

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: POLICY MANUAL ACCESS

ADOPTED: August 19, 2002

REVISED: November 16, 2015

<p>SC 407, 510 Pol. 003</p> <p>65 P.S. Sec. 67.701701 Pol. 801</p> <p>Pol. 003</p>	<p style="text-align: center;">007. POLICY MANUAL ACCESS</p> <p>The Board adopts the policies contained in the Policy Manual as a governance tool for the Board and as a resource for district administrators and employees, students, parents/guardians, residents and community members.</p> <p>The Board Policy Manual shall be published and maintained on the district's website.</p> <p>The Board Policy Manual shall be considered a public record. A copy of the policy manual shall be maintained in the Central Administration office and shall be available for inspection and access by citizens during regular office hours. <u>Individual Board members shall be provided a hard copy of the policy manual upon request.</u></p> <p>The Superintendent or designee shall maintain an orderly plan for the promulgation of policies to students, parents/guardians and staff members who are affected by them and shall provide easy accessibility to an up-to-date manual of policies.</p> <p>The Superintendent or designee is responsible to review existing policy in light of Board actions and revisions to state and federal statutes and regulations, and to recommend to the Board such changes as may be necessary to maintain the Board Policy Manual in a current status.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 407, 510</p> <p>Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.</p> <p>Board Policy – 003, 801</p>
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SECTION: PUPILS
 TITLE: ASSIGNMENT WITHIN DISTRICT
 ADOPTED: August 19, 2002
 REVISED: December 19, 2005
 August 21, 2006
 April 16, 2007
 February 27, 2017
 May 15, 2017
 January 28, 2019
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EAST STROUDSBURG AREA SCHOOL DISTRICT

206. ASSIGNMENT WITHIN DISTRICT	
1. Purpose	The Board directs that the assignment of students to classes and schools within this school district shall be consistent with the educational needs and abilities of students and the best use of school district resources and facilities.
2. Authority SC 1310 Pol. 103	The Board shall determine periodically the school attendance areas of the school district and expects the students within each area to attend the designated school. In assigning students to schools within this school district, no discrimination shall occur.
3. Delegation of Responsibility	<p>The Superintendent or designee shall periodically review existing attendance areas and recommend to the Board changes that may be justified by consideration of safe student transportation and travel, convenience of access to schools, financial and administrative efficiency, and/or the effectiveness of the instructional program.</p> <p>The Superintendent or designee shall assign incoming transfer students to schools, grades, and classes that afford each student the greatest likelihood of realizing his/her educational potential and academic goals.</p> <p>The school principal or designee shall assign students in the school to appropriate grades, classes or groups, based on consideration of the needs and abilities of the student, as well as the educational program and administration of the school.</p>
4. Guidelines School Code 1310	<p>All children attending school in the school district shall attend the school defined by the attendance boundaries for the area in which they live. Exceptions may be initiated or granted by the administration following stipulated guidelines stated herein.</p> <p><u>Requests for Change of Assigned Elementary/Intermediate School</u></p> <p>All students in Grades K-8 shall attend school in the school that serves their area of legal residence. Only those students whose needs, as documented below shall be considered to attend a school district-operated elementary/intermediate school other than the school that serves the individual student's attendance area:</p> <ol style="list-style-type: none"> 1. The student's IEP requires an alternate placement due to programming. 2. When the student's Chapter 15/Section 504 Administrative Team

- determines that accommodations cannot be provided in the zoned school.
3. There is an official written communication from law enforcement.
 4. The student receives before and/or after-school daycare at a licensed childcare facility or at the residence of a private childcare provider zoned for another elementary/ intermediate school within the school district.

Parents'/Guardians' dissatisfaction with a school, its location, its staff, or its administration is not considered an appropriate reason for a change of school assignment

Requests for change of assigned school Grades K-8 must be in writing and directed to the Superintendent. All requests must include a statement indicating which of the specific reason(s) listed above have been met for the request along with supporting documentation.

Requests for transportation to/from a licensed childcare facility and/or private childcare provider must be completed on Form 810A (Alternate Transportation Assignment Request) and include the contact information and signature of the licensed childcare facility and/or private childcare provider.

No more than one change of school assignment will be approved for any student during any school year. It is **mandatory** that a request for a change of school assignment occurs prior to March 1 for the upcoming school year. Requests received after March 1 of the preceding school year will be denied.

Parents/Guardians who have previously experienced a change of school assignment for their child must submit a new request and Form 810A (Alternate Transportation Assignment Request) prior to March 1 for the upcoming school year.

Change of school assignment procedures and decisions will be reviewed each year. Acceptance into a school resulting from a change of school assignment does not guarantee that a student's entire K-8 school career will be spent at that school.

Attendance is an important factor regarding your child's education and in the event there is excessive absenteeism, tardiness, or late pick-ups during the school year; this permission can be rescinded and any future requests may be denied. School principals of the receiving and sending schools will review the requests for changes of school assignments into or out of their respective buildings and submit their recommendations to the Superintendent.

The final decision for approval will be based upon the Superintendent's assessment of the impact of additional students on the existing instructional program objectives, the available space at the receiving school and the impact of these changes upon the affected class sizes.

Parent/Guardians who have met the requirements listed above and received approval for a change of school assignment for their child must assume full responsibility for the transportation of their child to/from home to the licensed childcare facility or private childcare provider's residence.

Note:

At the end of the school year, the student, if he/she completed the highest grade level in their current school, shall be promoted to the school servicing the attendance area where he/she lives.

Requests for Change of Assigned High School

All students in Grades 9-12 shall attend school in the school that serves their area of legal residence. Only those students whose needs, as documented below shall be considered to attend a school district-operated High School other than the school that serves the individual student's attendance area:

1. The student's IEP requires an alternate placement due to programming.
2. When the student's Chapter 15/Section 504 Administrative Team determines that accommodations cannot be provided in the zoned school.
3. There is an official written communication from law enforcement.

Parents'/Guardians' dissatisfaction with a school, its location, its staff, or its administration is not considered an appropriate reason for a change of school assignment.

Requests for change of assigned school high school must be in writing and directed to the Superintendent. All requests must include a statement indicating which of the specific reason(s) listed above have been met for the request along with supporting documentation.

Students Who Move From A Building Attendance Area, But Remain School District Residents

A regularly enrolled student whose parent(s)/guardian(s) have moved out of the attendance area of the school that he/she has been attending may be permitted to finish the school year in that school provided that:

1. The parent(s)/guardian(s) has completed Form 202.1 Change of Address/Intradistrict Transfer, provided required proof of residency, and requests special permission for the student(s) to continue attending the current school through the end of the school year.
2. Parent(s)/guardian(s) must agree to provide all necessary transportation

through the end of the school year.

3. The student has displayed acceptable behavior and academic progress, as determined by the school principal, prior to the move.
4. The administration has granted permission for the student to remain in current school through the end of the school year.

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

At the start of the new school year, the student will be transferred and shall attend the school defined by the attendance boundaries for the area which they have recently moved.

DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE K-5:

ESASD School Personnel Exception—Elementary Level—Grades K-5

In an effort to accommodate and encourage worker retention within the district, all school personnel who are **residents** of the ESASD will have the option of requesting a change of school assignment for their elementary school child(ren) to the school in which they work.

- School personnel shall be responsible for the transportation of their child(ren) to/from school each day when attending a school outside of their zoned school (K-5).
- Attendance is an important factor regarding your child(ren)’s education. In the event there is excessive absenteeism or tardiness during the school year, this permission can be rescinded and any future requests may be denied.
- Policy shall not prevent reassignment of administrative, professional and/or support staff members during the school year. Reassignment shall also affect the employee’s child(ren). The child(ren) will automatically be returned to their zoned school or, should employee so choose, relocate to the employee’s new school assignment (if grade appropriate).

DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE 6-8:

ESASD School Personnel Exception—Intermediate Level—Grades 6-8

The Grade K-5 exception will carry through to the intermediate level if the previously requested elementary placement crossed the North/South dividing zone (*Example: A Bushkill Elementary student transfers to parent’s workplace at Smithfield Elementary. The student will be permitted to continue on through JTL rather than attend Lehman Intermediate, which is their zoned school.*) School personnel shall be responsible for the transportation of their child(ren) to/from school each day when attending a school outside of their zoned school (6-8).

~~REMOVE: IN ORDER TO PARTICIPATE IN A PIAA RELATED SPORT~~

<p><u>DECIDE WHETHER TO ALLOW AN EXCEPTION TO POLICY 206 FOR SCHOOL PERSONNEL WHO ARE RESIDENTS OF THE DISTRICT FOR GRADE 9-12:</u></p> <p><u>IF EXCEPTIONS ARE PERMITTED:</u></p>	<p>AND/OR COMPETITION, THE STUDENT(S) MUST RECEIVE THEIR EDUCATION AND PARTICIPATE WHILE ATTENDING THEIR ZONED SCHOOL.</p> <p>If school personnel work at the intermediate level, they may only make a request for their child(ren) to attend the school in which they work when their child(ren) matriculate to the intermediate level. No prior grade level requests are permitted.</p> <p><u>ESASD School Personnel Exception—High School Level—Grades 9-12</u></p> <p>The Grade 6-8 exception will carry through to the high school level if the previously requested intermediate placement crossed the North/South dividing zone (<i>Example: A student transfers to parent’s workplace at JTL. The student will be permitted to continue on through high school rather than attend their zoned high school</i>)</p> <p>REMOVE: IN ORDER TO PARTICIPATE IN A PIAA RELATED SPORT AND/OR COMPETITION, THE STUDENT(S) MUST RECEIVE THEIR EDUCATION AND PARTICIPATE WHILE ATTENDING THEIR ZONED SCHOOL.</p> <p>If school personnel work at the high school level, they may only make a request for their child(ren) to attend the school in which they work when their child(ren) matriculate to the high school level. No prior grade level requests are permitted.</p> <p>REMOVE: ESASD STUDENT(S) THAT PARTICIPATE IN ANY PIAA-RELATED SPORTS AND/OR COMPETITIONS ARE NOT PERMITTED TO ATTEND A SCHOOL OUTSIDE OF THEIR RESIDENTIAL ZONE. STUDENT ATHLETES THAT TRANSFER INTO ESASD WILL BE REQUIRED TO FOLLOW PIAA TRANSFER RULES</p> <p><u>Annual Renewal</u></p> <p>School personnel must annually renew their “Request for Change of School Assignment” for the upcoming school year by March 1st.</p> <p>References: School Code – 24 P.S. Sec. 1310, 1310.1 Board Policy – 103, 906</p>
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EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: PUPILS

TITLE: STUDENT EXPRESSION/
DISTRIBUTION AND POSTING
OF MATERIALS

ADOPTED: August 19, 2002

REVISED: July 17, 2006

March 17, 2014

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220. STUDENT EXPRESSION/DISTRIBUTION AND POSTING OF MATERIALS	
<p>1. Purpose Title 22 Sec. 12.9</p>	<p>The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute post materials in areas designated for posting as a part of that expression. The Board also recognizes that exercise of that right must be limited by the school district's responsibility to maintain <u>an safe and</u> orderly school environment and to protect the rights of all members of the school community.</p> <p>This policy addresses student expression in general and distribution and posting of materials that are not part of school district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the school district shall be regulated as part of the school district's educational program.</p>
<p>2. Definitions</p>	<p>Distribution means students <u>handingissuing</u> nonschool materials to others on school property or during school-sponsored events; placing upon desks, <u>tables,</u> on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When e-mail, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline, <u>safety</u> and order on school property or at school functions; threatens serious harm to the school or community; encourage unlawful activity; or interferes with another rights is also covered by this policy.</p> <p>Expression means verbal, written, <u>technological</u> or symbolic representation or communication.</p> <p>Nonschool materials means any printed, <u>technological</u> or written materials meant for posting or general distribution to others that are not prepared as part of the curricular or <u>approved</u> extracurricular program of the school district, <u>This</u> <u>includesing,</u> but <u>is</u> not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal web sites and the like.</p>

<p>2. Authority Title 22 Sec. 12.9</p> <p>SC 511 Title 22 Sec. 12.2, 12.9</p> <p>SC 511 Title 22 Sec. 12.9</p>	<p>Posting means publicly displaying nonschool materials on school property or at school-sponsored events, including, but not limited to, affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student web-sites, through other school district-owned technology and the like. <u>When email, text messaging or other technological delivery is used as a means of posting nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours posting, including technological posting, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.</u></p> <p>Students have the right to express themselves unless such expression is likely to or does materially or substantially interfere with the educational process, including school activities, school work, or discipline, <u>safety</u> and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; and/or interferes with another 's rights.</p> <p>Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, or discipline, <u>safety</u> and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.</p> <p>The Board shall require that distribution and posting of nonschool materials <u>shall</u> occur only at the places and during the times set forth through rules, in written procedures and regulations. Such rules, regulations or written procedures shall be designed to permit the <u>safe and</u> orderly operation of schools, while recognizing the rights of students to engage in protected expression.</p> <p><u>Unprotected Student Expression</u></p> <p>The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, or discipline, <u>safety</u> and order on school property or at school functions. <u>While the following list is not intended to be exhaustive, such expression shall not be protected if it: including but not limited to:</u></p>
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Title 22
Sec. 12.2

1. Violates federal, state or local laws, Board policy or district rules or procedures.
- ~~1.2. Is libelous, defamatory, obscene, lewd, vulgar or profane, or violate the rights of any specific person or persons.~~
- ~~2.3. Advocatesing the use of, or advertisesing the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol, or illegal drugs.~~
- ~~3. Using obscene, lewd, vulgar or profane language whether verbal, written or symbolic.~~
- ~~4. Incitesing violence,; advocatesing use of force or threatens serious harm to the school or community.; or encouraging violations of federal, state or municipal law, Board policy or school district rules or regulations.~~
- ~~5. AreIs likely to or does materially or substantially interfere with the educational process, including school activities, school work, or discipline, safety and order on school property or at school functions.; threaten serious harm to the school or community; encourage unlawful activity; or interfere with another's rights.~~
- ~~5.6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.~~
- ~~6.7. Violatesing school district rules, regulations, or procedures on time, place and manner for posting and distribution of otherwise protected expression.~~

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Title 22
Sec. 12.9

Discipline For Engaging In Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a substantial and material disruption of the school program shall be established.

Distribution of Nonschool Materials

School officials shall require students to submit for prior approval a copy of all materials to be displayed, posted or distributed on school property.

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them for approval at least one (1) week in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.

The school district may require that a disclaimer be included on any materials to be displayed, posted or distributed on school property prior to any display, posting or distribution.

Identification of the individual student or at least one responsible person in a student group may be required on any posted or distributed materials.

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice of approval is not given during the period between submission and the time for the planned distribution or posting, provided the request has been in accordance with established policy and procedure, students may proceed with the planned distribution or posting, provided they comply with ~~rules, regulations, or written~~ procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting Of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the school district may remove the materials within ten (10) days of the posting or at another reasonable time as stated

<p>Pol. 219</p> <p>4. Delegation of Responsibility</p> <p>Pol. 218</p>	<p><u>in the procedures relating to posting.</u></p> <p><u>Review Of Student Expression</u></p> <p>School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.</p> <p>Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, (e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.)</p> <p>The review for unprotected expression shall be reasonable and not calculated to delay distribution.</p> <p>Appeal of the reviewer’s decision may be made to the Superintendent and then to the Board, in accordance with Board policy and school district regulations or procedures.</p> <p>The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to noninstructional times.</p> <p>Disciplinary action may be determined by administrators for students who distribute or post nonschool materials in violation of this policy and school district regulations or procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary school Code of Student Conduct.</p> <p>This Board policy and any administrative regulations or procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.</p> <p><u>School Newspaper and Publications</u></p> <p>School newspapers and publications shall conform with the following:</p> <ol style="list-style-type: none"> 1. Students have a right to report the news and to editorialize within the provisions of this policy. 2. School officials shall supervise student newspapers published with school equipment, and remove obscene or libelous material and edit materials that
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would materially or substantially interfere with the educational process, including school activities, school work, or discipline and order on school property or at school functions; threatens serious harm to the school or community; encourage unlawful activity; or interferes with another's rights.

3. School officials may not censor or restrict material simply because it is critical of the school or its administration.
4. Prior approval procedures regarding copy for school newspapers shall identify the individual to whom the material is to be submitted and shall establish a limitation on the time required to make a decision. If the prescribed time for approval elapses without a decision, the material shall be considered authorized for distribution.
5. Students who are not members of the newspaper staff shall have access to its pages. Written criteria for submission of material by non-staff members shall be developed and distributed to all students.

References:

School Code – 24 P.S. Sec. 510, 511
State Board of Education Regulations – 22 PA Code Sec. 12.2, 12.9
Board Policy 218, 219

**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: OPERATIONS

TITLE: RECORDS MANAGEMENT

ADOPTED: August 17, 2009

REVISED:

800. RECORDS MANAGEMENT	
1. Purpose	The Board recognizes the importance of establishing and maintaining a Records Management Plan that defines district staff responsibilities and complies with federal and state laws and regulations.
2. Authority SC 518	The Board shall retain, as a permanent record of the district, Board minutes, annual auditor's reports and annual financial reports. All other financial records, including financial account books, orders, bills, contracts, invoices, receipts and purchase orders, shall be retained by the district for a period of not less than six (6) years. All other district records shall be retained in accordance with state and federal law and regulations and the district Records Management Plan approved by the Board.
65 P.S. Sec. 67.901 Pol. 828	The district shall make a good faith effort to comply with all proper requests for record production. Selective destruction of records in anticipation of litigation is forbidden.
3. Definitions	Electronic Mail (E-mail) System: a system that enables users to compose, transmit, receive and manage text and/or graphic electronic messages and images across local area networks and through gateways connecting other networks. This information consists primarily of messages but may include attachments such as calendars, directories, distribution lists, word processing documents, spreadsheets, and other electronic documents. Litigation Hold: a communication ordering that all records and data relating to an issue being addressed by current or potential litigation or investigation be preserved for possible production during the litigation or investigation.
65 P.S. Sec. 67.102	Records - information, regardless of physical form or characteristics, that documents a transaction or activity of the district and that is created, received or retained pursuant to law or in connection with a transaction, business or activity of the district. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document.

