SUM	\$	<u>1,000,000.00</u>
2. Net change by Change Orders	\$	<u>0.00</u>
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>1,000,000.00</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>859,810.00</u>
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	<u>42,990.50</u>
b. % of Stored Material (Column F on G703)	\$	<u> </u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>42,990.50</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>816,819.50</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>606,869.50</u>
8. CURRENT PAYMENT DUE	\$	<u>209,950.00</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>183,180.50</u>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Wind Gap Electric, Inc.

By: [Signature] Date: July 24, 2015

State of: Pennsylvania County of: Northampton
Subscribed and sworn to before me this 24th day of July 2015
Notary Public: Phyllis Hill
My Commission expires: [Signature]



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 209,950.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Strunk-Albert Engineering

By: [Signature] Date: 07/27/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 3 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: ¹⁰
APPLICATION DATE: 7/24/15

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 7/31/15

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: JTL) 18613

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
1	Bond & Insurance	\$23,000.00	23,000.00	0.00		23,000.00	100.00%	0.00	
2	Supervision	\$25,000.00	16,000.00	2,000.00		18,000.00	72.00%	7,000.00	
3	Mobilization	\$12,000.00	12,000.00	0.00		12,000.00	100.00%	0.00	
4	Demolition	\$88,000.00	26,000.00	32,000.00		58,000.00	65.91%	30,000.00	
5	Lamp Recycling	\$10,000.00	3,000.00	5,000.00		8,000.00	80.00%	2,000.00	
6	Conduit (Distribution) - M - L	\$10,400.00	10,400.00	0.00		10,400.00	100.00%	0.00	
		\$11,300.00	11,300.00	0.00		11,300.00	100.00%	0.00	
7	Conduit (Branch) - M - L	\$19,000.00	17,000.00	2,000.00		19,000.00	100.00%	0.00	
		\$31,000.00	28,500.00	2,500.00		31,000.00	100.00%	0.00	
8	Wire (Distribution) - M - L	\$10,000.00	8,500.00	1,500.00		10,000.00	100.00%	0.00	
		\$6,000.00	5,000.00	1,000.00		6,000.00	100.00%	0.00	
9	Wire (Branch) - M - L	\$19,000.00	16,000.00	3,000.00		19,000.00	100.00%	0.00	
		\$67,000.00	46,000.00	21,000.00		67,000.00	100.00%	0.00	
10	Panelboards/Xfmr./Disc. Sw. - M - L	\$26,000.00	26,000.00	0.00		26,000.00	100.00%	0.00	
		\$36,000.00	35,000.00	1,000.00		36,000.00	100.00%	0.00	

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Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 3 OF 3 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 10
APPLICATION DATE: 7/24/15

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 7/31/15

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO: JTL) 18613

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
11	Lighting Fixtures - M	\$350,000.00	257,110.00	62,000.00		319,110.00	91.17%	30,890.00	
	- L	\$150,000.00	54,000.00	65,000.00		119,000.00	79.33%	31,000.00	
12	Switches, Receptacles & Plates - M	\$4,000.00	4,000.00	0.00		4,000.00	100.00%	0.00	
	- L	\$26,000.00	10,000.00	8,000.00		18,000.00	69.23%	8,000.00	
13	Lighting Controls - M	\$27,000.00	27,000.00	0.00		27,000.00	100.00%	0.00	
	- L	\$42,000.00	3,000.00	15,000.00		18,000.00	42.86%	24,000.00	
14	Data - M	\$400.00	0.00	0.00				400.00	
	- L	\$600.00	0.00	0.00				600.00	
15	Fire Alarm System - M	\$4,400.00	0.00	0.00				4,400.00	
	- L	\$400.00	0.00	0.00				400.00	
16	Final Inspections & Commissioning	\$500.00	0.00	0.00				500.00	
17	Punch List Items	\$500.00	0.00	0.00				500.00	
18	Close-Out Documents	\$500.00	0.00	0.00				500.00	
		\$1,000,000.00	\$638,810.00	\$221,000.00		\$859,810.00	85.98%	\$140,190.00	

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APPLICATION AND CERTIFICATE FOR PAYMENT

To Owner: East Stroudsburg School District
50 Vine Street

Project: 14165- JT Lambert Intermediate School

Application No. : 14

Distribution to:

Owner

Architect

Contractor

East Stroudsburg, PA 18301

Period To: 7/31/2015

From Contractor: Myco Mechanical, Inc.
1 N Washington Street
Telford, PA 18969

Via Architect: Strunk-Albert Engineering
RD 5 Box 5198 Seven Bridges Rd
East Stroudsburg PA 18301

Project Nos:

Contract For:

Contract Date: 5/30/2014

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	\$3,338,500.00
2. Net Change By Change Order	\$16,730.87
3. Contract Sum To Date	\$3,355,230.87
4. Total Completed and Stored To Date	\$3,124,317.94
5. Retainage:	
a. 5.00% of Completed Work	\$156,215.92
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$156,215.92
6. Total Earned Less Retainage	\$2,968,102.02
7. Less Previous Certificates For Payments	\$2,810,539.09
8. Current Payment Due	\$157,562.93
9. Balance To Finish, Plus Retainage	\$387,128.85

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Myco Mechanical, Inc.