4. Delegation
of
Responsibility

Records Management Plan - the system implemented by the district for the retention, retrieval, and disposition of all records generated by district operations.

Records Retention Schedule - a comprehensive listing stating retention periods and proper disposition of records.

Records Coordinator

In order to maintain a Records Management Plan that complies with federal and state laws and regulations and Board policy, the Board designates the Director of Administrative Services as the district's Records Coordinator who shall serve as the chairperson of the Records Management Committee.

The Records Coordinator shall be responsible to:

1. Ensure that training appropriate to the user's position and level of responsibility is provided. Such training may include:
 - a. Operation, care and handling of the equipment and software.
 - b. Requirements of the Records Retention Schedule.
 - c. Protocols for preserving and categorizing district records.
 - d. Procedures and responsibilities of district staff in the event of a litigation hold.
 - e. Identification of what is and what is not a record.
 - f. Disposal of records.
2. Review the Records Management Plan periodically to ensure that record descriptions and retention periods are updated as necessary.
3. Identify, when the retention period expires, the specific records to be disposed of and ensure that all identified records are properly disposed of annually.

Records Management Committee

A committee responsible for the development and recommendation of the district's Records Management Plan shall be established by the Board. The Records Management Committee shall give primary consideration to the most efficient and economical means of implementing the recommended Plan.

<p>Pol. 801</p> <p>SC 433</p>	<p>Members of the Committee shall include the:</p> <ol style="list-style-type: none">1. Open Records Officer.2. Superintendent.3. Board Secretary.4. District solicitor.5. Information Technology Director or designee.6. Business Manager or Designee.
<p>5. Guidelines</p>	<p>The Records Management Committee shall meet periodically to evaluate the effectiveness and implementation of the Records Management Plan and recommend changes as needed.</p> <p><u>Records Management Plan</u></p> <p>The district's Records Management Plan shall be the principal means for the retention, retrieval, and disposition of manual and electronic records, including emails. The Plan shall not rely primarily on backup systems to manage the retention and disposition of records.</p> <p>The Records Management Plan shall include:</p>
<p>65 P.S. Sec. 67.708 20 U.S.C.</p>	<ol style="list-style-type: none">1. Comprehensive listing of records and data of the district.2. Criteria to distinguish records of the school district from the supplemental personal records of individual employees.3. System(s) of records storage and retrieval to be used, including in what form the records will be stored, maintained, reproduced, and disposed.4. Preservation measures to protect the integrity of records and data.5. Data map or flow chart detailing the sources, routes, and destinations of electronic records.6. Procedures and employee designated for determining whether an item is a record.7. Procedures for adding, revising or deleting records and data, and any other details necessary to implement the Records Management Plan.8. Records Retention Schedule.

9. Provisions for the storage and retrieval of records in the event of an emergency or disaster.
10. Staff positions authorized to access district records.
11. Procedures to be implemented in the event of a litigation hold that immediately suspends disposition of all records relevant to the current or potential claim. Such procedures shall specify:
 - a. Who can initiate a litigation hold.
 - b. How and to whom a litigation hold is communicated.
 - c. Who will determine which records are subject to the litigation hold.
 - d. Who will be responsible for collecting **and** preserving such records and data.
 - e. Who will be responsible for monitoring and ensuring the district's compliance with the litigation hold.

When possible, records and data shall be stored in their original form, including metadata, such as creation date, author, type of file, etc.

For any record not covered by the Records Retention Schedule, the Records Management Committee shall determine how long the record shall be kept and recommend any necessary revisions to the retention schedule.

The district shall maintain and dispose of records in a manner that protects any sensitive, proprietary or confidential information or individual privacy rights, and helps conserve natural resources.

Manual Records

Manual records, which include all records not stored electronically, shall be retained and disposed of in accordance with the Records Management Plan.

Manual records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.

The district shall develop and maintain adequate and up-to-date documentation about each manual record system. Documentation may:

1. List system title and responsible employee(s) or office.
2. Determine restrictions on access and use.

Electronic Records

Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan.

Electronic records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.

The district shall develop and maintain adequate and up-to-date documentation about each electronic record system. Documentation may:

- a. List system title and responsible employee(s) or office.
- b. Identify all defined inputs and outputs of the system.
- c. Determine restrictions on access and use.

E-mail Records

E-mail messages, in and of themselves, do not constitute records. Retention and disposition of e-mail messages depend on the function and content of the individual message.

Records on an e-mail system, including messages and attachments, shall be retained and disposed of in accordance with the district's Records Management Plan.

E-mail messages and attachments that do not meet the definition of records shall be deleted as required by the Records Management Plan.

E-mail records may be maintained as an electronic record or be printed and maintained as a manual record.

For each e-mail considered to be a record, the following information shall be retained:

1. Message content.
2. Name of sender.
3. Name of recipient.
4. Date and time of transmission and/or receipt.

Contractors

65 P.S. Records created or maintained by contractors employed by the Board shall be Sec. 67.506 retained and disposed of in accordance with the Records Management Plan.

References:

School Code —24 P.S. Sec. 433, 518

Right-to-Know Law —65 P.S. Sec. 67.101 et seq.

Family Educational Rights and Privacy Act —20 U.S.C. Sec. 1232g

Federal Rules of Civil Procedure -16, 26, 34, 37, 45

Board Policy —004, 006, 105.2, 114, 138, 203, 203.1, 209, 212, 216, 216.1, 233, 314,
324, 326, 334, 601, 609, 610, 618, 619, 702, 706, 716, 801, 810, 810.1,
828, 830, 912

PSBA Revision 4/08

EAST STROUDSBURG
AREA SCHOOL DISTRICT

ADMINISTRATIVE
REGULATION

800-AR-1. RECORDS RETENTION SCHEDULE

How To Use The Records Retention Schedule

The Records Retention Schedule lists records that are created, received or retained as a result of district operations. The schedule includes a description of the records, format in which the records will be retained, classification of the records, retention period, and disposal code. The following information will assist in applying this schedule.

Record Formats

Media codes are used to identify the format(s) that the district may choose to maintain specified records and are assigned as follows:

- A. Paper
- B. Microform
- C. Electronic (machine readable)
- D. Audiovisual (tapes, movies, film strips, etc.)
- E. Cartographic (maps, drawings, blueprints, plans, etc.)
- F. Photographic

Retention Periods

Retention periods listed on the schedule are given in years, unless otherwise indicated. Upon expiration of the retention period, all identified records will be disposed of in accordance with Board policy and this schedule.

800-AR-1. RECORDS RETENTION SCHEDULE

Disposal Codes

Disposal codes are used to direct the final disposition of records. Records must be disposed of according to the assigned code listed on the schedule. Assigned disposal codes are as follows:

1. Routine Handling – No special precautions are necessary upon disposal. The records should be recycled or disposed of in accordance with standard district procedures.
2. Special Handling – The destruction of records containing privileged, confidential, exempt or sensitive information that requires special handling by shredding, burning, erasing or any other method that reduces information to an illegible condition.
3. Archival Retention – Records requiring permanent retention or records that have sufficient archival or historic value must be preserved in perpetuity.
4. Delete – For use with electronic records. When electronic records have met their retention period, they will be deleted.

Records Not On Schedule

For any record not covered by the retention schedule, the Records Management Committee will determine how long the record must be kept and recommend any necessary revisions to the retention schedule.

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800-AR-1. RECORDS RETENTION SCHEDULE

Schedule

Record Description	Record Format	Retention Period (in years)	Disposal Code
Administrative Records			
Feasibility Studies	A,C	3	1,4
PSSA Results	A,C	Permanent	3
Public Record Requests ¹	A,C	1 from date received	1,4
School District Report Cards	A,C	Permanent	3
Strategic Plan	A,C	One (1) copy permanent	3
Complaints/Challenges			
Investigation Records	A,C,D,E,F	6 after final resolution	2,4
Regarding District Employee(s)	A,B,C	7 after employment ends	2,4
Regarding Instructional Materials or District Programs	A,B,C	6	1,4
District Organization Records			
District Boundaries/Attendance Areas	A,C,E	Permanent	3
Photographs/Movies of Historical Value	C,D,F	Permanent	3
Employment Contracts			
Administrative Compensation Plan	A,B,C	One (1) copy permanent	3
Collective Bargaining Agreements	A,B,C	One (1) copy permanent	3
Individual Employment Contracts/Board Resolutions	A,C	4 after employment ends	1,4
Facility Use Records			
Applications	A,C	6	1,4
Fee Schedule(s)	A,C	Current	1,4
Financial Records²			
Accounts Payable	A,B,C	6	1,4
Accounts Receivable	A,B,C	6	1,4
Adopted Annual Budget	A,B,C	10	1,4
Annual Financial Reports	A,B,C	Permanent	3
Annual Audit Reports	A,B,C	Permanent	3
Bank Statements	A,B,C	6	1,4
Check Registers	A,B,C	6	1,4
Deposit Slips	A,B,C	6	1,4
General Ledger	A,B,C	Permanent	3

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800-AR-1. RECORDS RETENTION SCHEDULE

Record Description	Record Format	Retention Period (in years)	Disposal Code
Grant Records (Successful)	A,C	6 after close of grant	1,4
Investment Records	A,B,C	6 after cancellation	1,4
Purchase Orders	A,B,C	6	1,4
Tax Collection Records	A,B,C	6	1,4
Free and Reduced Lunch Program Records³			
Accounts/Audits	A,B,C	5	1,4
Application for Participation	A,C	5	2,4
Program Requirements	A,B,C	5	1,4
Grievances/Arbitrations			
Complaint	A,B,C	Permanent	3
District Response	A,B,C	Permanent	3
Final Ruling/Decision of Arbitrator	A,B,C	Permanent	3
Insurance Records			
Claims	A,B,C	6 after settlement	2,4
Policies/Contracts	A,B,C	6 after expiration	1,4
Litigation Files			
Pleadings, Motions, Briefs, Other Filings	A,B,C	7 after final conclusion of litigation	1,4
Decision/Ruling	A,B,C	7 after final conclusion of litigation	1,4
Medical Records			
Medical Records (Employee)	A,C	3 after employment ends	2,4
Medical Records (Employee Exposure to Toxic Substance) ⁴	A,C	30 after employment ends	2,4
Medical Records (Student) ⁵	A,C	2 after graduation	2,4
Pre-Employment Medical Examination	A,C	3 after employment ends	2,4
Payroll Records⁶			
Deduction Authorizations	A,B,C	6	2,4
Direct Deposit Forms	A,B,C	6	2,4
Time Cards	A,B,C	6	1,4
Wage and Tax Statements (W-2 Forms)	A,B,C	6	2,4
Withholding Allowance Certificates (W-4 Forms)	A,B,C	6 after employment ends	2,4
Personnel Records			

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800-AR-1. RECORDS RETENTION SCHEDULE

Record Description	Record Format	Retention Period (in years)	Disposal Code
Attendance Records (Employees)	A,C	3 after employment ends	1,4
Background Check Documentation	A,B,C	4 after employment ends	2,4
Continuing Education/Professional Development	A,C	3 after employment ends	2,4
Credentials (Certificates/Licenses)	A,B,C	4 after employment ends	1,4
Discipline Records (Employees)	A,B,C	7 after employment ends	2,4
Employment Application (Hired)	A,B,C	7 after employment ends	2,4
Employment Application (Not Hired)	A,C	4 after position filled	2,4
Equal Employment Opportunity Reports ⁷	A,C	3	1,4
Evaluations (Employees)	A,C	3 after employment ends	2,4
Leave Records (FMLA) ⁸	A,C	3 after employment ends	2,4
Leave Records (Other)	A,B,C	3 after employment ends	2,4
Pre-Employment Reference Checks	A,C	3 after employment ends	2,4
Resignations	A,B,C	7 after employment ends	1,4
Retirement Records	A,B,C	7 after employment ends	2,4
Property Records			
Building Blueprints	C,E	Permanent	3
Construction Contracts ⁹	A,B,C	12 after completion	1,4
Deeds and Related Records	A,B,C	Permanent	3
Equipment Inventories	A,B,C	6	1,4
Fixed Asset List	A,B,C	Permanent	3
Inventory Disposal Records	A,C	3 after disposition	1,4
Leases (Real Estate)	A,B,C	Permanent	3
Leases (Equipment/Vehicles)	A,B,C	6 after expiration	1,4
Pesticide Application Record ¹⁰	A,C	3	1,4
Real Property Purchase or Sale	A,B,C	Permanent	3
Purchasing Records (Goods and Services)			
Advertisements	A,B,C	6 after completion	1,4
Bid Documents (Accepted)	A,B,C	6 after completion	1,4
Bid Documents (Declined)	A,C	3 after completion	1,4
Financial Information of Bidders	A,C	3 after completion	2,4
Specifications	A,B,C	6 after completion	1,4
Written or Telephonic Price Quotations ¹¹	A,C	3 after completion	1,4

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800-AR-1. RECORDS RETENTION SCHEDULE

Record Description	Record Format	Retention Period (in years)	Disposal Code
Safety Records			
Accident Reports ¹²	A,B,C	6	2,4
Emergency Preparedness Plan	A,C	2 after revised	1,4
Material Safety Data Sheets (MSDS)	A,C	Current	1
Safe School Act Reports ¹³	A,B,C	Permanent	3
Visitor Registration	A,C	5	1,4
School Board Records			
Board Meeting Agendas	A,C	1	1,4
Board Minutes (Approved) ¹⁴	A,B,C	Permanent	3
Board Policies and Procedures (Current)	A,B,C	Permanent	3
Board Policies and Procedures (Old)	A,B,C	Permanent	3
Ethics Statement of Financial Interest ¹⁵	A,B,C	5	1,4
Notes, Recordings and/or Any Other Materials Used to Prepare Official Minutes	A,C,D	Until official minutes are approved	1,4
Official Recordings of Board Meetings	C,D	1	1,4
Student Records			
Refer to Student Records Plan			
Transportation Records (Drug/Alcohol Testing)¹⁶			
Negative or Below Limit Test Results	A,C	1	2,4
Positive or Above Limit Test Results	A,C	5	2,4
Records Related to Collection Process	A,C	2	2,4
Records Related to Education and Training	A,C	2 after employment ends	2,4
Refusal to Take Required Test	A,C	5	2,4
Workers' Compensation Records			
	A,B,C	7 after claim closed	2,4

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800-AR-1. RECORDS RETENTION SCHEDULE

- ¹ See 65 P.S. Sec. 67.502(b)(2)(iii). See also 65 P.S. Sec. 67.506(a).
- ² SC 518 requires permanent retention of annual auditor's reports and annual financial reports. SC 518 also requires districts to maintain all other financial records for at least 6 years.
- ³ SC 1337(e) requires free and reduced lunch accounts and records to be maintained not in excess of 5 years.
- ⁴ 29 CFR Sec. 1910.1020(d) requires retention for at least 30 years after employment ends.
- ⁵ SC 1409 requires retention for at least 2 years after enrollment ends.
- ⁶ SC 518 requires all other financial records to be maintained for at least 6 years. 29 CFR Sec. 516.5, 516.6 and 1627.3(a) require certain payroll records to be maintained for 2 or 3 yrs.
- ⁷ 29 CFR Sec. 1602.39, 1602.41 requires form EEO-5 and records necessary to complete EEO-5 to be maintained for 3 years.
- ⁸ 29 CFR Sec. 825.500(b) requires retention for at least 3 years.
- ⁹ 42 Pa. C.S.A. Sec. 5536 requires claims to be filed within 12 years from completion.
- ¹⁰ SC 772.2 requires retention for at least 3 years.
- ¹¹ SC 751, 807.1 require retention for 3 years.
- ¹² 29 CFR Sec. 1904.33(a) requires incident reports to be retained 5 years from end of calendar year.
- ¹³ SC 1307-A (BEC) requires permanent retention.
- ¹⁴ SC 518 requires permanent retention.
- ¹⁵ 65 Pa. C.S.A. Sec. 1107(9) requires retention for 5 years.
- ¹⁶ 49 CFR 382.401 lists applicable retention periods.

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EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC ATTENDANCE AT
SCHOOL EVENTS

ADOPTED: August 19, 2002

REVISED: August 19, 2013
March 18, 2019

904. PUBLIC ATTENDANCE AT SCHOOL EVENTS	
<p>1. Purpose</p>	<p>The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.</p>
<p>2. Definition 35 P.S. Sec. 1223.5</p>	<p>For purposes of this policy, tobacco includes a lighted or unlighted cigarette, cigar, cigarillo, little cigar, pipe or other smoking product or material and smokeless tobacco in any form including chewing tobacco, snuff, dip or dissolvable tobacco pieces.</p> <p>For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.</p> <p>For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.</p>
<p>3. Authority SC 511, 775</p>	<p>The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.</p>
<p>4. Delegation of Responsibility SC 510.2</p>	<p>A schedule of fees for attendance at school events shall be prepared by the Superintendent and approved by the Board. <u>Board members (both past and present will receive free admission to any school-sponsored event held at ESASD facilities for which an admission fee is not collected by an outside agency renting the facilities).</u></p>
<p>5. Guidelines 35 P.S. Sec. 1223.5 20 U.S.C. Sec. 7183</p>	<p>The Superintendent or designee shall ensure that this policy is posted on the district's publicly accessible website.</p>

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	<p><u>Tobacco/Nicotine</u></p> <p>The Board prohibits use of tobacco, nicotine and nicotine delivery products by any persons in its school buildings and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.</p> <p>This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adult members of the public in attendance at school events.</p>
<p>SC1303-A Pol. 805.1</p>	<p><u>Reporting</u></p> <p>The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by any person on school property to the Office for Safe Schools on the required form.</p>
<p>SC 1302.1-A, 1303-A Title 22 Sec. 10.2, 10.22 18 Pa. C.S.A. Sec. 6305 Pol. 805.1</p>	<p><u>Additional Reports – Tobacco Only</u></p> <p>The Superintendent or designee may report incidents involving the sale of tobacco to minors by any person on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the school policy or to the local police department that has jurisdiction over the school’s property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.</p>
<p>43 P.S. Sec. 953 28 CFR Sec. 35.136 Pol. 718</p>	<p><u>Service Animals</u></p> <p>Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.</p>
	<p style="text-align: center;"><u>Public Behavior at School Events</u></p> <p>The district expects mutual respect, civility, and orderly conduct by all individuals attending school events on district property.</p> <p>The Board establishes the following regulations with respect to the conduct of school events.</p> <p><u>Violation of Law:</u></p> <p>Whenever the conduct or action of any students, faculty members, staff or other person on school property constitutes a violation of any federal, state or local law or</p>

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ordinance, or reasonably appears to constitute such a violation, the appropriate law enforcement agency may be summoned and asked to take such actions as are necessary pursuant to such law or ordinance.