By: Brian Myers, President Date: 07-27-2015

State of: Pennsylvania County of: BUCKS
Subscribed and sworn to before me this 27 day of JULY
Notary Public: Meaghan E. Ellis
My Commission expires: JUNE 11, 2018

COMMONWEALTH OF PENNSYLVANIA
 NOTARIAL SEAL
 MEAGHAN E. ELLIS
 Notary Public
 TELFORD BORO, BUCKS COUNTY
 My Commission Expires Jun 11, 2018

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 157,562.93

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: J. A. E. Strunk Date: 07/27/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$15,092.43	\$7,286.56
Total Approved this Month	\$8,925.00	\$0.00
TOTALS	\$24,017.43	\$7,286.56
Net Changes By Change Order	\$16,730.87	

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CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 14
 Application Date : 07/31/15
 To: 07/31/15
 Architect's Project No.:

Invoice #: 14165 #14 Contract : 14165- JT Lambert Intermediate School

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
1	Bond	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00%	0.00	3,358.76
2	Permits	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	896.20
3	Mobilization	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	896.20
4	Submittals	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	896.20
5	Allowance	77,630.00	0.00	0.00	0.00	0.00	0.00%	77,630.00	0.00
6	Pre-Construction Planning	20,000.00	18,000.00	1,000.00	0.00	19,000.00	95.00%	1,000.00	922.15
7	Demo	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
8	Phase 1	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	672.15
9	Phase 2A	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	279.24
10	Phase 2B	4,000.00	0.00	4,000.00	0.00	4,000.00	100.00%	0.00	200.00
11	Phase 2C	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	179.24
12	Phase 2D	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	179.24
13	Phase 2E	4,000.00	1,320.00	2,680.00	0.00	4,000.00	100.00%	0.00	193.15
14	Phase 3	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	628.29
15	POD Alt M-4	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
16	HVAC Pipe	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
17	Hanger Material - P-1	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,120.25
18	Hanger Labor - P-1	25,000.00	23,750.00	1,250.00	0.00	25,000.00	100.00%	0.00	1,133.22
19	Pipe Material - P-1	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	6,721.50
20	Pipe Labor - P-1	120,000.00	114,000.00	6,000.00	0.00	120,000.00	100.00%	0.00	5,501.76
21	Hanger Material - P-2A	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	358.48
22	Hanger Labor - P-2A	8,000.00	6,400.00	1,600.00	0.00	8,000.00	100.00%	0.00	391.70
23	Pipe Material - P-2A	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00%	0.00	2,240.50
24	Pipe Labor - P-2A	35,000.00	28,000.00	7,000.00	0.00	35,000.00	100.00%	0.00	1,713.67
25	UG CHW Material	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%	0.00	896.20
26	UG CHW Labor	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	500.00
27	Hanger Material - P-2B	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	134.43
28	Hanger Labor - P-2B	3,000.00	0.00	1,500.00	0.00	1,500.00	50.00%	1,500.00	75.00
29	Pipe Material - P-2B	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	672.15
30	Pipe Labor - P-2B	10,000.00	0.00	5,000.00	0.00	5,000.00	50.00%	5,000.00	250.00
31	Hanger Material - P-2C	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	134.43
32	Hanger Labor - P-2C	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00%	0.00	134.43

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CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 14
 Application Date : 07/31/15
 To: 07/31/15
 Architect's Project No.:

Invoice #: 14165 #14

Contract: 14165- JT Lambert Intermediate School

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
33	Pipe Material - P-2C	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00%	0.00	582.53
34	Pipe Labor - P-2C	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	448.10
35	Hanger Material - P-2D	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00%	0.00	313.67
36	Hanger Labor - P-2D	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00%	0.00	313.67
37	Pipe Material - P-2D	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00%	0.00	1,568.35
38	Pipe Labor - P-2D	28,000.00	28,000.00	0.00	0.00	28,000.00	100.00%	0.00	1,254.68
39	Hanger Material - P-2E	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	224.05
40	Hanger Labor - P-2E	5,000.00	2,500.00	2,500.00	0.00	5,000.00	100.00%	0.00	241.44
41	Pipe Material - P-2E	23,000.00	23,000.00	0.00	0.00	23,000.00	100.00%	0.00	1,030.63
42	Pipe Labor - P-2E	18,000.00	9,000.00	9,000.00	0.00	18,000.00	100.00%	0.00	869.17
43	Hanger Material - P-3	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	403.29
44	Hanger Labor - P-3	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00%	0.00	618.95
45	Pipe Material - P-3	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	2,464.55
46	Pipe Labor - P-3	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	2,671.64
47	HVAC Equipment	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
48	Chiller	150,000.00	150,000.00	0.00	0.00	150,000.00	100.00%	0.00	7,500.00
49	Install Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
50	Ice Storage	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00%	0.00	5,000.00
51	Install Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
52	AHU's	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	2,688.60
53	Install Labor	5,000.00	0.00	5,000.00	0.00	5,000.00	100.00%	0.00	250.00
54	Existing AHU Refurbish	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,120.25
55	Install Labor	2,000.00	0.00	2,000.00	0.00	2,000.00	100.00%	0.00	100.00
56	UV's	390,000.00	390,000.00	0.00	0.00	390,000.00	100.00%	0.00	17,475.90
57	Install Labor	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00%	0.00	1,445.72
58	UV Shelving	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	448.10
59	Install Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	311.55
60	VAV's	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,344.30
61	Install Labor	5,000.00	1,000.00	4,000.00	0.00	5,000.00	100.00%	0.00	244.81
62	Hot Water Coils - 8	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00%	0.00	1,344.30
63	Install Labor	2,000.00	0.00	2,000.00	0.00	2,000.00	100.00%	0.00	100.00
64	Terminal Equipment	40,000.00	40,000.00	0.00	0.00	40,000.00	100.00%	0.00	3,584.80

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CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 14
 Application Date : 07/31/15
 To: 07/31/15
 Architect's Project No.:

Invoice #: 14165 #14 Contract : 14165- JT Lambert Intermediate School

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
65	Install Labor	5,000.00	3,500.00	1,500.00	0.00	5,000.00	100.00%	0.00	250.00
66	Packaged HVAC Units - 2	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00%	0.00	4,266.45
67	Install Labor	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	200.00
68	EF's - 1	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00%	0.00	179.24
69	Install Labor	1,000.00	0.00	0.00	0.00	0.00	0.00%	1,000.00	0.00
70	RF's - 2	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00%	0.00	358.48
71	Install Labor	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
72	Boiler Room Equipment	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
73	Pumps & VFD's - 4	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00%	0.00	1,344.30
74	Expansion Tanks/Air Separators	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00%	0.00	448.10
75	Glycol Feeders - 2	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	224.05
76	Install Labor	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	237.02
77	Glycol	7,000.00	0.00	0.00	0.00	0.00	0.00%	7,000.00	0.00
78	Glycol Install Labor	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
79	Sheetmetal	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
80	Duct Material - Base Bid	15,000.00	9,000.00	4,500.00	0.00	13,500.00	90.00%	1,500.00	670.33
81	Labor - Base Bid	9,000.00	540.00	5,760.00	0.00	6,300.00	70.00%	2,700.00	312.20
82	Duct Material - POD	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00%	0.00	400.00
83	Labor - POD	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00%	0.00	250.00
84	GRD's	870.00	870.00	0.00	0.00	870.00	100.00%	0.00	43.50
85	GRD Labor	1,000.00	0.00	1,000.00	0.00	1,000.00	100.00%	0.00	50.00
86	Tank Removal	34,000.00	34,000.00	0.00	0.00	34,000.00	100.00%	0.00	1,523.54
87	Roofing	4,000.00	0.00	4,000.00	0.00	4,000.00	100.00%	0.00	200.00
88	Concrete	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	2,521.64
89	Excavation/Asphalt Patching	55,000.00	55,000.00	0.00	0.00	55,000.00	100.00%	0.00	2,521.64
90	Fencing	29,000.00	0.00	29,000.00	0.00	29,000.00	100.00%	0.00	1,450.00
91	GC - Bulkhead Work	6,000.00	1,200.00	2,400.00	0.00	3,600.00	60.00%	2,400.00	173.77
92	Chemical Treatment	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
93	ATC	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
94	Engineering/Shop Drawings	49,850.00	49,850.00	0.00	0.00	49,850.00	100.00%	0.00	2,233.78
95	Valves & Dampers	229,250.00	229,250.00	0.00	0.00	229,250.00	100.00%	0.00	10,272.69
96	BAS Material	51,800.00	50,764.00	0.00	0.00	50,764.00	98.00%	1,036.00	3,224.71

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CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 14
 Application Date : 07/31/15
 To: 07/31/15
 Architect's Project No.:

Invoice # : 14165 #14 Contract : 14165- JT Lambert Intermediate School

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
97	Project Management	47,300.00	37,840.00	4,730.00	0.00	42,570.00	90.00%	4,730.00	2,417.38
98	Install	451,690.00	361,352.00	45,169.00	0.00	406,521.00	90.00%	45,169.00	23,979.56
99	Programming	30,300.00	24,240.00	0.00	0.00	24,240.00	80.00%	6,060.00	1,457.08
100	Commissioning	29,850.00	20,895.00	2,985.00	0.00	23,880.00	80.00%	5,970.00	1,317.19
101	Training	9,960.00	0.00	0.00	0.00	0.00	0.00%	9,960.00	0.00
114	Insulation	100,000.00	85,000.00	5,000.00	0.00	90,000.00	90.00%	10,000.00	5,058.85
115	Phase 4	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
116	Balancing	26,000.00	0.00	0.00	0.00	0.00	0.00%	26,000.00	0.00
117	Punchlist	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
118	Closeout Docs	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00
119	Training	3,000.00	0.00	0.00	0.00	0.00	0.00%	3,000.00	0.00
120	CO-1 New Pump pipe packages	10,859.78	7,601.85	0.00	0.00	7,601.85	70.00%	3,257.93	340.64
121	CO-3 Auditorium Changes	-7,286.56	-3,643.28	-3,643.28	0.00	-7,286.56	100.00%	0.00	-345.41
122	CO-4 Blank off excess OA for UV's	4,232.65	4,232.65	0.00	0.00	4,232.65	100.00%	0.00	197.35
123	CO-5 Retaining Wall	8,925.00	0.00	8,925.00	0.00	8,925.00	100.00%	0.00	446.25
Grand Totals		3,355,230.87	2,958,462.22	165,855.72	0.00	3,124,317.94	93.12%	230,912.93	156,215.92

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Contractor's Application For Payment No. 3

Application Period: 7/23/2015	Application Date: 7/20/2015
To (Owner): East Stroudsburg Area School District	From (Contractor): C&D Waterproofing Corp
Project: Bushkill Elementary School	Via (Engineer): D'Huy Engineering, Inc.
Owner's Contract No:	Contractor's Project No.: 15-776
	Engineer's Project No.: DEI# 28702