Nothing in this section shall preclude additional administrative actions against any offender, nor shall acquittal in a court of law or dismissal of legal proceedings or charges preclude such administrative actions under any section of these rules or existing state laws.

Other Existing Remedies:

Whenever the conduct or action of any students, faculty or staff members or other employees is such as to justify disciplinary proceedings such as are provided for under Civil Service Law and/or Education Law and such other provisions of federal or state law as may provide for the filing of charges, disciplinary proceedings and punishment thereunder, the Board, or other proper administrative authority may proceed. No proceeding or penalty assessed under the within rules and regulations shall be a bar to, or prohibit in any manner whatsoever, the right of the school district or its staff and officers to proceed pursuant to the aforesaid state laws and any others which may be applicable as a result of such conduct or action.

Behavior:

Individuals attending school events on district property will not:

1. Injure, threaten, harass or intimidate a district employee, sports official or coach or any other person.
2. Act in an unsafe manner that could threaten the health or safety of others.
3. Use vulgar or obscene language or gestures.
4. Fight, strike or injure another person.
5. Damage, deface or threaten to damage district property.
6. Damage, deface or threaten to damage another individual's property.
7. Engage in any activity that violates any federal or state law or regulation or any local policy, regulation or ordinance.
8. Violate any Board policy or district administrative regulation.
9. Use any tobacco, nicotine or nicotine delivery product, except in an area

designated and posted by the district. These rules do not prohibit the use of nicotine gum, patch or lozenge as a smoking cessation product by adults attending school events.

10. Consume, possess, distribute or be under the influence of alcoholic beverages or illegal drugs.
11. Possess or use weapons or dangerous devices prohibited by the district.
12. Impede, delay, disrupt or interfere with any school activity or event, including using cellular telephones in a disruptive manner.
13. Enter upon any portion of district or school premises at any time for purposes other than those that are lawful and authorized by the Board.
14. Operate a motor vehicle in a risky manner, in excess of posted traffic signage, unauthorized parking in designated parking areas, or in violation of an authorized district employee's directive.
15. Engage in any risky behavior, such as roller skating, roller blading or skateboarding.
16. Fail to obey the directive of an authorized district employee, security officer, school police officer, school resource officer (SRO) or local law enforcement official.

As circumstances warrant, the administrator in charge will take appropriate action, including warning the person in violation, requesting the person to immediately leave district property, contacting law enforcement officials, and seeking to deny future admission to school events.

Continuation or escalation of prohibited behavior after a warning will result in ejection from the event premises.

Behavior that is unlawful or in violation of Board policy or administrative regulations may result in immediate ejection of the person in violation from the event premises.

Disruptive behavior by a group when individual persons cannot be identified may result in the ejection of offending areas of spectator seating.

A district employee may request identification from any individual on district grounds and in district buildings. Refusal to provide such information is a criminal act and may result in a request to leave district property.

An employee involved in an incident with an attendee at a school event will complete an incident report and submit it to the building principal or immediate supervisor, who will report the incident to the Superintendent.

Crowd Control

A designated administrator will be assigned responsibility for monitoring and supervising the orderly conduct of students and spectators attending school events on district property. Crowd control procedures may include the following:

1. The administrator will ensure that enough authorized district personnel are assigned to provide adequate supervision.
2. The administrator may request law enforcement officials to be present if s/he anticipates the crowd may pose a behavior or safety problem, and may direct the placement of the officers.
3. The admissions gate and/or entrances will be regulated, and admission will be limited to eligible students, spectators and other authorized attendees. No one under the influence of alcohol or drugs will be admitted.
4. If a disturbance occurs, the administrator will determine if the event needs to be concluded, and s/he may close the event and direct those in attendance to immediately leave school grounds.

References:

School Code – 24 P.S. Sec. 510.2, 511, 775, 1302.1-A, 1303-A

State Board of Education Regulations – 22 PA Code Sec. 10.2, 10.22,

Sale of Tobacco – 18 Pa. C.S.A. Sec. 6305

School Tobacco Control – 35 P.S. Sec. 1223.5

Pennsylvania Human Relations Act – 43 P.S. Sec. 953

Pro-Children Act of 2001 – 20 U.S.C. Sec. 7181 et seq., 7183

Nondiscrimination on the Basis of Disability, Title 28, Code of Federal Regulations – 28 CFR Part 35, 35.136

Board Policy – 718, 805.1

**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: PROGRAMS

TITLE: COMPARABILITY OF SERVICES

ADOPTED: November 20, 2017

REVISED: July 15, 2019

150. COMPARABILITY OF SERVICES	
1. Purpose	The equivalent distribution of district resources is one means the district shall use to ensure all students receive a quality education. This policy demonstrates the district's commitment to ensure that no discrimination occurs in the distribution of resources funded by state and local sources, regardless of the receipt of federal funds.
2. Authority 20 U.S.C. 6321	<p>The Board directs that each district school receiving Title I funds must use state and local funds to provide services that, taken as a whole, are at least comparable to services in those schools in the district that do not receive Title I funds.</p> <p>If all schools in the district receive Title I funds, the Board directs that state and local funds shall be used to provide services that, taken as a whole, are substantially comparable in each school.</p> <p>The Board acknowledges that comparability may be measured on a grade-span by grade-span basis or a school-by-school basis.</p>
3. Definition	For purposes of this policy, grade span is defined as a similar two-grade span difference or less. For example, a grade span of K-2 to K-4, not a grade span of K-2 to K-5.
4. Delegation of Responsibility	<p>If the district has more than one (1) building per grade span, the Federal Programs Coordinator shall complete a Detailed School Data Sheet.</p> <p>Regardless of buildings per grade span, the Assistant Superintendent for Curriculum & Instruction shall annually complete a Comparability Assurance Form to provide written assurance of equivalence among schools, including the provision of curriculum materials; instructional supplies; and teachers, administrators and other staff.</p>
4. Guidelines Pol. 138, 103.1, 113, 114, 906	<p><u>Method of Determination</u></p> <p>For purposes of determining Title I comparability, the district shall use a current year student to staff ratio calculation or a previous year per-pupil expenditure determination, whichever is more favorable to the district.</p>

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Allowable Exclusions

For the purposes of determining comparability, the district may exclude:

1. State and local funds expended for language instruction education programs.
2. Excess costs associated with providing services to students with disabilities.
3. Unpredictable changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I.

Complaints

Complaints by individuals and organizations regarding implementation of equivalence between schools shall be processed in accordance with Board policy.

References:

20 U.S.C. 6321

Board Policies -- 138, 103.1, 113, 114, 906

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EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: BONDING

ADOPTED: August 19, 2002

REVIEWED: July 15, 2019—No Revisions

REVISED:

811. BONDING	
1. Purpose	Prudent trusteeship of school district resources dictates that employees responsible for the safekeeping of district funds be bonded.
2. Authority SC 409, 431, 436, 684	The Board directs that the school district be indemnified against loss of money by bonding each employee required to be bonded by policy or by statute. The Board shall bear the cost of bonds for designated employees.
3. Guidelines	<p>Enumeration and valuation on such bonds shall be determined annually.</p> <p>All other employees shall be covered under a blanket bond.</p> <p>The amount of each bond shall be commensurate with the financial responsibility of the position.</p>
School Code 409, 431, 436, 511, 684, 2122	

**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: OPERATIONS

TITLE: PROPERTY INSURANCE

ADOPTED: August 19, 2002

REVISED: July 15, 2019

812. PROPERTY INSURANCE	
1. Purpose	The Board recognizes its responsibility under law to insure the real and personal property of this school district.
2. Authority SC 774	<p>The Board has the authority and responsibility to provide adequate insurance coverage to protect the school district's interests in its buildings and properties. Such coverage shall insure for actual cost value and/or replacement cost.</p> <p>In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided, price of desired coverage, and assurance of coverage.</p> <p>The Board shall appoint an insurance advisor, who may be the Agent of Record.</p>
3. Delegation of Responsibility	<p>The Agent of Record shall:</p> <ol style="list-style-type: none"> 1. Review the insurance program of the district, consider alternatives, and report recommendations to the Board. 2. Recommend specific insurance placement and prepare specifications for same. 3. Assist in processing all claims. 4. Recommend such measures that may reduce the cost of insurance premiums including assumption of risk, loss prevention, and transfer of risk.

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EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: OTHER INSURANCE

ADOPTED: August 19, 2002

REVISED: July 15, 2019

813. OTHER INSURANCE	
1. Purpose	Proper school district operation requires that adequate, basic insurance programs be provided for the protection of the school district and its employees.
2. Authority SC 513, 774 29 U.S.C. 1161-1169	<p>The Board has the authority and responsibility to provide adequate insurance coverage to protect the school district's interests.</p> <p>The Board shall offer insurance coverage to administrators and regularly employed staff members in accordance with state and federal laws, and provisions of any applicable Administrative Compensation Plan, individual contract, collective bargaining agreement, employee handbook, or Board resolution.</p> <p>In placing insurance, the Board shall be guided by the service of an insurance agent, scope of coverage provided, price of desired coverage, and assurance of coverage.</p> <p>The Board shall appoint an insurance advisor who may be the Agent of Record.</p>

Memorandum of Understanding
(Blended School Teachers)
2019 - 2020 School Year

The Parties to this agreement, the East Stroudsburg Area Education Association (hereinafter called the "Association") and the East Stroudsburg Area School District (hereinafter called the "District) agree to the following:

1. The Parties agree to the job duties and expectations for blended teachers as listed in the attached document with the same title.
2. The District shall utilize the current teacher evaluation methods for blended teachers as used by our brick and mortar schools. The blended teacher's SPP score will be weighted at 25% for each building's score currently served by the cyber program.
3. The blended program will utilize a case-manager model which will distribute student responsibility (as described in the job duties) in an equal manner among the blended school teachers. The current maximum number of students attributed to each blended teacher would be fifty. Both parties agree to this number as a guide and plan to review and revise this number if needed, based on the experiences of the cyber principal and blended teachers.
4. Throughout the year, the blended program shall be evaluated mutually by the District and Association as to whether certain practices should continue as constructed, continue with alterations, or be discontinued. The Parties agree to alter and/or renew this agreement upon mutual consent dependent upon the outcome of this evaluation of the platform.
5. Blended teachers are eligible for schedule "B" external teacher positions.
6. This agreement shall neither constitute a new past practice nor nullify any existing past practice. In addition, this agreement shall not reduce, replace or supplant any bargaining unit positions from the District's traditional brick and mortar schools.
7. The blended school will follow the hours of the typical district high school.
8. Planning time will be equal 450 minutes per week; however, it may be dispersed in a different manner than typically done in our brick and mortar high schools.

EAST STROUDSBURG AREA SCHOOL DISTRICT

_____ Date: _____

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

_____ Date: _____

Memorandum of Understanding
(External Virtual Teachers – Schedule B)
2019-2020 School Year

The Parties to this agreement, the East Stroudsburg Area Education Association (hereinafter called the "Association") and the East Stroudsburg Area School District (hereinafter called the "District) agree to the following:

1) The district will utilize the following compensation schedule for external virtual teachers. This pay/hour schedule will be based on student enrollment within each specific course. The pay/hour schedule is as follows for Full Credit Courses:

- Course enrollment 1-3 students – 25 hours
- Course enrollment 4-7 students – 40 hours
- Course enrollment 8-12 students – 55 hours
- Course enrollment 13- 30 students – 70 hours

The pay/hour schedule is as follows for ½ Credit Courses:

- Course enrollment 1-3 students – 15 hours
- Course enrollment 4-7 students – 22 hours
- Course enrollment 8-12 students – 30 hours
- Course enrollment 13- 30 students – 38 hours

Additional provisions apply:

- Hours are on a per course per semester basis.
- Curriculum wage applies. Currently, \$29.06.
- Pay schedule is based on enrollment at 3 specific points in the semester as follows:
 - First day of school/class per semester
 - 30 days of school/ class per semester
 - 60 days of school/ class per semester
- Teachers will be notified of changes to enrollment and pay schedule via email.
- Hours provided in the payment schedule can only be adjusted upward and any student withdraws from courses will not cause a downward adjustment.

2) Virtual Teacher timesheet submissions and dialogue will continue to be used to determine if the previous pay/hour schedule for external virtual teachers is reasonable. The pay/hour schedule shall be evaluated mutually by the District and Association as to whether it should continue as constructed, continue with alterations, or be discontinued, on an annual basis.

3) The District and the Association agree to continue discussions on creating some guidelines related to the evaluation of teachers for external virtual positions for the purposes of future evaluation and program accountability.

4) Teachers will keep an activity log via supplied google forms of their time spent working with cyber students. This document will be utilized to calculate cyber compensation once every 2 weeks. Time submissions should be completed as close to the actual service provided as possible.

5) This practice will continue unless there is a mutual agreement between the association and administration calling for it to cease.

6) This agreement shall neither constitute a new past practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

_____ Date: _____

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

_____ Date: _____

Memorandum of Understanding
(Internal teachers of Virtual Classrooms)
2019 - 2020 School Year

The Parties to this agreement, the East Stroudsburg Area Education Association (hereinafter called the "Association") and the East Stroudsburg Area School District (hereinafter called the "District) agree to the following:

- 1) The Parties agree to the job duties and expectations for online teachers as listed in the attached document with the same title.
- 2) The District shall accommodate the teachers' "brick and mortar" schedule to align with virtual courses so no teacher will have more than two preps unless the virtual course is an elective and/or the teacher agrees to more than two preps.
- 3) The District shall not schedule more than 30 students per block assignment in any internal virtual classroom.
- 4) The District shall not include the virtual classroom in any teachers' evaluation.
- 5) This agreement between the parties to offer courses via virtual classrooms shall expire at the end of the 2019-2020 school year. Throughout the year, the virtual classroom platform, and or practices, shall be evaluated mutually by the District and Association as to whether it should continue as constructed, continue with alterations, or be discontinued, on an as-needed basis. The Parties agree to alter and/or renew this agreement upon mutual consent dependent upon the outcome of this evaluation of the platform.
- 6) This agreement shall neither constitute a new past practice nor nullify any existing past practice.
- 7) Internal virtual classroom teachers will maintain general documentation of duties performed during classroom sessions, to assist in the evaluation of the effectiveness of such a program. This should include a list of students assisted and how that assistance was provided. This can be accomplished utilizing specifically designed google forms as utilized with external cyber teachers.
- 8) The District and the Association agree to begin discussions on creating some guidelines related to the evaluation of teachers for internal virtual positions for the purposes of future evaluation and program accountability.

EAST STROUDSBURG AREA SCHOOL DISTRICT

_____ Date: _____

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

_____ Date: _____



FIELD EXPERIENCE AGREEMENT

THIS AGREEMENT entered into by and between Drexel University, hereinafter referenced as the **UNIVERSITY** and East Stroudsburg Area School District hereinafter referenced as **DISTRICT**.

WITNESSETH

WHEREAS, the governing board of a school district may enter into agreements with a college or university approved by the Pennsylvania Department of Education to provide student teaching experience and to provide supervised field experience as may be called for in the requirements of the various authorized credentials for public school service; and

WHEREAS, any such agreement may provide for the honorarium in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the honorarium payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I.

The District shall provide teaching experience through observations and student teaching in schools and classes of the District for teacher candidates of the University who possess a valid certificate of clearance and are assigned by the University to student teaching in schools or classes of the District. Such student teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for observations and student teaching any teacher candidate of the University assigned to a placement in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any teacher candidate of the University to observation or student teaching in the District.

“Student teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid credentials issued by the Commission on Teacher Credentialing, other than emergency or intern credentials, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching is provided.



II.

STUDENT OBSERVING

Qualifications of a Student Observer:

1. The student must currently possess a clear federal background check, which was conducted by local law enforcement authorities.
2. The student must currently possess a Pennsylvania State Criminal background check.
3. The student must currently possess a Pennsylvania Child Abuse History clearance.

Qualifications of a Mentor Teacher:

1. The teacher must be certified in the same area as the student observer.
2. The cooperating teacher has taught with that certification for at least 3 years and has taught in his/her current district for at least one year.

Placement Duration:

1. The placement is for a predetermined amount of hours. This will be included in the request for placement each term.
2. The start and end of dates can be adjusted in order to align with East Stroudsburg Area School District's academic calendar year.

Cooperating Teacher Responsibilities:

1. Agree to allow the university student to actively observe classroom instruction (prior to hosting the student).
2. Agree to sign the student's observation log indicating that the student has indeed observed the class for the required amount of hours.

III.

STUDENT TEACHING

"Full-time student teaching" is an assignment for the regular school day for the full 13-week University quarter term, including all adjunct duties normally performed by a teacher. "Residency student teaching" is an assignment for the regular school day for a full 24 weeks, coinciding with University quarter terms, including all adjunct duties normally performed by a teacher. The University will award the District for performance by the District of all services required at the rate of three hundred fifty dollars (\$350) per University quarter term for each full-time student.

Prior to conducting student teaching, the University may request a pre-student teaching placement for the teacher candidate. This would be a part-time assignment for 30-40 hours. For this, the University will award the District for services rendered by the district at a rate of one hundred fifty dollars (\$150) for each pre-student teaching placement.

Qualifications of a Mentor Teacher:



DREXEL UNIVERSITY
School of
Education

1. The teacher must be certified in the same area as the student teacher.
2. The mentor teacher has taught with that certification for at least 3 years and has taught in his/her current district for at least one year.

Placement Duration:

1. The full-time student teaching placement is for 13 weeks, 5 days per week and for the full school day (a total of 60 instructional/professional development days). The residency student teaching placement is for 24 weeks, 5 days per week and for the full school day.
2. Start and end of dates can be adjusted in order to align with the East Stroudsburg Area School District's academic calendar year.

Mentor Teacher Responsibilities:

1. The mentor teacher is asked to complete the attached Mentor Teacher Application (prior to hosting the student).
2. Review the full-time student teaching or residency student teaching handbook.
3. Complete two formal evaluations and send the signed evaluations to the School of Education at Drexel University (see handbook for suggested timeline).
4. Communicate with the Site Director throughout the duration of the placement.
5. Communicate with seminar instructor throughout the duration of the placement.

Collaboration: Teacher candidates will be participating in an online seminar course, either EDUC 409/410: Student Teaching for undergraduate students and EDUC 540: Field Experience for graduate students, which provides continuous study and discussion. Three evaluators observe the student during this placement:

1. The mentor teacher works with the teacher candidate in the classroom and conducts a formative and final evaluation with the PDE 430 form; as required by the Pennsylvania Department of Education.
2. A site director (as identified by Drexel University) will complete a minimum of four formal observations. The site director will complete the Drexel University student teaching evaluation form for each lesson observed. The site director will submit a formative and summative evaluation (PDE 430).
3. The Drexel University seminar instructor will view two videotapes of the teacher candidate's teaching and provide the teacher candidate with constructive feedback. Please note that student teachers will adhere to all district policies with regard to videotaping.



DREXEL UNIVERSITY
School of
Education

An assignment of a teacher candidate of the University to student teaching in schools or classes of the District shall be, at the discretion of the University for approximately one quarter term, and as much as possible, shall begin on the first day of the District semester and continue through the last day of the District semester

V.

The term of this agreement shall commence on **July 1, 2019**, and terminate on **June 30, 2024**. These dates are flexible and dependent upon District academic calendar.

VI.

Notwithstanding anything herein contained to the contrary, this agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual consent of the parties hereto.

If you have any questions regarding any area of this letter, I would be happy to discuss how the School of Education can accommodate East Stroudsburg Area School District's policies and procedures. I can be reached via phone: (215) 895-1865 or via email: spr37@drexel.edu.

If you find this contract agreeable, the following signatures hereby indicate the approval of this contract:

Drexel University The School of Education

By _____

Sarah P. Ulrich, Ed.D.
Assoc. Dean of Teacher Education & Undergraduate Affairs
School of Education
Drexel University

Date

East Stroudsburg Area School District

By _____

Date

Title

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**INTERNSHIP AGREEMENT
EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA
ATHLETIC TRAINING DEPARTMENT**

This agreement establishes the relationship between East Stroudsburg University of Pennsylvania (referred to as the "University"), an educational institution in the State System of Higher Education, Commonwealth of Pennsylvania and East Stroudsburg Area School District (referred to as the "Organization").

The University offers degree programs in a wide variety of disciplines, which are academically enhanced by practical experiences outside of the traditional classroom setting. For this agreement, the Organization shall provide practical experience pursuant to the terms of this agreement and serve as an internship site offering facilities, resources, and supervision to students. Both parties agree to the following:

I. Duties and Responsibilities of the University

1. The University will be responsible for internships that are conducted during a regular academic semester(s) or scheduled summer term(s). The University and the Organization agree to schedule the internship hours to mutually benefit all parties involved and to conform to the credit hour assignment of a minimum of 40 contact hours.
2. The University shall certify eligibility for students registering internships for academic credit. Approved students will have the appropriate educational background and skills consistent with the advertised internship and departmental requirements for participation.
3. The University determines the amount of academic credit to be earned through the internship and establishes all academic requirements that the student must meet to earn the credit. The University establishes a grading system and criteria to earn the grade upon completion of the internship.
4. The University will assign a faculty member to monitor and evaluate the student's performance during the internship. The University will assume all costs associated with faculty supervision of the intern.
5. The University, at the beginning of the internship term, will provide the Organization with all evaluation materials and the expected timeline for submission.
6. The University agrees to advise students of any known policies, procedures, and requirements of the internship as specified by the Organization.
7. The University, at the beginning of the internship term, will inform the Organization of course requirements such as the intern's attendance at meetings/seminars or activities that may take the intern away from the assignment.
8. The University may request termination of the internship placement for any student not complying with University guidelines and procedures for the internship program, as long as the Organization has been notified in advance.

9. Students shall be responsible for procuring professional liability insurance at their own expense if required by Organization. The limits of the policy coverage shall be a minimum of \$1,000,000 per claim and of a aggregate of \$3,000,000 per occurrence. This policy must remain in full force and effect for the duration of the public health assignment.

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

II. Duties and Responsibilities of the Organization

1. The Organization agrees to prepare an internship job description that outlines the duties and responsibilities of the intern. The University will use this document to determine the suitability of the internship for academic credit. Should changes to the job description be necessary after the internship is approved, the Organization agrees to notify the University of such changes.
2. The Organization agrees to notify the University of all selection criteria and any requirements of the selection process, including but not limited to, background investigations, drug testing, health screenings, etc.
3. The Organization selects interns based on the Organization's needs and preferences.
4. The Organization determines the schedule that the intern will maintain on premises. The total scheduled hours will comply with standards established by the University for the assignment of credit hours: a minimum of 40 contact hours.
5. At the beginning of the internship, the Organization determines the amount of compensation, if any, received by the intern. The Organization will inform the University if interns will receive an hourly wage, stipend or if they will serve in a non-paid capacity.
6. The Organization agrees to provide suitable workspace and resources for the intern to complete the internship assignment. The Organization will also provide orientation, training, supervision and evaluation of the intern.
7. The Organization shall provide all reasonable information requested by the University on a student's internship performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the Organization.

8. The Organization agrees to make every possible accommodation to the University's request for a faculty site visit during the internship. The Organization also agrees to allow the intern to attend University-required internship meetings/seminars during the internship.
9. Interns shall abide by Organizations rules and policies. Should the Organization become dissatisfied with the performance of a student, the Organization may request removal of the student. This should occur only after the University has been notified in advance and a satisfactory resolution cannot be obtained. It shall be the obligation of the University to assure that its students are afforded procedural due process if a student is removed pursuant to this section.
10. The Organization shall provide site supervisors who will monitor student activities during field experiences.

III. Mutual Terms and Conditions

1. This Agreement will last for five (5) years from the date of the final signature below. Either the University or the Organization may terminate this agreement with sixty (60) days notice. Should the Organization wish to terminate the agreement prior to the completion of a semester/term, any student intern(s) will have the opportunity to complete their internship. In the event of a substantial breach, either party may terminate this agreement.
2. The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act. University students are protected by Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of Section 504 of the Rehabilitation Act of 1973 (as amended) and the Americans with Disabilities Act (ADA) of 1990. Organization agrees to cooperate with the University in its investigation of claims of discrimination or harassment.
3. The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
4. The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
5. Neither of the parties shall assume any liabilities to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University.

6. This Agreement represents the entire understanding between the parties. This Agreement shall only be modified in writing with the same formality as the original Agreement.

REST OF THE PAGE INTENTIONALLY LEFT BLANK

The authorized representatives of the parties have executed this Agreement as of the date indicated below.

East Stroudsburg University of
Pennsylvania

East Stroudsburg Area School District

Authorized Signature

Authorized Signature

Joanne Z. Bruno, JD
Provost and VP of Academic Affairs

Dr. William Riker
Superintendent

Print Name/Title

Print Name/Title

EFFECTIVE DATE OF

AGREEMENT: (date of last signature by Provost) _____

TO BE COMPLETED FOR ANY PROCUREMENT OVER \$5,000

A. Why are you requesting the service/needs?

Why: Replacing current mower 2006

Need: Current mower is a 2006 with over 5500 hrs./starting break down, currently need new bearings in mower deck

Suggested replacement: John Deere Z997R Diesel w 72

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes please list the vendors and the amounts.

Central Jersey	\$14,260.00
Hilltop Sales	\$18,701.00
Deer Country Farm & Lawn	\$19,701.00

C. Please complete an independent Cost Analysis. (Pre determine costs prior to contacting a vendor.)

D. Procurement Method:

- Quote RFP, Other

E. Funds account to be charged for Procurement (Was this purchase budgeted?)

- Yes No
- Fund 10/29, 32
- Account # 10-2630-762-000-00-000-013-000

F. Selection of winning proposal

- Was the lowest price selected? If not, explain why and the process of selecting the vendor. Yes

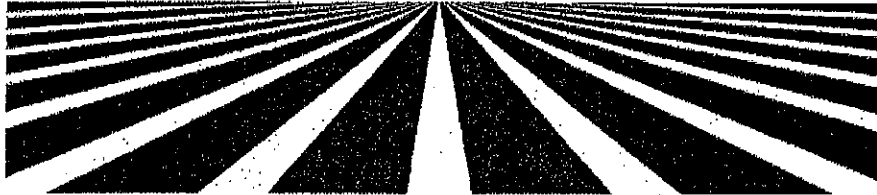
G. Other



JOHN DEERE

Quote Id: 20006290

Prepared For:
East Stroudsburg School Distri



**CENTRAL
JERSEY
EQUIPMENT**

Prepared By: **Brooke Billing**

Central Jersey Equipment LLC
228 State Route 94
Columbia, NJ 07832

Tel: 908-362-6916

Fax: 908-362-5329

Email: bbilling@centraljerseyequipment.com

Date: 09 July 2019

MS

Offer Expires: 31 July 2019

Confidential



Quote Summary

Prepared For:
 East Stroudsburg School Distri
 50 Vine St
 East Stroudsburg, PA 18301
 Business: 570-656-4284

Prepared By:
 Brooke Billing
 Central Jersey Equipment LLC
 228 State Route 94
 Columbia, NJ 07832
 Phone: 908-362-6916
 bbilling@centraljerseyequipment.com

3% Price Increase for sales exceeding \$5,000 paid by Credit Card

*The parties acknowledge that this is not a contract until signed by both parties below. This is an estimate only, subject to approval by Management, and subject to approval if appropriate by all financial entities, and does not constitute a contract until signed by both parties.

Quote Id: 20006290
Created On: 09 July 2019
Last Modified On: 10 July 2019
Expiration Date: 31 July 2019

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	\$ 18,360.00 X	1 =	\$ 18,360.00

Equipment Total **\$ 18,360.00**

Trade In Summary	Qty	Each	Extended
JOHN DEERE 997 LARGE FRAME MIDZ, 72"SD	1	\$ 4,100.00	\$ 4,100.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 4,100.00

Trade In Total **\$ 4,100.00**

Quote Summary	
Equipment Total	\$ 18,360.00
Trade In	\$ (4,100.00)
SubTotal	\$ 14,260.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 14,260.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 14,260.00

Salesperson : X _____

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Accepted By : X _____



JOHN DEERE

Selling Equipment

Quote Id: 20006290

Customer: EAST STROUDSBURG SCHOOL DISTRI

JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK

Hours:

Stock Number:

				Selling Price
				\$ 18,360.00
Code	Description	Qty	Unit	Extended
091ETC	Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	1	\$ 25,389.00	\$ 25,389.00
Standard Options - Per Unit				
001A	United States/Canada	1	\$ 0.00	\$ 0.00
1151	26x12N12 Michelin X Tweel Turf for 60 In, 60MOD, 72 In, 60 Rear Discharge Decks	1	\$ 879.00	\$ 879.00
Standard Options Total				\$ 879.00
Value Added Services Total				\$ 0.00
Other Charges				
	EnviroCrate	1	\$ 40.00	\$ 40.00
	Setup	1	\$ 230.00	\$ 230.00
Other Charges Total				\$ 270.00
Suggested Price				\$ 26,538.00
Customer Discounts				
Customer Discounts Total			\$ -8,178.00	\$ -8,178.00
Total Selling Price				\$ 18,360.00

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JOHN DEERE

Trade In

Quote Id: 20006290

Customer: EAST STROUDSBURG SCHOOL DISTRI

JOHN DEERE 997 LARGE FRAME MIDZ, 72"SD	
SN#	
Machine Details	
Description	Net Trade Value
JOHN DEERE 997 LARGE FRAME MIDZ, 72"SD	\$ 4,100.00
SN#	
Your Trade In Description	
Total	\$ 4,100.00

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JOHN DEERE

YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include the following information in Purchase Order or Letter of Intent:

For any questions, please contact:

Shipping address

Billing address

Vendor: John Deere Company

2000 John Deere Run Cary,
NC 27513

Contract name and/or number

Signature

Tax exempt certificate, if applicable

Michael Labarre

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013

Tel: 610-588-4088

Fax: 610-599-1098

Email: mlabarre@hilltopsales.com

The John Deere Government Sales Team

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JOHN DEERE



Quote Id: 20006438

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013
610-588-4088
dfalcone@hilltopsales.com

Prepared For:

East Stroudsburg Area School District

Proposal For:

Delivering Dealer:

Michael Labarre

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013

dfalcone@hilltopsales.com

Quote Prepared By:

MICHAEL LABARRE

mlabarre@hilltopsales.com

Date: 09 July 2019

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Offer Expires: 08 August 2019

Confidential



JOHN DEERE



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013
610-588-4088
dfalcone@hilltopsales.com

Quote Summary

Prepared For:

East Stroudsburg Area School District
Tom Hendel
50 Vine St
East Stroudsburg, PA 18301
Business: 570-424-8500
Mobile: 570-872-0162
thomas-hendel@esasd.net

Delivering Dealer:

Hilltop Sales & Service, Inc
Michael Labarre
158 Falcone Road
Bangor, PA 18013
Phone: 610-588-4088
mlabarre@hilltopsales.com

Quote ID: 20006438
Created On: 09 July 2019
Last Modified On: 10 July 2019
Expiration Date: 08 August 2019

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	\$ 26,268.00	\$ 19,701.00 X	1 =	\$ 19,701.00

Contract: PA Ag and Grounds Keeping Type Power Equip 4400020085 (PG 61 CG 22)
Price Effective Date: July 9, 2019

Equipment Total **\$ 19,701.00**

Trade In Summary	Qty	Each	Extended
JOHN DEERE 997 ZTRAK 72" SIDE DISCHARGE	1	\$ 1,000.00	\$ 1,000.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 1,000.00

Trade In Total **\$ 1,000.00**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 19,701.00
Trade In	\$ (1,000.00)
SubTotal	\$ 18,701.00
Est. Service Agreement Tax	\$ 0.00

Salesperson : X _____

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Accepted By : X _____



JOHN DEERE



Selling Equipment

Quote Id: 20006438

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc
158 Falcone Road
Bangor, PA 18013
610-588-4088
dfalcone@hilltopsales.com

JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK

Contract: PA Ag and Grounds Keeping Type Power Equip
4400020085 (PG 61 CG 22)

Suggested List *

\$ 26,268.00

Price Effective Date: July 9, 2019

Selling Price *

\$ 19,701.00

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
091ETC	Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	1	\$ 25,389.00	25.00	\$ 6,347.25	\$ 19,041.75	\$ 19,041.75
Standard Options - Per Unit							
001A	United States/Canada	1	\$ 0.00	25.00	\$ 0.00	\$ 0.00	\$ 0.00
1151	26x12N12 Michelin X Tweel Turf for 60 In, 60MOD, 72 In, 60 Rear Discharge Decks	1	\$ 879.00	25.00	\$ 219.75	\$ 659.25	\$ 659.25
Standard Options Total			\$ 879.00		\$ 219.75	\$ 659.25	\$ 659.25
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price						\$ 19,701.00	
Total Selling Price			\$ 26,268.00		\$ 6,567.00	\$ 19,701.00	\$ 19,701.00



JOHN DEERE



Trade-in

Quote Id: 20006438

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580;
DUNS#: 60-7690989

JOHN DEERE 997 ZTRAK 72" SIDE DISCHARGE	
SN#	
Machine Details	
Description	Net Trade Value
JOHN DEERE 997 ZTRAK 72" SIDE DISCHARGE	\$ 1,000.00
SN#	
Your Trade In Description	
Total	\$ 1,000.00

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JOHN DEERE

YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include the following information in Purchase Order or Letter of Intent:

For any questions, please contact:

Shipping address

Billing address

Vendor: John Deere Company

2000 John Deere Run Cary,
NC 27513

Contract name and/or number

Signature

Tax exempt certificate, if applicable

Matthew Schlegel

Deer Country Farm and Lawn
6670 Ruppsville Road
Allentown, PA 18106

Tel: 610-398-2553

Mobile Phone: 717-629-4139

Fax: 610-398-0650

Email: mattschlegel@deercountry.net

The John Deere Government Sales Team



JOHN DEERE



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Deer Country Farm and Lawn
6670 Ruppssville Road
Allentown, PA 18106
610-398-2553
allentowninfo@deercountry.net

Quote Summary

Prepared For:

East Stroudsburg Area School District
50 Vine St
East Stroudsburg, PA 18301
Business: 570-656-4284
Mobile: 570-656-4284
daryle-miller@esasd.net

Delivering Dealer:

Deer Country Farm and Lawn
Matthew Schlegel
6670 Ruppssville Road
Allentown, PA 18106
Phone: 610-398-2553
Mobile: 717-629-4139
mattschlegel@deercountry.net

Quote ID: 20010218
Created On: 09 July 2019
Last Modified On: 09 July 2019
Expiration Date: 08 August 2019

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	\$ 26,268.00	\$ 19,701.00 X	1 =	\$ 19,701.00

Contract: PA Ag and Grounds Keeping Type Power Equip 4400020085 (PG 61 CG 22)
Price Effective Date: July 9, 2019

Equipment Total **\$ 19,701.00**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 19,701.00
Trade In	
SubTotal	\$ 19,701.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 19,701.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 19,701.00

Salesperson : X _____

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Accepted By : X _____



JOHN DEERE



Selling Equipment

Quote Id: 20010218

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Deer Country Farm and Lawn
6670 Ruppsville Road
Allentown, PA 18106
610-398-2553
allentowninfo@deercountry.net

JOHN DEERE Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK

Contract: PA Ag and Grounds Keeping Type Power Equip
4400020085 (PG 61 CG 22)

Suggested List *

\$ 26,268.00

Price Effective Date: July 9, 2019

Selling Price *

\$ 19,701.00

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
091ETC	Z997R DIESEL W 72 In. 7 IRON PRO SIDE DISCHARGE DECK	1	\$ 25,389.00	25.00	\$ 6,347.25	\$ 19,041.75	\$ 19,041.75
Standard Options - Per Unit							
001A	United States/Canada	1	\$ 0.00	25.00	\$ 0.00	\$ 0.00	\$ 0.00
1151	26x12N12 Michelin X Tweel Turf for 60 In, 60MOD, 72 In, 60 Rear Discharge Decks	1	\$ 879.00	25.00	\$ 219.75	\$ 659.25	\$ 659.25
Standard Options Total			\$ 879.00		\$ 219.75	\$ 659.25	\$ 659.25
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price						\$ 19,701.00	
Total Selling Price			\$ 26,268.00		\$ 6,567.00	\$ 19,701.00	\$ 19,701.00

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TO BE COMPLETED FOR ANY PROCUREMENT OVER \$5,000

A. Why are you requesting the service/needs?

Why:

To have the ability to access all of our outdoor facilities safely and in a timely fashion.