APPLICATION FOR PAYMENT

Change Order Summary

Approved Change Orders	1. ORIGINAL CONTRACT PRICE.....								
Number	Additions	Deductions	2. Net Change by Change Orders.....						
			3. CURRENT CONTRACT PRICES(Line 1+2).....	\$				265,000.00	
			4. TOTAL COMPLETED AND STORED TO DATE.....	\$				229,165.00	
			(Column F on Progress Estimate)						
			5. RETAINAGE:						
			a. 0% X	\$229,165.00	Work Completed	\$		13,250.00	
			b. 10% X	\$0.00	Stored Material	\$		0.00	
			c. Total Retainage (Line 5a + Line 5b)						\$ 13,250.00
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$				215,915.00	
			7. LESS PREVIOUS PAYMENTS(Line 6 - prior Application).....	\$				115,245.00	
			8. AMOUNT DUE THIS APPLICATION.....	\$				100,670.00	
			9. BALANCE TO FINISH, PLUS RETAINAGE						
			(Column G on Progress Estimate + Line 5 above).....						\$ 49,085.00
Totals									
Net Change By Change Orders									

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CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ 100,670.00
 (Line 8 or other - attach explanation of other amount)

is recommended by Josh Grice JOSH GRICE 7/31/15
 (Engineer) (Date)

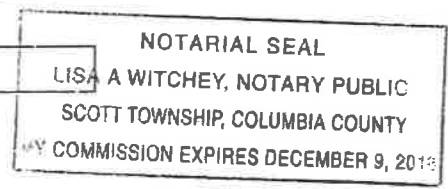
Payment of: \$ _____
 (Line 8 or other - attach explanation of other amount)

is approved by _____ (Owner) _____ (Date)

Approved by _____ Funding Agency (if applicable) _____ (Date)

Notary Lisa A. Witchey
 By [Signature]

Date 7-23-15



Progress Estimate

Contractor's Application

For(contract): East Stroudsburg Ares S.D. - Bushkill Elementary School					Application Number 3			
Application Period: 7/23/2015					Application Date: 7/20/2015			
A Item		B	Work Completed		E	F		G
Specification Section No.	Description	Scheduled Value	C From Previous Application (C+D)	D This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C+D+E)	% (F) B	Balance to Finish (B-F)
1	PAYMENT & PERFORMANCE BONDS	5,000.00	5,000.00	0.00	0.00	5,000.00	100%	0.00
2	MOBILIZATION / SCAFFOLDING	7,500.00	3,750.00	3,750.00	0.00	7,125.00	95%	375.00
3	GENERAL CONDITIONS	20,000.00	2,000.00	17,000.00	0.00	19,000.00	95%	1,000.00
4	GUTTER SYSTEM AND EDGE METAL							
	LABOR	35,000.00	10,500.00	24,500.00	0.00	35,000.00	100%	0.00
	MATERIALS	31,000.00	27,900.00	3,000.00	0.00	30,900.00	100%	100.00
5	DOWNSPOUTS							
	LABOR	29,000.00	8,700.00	15,950.00	0.00	24,650.00	85%	4,350.00
	MATERIALS	19,000.00	17,100.00	1,900.00	0.00	19,000.00	100%	0.00
6	TYPE 1 SNOW GUARD							
	LABOR	9,000.00	2,700.00	5,850.00	0.00	8,550.00	95%	450.00
	MATERIALS	6,000.00	5,400.00	600.00	0.00	6,000.00	100%	0.00
7	TYPE 2 SNOW GUARD							
	LABOR	30,000.00	9,000.00	19,500.00	0.00	28,500.00	95%	1,500.00
	MATERIALS	40,000.00	36,000.00	4,000.00	0.00	40,000.00	100%	0.00
8	CONCRETE SPLASH BLOCKS	2,650.00	0.00	0.00	0.00	0.00	0%	2,650.00
9	VERTICAL SEALANTS JOINTS/DOWNSPOUTS	6,800.00	0.00	5,440.00	0.00	5,440.00	80%	1,360.00
10	MATERIAL ALLOWANCE 1	7,500.00	0.00	0.00	0.00	0.00	0%	7,500.00
11	MATERIAL ALLOWANCE 2	10,350.00	0.00	0.00	0.00	0.00	0%	10,350.00
12	MATERIAL ALLOWANCE 3	3,200.00	0.00	0.00	0.00	0.00	0%	3,200.00
13	MATERIAL ALLOWANCE 4	3,000.00	0.00	0.00	0.00	0.00	0%	3,000.00
Totals		265,000.00	128,050.00	101,115.00	0.00	229,165.00	86%	35,835.00

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APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO GENERAL CONTRACTOR: PROJECT: East Stroudsburg North
 East Stroudsburg Area School District
 50 Vine Street, PO Box 298
 East Stroudsburg, PA 18301
 FROM CONTRACTOR: REMITTANCE ADDRESS:
 FieldTurf USA, Inc. 7445 Cote-de-Liesse Road, Suite 200
 175 North Industrial Blvd Montreal, QC H4T 1G2
 Calhoun, GA 30701 WIRE DETAILS: Bank of America; Account Number: 4427657113
 Transfer routing (ABA): 026009593; ACH routing (ABA): 111000012

APPLICATION NO. 2
 PERIOD TO: 7/15/15
 PROJECT NOS:
 CONTRACT DATE: 5/6/15

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	<u>1,013,820.20</u>
2. Net change by Change Orders	\$	<u>0.00</u>
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	<u>1,013,820.20</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>542,279.02</u>
5. RETAINAGE:		
a. 10% of Completed Work (Column D + E on G703)	\$	<u>54,227.90</u>
b. % of Stored Material (Column F on G703)	\$	<u> </u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>54,227.90</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>488,051.12</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>132,439.48</u>
8. CURRENT PAYMENT DUE	\$	<u>355,611.64</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>525,769.08</u>

HSI

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Christapor Papazian Date: July 15, 2015
 State of: Quebec, Canada County of: Montreal
 Subscribed and sworn to before me this 15th day of July, 2015
 Notary Public: Karen LeBlanc
 My Commission expires: May 11th, 2017