Need:

The North Athletic Department currently does not have and has never had a Gator.
The
Gator is needed so as to provide the opportunity to traverse the campus effectively.

Suggested replacement:

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts.

Hilltop John Deere Sales/Service - \$11,726.71

Deer Country Farm and Lawn - \$11,776.00

Central Jersey Equipment - \$14,450.00

C. Please complete an independent Cost Analysis. (Pre determine costs prior to contacting a vendor.)

D. Procurement Method:

- Quote

E. Funds account to be charged for Procurement (Was this purchase budgeted?)

- Yes/No
- Fund 10
- Account # 10-3250-762-000-30-819-550-000-5000-

F. Selection of winning proposal

- Was the lowest price selected? If not, explain why and the process of selecting the vendor.

Yes, the lowest quote was accepted.

G. Other



JOHN DEERE



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc.
158 Falcone Road
Bangor, PA 18013
610-588-4088
hilltops@epix.net

Quote Summary

Prepared For:

East Stroudsburg Area School District
50 Vine St
East Stroudsburg, PA 18301
Business: 570-588-4420
KIERAN-PRYOR@ESASD.NET

Delivering Dealer:

Hilltop Sales & Service, Inc.
Michael Labarre
158 Falcone Road
Bangor, PA 18013
Phone: 610-588-4088
hilltopsales2@frontier.com

Quote ID: 18543960

Created On: 17 November 2018

Last Modified On: 19 November 2018

Expiration Date: 17 December 2018

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE TX (Model Year 19)	\$ 14,128.56	\$ 11,726.71 X	1 =	\$ 11,726.71
Contract: PA State Pwr Equip 4400011369 (PG 61 CG 22)				
Price Effective Date: November 17, 2018				
Equipment Total				\$ 11,726.71

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 11,726.71
Trade In	
SubTotal	\$ 11,726.71
Est. Service Agreement Tax	\$ 0.00
Total	\$ 11,726.71
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 11,726.71

Salesperson : X _____

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Accepted By : X _____



JOHN DEERE



Selling Equipment

Quote Id: 18543960

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc.
158 Falcone Road
Bangor, PA 18013
610-588-4088
hilltops@epix.net

JOHN DEERE TX (Model Year 19)

Contract: PA State Pwr Equip 4400011369 (PG 61 CG 22)

Price Effective Date: November 17, 2018

Suggested List *

\$ 14,128.56

Selling Price *

\$ 11,726.71

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
571HM	TX (Model Year 19)	1	\$ 8,649.00	17.00	\$ 1,470.33	\$ 7,178.67	\$ 7,178.67
Standard Options - Per Unit							
001A	US/Canada	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0509	PR - All Terrain Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1016	AT (All Terrain) Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 442.00	17.00	\$ 75.14	\$ 366.86	\$ 366.86
3100	Cargo Box Manual Lift	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4099	Less Front Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 442.00		\$ 75.14	\$ 366.86	\$ 366.86
Dealer Attachments/Non-Contract/Open Market							
BM24804	Remote Cargo Box Release Kit	1	\$ 118.77	17.00	\$ 20.19	\$ 98.58	\$ 98.58
BM22600	Deluxe Glass Cab	1	\$ 4,189.06	17.00	\$ 712.14	\$ 3,476.92	\$ 3,476.92
BM22138	Electrical Kit - Deluxe Glass Cab	1	\$ 234.33	17.00	\$ 39.84	\$ 194.49	\$ 194.49
BM20414	Heavy-Duty Suspension Kit	1	\$ 177.61	17.00	\$ 30.19	\$ 147.42	\$ 147.42
BM21462	Windshield Wiper Kit	1	\$ 317.79	17.00	\$ 54.02	\$ 263.77	\$ 263.77
Dealer Attachments Total			\$ 5,037.56		\$ 856.39	\$ 4,181.18	\$ 4,181.18
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Suggested Price							\$ 11,726.71

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JOHN DEERE



Selling Equipment

Quote Id: 18543960 **Customer Name:** EAST STROUDSBURG AREA SCHOOL DISTRICT

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Hilltop Sales & Service, Inc.
158 Falcone Road
Bangor, PA 18013
610-588-4088
hilltops@epix.net

Total Selling Price	\$ 14,128.56	\$ 2,401.86	\$ 11,726.70	\$ 11,726.71
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YOUR CONTRACT. YOUR QUOTE. YOUR HELP REQUESTED.

**Ensure your equipment arrives with no delay.
Issue your Purchase Order or Letter of Intent.**

To expedite the ordering process, please include the following information in Purchase Order or Letter of Intent:

For any questions, please contact:

- Shipping address
- Billing address
- Vendor: John Deere Company
- 2000 John Deere Run Cary, NC 27513
- Contract name and/or number
- Signature
- Tax exempt certificate, if applicable

Matthew Schlegel

Deer Country Farm and Lawn
6670 Ruppssville Road
Allentown, PA 18106

Tel: 610-398-2553

Mobile Phone: 717-629-4139

Fax: 610-398-0650

Email: mattschlegel@deercountry.net

The John Deere Government Sales Team



ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):
 Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Deer Country Farm and Lawn
 6670 Ruppssville Road
 Allentown, PA 18106
 610-398-2553
 allentowninfo@deercountry.net

Quote Summary

Prepared For:
 East Stroudsburg School Distri
 50 Vine St
 East Stroudsburg, PA 18301
 Business: 570-656-4284

Delivering Dealer:
Deer Country Farm and Lawn
 Matthew Schlegel
 6670 Ruppssville Road
 Allentown, PA 18106
 Phone: 610-398-2553
 Mobile: 717-629-4139
 mattschlegel@deercountry.net

Quote ID: 19919626
Created On: 25 June 2019
Last Modified On: 25 June 2019
Expiration Date: 25 July 2019

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE TX (Model Year 19)	\$ 11,747.14 X	1 =	\$ 11,747.14
Contract: PA Ag and Grounds Keeping Type Power Equip 4400020085 (PG 61 CG 22)			
Price Effective Date: June 25, 2019			
Equipment Total			\$ 11,747.14

* Includes Fees and Non-contract items

Quote Summary	
Equipment Total	\$ 11,747.14
Trade In	
SubTotal	\$ 11,747.14
Est. Service Agreement Tax	\$ 0.00
Total	\$ 11,747.14
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 11,747.14

Salesperson : X _____

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Accepted By : X _____



Selling Equipment

Quote Id: 19919626

Customer Name: EAST STROUDSBURG SCHOOL DISTRI

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Deer Country Farm and Lawn
6670 Ruppsville Road
Allentown, PA 18106
610-398-2553
allentowninfo@deercountry.net

JOHN DEERE TX (Model Year 19)

Hours:

Stock Number:

Contract: PA Ag and Grounds Keeping Type Power Equip
4400020085 (PG 61 CG 22)

Selling Price *
\$ 11,747.14

Price Effective Date: June 25, 2019

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
571HM	TX (Model Year 19)	1	\$ 8,649.00	17.00	\$ 1,470.33	\$ 7,178.67	\$ 7,178.67
Standard Options - Per Unit							
001A	US/Canada	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0509	PR - All Terrain Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1016	AT (All Terrain) Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 442.00	17.00	\$ 75.14	\$ 366.86	\$ 366.86
3100	Cargo Box Manual Lift	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4099	Less Front Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
4199	Less Rear Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 442.00		\$ 75.14	\$ 366.86	\$ 366.86
Dealer Attachments/Non-Contract/Open Market							
BM24804	Remote Cargo Box Release Kit	1	\$ 123.06	17.00	\$ 20.92	\$ 102.14	\$ 102.14
BM22600	Deluxe Glass Cab	1	\$ 4,189.06	17.00	\$ 712.14	\$ 3,476.92	\$ 3,476.92
BM22138	Electrical Kit - Deluxe Glass Cab	1	\$ 234.33	17.00	\$ 39.84	\$ 194.49	\$ 194.49
BM20414	Heavy-Duty Suspension Kit	1	\$ 185.11	17.00	\$ 31.47	\$ 153.64	\$ 153.64
BM21462	Windshield Wiper Kit	1	\$ 330.63	17.00	\$ 56.21	\$ 274.42	\$ 274.42
Dealer Attachments Total			\$ 5,062.19		\$ 860.57	\$ 4,201.61	\$ 4,201.61
Value Added Services			\$ 0.00			\$ 0.00	\$ 0.00
Total							

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JOHN DEERE



Selling Equipment

Quote Id: 19919626 Customer Name: EAST STROUDSBURG SCHOOL DISTRI

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

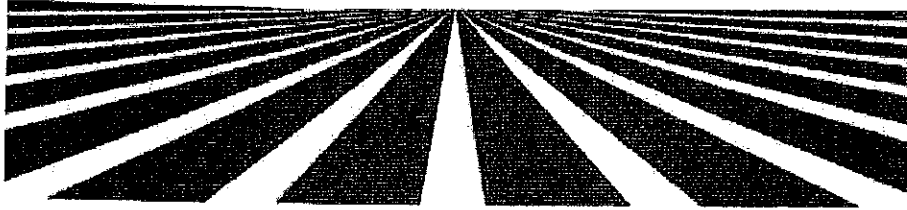
Deer Country Farm and Lawn
6670 Ruppssville Road
Allentown, PA 18106
610-398-2553
allentowninfo@deercountry.net

Suggested Price				\$ 11,747.14
Total Selling Price	\$ 14,153.19	\$ 2,406.04	\$ 11,747.15	\$ 11,747.14

Quote Id: 19652444

Prepared For:

East Stroudsburg School Distri



**CENTRAL
JERSEY
EQUIPMENT**

Prepared By: **Brooke Billing**

Central Jersey Equipment LLC
228 State Route 94
Columbia, NJ 07832

Tel: 908-362-6916

Fax: 908-362-5329

Email: bbilling@centraljerseyequipment.com

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Date: 18 May 2019

Offer Expires: 31 May 2019



JOHN DEERE

Quote Summary

Prepared For:

East Stroudsburg School Distri
50 Vine St
East Stroudsburg, PA 18301
Business: 570-656-4284

Prepared By:

Brooke Billing
Central Jersey Equipment LLC
228 State Route 94
Columbia, NJ 07832
Phone: 908-362-6916
bbilling@centraljerseyequipment.com

3% Price Increase for sales exceeding \$5,000 paid by Credit Card

Quote Id: 19652444
Created On: 18 May 2019
Last Modified On: 18 May 2019
Expiration Date: 31 May 2019

*The parties acknowledge that this is not a contract until signed by both parties below. This is an estimate only, subject to approval by Management, and subject to approval if appropriate by all financial entities, and does not constitute a contract until signed by both parties.

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE TX (Model Year 19)	\$ 14,450.00 X	1 =	\$ 14,450.00
Equipment Total			\$ 14,450.00

Quote Summary	
Equipment Total	\$ 14,450.00
SubTotal	\$ 14,450.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 14,450.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 14,450.00

Salesperson : X _____

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Accepted By : X _____

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JOHN DEERE

Selling Equipment

Quote Id: 19652444

Customer: EAST STROUDSBURG SCHOOL DISTRI

JOHN DEERE TX (Model Year 19)

Hours:

Stock Number:

				Selling Price	
				\$ 14,450.00	
Code	Description	Qty	Unit	Extended	
571HM	TX (Model Year 19)	1	\$ 8,649.00	\$ 8,649.00	
Standard Options - Per Unit					
001A	US/Canada	1	\$ 0.00	\$ 0.00	
0505	Build to Order	1	\$ 0.00	\$ 0.00	
1015	Turf Tires	1	\$ 0.00	\$ 0.00	
2016	Non Adjustable Seat	1	\$ 0.00	\$ 0.00	
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 442.00	\$ 442.00	
3100	Cargo Box Manual Lift	1	\$ 0.00	\$ 0.00	
4099	Less Front Protection Package	1	\$ 0.00	\$ 0.00	
4199	Less Rear Protection Package	1	\$ 0.00	\$ 0.00	
Standard Options Total				\$ 442.00	
Dealer Attachments					
BM24804	Remote Cargo Box Release Kit	1	\$ 123.06	\$ 123.06	
BM22600	Deluxe Glass Cab	1	\$ 4,189.06	\$ 4,189.06	
BM22138	Electrical Kit - Deluxe Glass Cab	1	\$ 234.33	\$ 234.33	
BM20414	Heavy-Duty Suspension Kit	1	\$ 185.11	\$ 185.11	
BM21462	Windshield Wiper Kit	1	\$ 330.63	\$ 330.63	
Dealer Attachments Total				\$ 5,062.19	
Value Added Services Total				\$ 0.00	
Other Charges					
	Freight	1	\$ 500.00	\$ 500.00	
	Setup	1	\$ 1,705.00	\$ 1,705.00	
Other Charges Total				\$ 2,205.00	
Suggested Price				\$ 16,358.19	
Customer Discounts					
Customer Discounts Total			\$ -1,908.19	\$ -1,908.19	
Total Selling Price				\$ 14,450.00	

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JUNE 2019



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07/05/2019 13:09 East Stroudsburg Area SD, PA
diane-kelly JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	ENTITY	N	HIST	2019
1	10008160	610			KO								323.03
2	10008160	330			KO								100.00
3	10008390	330			KO								223.03
													0.00
** JOURNAL TOTAL													

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	ENTITY	N	HIST	2019
1	10009680	550											300.00
2	10009680	891											300.00
													0.00
** JOURNAL TOTAL													

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	ENTITY	N	HIST	2019
1	10005390	581											50.00
2	10220180	580											50.00
													0.00
** JOURNAL TOTAL													

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	LINE DESCRIPTION	ENTITY	N	HIST	2019
1	10005390	581											50.00
2	10220180	580											50.00
													0.00
** JOURNAL TOTAL													



YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	266 BUA	06/04/2019	kjs conf	annemarie-chamberlin	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10005390 581	10-1241-581-000-310-000-0000-			LearningSupplnDistrictTrvl	kjs conf	49.21	49.21	
2	10220180 324	10-2271-324-000-30-000-310-000-0000-			Spec Ed Instr Conf.TrainRgst				
** JOURNAL TOTAL									

YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	285 BUA	06/04/2019	Stephanie deana-ostroski		1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10004720 650	DO cover Step			Cover Stephanie's expense		228.45	228.45	
2	10004720 894	DO cover Step			LifeskillSupplies Tech				
10-1211-894-000-20-000-310-000-0000-					Cover Stephanie's expense		228.45	228.45	
10-1211-894-000-20-000-310-000-0000-					Spec.Ed Lifeskill Student Fees				
** JOURNAL TOTAL									

YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	300 BUA	06/06/2019	Envelopes susan-cole		1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10010200 610	SJC			EHNMedicalSvsGen Sup	insufficient funds	252.00	252.00	
2	10010200 550	SJC			EHNMedicalSvsPrint&Bind	insufficient funds	252.00	252.00	
10-2420-610-000-30-819-602-000-0000-									
10-2420-550-000-30-819-602-000-0000-									
** JOURNAL TOTAL									

YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	301 BUA	06/06/2019	MSE deficiisusan-cole		1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB	
1	10010200 610	SJC			EHNMedicalSvsGen Sup	insufficient funds	252.00	252.00	
2	10010200 550	SJC			EHNMedicalSvsPrint&Bind	insufficient funds	252.00	252.00	
10-2420-610-000-30-819-602-000-0000-									
10-2420-550-000-30-819-602-000-0000-									
** JOURNAL TOTAL									



YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2019 12	06/06/2019	MSE defici	susan-cole	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10009920 432			SJC		insufficient funds		2.00	
2	10-2420-432-000-10-211-602-000-0000-			SJC		BESMedicalSvsRep&MaintEq		2.00	
3	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		6.00	
4	10-2420-432-000-10-212-602-000-0000-			SJC		ESEMedicalSvsRep&MaintEq		6.00	
5	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		2.00	
6	10-2420-531-000-10-213-602-000-0000-			SJC		JMHMedicalSvsRep&MaintEq		2.00	
7	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		2.00	
8	10-2420-432-000-10-214-602-000-0000-			SJC		MSEMedicalSvsRep&MaintEq		2.00	
9	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		2.00	
10	10-2420-432-000-10-215-602-000-0000-			SJC		RESMedicalSvsRep&MaintEq		2.00	
11	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		2.00	
12	10-2420-432-000-10-216-602-000-0000-			SJC		SMIMedicalSvsRep&MaintEq		2.00	
13	10-2420-531-000-10-214-602-000-0000-			SJC		MSEMedicalSvsPostage		6.00	
14	10-2420-432-000-20-517-602-000-0000-			SJC		JTLMedicalSvsRep&MaintEq		6.00	
						MSEMedicalSvsPostage		0.00	0.00
** JOURNAL TOTAL									

YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2019 12	06/06/2019	DLC FURNIT	kelli-oney	1	N	Hist	2019		
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10110130 640		KO			DLC FURNITURE		14,486.00	
2	10-1110-640-000-30-000-004-000-0600-		KO			Curr.,C&I,Books/Period		14,486.00	
						DLC FURNITURE		0.00	0.00
						CurrWriteGen Sup		0.00	0.00
** JOURNAL TOTAL									



YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2019 12 312 BUA 06/06/2019 06/06/2019 Transfer roseria-cirnigliaro 1 N Hist 2019

LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10011790 531	RC			Personnel HR Postage	cover medical invoice	50.00	50.00
2	10011790 330	RC			Personnel HR OtherProfSvc	cover medical invoice	50.00	
	10-2833-330-000-00-000-0003-000-00000-					** JOURNAL TOTAL	0.00	0.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2019 12 317 BUA 06/07/2019 06/07/2019 DRYER FCS regina-brotherton 1 N Hist 2019

LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10003670 610				EHSFamConSciGen Sup		120.00	120.00
2	10003670 432				EHSFamConSciRep&MaintEq		120.00	
	10-1110-432-000-30-820-240-000-00000-					** JOURNAL TOTAL	0.00	0.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
2019 12 323 BUA 06/07/2019 06/07/2019 balance maria-heitz 1 N Hist 2019

LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10002260 610				SMIHealthPhysEdGen Sup		2,880.68	2,880.68
2	10002260 810				SMI PhysEdDues&Fees		448.85	
3	10002160 581				SMIRegularInDistrictTrvl		448.85	
4	10011980 324				SME PrincipalTrainRgst		149.00	
5	10002260 610				SMIHealthPhysEdSupplies Tech		327.52	
6	10002260 650				SMIPrincipalGen Sup		327.52	
7	10009510 610							
	10-2380-610-000-10-216-000-000-00000-					** JOURNAL TOTAL	0.00	0.00

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East Stroudsburg Area SD, PA
JOURNAL INQUIRY

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	323 BUA	06/07/2019	06/07/2019	balance	maria-heitz	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
8	10002160	650						SMIRegularSupplies Tech		327.52		
9	10002100	650						SMICurrWritesSupplies Tech		86.94		86.94
10	10002160	650						SMIRegularSupplies Tech		409.54		409.54
11	10002160	610						SMIRegularGen Sup		11.50		11.50
12	10002160	650						SMIRegularSupplies Tech		1,729.66		1,729.66
13	10002240	432						SMIInstrMusicRep&MaintEq		679.03		679.03
14	10002240	650						Instr Music Supplies Tech		169.44		169.44
15	10002160	761						SMIRegularRepEq<\$2,500		30.00		30.00
16	10009510	438						SMIPrincipalMnt/Rpr/Upgrade		17.21		17.21
17	10002160	438						SMIRegularMnt/Rpr/Upgrade		0.00		0.00
18	10002160	640						SMIRegularBooks/Period		** JOURNAL TOTAL		
19	10009510	550						SMIPrincipalPrint&Bind				
20	10009510	531						SMIPrincipalPostage				
21	10011990	324						SMISDevNonInstCertTrainRgst				
22	10011980	580						SMISDevNonInstCertTravel/Conf				
23	10009510	581						SMIPrincipalInDistrictTrvl				
24	10011980	580						SMISDevNonInstCertTravel/Conf				

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	327 BUA	06/10/2019	06/10/2019	MISTAKE	kelli-oney	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
								** JOURNAL TOTAL		0.00		0.00



East Stroudsburg Area SD, PA
JOURNAL INQUIRY

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YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12 327 BUA 06/10/2019 06/10/2019 MISTAKE kelli-oney	1	N	Hist	2019	
LN ORG ACCOUNT	LINE DESCRIPTION				
1 10110130 640	CORRECT MISTAKE				
10-1110-640-000-30-000-004-000-0600-KO	Cur.,C&I,Books/Period				
2 10002980 640	FURNITURE - MATH				
10-1110-640-000-30-000-004-000-0000-KO	CurrWriteBooks/Period				
3 10002980 640	RECYCLED BOOKS				
10-1110-640-000-30-000-004-000-0000-KO	CurrWriteBooks/Period				
** JOURNAL TOTAL					
				DEBIT	CREDIT OB
				0.00	15,150.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12 334 BUA 06/10/2019 06/10/2019 REAP kelli-oney	1	N	Hist	2019	
LN ORG ACCOUNT	LINE DESCRIPTION				
1 10011790 330	REAP - C&I TO HR				
10-2833-330-000-00-000-003-000-0000-KO	Personnel HR OtherProfSvc				
2 10007330 650	REAP - C&I TO HR				
10-2260-650-000-10-000-004-000-0000-KO	Instr&CurrDevSupplies Tech				
** JOURNAL TOTAL					
				DEBIT	CREDIT OB
				999.00	999.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12 338 BUA 06/11/2019 06/11/2019 Transfer jennifer-marmo	1	N	Hist	2019	
LN ORG ACCOUNT	LINE DESCRIPTION				
1 10008450 324	Registration for Book Expo				
10-2271-324-000-30-819-150-000-0000-KO	EHNELADevCertTrainRgst				
2 10003220 513	Registration for Book Expo				
10-1110-513-000-30-819-150-000-0000-KO	EHNEnglishContracted				
** JOURNAL TOTAL					
				DEBIT	CREDIT OB
				0.00	260.14

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12 341 BUA 06/12/2019 06/12/2019 repairs katye-clogg	1	N	Hist	2019	
LN ORG ACCOUNT	LINE DESCRIPTION				
1 10008450 324	Registration for Book Expo				
10-2271-324-000-30-819-150-000-0000-KO	EHNELADevCertTrainRgst				
2 10003220 513	Registration for Book Expo				
10-1110-513-000-30-819-150-000-0000-KO	EHNEnglishContracted				
** JOURNAL TOTAL					
				DEBIT	CREDIT OB
				0.00	260.14



YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	341 BUA	06/12/2019	06/12/2019	repairs	katye-clogg	1	N	Hist	2019			
LN	ORG	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10013090	810										
10-3210-810-000-30-820-125-000-0000-						EHSInstrMusicDues&Fees					849.76	849.76
2	10013090	432				EHSInstrMusicRep&MaintEq						
10-3210-432-000-30-820-125-000-0000-							** JOURNAL TOTAL				0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	347 BUA	06/13/2019	06/13/2019	S HELMET	elizabeth-kolcun	1	N	Hist	2019			
LN	ORG	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10013890	432										
10-3250-432-000-30-819-550-000-5071-						EHNFootballRep&MaintEq	FOR XL HELMET				404.89	482.39
2	10014320	432				EHSFootballRep&MaintEq	FOR XL HELMET					
10-3250-432-000-30-820-550-000-5071-						EHNathleticTrainerRep&MaintEq	FOR XL HELMET				77.50	
3	10014020	432										
10-3250-432-000-30-819-550-000-5210-							** JOURNAL TOTAL				0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	349 BUA	06/13/2019	06/13/2019	docking	stdiane-kelly	1	N	Hist	2019			
LN	ORG	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					
1	10210110	650										
10-2119-650-000-20-000-310-000-0000-						SpecEdSupvSupplies Tech	MOVE TO ITEC/DOCKING STATI				3,000.00	
2	10280090	650				Initiative TechSupplies Tech	DOCKING STATIONS				3,000.00	
10-2844-650-000-00-000-006-000-0600-							** JOURNAL TOTAL				0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019 12	351 BUA	06/13/2019	06/13/2019	324to580	patricia-romansky	1	N	Hist	2019			
LN	ORG	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION					

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diane-kelly JOURNAL INQUIRY

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE	12 351 BUA 06/13/2019 06/13/2019 324to580 patricia-romansky 1 N Hist 2019	LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10280020 324					R1920195199	End of year conference			20.00
	10-2834-324-000-10-212-000-000-0000-				pdr		TrainRgst			
2	10280020 580					R1920195199	End of year conference		20.00	
	10-2834-580-000-10-212-000-000-0000-				pdr		ESE PrincTravel/Conf			
** JOURNAL TOTAL										

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE	12 363 BUA 06/14/2019 06/14/2019 Plano keith-labar 1 N Hist 2019	LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10003140 610						EHNvocalGen Sup		41.29	
	10-1110-610-000-30-819-121-000-0000-									
2	10003140 650						EHNvocalSupplies Tech		4.46	41.29
	10-1110-650-000-30-819-121-000-0000-									
3	10012950 610						EHNvocalStudentActGen Sup		4.46	
	10-3210-610-000-30-819-121-000-0000-									
4	10003140 650						EHNvocalSupplies Tech		0.00	4.46
	10-1110-650-000-30-819-121-000-0000-									
** JOURNAL TOTAL										

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE	12 366 BUA 06/14/2019 06/14/2019 fund errorsusan-cole 1 N Hist 2019	LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT OB
1	10011920 324				SJC		BESMedicalNonInstCertTrainRgst	funding error insufficient	100.00	
	10-2834-324-000-10-211-602-000-0000-									
2	10012030 580				SJC		JTSLDevNonInstCertTravel/Conf	funding error insufficient	100.00	
	10-2834-580-000-20-517-602-000-0000-									
3	10011960 324				SJC		MSESDevNonInstCertTrainRgst	funding error insufficient	100.00	
	10-2834-324-000-10-214-602-000-0000-									
4	10012030 580				SJC		JTSLDevNonInstCertTravel/Conf	funding error insufficient	100.00	
	10-2834-580-000-20-517-602-000-0000-									
5	10011970 324				SJC		RESMedicalNonInstCertTrainRgst	funding error insufficient	100.00	
	10-2834-324-000-10-215-602-000-0000-									

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	N	Hist	2019			
6	10012030 580		SJC		JTSLDevNonInstCertTravel/Conf	funding error insufficient			100.00			
7	10-2834-580-000-20-517-602-000-0000-		SJC		JTSLDevNonInstCertTravel/Conf	funding error insufficient			330.00			
8	10012030 580		SJC		JTSLDevNonInstCertTrainRgst	funding error insufficient			330.00			
9	10-2834-580-000-20-517-602-000-0000-		SJC		JTSLDevNonInstCertTravel/Conf	funding error insufficient			100.00			
10	10012050 324		SJC		LISSDevNonInstCertTrainRgst	funding error insufficient			100.00			
11	10-2834-324-000-30-820-602-000-0000-		SJC		EHSMedicalSvsNonInstTrainRgst	funding error insufficient			5.00			
12	10011990 324		SJC		SMISDevNonInstCertTrainRgst	funding error insufficient			5.00			
12	10011930 324		SJC		ESESDevNonInstCertTrainRgst	funding error insufficient			0.00			
					** JOURNAL TOTAL				0.00			

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	N	Hist	2019			
1	10010010 531		SJC		RESRegularPostage	insufficient funds			8.00			
2	10-2420-531-000-10-215-602-000-0000-		SJC		MSEMedicalSvsPostage	insufficient funds			8.00			
					** JOURNAL TOTAL				0.00			

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
LN	ORG ACCOUNT	OBJECT PROJ REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	N	Hist	2019			
1	10008270 324				BEA library dept				50.00			
2	10-2271-324-000-20-517-155-000-0000-				JTLLibraryDevCertTrainRgst				50.00			
					** JOURNAL TOTAL				0.00			



YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE				
2019 12	06/18/2019	vocal travlorena-rosado		1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10002370	610						JTLVocalGen Sup		1,334.42		
2	10012850	610						JTLStudentActivityGen Sup		556.60		
3	10002370	581						JTLVocalInDistrictTrvl		1,891.02		
** JOURNAL TOTAL										0.00		0.00

YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE				
2019 12	06/18/2019	transfer jonathan-dejesus		1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10280050	650						AdminServicesSuppliesTech	Eric F. Training	138.67		138.67
2	10012250	580						AdminServicesTravel/Conf	Eric F. Training	138.67		
** JOURNAL TOTAL										0.00		0.00

YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE				
2019 12	06/19/2019	gifted trirobin-borer		1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10005540	580						Gifted Travel/Conf	decrease for gifted bussin	113.11		
2	10005540	513						Gifted Transp.Contractd	Increase for gifted bussin	113.11		
** JOURNAL TOTAL										0.00		0.00

YEAR PER JOURNAL SRC	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE				
2019 12	06/19/2019	S TRAN ScieElizabeth-kolcun		1	N	Hist	2019					
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
** JOURNAL TOTAL										0.00		0.00



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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	594 BUA	06/19/2019	06/19/2019	S TRAN SCI	Elizabeth-kolcun	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10320560 513	LK	S TRAN SCI			SOUTH TRAN SCI OLY		1,320.37		
	10-3250-513-000-30-820-550-000-5120-					HSS Science OlympiadContracted				
2	10013150 513	LK	S TRAN SCI			SOUTH TRAN SCI OLY				1,320.37
	10-3210-513-000-30-820-510-000-5120-					EHSScileOlympContracted				
** JOURNAL TOTAL										
								0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	666 BUA	06/21/2019	06/21/2019	lifeguard	kelli-oney	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10002980 610	ko				life guard certificates		456.00		
	10-1110-610-000-30-000-004-000-0000-					CurrWriteGen Sup				
2	10007330 810	ko				life guard certificates		456.00		
	10-2260-810-000-10-000-004-000-0000-					Instr&CurrDevDues&Fees				
** JOURNAL TOTAL										
								0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2019 12	703 BUA	06/25/2019	06/25/2019	PARGO	kelli-oney	1	N	Hist	2019	
LN	ORG ACCOUNT	OBJECT PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10012350 650	ko				ITEC Supplies Tech	TO PURCHASE PARAGO	8,259.86		
	10-2844-650-000-00-000-006-000-0000-					Tech Services Supplies Tech	TO PURCHASE PARAGO		1,750.00	
2	10001060 650	ko				ITEC TrainRgst	TO PURCHASE PARAGO		430.00	
	10-1110-650-000-00-000-006-000-0000-					ITEC TrainRgst	TO PURCHASE PARAGO		31.39	
3	10011850 324	ko				ITEC Rep&MaintVeh	TO PURCHASE PARAGO		115.00	
	10-2834-324-000-00-000-006-000-0000-					ITEC Postage	TO PURCHASE PARAGO		487.56	
4	10008130 324	ko				ITEC Gen Sup	TO PURCHASE PARAGO		821.02	
	10-2271-324-000-00-000-006-000-0000-									
5	10012350 433	ko								
	10-2844-433-000-00-000-006-000-0000-									
6	10012350 531	ko								
	10-2844-531-000-00-000-006-000-0000-									
7	10012350 610	ko								
	10-2844-610-000-00-000-006-000-0000-									



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East Stroudsburg Area SD, PA
 JOURNAL INQUIRY

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	12	703 BUA	06/25/2019	PARGO	kelli-oney	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
8	10012350	626	KO					ITEC Gasoline	TO PURCHASE PARAGO			395.59
9	10012350	650	KO					ITEC Supplies Tech	TO PURCHASE PARAGO			2,336.09
10	10012350	766	KO					CapTechHard/Equip-Repl	TO PURCHASE PARAGO			893.21
11	10012350	581	KO					ITEC IndistrictTrvl	TO PURCHASE PARAGO			1,000.00
** JOURNAL TOTAL											0.00	0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT OB
2019	12	721 BUA	06/25/2019	WRONG ACT	kelli-oney	1	N	Hist	2019			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	LINE DESCRIPTION			
1	10280090	650	KO					Intiative TechSupplies Tech	TRANSFER TO WRONG ACCT.			8,259.86
2	10012350	650	KO					ITEC Supplies Tech	TRANSFER TO WRONG ACCT.			8,259.86
** JOURNAL TOTAL											0.00	0.00
** GRAND TOTAL											0.00	0.00

29 Journals printed

** END OF REPORT - Generated by Diane Kelly **

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JUNE 2019 WIRE PAYMENTS

Payroll	\$ 4,180,398.83
Accounts Payable - Benefits	\$ 7,921,675.04
Flex Spending Accounts TASC	\$ 13,429.56
Payments to Inservco Insurance for Workers' Comp	\$ 19,507.47
Procurement Card	\$ 63,676.67
EBTEP	\$ 1,751,526.80
NEOPOST POSTAGE	\$ 500.00
	<u>\$ 13,950,714.37</u>

East Stroudsburg Area School District

Date Range 7/5/19 through 7/11/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
598	07/05/2019	AMERICAN SCHOOL COUNSELOR ASSN	Professional Membership - D JONES	\$ 129.00
599	07/05/2019	ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTER.	PASBO 19-20 Membership Dues E FORSYTH	\$ 230.00
600	07/05/2019	COMFORT RESEARCH	Sensory room seating for five	\$ 1,609.80
601	07/05/2019	CRAMER'S HOME CENTER	CUSTODIAN, MAINTENANCE & GROUNDS SUPPLIES	\$ 2,928.11
602	07/05/2019	MILLEMNIUM OPERATION LLC	CYBER SCHOOL FIELD TRIP	\$ 899.00
603	07/05/2019	FEDEX	SADD SOUTH FILED TRIP	\$ 3,132.00
			DOCUMENTS SENT TO DHW ENGINEERING	\$ 43.48
			DOCUMENTS SENT TO TYLER TECH	\$ 44.48
			FED EX SHIPPING FOR OLSAT TEST	\$ 643.75
			HSN TECH ED RETURNED ITEMS TO B&H PHOTO	\$ 43.48
604	07/05/2019	FRIEDMAN ELECTRIC SUPPLY CO. INC.	RETURNED 24 game - Title 1	\$ 35.15
605	07/05/2019	HAJOCA CORPORATION	CUSTODIAL, MAINTENANCE & GROUNDS SUPPLIES	\$ 6,869.15
606	07/05/2019	HERSHEY LODGE	CUSTODIAL, MAINTENANCE & GROUNDS SUPPLIES	\$ 6,951.26
607	07/05/2019	LEHIGH UNIVERSITY	POSITIVE BEHAVIOR HOTEL STAY-M OLSZEWSKI	\$ 198.69
			Law Conferen C GARDNER, M CASCIOTTA & P PADULA	\$ 600.00
608	07/05/2019	LEHIGH VALLEY IRONPIGS	Lehigh University Law Conferen - B BADDICK	\$ 200.00
609	07/05/2019	PA ASSOCIATION OF SCHOOL ADMINSTRATORS	Iron Pigs Field Trip for Life SKILLS CLASS	\$ 425.00
610	07/05/2019	PASBO	REGISTRATION FOR SUPERINTENDEN PO 19004157	\$ 229.00
			pasbo renewal 2019/2020 C BEAM	\$ 156.91
611	07/05/2019	PCARD VENDOR	pasbo renewal 2019/2020 S.Ihle	\$ 229.50
612	07/05/2019	PCARD VENDOR	STUDENT COMPETITION HOTEL STAY	\$ 389.13
613	07/05/2019	TEAM PENNSYLVANIA FOUNDATION	PAPSA HOTEL STAY- M CASCIOTTA	\$ 296.40
614	07/05/2019	WASTE MANAGEMENT	PDE DATA SUMMIT - D CARMECI	\$ 300.00
			DISTRICT WASTE PICK UP	\$ 7,481.48
			DISTRICT waste PICK-UP	\$ 8,523.08
			DISTRICTS CAFETERIA WASTE PICK-UP	\$ 4,160.08
			DISTRICTS CAFETERIA WASTE PICK UP	\$ 3,651.68
615	07/08/2019	CRAMER'S HOME CENTER	CAFETERIA SUPPLIES - D FLYNN	\$ 9.11
616	07/08/2019	DOLLAR TREE	CAFETERIA SUPPLIES - D FLYNN	\$ 8.48
617	07/08/2019	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 84.00