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 355,611.64

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature] Date: 7/27/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 02 PAGE# 002 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached

In tabulations below, amounts are stated to the nearest dollar

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 2

APPLICATION DATE: 07/15/15

PERIOD TO: 07/15/15

ARCHITECT'S PROJECT NO:

East Stroudsburg North Field

A ITEM NO	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D CORE)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			E FROM PREVIOUS APPLICATION (D + F)	F THIS PERIOD					
	Mobilization Temp Facilities Superintendent Containers								10%
1	General Conditions Erosion Control Construction Entrance Inlet Protection Track Bridge	\$24,921.75	\$6,479.68	14,703.83		\$21,183.49	85.00%	\$3,738.26	\$2,118.35
2	Construction Layout Demo HMA - 3950 SF @ 3" w/ 15% Expansion Remove Track Surface Remove Goal Posts Remove Flag Pole Remove Scoreboard - Paint/ Clean Beam Demo Irrigation Remove Conboxes Remove Conduit	\$9,544.50	\$7,635.60	1,908.90		\$9,544.50	100.00%		\$954.45
3	Removals and Clearing HMA BC/TC 4" D-Zone Concrete Curb, 8" x 12" 5" Concrete Slab @ Scoreboard C/O Collar	\$11,877.60	\$10,689.84	1,187.76		\$11,877.60	100.00%		\$1,187.76
4	Concrete/ Asphalt Strip Topsoil Cut Fill Export Topsoil Export Fill Fine Grade	\$69,780.90		52,335.68		\$52,335.68	75.00%	\$17,445.23	\$5,233.57
5	Earthwork 15% Expansion Control Structure W/ Trash Rack 12" O SLOPP C/O Inspection Posts Connect To Existing Drainage Cap Existing Inlets - Provide Plywood Access Hatches	\$120,048.60	\$60,024.30	60,024.30		\$120,048.60	100.00%		\$12,004.86
6	Site Drainage System Cut Under Bleachers For Stone & Infiltration Basin B Infiltration Bed B - PADOT #2B Stone Stone Area Under Bleachers - PADOT #2B Stone Minim 140N or Equal HMA BC/TC 4" Walkway 5" Concrete Slab @ Bleachers PADOT #2A Coarse Aggregate	\$66,281.25	\$19,854.38	46,396.88		\$66,281.25	100.00%		\$6,628.13

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CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES 2 OF 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed verification is attached

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply

APPLICATION NO: 0715/15

APPLICATION DATE: 07/15/15

PERIOD TO: 07/15/15

ARCHITECT'S PROJECT NO:

East Stroudsburg North Field

A ITEM NO.	DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE) 10%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
7	Lower Inlet HMA BC/TC 4" Walkway Bleacher Sitework / Walkway Scoreboard - Neveco Football Goals W/ Pads Com-Boxes Time Clock ALLOWANCE Electric Service Modification & Conduit 35' Flag Pole	\$34,042.05	\$30,637.85	3,404.21		\$34,042.05	100.00%		\$3,404.21
8	Athletic Event Accessories/ Site Accessories Finishing Stone PADOT #2B Variable Depth Miscel 140N or Equal Pressure Treated 2" x 4" Nailer 12"Ø Perf SLCPP 30 Mil Liner @ Leap Drain	\$78,689.10	\$11,803.37	47,213.46		\$29,016.83	75.00%	\$19,672.28	\$5,901.68
9	Synthetic Turf Sub-Base FieldTurf XM6-57 2.23" Inlaid Football Numbers/Arrows Inlaid Football Hash Marks Inlaid Soccer Markings Inlaid Field Hockey Markings Center Logo, 1-3 Colors, 46"-49", "N" with Timberwolf head Groom/Right & Sweep/Right Gmax Test (1) at installation	\$155,747.05		155,747.05		\$155,747.05	100.00%		\$15,574.71
10	Synthetic Turf BSS 100 D-Zone Synthetic Track Surfacing	\$404,951.10				\$0.00	0.00%	\$404,951.10	\$0.00
11	Landscaping Seeding/ Restoration	\$1,272.60		381.78		\$381.78	30.00%	\$890.82	\$38.18
12	Track Surfacing Export Topsoil Export Fill	\$49,843.50				\$0.00	0.00%	\$49,843.50	\$0.00
13	Voluntary Alternate 1: Topsoil & Fill Stay Onsite	(\$25,000.00)				\$0.00	0.00%	(\$25,000.00)	\$0.00
14	Voluntary Alternate 2: Performance & Payment Bonds	\$11,820.20		\$11,820.20		\$11,820.20	100.00%		\$1,182.02
GRAND TOTALS		\$1,013,820.20	\$147,154.98	\$395,124.04	\$0.00	\$542,279.02	53.49%	\$471,541.18	\$54,227.90

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

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APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301
FROM CONTRACTOR:
Stadium Solutions, Inc.
897 Winfield Road
Cabot, PA 16023

PROJECT:
North High School
New Visitor Grandstand

VIA ARCHITECT:
Charles Haley, PE
ELA Sport
743 South Broad Street
Litiz, PA 17543

APPLICATION #: 2
PERIOD TO: 07/15/15
PROJECT NOS: AZ124-003

CONTRACT DATE: 03/03/15

Distribution to:

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input checked="" type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM-----	\$	186,138.00
2. Net change by Change Orders-----	\$	
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	186,138.00
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)		183,936.00
5. RETAINAGE:		
a. 10.0% of Completed Work (Column D+E on Continuation Sheet)	\$	18,393.60
b. 10.0% of Stored Material (Column F on Continuation Sheet)	\$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet-----	\$	18,393.60
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	165,542.40
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)-----	\$	37,826.10
8. CURRENT PAYMENT DUE-----	\$	127,716.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	20,595.60

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CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:
By: [Signature] Date: 7/24/15

State of: Pennsylvania
County of: Butler

Subscribed and sworn to before me this 24 day of July, 2015
Cynthia A. Boenigk, Notary Public
Okmont Borough, Allegheny County
My Commission Expires June 7, 2016
PENNSYLVANIA ASSOCIATION OF NOTARIES

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ----- \$ 127,716.30
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:
By: [Signature] Date: 7/27/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION
 PROJECT:
 North High School
 New Visitor Grandstand

APPLICATION NUMBER: 2
 APPLICATION DATE: 07/24/15
 PERIOD TO: 15-Jul-15
 ARCHITECT'S PROJECT NO: AZ124-003

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not In D or E)	G		H Balance To Finish (C - G)	I Retainage
			From Previous Application (D + E)	This Period		Total Completed And Stored To Date (D + E + F)	% (G/C)		
1									
2	Design/Engineering	4,426.00	4,426.00			4,426.00	100%		442.60
3	Administration/Management	2,987.00	1,493.00	1,494.00		2,987.00	100%		298.70
4	Concrete	42,486.00	36,110.00	6,376.00		42,486.00	100%		4,248.60
5	Grandstand materials	92,215.00		92,215.00		92,215.00	100%		9,221.50
6	Grandstand installation	44,024.00		41,822.00		41,822.00	95%	2,202.00	4,182.20
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28									
SUBTOTALS PAGE 2		186,138.00	42,029.00	141,907.00		183,936.00	99%	2,202.00	18,393.60

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AIA Document G702™ – 1992

Copy

Application and Certificate for Payment

TO OWNER: East Stroudsburg Area School District 50 Vine Street East Stroudsburg PA 18301	PROJECT: Capital Improvements Phase 3 Concrete Repair & Replacement @ Lehman Intermediate & E.S. High School North	APPLICATION NO: 2 PERIOD TO: 7/30/2015 CONTRACT FOR: Demolition CONTRACT DATE: 5/12/2015 PROJECT NOS: 16-14.3 /	Distribution to: OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
FROM CONTRACTOR: Multiscape Inc. 995 South Township Blvd. Pittston, PA 18640	VIA ARCHITECT: The Architectural Studio 22 South 2nd Street Emmaus, PA 18049		

CONTRACTOR'S APPLICATION FOR PAYMENT

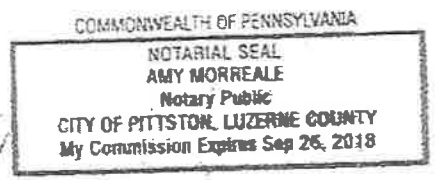
Application is made for payment, as shown below, in connection with the Contract, Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 503,687.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 503,687.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 254,694.95
5. RETAINAGE:	
a. 10 % of Completed Work (Column D + E on G703)	\$ 25,469.50
b. 0 % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 25,469.50
6. TOTAL EARNED LESS RETAINAGE	\$ 229,225.45
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 131,614.47
8. CURRENT PAYMENT DUE	\$ 97,610.99
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 274,461.55

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Multiscape Inc.
By: [Signature] Date: 7/21/2015
State of: PA

County of: Luzyrne
Subscribed and sworn to before me this 3 day of August 2015
Notary Public: Amy Morreale
My Commission expires:



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 97,610.99/100
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheets that are changed to conform with the amount certified.)

ARCHITECT: THE ARCHITECTURAL STUDIO
By: [Signature] Date: 8/4/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$ 0.00	

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AIA Document G703™ - 1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 2
 APPLICATION DATE: 7/21/2015
 PERIOD TO: 7/30/2015
 ARCHITECT'S PROJECT NO: 16-14.3

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G - C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Mobilization	\$15,787.00	\$15,787.00	\$0.00	\$0.00	\$15,787.00	100.0	\$0.00	\$1,578.70
2	R&R Sidewalk	\$129,997.00	\$12,999.70	\$51,998.80	\$0.00	\$64,998.50	50.0	\$64,998.50	\$6,499.85
3	Note 2 Patch Concrete Sidewalk	\$58,677.00	\$58,677.00	\$0.00	\$0.00	\$58,677.00	100.0	\$0.00	\$5,867.70
4	R&R Curbing	\$30,152.00	\$12,050.80	\$6,030.40	\$0.00	\$18,091.20	60.0	\$12,050.80	\$1,809.12
5	R&R Pave along Curb	\$4,587.00	\$1,376.10	\$917.40	\$0.00	\$2,293.50	50.0	\$2,293.50	\$229.35
6	Top Soil & Seed Along Walks	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$28,000.00	\$0.00
7	Note 6 Patch Curb	\$23,581.00	\$23,581.00	\$0.00	\$0.00	\$23,581.00	100.0	\$0.00	\$2,358.10
8	Install Handicap Ramps	\$27,595.00	\$0.00	\$2,759.50	\$0.00	\$2,759.50	10.0	\$24,835.50	\$275.95
9	Install Stairs @ Gym	\$36,572.00	\$0.00	\$12,800.20	\$0.00	\$12,800.20	35.0	\$23,771.80	\$1,280.02
10	Install Stairs @ Employee Parking	\$37,518.00	\$18,759.00	\$15,007.20	\$0.00	\$33,766.20	90.0	\$3,751.80	\$3,376.62
11	Install Stairs @ Student Parking	\$22,111.00	\$0.00	\$3,316.65	\$0.00	\$3,316.65	15.0	\$18,794.35	\$331.67
12	Install Trench Drain @ Gym	\$4,985.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$4,985.00	\$0.00
13	Electrical Work @ Gym	\$4,123.00	\$0.00	\$3,092.25	\$0.00	\$3,092.25	75.0	\$1,030.75	\$309.23
14	Antispall Sidewalks	\$19,125.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$19,125.00	\$0.00
15	Caulk Expansion Joints	\$29,977.00	\$2,997.70	\$7,494.25	\$0.00	\$10,491.95	35.0	\$19,485.05	\$1,049.20
16	Unit Price A	\$8,400.00	\$0.00	\$5,040.00	\$0.00	\$5,040.00	60.0	\$3,360.00	\$504.00
17	Unit Price B	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$7,500.00	\$0.00
18	Unit Price C	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$15,000.00	\$0.00
19		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$0.00	\$0.00
20		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0	\$0.00	\$0.00
		\$503,687.00	\$146,238.30	\$108,456.65	\$0.00	\$254,694.95		\$248,992.05	\$25,469.50