East Stroudsburg Area School District

Date Range 7/5/19 through 7/11/19

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
618	07/08/2019	PCARD VENDOR	CAFETERIA SUPPLIES - D FLYNN	\$ 14.41
619	07/08/2019	WALMART COMMUNITY/GEMB	CAFETERIA SUPPLIES - D FLYNN	\$ 76.88
620	07/08/2019	WEIS MARKET, INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 215.71
621	07/08/2019	A.C. MOORE	CAFETERIA SUPPLIES - M POSSINGER	\$ 6.97
622	07/08/2019	DOLLAR TREE	CAFETERIA SUPPLIES - M POSSINGER	\$ 27.56
623	07/08/2019	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 96.49
624	07/08/2019	PCARD VENDOR	CAFETERIA SUPPLIES - M POSSINGER	\$ 123.84
625	07/08/2019	PRICE CHOPPER #236	CAFETERIA SUPPLIES - M POSSINGER	\$ 83.07
626	07/08/2019	THE WEBSTRAURANT STORE	CAFETERIA SUPPLIES - M POSSINGER	\$ 59.14
627	07/08/2019	WEIS MARKET, INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 61.49
628	07/09/2019	BOVINO'S PIZZA	BOARD MEETING DINNER	\$ 32.80
629	07/09/2019	PASBO	E FORSYTH WEBNAR - CHANGE IN SCHOOL START TIME	\$ 40.00
630	07/09/2019	FLOORINGINC.COM	BES Sensory Room Flooring	\$ 1,290.48
			ESE Sensory Room Flooring	\$ 1,142.28
			JMHILL Sensory Room Flooring	\$ 1,262.52
			RES Sensory Room Flooring	\$ 1,142.28
			SES Sensory Room Flooring	\$ 1,262.52
631	07/09/2019	PASBO	MEMBERSHIP - T MCINTYRE	\$ 250.00
			MEMBERSHIP- D KELLY	\$ 193.72
632	07/09/2019	WWW.NOTARY.ORG	Notary license fee	\$ 377.42
633	07/09/2019	MIGNOSIS SUPER FOOD	HS NORTH FCS SUPPLIES - J CURRY	\$ 756.35
634	07/09/2019	AMERICAN RIBBON MANUFACTURERS, INC.	LEHMAN FCS SUPPLIES - S ANDREWS	\$ 197.90
635	07/09/2019	PRICE CHOPPER #236	LEHMAN FCS SUPPLIES - S ANDREWS	\$ 118.37
636	07/09/2019	PASBO	MEMBERSHIP - B BOROSH	\$ 250.00
637	07/09/2019	PCARD VENDOR	POWER CORD 12 FT	\$ 19.00
638	07/09/2019	PCARD VENDOR	TITLE II ISTE EDUCATIONAL TECH-M SEIDEL	\$ 275.00
639	07/09/2019	PCARD VENDOR	TITLE II ISTE EDUCATIONAL TECH-B BOROSH	\$ 275.00
640	07/09/2019	PCARD VENDOR	TITLE II ISTE EDUCATIONAL TECH-S WESCOTT	\$ 275.00
641	07/09/2019	PCARD VENDOR	TITLE II ISTE EDUCATIONAL TECH-J MARTIN	\$ 510.00
642	07/09/2019	PCARD VENDOR	SET SCREW FOR SELECT EMERGENCY PHONES	\$ 11.45

East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
643	07/09/2019	SWEETWATER SOUND, INC.	DUAL CHANNEL WIRELESS HANDHELD MICROPHONE	\$ 549.00
644	07/09/2019	WEIS MARKET, INC.	JTL FCS SUPPLIES - M DEROBERTIS	\$ 461.24
645	07/09/2019	WALMART COMMUNITY/GEMB	JTL FCS SUPPLIES - D MORETTO	\$ 1,111.50
241521	07/05/2019	PA SCHOOL BOARDS ASSOCIATION (PSBA)	2019-2020 PSBA Membership	\$ 15,840.42
241522	07/11/2019	ACHIEVEMENT HOUSE CHARTER SCHOOL	Tuition Payment Invoice #556516	\$ 1,107.68
241523	07/11/2019	ACUITY SPECIALTY PRODUCTS, INC.	Dual Force Part	\$ 137.44
241524	07/11/2019	ALTEC INDUSTRIES INC	Hydraulic valve for bucket truck	\$ 299.93
241525	07/11/2019	ANGELICA ANN LOWE	Expense claim # 2887. SPRING 2019 TUITION	\$ 1,548.00
241526	07/11/2019	ARTS ACADEMY CHARTER SCHOOL	End Year 2018-1019 Reconciliation	\$ 4,430.70
241527	07/11/2019	BUTLER AREA SCHOOL DISTRICT	042019-34 Invoice Dated April 30, 2019	\$ 2,396.70
241528	07/11/2019	CAMP AWESOME	3/31/19 Invoice	\$ 9,961.80
241529	07/11/2019	CANFIELD'S PET AND FARM	HS NORTH ENTRY INTO SUMMER TOURNAMENT	\$ 300.00
241530	07/11/2019	UGI CENTRAL	eraser 2 1/2 gal	\$ 68.00
241531	07/11/2019	CHAPTER 13 TRUSTEE	ESE JUNE NATURAL GAS LINE CHARGES	\$ 523.70
241532	07/11/2019	CHESTER COUNTY INTERMEDIATE UNIT	HS SOUTH JUNE NATURAL GAS LINE CHARGES	\$ 2,305.06
241533	07/11/2019	COLONIAL INTERMEDIATE UNIT 20	JTL JUNE NATURAL GAS LINE CHARGES	\$ 1,069.23
241534	07/11/2019	COMMUNICATIONS SYSTEMS, INC.	Payroll Run 1 - Warrant 190711	\$ 245.00
241535	07/11/2019	D'HUY ENGINEERING, INC.	5/30/19 Invoice Date	\$ 1,233.20
241536	07/11/2019	DA VINCI SCIENCE CENTER	Invoice 414672	\$ 15,464.40
241537	07/11/2019	DIRECT ENERGY BUSINESS	MAY OPERATING EXPENSE	\$ 4,859.71
241538	07/11/2019	DM SUPPLY SOURCE, LLC	PARTIAL HOSPITAL INSTALLMENT	\$ 33,469.06
			Bushkill Horn Issues	\$ 594.06
			JMH Fire Alarm Dialer Issue	\$ 312.50
			Service Intercoms JTL/North	\$ 437.50
			Retainer Service 6/1/19-6/28/19 Job 287000	\$ 2,000.00
			STEAM Summer Program	\$ 750.00
			ESE JUNE NATURAL GAS CHARGES	\$ 392.76
			HS SOUTH JUNE NATURAL GAS CHARGES	\$ 2,824.80
			JTL JUNE NATURAL GAS CHARGES	\$ 1,156.57
			Item#118000012- 24V DPDT 25A Relay	\$ 42.62

East Stroudsburg Area School District

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241539	07/11/2019	E.S.E.A.	Payroll Run 1 - Warrant 190711	\$ 232.54
241540	07/11/2019	EAST STROUDSBURG	Payroll Run 1 - Warrant 190711	\$ 2,975.07
241541	07/11/2019	EAST STROUDSBURG UNIVERSITY BASKETBALL	LEHMAN BASKETBALL SUMMER CAMP	\$ 300.00
241542	07/11/2019	ECOLAB INC.	TO PAY FOR INVOICES FOR 2018-2	\$ 2,391.47
241543	07/11/2019	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 190711	\$ 28.00
241544	07/11/2019	EHN NON-EXP.SCHOLARSHIPS	2ND YR W.E. VANVLIET SCHOLARSHIP - JAMES POVLOVSKY	\$ 1,000.00
241545	07/11/2019	EMMANUELA AZIKIWE	Expense claim # 2892. SPRING 2019 TUITION	\$ 3,096.00
241546	07/11/2019	ERIN ILCH	Expense claim # 2885. SPRING 2019 TUITION	\$ 3,096.00
241547	07/11/2019	EXECUTIVE EDUCATION ACADEMY CHARTER SCHOOL	Statement Date 6/19/19 Reconciliation Report	\$ 1,107.67
241548	07/11/2019	FRANCIS SMITH & SONS, INC.	TLS 350 Paper	\$ 195.00
241549	07/11/2019	FRANK C. DISALVO	Torx HX Bit Dr Set	\$ 372.25
241550	07/11/2019	FRONTIER	FRONTIER PHONE LINES	\$ 28.88
241551	07/11/2019	GRAINGER	6 Door Sweeps	\$ 180.12
241552	07/11/2019	GUYETTE COMMUNICATION INDUSTRIES, CORP.	Project 287012-North camera installation	\$ 47,303.10
241553	07/11/2019	HAB-DLT	Payroll Run 1 - Warrant 190711	\$ 356.02
241554	07/11/2019	INNOVATIVE ARTS ACADEMY CHARTER SCHOOL, INC	Payment 6/20/19 invoice	\$ 1,178.57
241555	07/11/2019	INSERVCO INSURANCE SERVICES, INC.	June 2019 Claim Fee	\$ 1,445.71
241556	07/11/2019	INTEGRAONE	911 Issue/Phone Task	\$ 1,125.00
241557	07/11/2019	JENNIFER FULLER	FIELD DAY - CONCESSION STAND - RITA'S	\$ 100.00
241558	07/11/2019	JOHN WERTH	Expense claim # 2893. SPRING 2019 TUITION	\$ 1,535.00
241559	07/11/2019	JOSTENS	HS SOUTH FINAL YEARBOOK PAYMENT	\$ 4,514.56
241560	07/11/2019	JOTTAN, INC	North/Lehman Roof Project#119010	\$ 1,215,862.00
241561	07/11/2019	KEYSTONE FIRE PROTECTION CO.	Keystone Fire Life Safety Annu	\$ 183.36
			Keystone Fire Protection Annu	\$ 26,859.00
241562	07/11/2019	LAURA E MUNCH	Expense claim # 2888. SPRING 2019 TUITION	\$ 1,470.00
241563	07/11/2019	LEHIGH LEARNING ACADEMY	June 2019 Billing	\$ 1,794.75
241564	07/11/2019	LEHIGH VALLEY ZOO	EITC Grant STEAM*R Presentatio	\$ 475.00
241565	07/11/2019	LIFETOUCH NSS ACCOUNTS RECEIVABLES	JM HILL YEARBOOK PAYMENT	\$ 202.04
241566	07/11/2019	LOUISE ZAVERTEKNIK	Expense claim # 2890. SPRING 2019 TUITION	\$ 1,548.00
241567	07/11/2019	LUCID SOFTWARE INC.	LUCID SOFTWARE	\$ 15,000.00

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241568	07/11/2019	LYMAN & ASH	Lyman & Ash Bill-Special Const	\$ 9,947.50
241569	07/11/2019	MANWALAMINK WATER COMPANY	SMITHFIELD JUNE SEWER AND WATER	\$ 565.20
241570	07/11/2019	MARY E KELLER	Expense claim # 2886. SPRING 2019 TUITION	\$ 516.00
241571	07/11/2019	MARY ZAJAC	Expense claim # 2889. SPRING 2019 TUITION	\$ 1,470.00
241572	07/11/2019	MEIER SUPPLY CO., INC.	Nu-Brite Coil Cleaner	\$ 144.00
241573	07/11/2019	MET-ED	Truck Stock Supplies	\$ 324.13
241574	07/11/2019	NASSP/NHS/NJHS	ESE JUNE ELECTRIC 100065663211	\$ 7,888.77
241575	07/11/2019	NASSP/NHS/NJHS	HS SOUTH NHS MEMBERSHIP FOR 2019-2020	\$ 385.00
241576	07/11/2019	NESTLE WATERS NORTH AMERICA	JTL NJHS MEMBERSHIP FOR 2019/2020	\$ 385.00
241577	07/11/2019	NYSCSPC (NEW YORK STATE CHILD SUPPORT	RESICA DRINKING WATER FOR JUNE	\$ 731.58
241578	07/11/2019	OPEN TEXT INC	RESICA DRINKING WATER FOR MAY 2019	\$ 641.82
241579	07/11/2019	PEARSON EDUCATION	Payroll Run 1 - Warrant 190711	\$ 129.00
241580	07/11/2019	PENNIES FROM HEAVEN-CALEB'S FOUNDATION	RENEWAL RIGHT FAX EXPRESS	\$ 1,499.20
241581	07/11/2019	PENNSYLVANIA HIGHER EDUCATION AGENCY	MTSS supplies	\$ 97.12
241582	07/11/2019	PENNSYLVANIA ONE CALL SYSTEM, INC.	HS NORTH CASURAL FOR A CAUSE DONATION	\$ 563.01
241583	07/11/2019	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Payroll Run 1 - Warrant 190711	\$ 772.33
241584	07/11/2019	PEPSI-COLA	Phone Service/voicemails calls	\$ 82.34
241585	07/11/2019	PERMA-BOUND BOOKS	reconciliation report 2018-2019	\$ 12,050.25
241586	07/11/2019	POCONO ENVIRONMENTAL EDUCATION CENTER	TO PAY INVOICES 2018-2019	\$ 1,016.94
241587	07/11/2019	POCONO PROFOODS	Library-REPLACES 20190030	\$ 336.42
241588	07/11/2019	POCONO WILDLIFE REHABILITATION	Title One STEAMER Camp	\$ 150.00
241589	07/11/2019	PP&L	TO PAY INVOICE FOR 2018-2019 S	\$ 4,268.65
241590	07/11/2019	PROSSER LABORATORIES, INC.	Title One STEAMER Camp	\$ 250.00
			HS SOUTH JUNE ELECTRIC 67841-29000	\$ 28.53
			HS SOUTH JUNE ELECTRIC 92422-54001	\$ 28.61
			HS SOUTH JUNE ELECTRIC 95041-29005	\$ 28.53
			HS SOUTH JUNE ELECTRIC 98641-29009	\$ 27.45
			mse water testing	\$ 550.00
			North Bus Garage Water testing	\$ 38.00
			North Campus Water Testing	\$ 298.00

East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice-Description	Check Amount
241590	07/11/2019	PROSSER LABORATORIES, INC.	North Pool Water Testing	\$ 150.00
			Resica Water testing	\$ 300.00
			South Pool Water Testing	\$ 120.00
241591	07/11/2019	AKSHAR LACKAWANNA STATION HOSPITALITY LP	SUPPLEMENTAL PAYMENT FOR THREE PROM MEALS	\$ 109.80
241592	07/11/2019	REINHART FOOD SERVICE	TO PAY INVOICES FOR 2018-2019	\$ 31,377.08
241593	07/11/2019	ROTO-ROOTER	Repair Dishwasher floor drain	\$ 430.00
241594	07/11/2019	SALISBURY TOWNSHIP SCHOOL DISTRICT	April 1-April 30 2019	\$ 3,353.88
			March 26- March 31 2019	\$ 706.08
			May 2nd Dated Invoice	\$ 1,765.20
241595	07/11/2019	SCHOOL NURSE SUPPLY INC.	MEDICAL SUPPLIES MSF	\$ 64.73
241596	07/11/2019	SCHOOLDUDE	Dude Solutions INV 44193	\$ 31,543.91
241597	07/11/2019	SHOOT-A-WAY INC	Spec.Act. Basketball -Practice	\$ 4,541.00
241598	07/11/2019	SIMCO LOGISTICS,INC	TO PAY ICE CREAM INVOICES 2018	\$ 121.94
241599	07/11/2019	BJP, LLC	30"x 36" Two Color Vinyl Decal	\$ 1,023.00
241600	07/11/2019	SMART FUTURES	COMPUTER SOFTWARE EDUCATIONAL PROGRAM FOR 6-12	\$ 11,000.00
241601	07/11/2019	SMITHFIELD SEWER AUTHORITY	ESE WATER AND SEWER 2ND QTR BILLING	\$ 4,875.00
			JTL WATER AND SEWER 2ND QTR BILLING	\$ 8,775.00
241602	07/11/2019	STACEY ELLIOT	OVER PAYMENT OF CYBER TUITION	\$ 11.12
241603	07/11/2019	STAPLES CONTRACT & COMMERCIAL, INC	DAMAGED CHROMEBOOK	\$ 220.88
241604	07/11/2019	STEPHEN LASTRA	CONTRACT DRIVER JULY ADJUSTMENT IN HRLY RATE	\$ 87.10
241605	07/11/2019	STROUDSBURG ELECTRIC MOTOR SERVICE	Sawzall BL 9" Diamond Grit 1 pk	\$ 38.98
			Wheel Assembly	\$ 316.92
241606	07/11/2019	SUPER HEAT, INC.	Coupling Press	\$ 445.18
241607	07/11/2019	SWEET, STEVENS, KATZ & WILLIAMS LLP	SPECIAL ED PROFESSIONAL LEGAL SERVICE	\$ 590.50
241608	07/11/2019	THE AMERICAN BOTTLING CO	TO PAY INVOICES FOR 2018-2019	\$ 246.00
241609	07/11/2019	THE LEUKEMIA & LYMPHOMA SOCIETY, INC	JTL INTM. LEUKEMIA & LYMPHOMA FUNDRAISER	\$ 347.35
241610	07/11/2019	TRANE U.S. INC.	atc north water heater replace	\$ 35,650.00
			Chiller Maintenance Training	\$ 1,331.00
			North/Lehman ATC Upgrade	\$ 582,096.10
241611	07/11/2019	TREMCO COMMERCIAL SEALANTS & WATERPROOF	JTL Roof Repair	\$ 528.90