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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PROPOSAL

SUPER HEAT, INC.

P.O. BOX 204 4421 N. DELAWARE DR.
PORTLAND, PA 18351

(570) 897-6282 Fax (570) 897-6235

TO: EAST STROUDSBURG AREA SCHOOL DISTRICT
ACCOUNTS PAYABLE
50 VINE STREET
EAST STROUDSBURG, PA 18301

PHONE	DATE 4/30/2015
JOB # High School North Bushkill Rd. Dingmans Ferry, PA 18328	
JOB # 1078-10509	JOB PHONE

We hereby submit specifications and estimates for:

The following proposal is to cover the cost of labor and materials to supply and install one (1) air compressor on the IC burner. We shall:

1. Supply one (1) air compressor.
2. Drain the oil separator and clean.
3. Install the new air compressor.
4. Fill the separator with new oil.
5. Start the burner and set up with an analyzer.
6. One year warrant on all parts and labor.

Total price - \$3,900.00

Labor - \$800.00

Materials - \$3,100.00

We propose hereby provide in accordance with the above specifications, for the sum of:

Three thousand Nine Hundred Dollars and Zero Cents

3,900.00
dollars (\$)

Payment to be made as follows:

1/3 due upon signing, 1/3 due upon delivery of equipment, 1/3 due upon completion

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

NORTH



Timberwolves

Benjamin J. Brenneman

**Director of Athletics and Activities
EAST STROUDSBURG AREA SCHOOL DISTRICT**

**50 Vine Street
East Stroudsburg, PA 18301**

(office) 570-424-8500, x 10501 ▪ (fax) 570-420-8387
(e-mail) Benjamin-brenneman@esasd.net

SOUTH



Cavaliers

Date: July 8, 2015

To: Glen Brook Country Club

From: East Stroudsburg Area School District Athletic Office

Re: Facility Agreement for 2015 East Stroudsburg North Golf Team

This is a memorandum of the understanding between the East Stroudsburg Area School District and Glen Brook Country Club for the 2015-2016 School Year.

- Glen Brook will donate the use of its entire facility, meaning its clubhouse, parking area, driving range and practice greens, and 18-hole golf course, to the East Stroudsburg North Golf Team during the 2015-16 school year at no cost to the district, at those dates and times as Glen Brook and the School District may agree per the terms below. This donation includes a golf cart for the coach at all practices and home competitions, and accessibility for the school district and visiting team(s) during the season. The School District will incur no charges for regular maintenance of any portion of the Glen Brook facility.
- Any day that a coach is present at Glen Brook with any student-athletes, will be considered a practice day or intramural day and no facility fees will be assessed to School District coaches or student athletes.
- Players on the golf team are allowed to use the facility before and after the season with the understanding that they will have to pay a \$10.00 cart fee for 18 holes of golf. Any guests that accompany the golf team members will be required to pay normal greens and cart fees per Glen Brook's established pricing. It is also understood that the golf team members may not book tee times prior to 12:00pm on weekends without payment of normal greens and cart fees.
- The East Stroudsburg North Golf Team agrees to follow all rules and regulations set forth by Glen Brook.
- The East Stroudsburg North Golf Team agrees to purchase its golf balls, gloves and range balls from the Glen Brook Proshop as needed for the duration of the season.
- The East Stroudsburg Area School District Athletic Director agrees to work with the Glen Brook Country Club regarding the team schedule and play dates as to not interfere with outings scheduled at the Country Club. All final scheduling determinations are solely at the discretion, of Glen Brook Country Club which discretion will not be unreasonably exercised.

This is a one year agreement between the East Stroudsburg Area School District and the Glen Brook Country Club. This will be renewed yearly as long as both parties agree to the terms of the agreement. Both parties will sign this agreement and be provided a copy.

ESASD Representative Name (Print)

ESASD Representative Signature

Date

Glen Brook Representative Name (Print)

Glen Brook Representative Signature

Date

NORTH



Timberwolves

Benjamin J. Brenneman

**Director of Athletics and Activities
EAST STROUDSBURG AREA SCHOOL DISTRICT**

**50 Vine Street
East Stroudsburg, PA 18301**

(office) 570-424-8500, x 10501 ▪ (fax) 570-420-8387
(e-mail) Benjamin-brenneman@esasd.net

SOUTH



Cavaliers

Date: July 8, 2015

To: Wolf Hollow at the Water Gap Country Club

From: East Stroudsburg Area School District Athletic Office

Re: Facility Agreement for 2015 East Stroudsburg South Golf Team

This is a memorandum of understanding between the East Stroudsburg Area School District and Wolf Hollow at the Water Gap Country Club for the 2015-2016 School Year.

- Wolf Hollow will donate the use of its entire facility, meaning its clubhouse, parking area, driving range and practice greens, and 18-hole golf course, to the East Stroudsburg South Golf Team during the 2015-16 school year at no cost to the district. This donation includes a golf cart for the coach at all practices and home competitions, and accessibility for the School District and visiting team(s) on match days during the season. The School District will incur no charges for regular maintenance of any portion of the Wolf Hollow facility.
- Any day that a coach is present at Wolf Hollow with any student-athletes will be considered a practice day or intramural day and no facility fees will be assessed to School District coaches or student athletes.
- Players on the golf team are allowed to use the facility before and after the season with the understanding that they will have to: 1) Pay an \$18.00 cart fee for 18 holes of golf and a \$10.00 cart fee for 9 holes of golf and 2) Present a current driver's license. Any guests that accompany the golf team members will be required to pay the normal greens and cart fees per Wolf Hollow's established pricing.. It is also understood that the golf team members do not book tee times prior to 12:00pm on weekends without payment of normal greens and cart fees.
- The East Stroudsburg South Golf Team agrees to follow all rules and regulations set forth by Wolf Hollow.
- The East Stroudsburg South Golf Team agrees to purchase its golf balls, gloves and range balls from the Wolf Hollow Proshop as needed for the duration of the season.
- The East Stroudsburg Area School District Athletic Director agrees to work with Wolf Hollow at the Water Gap Country Club regarding the team schedule and play dates as to not interfere with outings scheduled at the Country Club. All final scheduling determinations are solely at the discretion of Wolf Hollow, which discretion will not be unreasonably exercised.

This is a one year agreement between the East Stroudsburg Area School District and Wolf Hollow at the Water Gap Country Club. This will be renewed yearly as long as both parties agree to the terms of the agreement. Both parties will sign this agreement and be provided a copy.

ESASD Representative Name (Print)

ESASD Representative Signature

Date

Wolf Hollow Representative Name (Print)

Wolf Hollow Representative Signature

Date

CONTRACTED SERVICES RFP TABULATION FORM

RESPONDENTS NAME	Big Bus (72-84 Pass)	2015-2016	2016-2017	2017-2018	NON-COLL	BID BOND	CAMERS/ DVRS	GPS
Pocono Transportation Option 1	Driving Rate	\$ 90.00	\$ 90.00	\$ 90.00	X		X	X
	Layover Rate	\$ 20.00	\$ 20.00	\$ 20.00				
	Mileage Rate	\$ -	\$ -	\$ -				
	Mini Bus (24-48 Pass)							
	Driving Rate	\$ 85.00	\$ 85.00	\$ 85.00				
	Layover Rate	\$ 20.00	\$ 20.00	\$ 20.00				
	Mileage Rate	\$ -	\$ -	\$ -				
	School Van (9-12 Pass)							
	Driving Rate	\$ 65.00	\$ 65.00	\$ 65.00				
	Layover Rate	\$ 15.00	\$ 15.00	\$ 15.00				
	Mileage Rate	\$ -	\$ -	\$ -				
	RESPONDENTS NAME	Big Bus (72-84 Pass)	2015-2016	2016-2017	2017-2018	NON-COLL	BID BOND	CAMERS/ DVRS
Pocono Transportation Option 2	Driving Rate	\$ 20.00	\$ 20.00	\$ 20.00	X		X	X
	Layover Rate	\$ 20.00	\$ 20.00	\$ 20.00				
	Mileage Rate	\$ 2.50	\$ 2.50	\$ 2.50				
	Mini Bus (24-48 Pass)							
	Driving Rate	\$ 20.00	\$ 20.00	\$ 20.00				
	Layover Rate	\$ 20.00	\$ 20.00	\$ 20.00				
	Mileage Rate	\$ 2.30	\$ 2.30	\$ 2.30				
	School Van (9-12 Pass)							
	Driving Rate	\$ 15.00	\$ 15.00	\$ 15.00				
	Layover Rate	\$ 15.00	\$ 15.00	\$ 15.00				
	Mileage Rate	\$ 1.50	\$ 1.50	\$ 1.50				

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RESPONDENTS NAME	Big Bus (72-84 Pass)	2015-2016	2016-2017	2017-2018	NON-COLL	BID BOND	CAMERS/ DVRS	GPS
Rohrer Bus	Driving Rate	\$ 25.00			Minimum cost \$175.00			
	Layover Rate	\$ 25.00						
	Mileage Rate	\$ 2.75						
	Mini Bus (24-48 Pass)							
	Driving Rate							
	Layover Rate							
	Mileage Rate							
	School Van (9-12 Pass)							
	Driving Rate							
	Layover Rate							
	Mileage Rate							
	RESPONDENTS NAME	Big Bus (72-84 Pass)	2015-2016	2016-2017				
G. Davis Inc.	1-3 hr trip	\$ 75.00	\$ 78.75	\$ 81.11	X			X
	4-5 hr trip	\$ 70.00	\$ 73.50	\$ 75.71	Minimum cost \$175.00			
	6-10 hr trip	\$ 64.00	\$ 67.20	\$ 69.22				
	Mini Bus (24-48 Pass)							
	1-4 hr trip	\$ 67.00	\$ 70.35	\$ 72.46				
	5-10 hr trip	\$ 62.00	\$ 65.10	\$ 67.05				
	School Van (9-12 Pass)							
	Driving Rate							
	Layover Rate							
Mileage Rate								

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