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
241611	07/11/2019	TREMCO COMMERCIAL SEALANTS & WATERPROOF	Leak repair HVAC Duct	\$ 215.00
241612	07/11/2019	U.S. DEPARTMENT OF EDUCATION	Payroll Run 1 - Warrant 190711	\$ 267.49
241613	07/11/2019	UNITED WAY OF MONROE COUNTY	Payroll Run 1 - Warrant 190711	\$ 32.00
241614	07/11/2019	UNIVERSITY OF OREGON	EXTRA ASSESSMENT FOR STUDENTS - DIBELS	\$ 69.00
241615	07/11/2019	VERIZON WIRELESS	OPEN PURCHASE ORDER VERIZON-20	\$ 3,462.84
241616	07/11/2019	WALMART COMMUNITY/GEMB	SPECIAL ED CLASSROOM SUPPLIES	\$ 246.26
241617	07/11/2019	WASTE MANAGEMENT	DISTRICTS WASTE PICK-UP	\$ 12,067.53
			DUMPTER RENTAL	\$ 208.62
241618	07/11/2019	WEIS MARKET, INC.	TO PAY INVOICES FOR 2018-2019	\$ 31.80
241619	07/11/2019	WHITMORE'S GARAGE	Boomtruck repair	\$ 754.95
241620	07/11/2019	ZESWITZ MUSIC COMPANY	String Bass District Band Solo/Rimsky Korasakov So	\$ 41.30
Grand Total				\$ 2,287,573.36

EAST STROUDSBURG AREA SCHOOL DISTRICT
TREASURER'S REPORT AS OF JUNE 30, 2019

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

6/1/19 Balance	\$ 6,436,941.46
Receipts	\$ 17,893,157.23
Interest/Dividends	\$ 5,871.73
Disbursements	\$ (15,381,838.79)
6/30/19 Balance	\$ 8,954,131.63

PLGIT - GENERAL FUND

6/1/19 Balance	\$ 13,452,394.99
Receipts	\$ 124,774.09
Interest/Dividends	\$ 24,737.21
Disbursements	
6/30/19 Balance	\$ 13,601,906.29

PSDLAF - GENERAL FUND

6/1/19 Balance	\$ 48,020,648.41
Receipts	\$ 80,880,009.34
Interest/Dividends	\$ 92,474.38
Disbursements	\$ (92,083,676.67)
6/30/19 Balance	\$ 36,909,455.46

ESSA WORKERS COMP SELF INS - GENERAL FUND

6/1/19 Balance	\$ 201,605.93
Receipts	
Interest/Dividends	\$ 123.44
Disbursements	\$ (1,605.93)
6/30/19 Balance	\$ 200,123.44

ESSA PAYPAL - GENERAL FUND

6/1/19 Balance	\$ 12,301.94
Receipts	\$ 3,538.50
Interest/Dividends	\$ 7.69
Disbursements	\$ (15,042.42)
6/30/19 Balance	\$ 805.71

ESSA FERNWOOD ESCROW - GENERAL FUND

6/1/19 Balance	\$ 38,162.45
Receipts	
Interest/Dividends	\$ 23.42
Disbursements	
6/30/19 Balance	\$ 38,185.87

ESSA - CAFETERIA FUND

6/1/19 Balance	\$ 653,057.63
Receipts	\$ 28,025.00
Interest/Dividends	\$ 221.67
Disbursements	\$ (456,408.58)
6/30/19 Balance	\$ 224,895.72

PLGIT - CAFETERIA FUND

6/1/19 Balance	\$ 41,017.11
Receipts	
Interest/Dividends	\$ 75.17
Disbursements	
6/30/19 Balance	\$ 41,092.28

EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF JUNE 30, 2019

PLGIT - CAPITAL RESERVE FUND

6/1/19 Balance	\$ 23,847,045.56
Receipts	\$ -
Interest/Dividends	\$ 43,465.03
Disbursements	\$ (1,314,427.65)
6/30/19 Balance	\$ 22,576,082.94

ESSA - CONCESSION STAND

6/1/19 Balance	\$ 27,626.98
Receipts	
Interest/Dividends	\$ 16.95
Disbursements	
6/30/19 Balance	\$ 27,643.93

ESSA - EXPENDABLE TRUST

6/1/19 Balance	\$ 31,522.50
Receipts	
Interest/Dividends	\$ 19.35
Disbursements	
6/30/19 Balance	\$ 31,541.85

ESSA - NON-EXPENDABLE TRUST

6/1/19 Balance	\$ 18,561.10
Receipts	
Interest/Dividends	\$ 11.39
Disbursements	
6/30/19 Balance	\$ 18,572.49

ESSA - SPECIAL ACTIVITY

6/1/19 Balance	\$ 240,902.62
Receipts	
Interest/Dividends	\$ 147.84
Disbursements	
6/30/19 Balance	\$ 241,050.46

ESSA CD INVESTMENT - SPECIAL ACTIVITY

6/1/19 Balance	\$ 40,647.51
Receipts	
Interest/Dividends	\$ 176.33
Disbursements	
6/30/19 Balance	\$ 40,823.84

ESSA - STUDENT ACTIVITY

6/1/19 Balance	\$ 74,066.83
Receipts	
Interest/Dividends	\$ 45.45
Disbursements	
6/30/19 Balance	\$ 74,112.28

		STATEMENT OF INCOME	STATEMENT OF INCOME
		For the Period Ending May 31, 2019	For the Period Ending May 31, 2019
		CAFETERIA FUND	CAFETERIA FUND
Munis Account Number		Current Period	Year-to-Date
REVENUE FROM LOCAL SOURCES:			
INTEREST ON INVESTMENTS	50-6510-000-000-00-000-000-0000-	502.85	5,271.52
REVENUE FROM OPERATIONS:			
SALES, LUNCH - PAID	50-6611-000-000-00-000-000-0000-	67,732.95	539,571.26
SALES, BREAKFAST - PAID	50-6612-000-000-00-000-000-0000-	13,343.35	98,201.35
SUMMER SALES - B-FAST & LUNCH	50-6614-000-000-00-000-000-0000-	-	-
SALES, A LA CARTE LUNCH	50-6620-000-000-00-000-000-0000-	57,548.20	457,912.40
SALES, SPECIAL FUNCTIONS	50-6630-000-000-00-000-000-0000-	13,166.04	47,511.17
MISC. PEPSI COMMISSION & REBATES	50-6920-000-000-00-000-000-0000-	8,832.70	47,520.73
TOTAL SALES		160,623.24	1,190,716.91
TOTAL LOCAL REVENUE		161,126.09	1,195,988.43
REVENUE FROM STATE SOURCES			
STATE SUBSIDY - LUNCH	50-7600-000-510-00-000-000-0000-	11,654.58	90,659.26
STATE SUBSIDY - BREAKFAST	50-7600-000-511-00-000-000-0000-	4,318.70	30,832.50
STATE SUBSIDY -SOCIAL SECURITY	50-7810-000-725-00-000-000-0000-	7,850.69	52,316.98
STATE SUBSIDY -RETIREMENT	50-7820-000-726-00-000-000-0000-	34,427.94	224,633.69
TOTAL STATE REVENUE		58,251.91	398,442.43
REVENUE FROM FEDERAL SOURCES			
FEDERAL SUBSIDY - LUNCH	50-8531-000-362-00-000-000-0000-	200,834.93	1,606,263.02
FEDERAL SUBSIDY - BREAKFAST	50-8531-000-365-00-000-000-0000-	73,487.09	534,645.27
FEDERAL DONATED COMMODITY	50-8533-000-000-00-000-000-0000-	-	-
TOTAL FEDERAL REVENUE		274,322.02	2,140,908.29
TOTAL CAFETERIA REVENUE		\$493,700.02	\$3,735,339.15
EXPENSES OF OPERATIONS			
Salary, Manager	50-3100-111-000-00-000-000-106-0000-	14,857.68	100,414.02
Salary, Supervisors	50-3100-111-000-00-000-000-109-0000-	10,616.25	81,391.25
Salary, OT Supervisors	50-3100-113-000-00-000-000-109-0000-	2,061.18	8,748.35
Salary, Secretary	50-3100-151-000-00-000-000-502-0000-	5,376.01	37,106.99
Salary, OT Secretary	50-3100-153-000-00-000-000-502-0000-	13.12	245.09
Salary, Cafeteria Worker	50-3100-170-000-00-000-000-804-0000-	151,690.77	968,787.38
Salary, Workers	50-3100-171-000-00-000-000-804-0000-	-	597.15
Salary, Cafeteria Monitor	50-3100-171-000-00-000-000-806-0000-	5,052.84	29,684.40
Salary, Substitutes Worker	50-3100-172-000-00-000-000-804-0000-	1,617.68	7,431.68
Salary, Sub Cafeteria Monitor	50-3100-172-000-00-000-000-806-0000-	-	325.50
Salary, OT Worker	50-3100-173-000-00-000-000-804-0000-	1,383.40	5,585.82
Salary, Summer Workers	50-3100-177-000-00-000-000-804-0000-	-	23,256.00
Salary, Cafeteria Custodian	50-3100-181-000-00-000-000-802-0000-	15,890.41	125,325.63
Salary, Substitutes Worker	50-3100-182-000-00-000-000-802-0000-	-	263.25
Salary, Substitutes Cafeteria Monitor	50-3100-182-000-00-000-000-806-0000-	-	-
Salary, OT Cafeteria Custodian	50-3100-183-000-00-000-000-802-0000-	33.71	361.39
LIFE Insurance	50-3100-213-000-00-000-000-000-0000-	836.60	7,564.82
LTD Insurance	50-3100-214-000-00-000-000-000-0000-	384.00	2,413.16
EYE Insurance	50-3100-215-000-00-000-000-000-0000-	-	25.00
FICA OASDI	50-3100-220-000-00-000-000-000-0000-	12,725.26	84,801.24
FICA HI	50-3100-221-000-00-000-000-000-0000-	2,976.12	19,832.69
RETIREMENT	50-3100-230-000-00-000-000-000-0000-	68,855.87	449,267.30
UNEMPLOYMENT	50-3100-250-000-00-000-000-000-0000-	-	452.84
WORKERS COMPENSATION	50-3100-260-000-00-000-000-000-0000-	1,335.24	8,933.62
MEDICAL INSURANCE	50-3100-271-000-00-000-000-000-0000-	40,102.96	434,683.11
TRAINING-REGISTRATION FEES	50-3100-324-000-00-000-000-000-0000-	-	540.00
CONTRACT MAINTENANCE	50-3100-411-000-00-000-000-000-0000-	-	25,082.50
UTILITY SERVICES, ELECTRICITY	50-3100-422-000-00-000-000-000-0000-	-	-
MAINTENANCE/REPAIRS	50-3100-432-000-00-000-000-000-0000-	3,202.43	34,729.27
VEHICLES-REPAIR/MAINTENANCE	50-3100-433-000-00-000-000-000-0000-	26.55	396.42
UPGRADE OF INFORMATION SYSTEM	50-3100-438-000-00-000-000-000-0000-	55.37	71.61
POSTAGE	50-3100-531-000-00-000-000-000-0000-	62.45	544.39
PRINTING & BINDING	50-3100-550-000-00-000-000-000-0000-	-	-
CONF/TRAVEL/MILEAGE	50-3100-580-000-00-000-000-000-0000-	143.64	3,175.43
SUPPLIES, NON-FOOD	50-3100-610-000-00-000-000-000-0000-	10,280.21	97,201.98
ELECTRICITY	50-3100-622-000-00-000-000-000-0000-	3,851.50	43,709.12
FUEL	50-3100-626-000-00-000-000-000-0000-	-	3,336.95
Food Purchases	50-3100-631-000-00-000-000-000-0000-	110,099.21	742,387.19
MILK PURCHASES	50-3100-632-000-00-000-000-000-0000-	26,634.19	218,574.46
COMMODITY VALUE	50-3100-633-000-00-000-000-000-0000-	-	-
DUES & FEES	50-3100-640-000-00-000-000-000-0000-	-	-
SUPPLIES, TECH	50-3100-650-000-00-000-000-000-0000-	-	12,444.00
DEPRECIATION OF EQUIPMENT	50-3100-741-000-00-000-000-000-0000-	1,960.06	18,920.92
DUES & FEES	50-3100-810-000-00-000-000-000-0000-	6,942.00	51,761.56
TOTAL FOOD SERVICE EXPENSES		\$499,066.71	\$3,650,373.48
NET INCOME (LOSS)		(\$5,366.69)	\$84,965.67

EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: _____ Sonya Burch

Approved by: _____

MONTH: May-19

ESSA Checking \$ 6,436,941.46 \$ 6,436,941.46

Less:	Outstanding Checks-Treasury Fund	<u>\$ 525,604.69</u>	
	Outstanding Payroll Activity	<u>\$ 495.67</u>	
	Outstanding PA Withholding	<u>\$ 79,362.99</u>	
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts	<u>\$ 7,611.98</u>	
	Outstanding TSA (Wire Less than Report)		
			<u>\$ 613,075.33</u>
			<u>\$ 5,823,866.13</u>

General Ledger \$ 5,823,866.13

Adjustments:

\$ -

\$ 5,823,866.13

Difference \$0.00

10-0101-020-000-00-000-000-0001-	\$ 8,844,489.52	Account Balance
00-0000-010-000-00-000-000-0000-	\$ (3,020,623.39)	Account Balance
00-0000-010-000-00-000-000-0000-		Outstanding Interest
00-0000-010-000-00-000-000-0000-	<u>\$ 5,823,866.13</u>	Bank Reconciliation

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT GENERAL FUND OPERATING
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

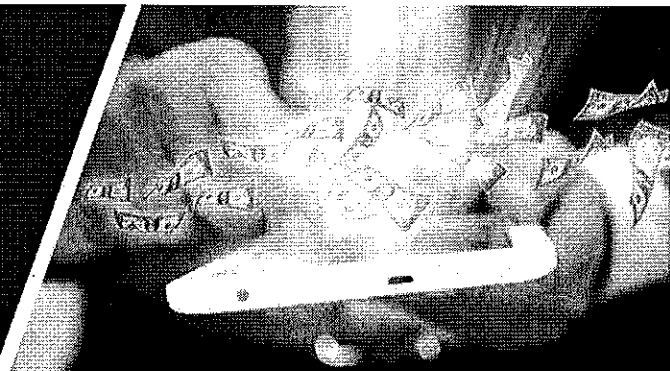
Customer Service Contact

	Phone	855-713-8001
	Hours	8:00 a.m. - 6:00 p.m. M-F
	Website	essabank.com
	Email	iBank@essabank.com

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$8,954,131.63

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$6,436,941.46
	14 Credit(s) This Period	\$17,899,028.96
	45 Debit(s) This Period	-\$15,381,838.79
06/28/2019	Ending Balance	\$8,954,131.63

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$5,871.73
Interest Paid Year-to-Date	\$77,876.12

Deposits

Date	Description	Amount
06/03/2019	WIRE FROM PSDLAF	\$5,000,000.00
06/10/2019	INTERNET TFR FRM CHK	\$450,000.00
06/18/2019	TRANSFER FROM	\$46,025.56
06/19/2019	TRANSFER FROM	\$59.99
06/20/2019	TRANSFER FROM	\$676.76
06/20/2019	TRANSFER FROM	\$192.29
06/20/2019	WIRE FROM PSDLAF	\$6,000,000.00
06/21/2019	TRANSFER FROM	\$10,855.14
06/21/2019	INTERNET TFR FRM CHK	\$1,605.93
06/25/2019	INTERNET TFR FRM CHK	\$15,042.42



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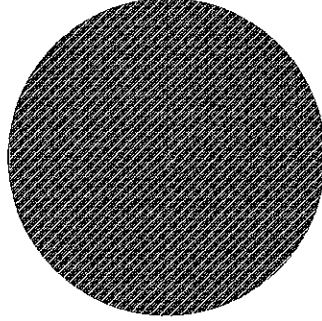
Pennsylvania Local Government Investment Trust

Account Statement - Transaction Summary

For the Month Ending **June 30, 2019**

East Stroudsburg Area School District - GENERAL FUND

PLGIT - Class		Asset Summary	
		June 30, 2019	May 31, 2019
Opening Market Value	13,452,394.99		
Purchases	149,511.30	13,601,906.29	13,452,394.99
Redemptions	0.00		
Unsettled Trades	0.00		
Change in Value	0.00		
Closing Market Value	\$13,601,906.29	\$13,601,906.29	\$13,452,394.99
Cash Dividends and Income	24,737.21		
Asset Allocation			



PLGIT - Class
100.00%



PSDLAF Monthly Statement

Statement for the Account of:
EAST STROUDSBURG ASD

GENERAL FUND

Statement Period
Jun 1, 2019 to Jun 30, 2019

ACTIVITY SUMMARY

INVESTMENT POOL SUMMARY

	MAX
Beginning Balance	\$6,040,648.41
Dividends	\$14,431.50
Credits	\$48,698,052.22
Checks Paid	\$0.00
Other Debits	(\$48,323,676.67)
Ending Balance	\$6,429,455.46
Average Monthly Rate	2.09%

TOTAL MAX

\$6,429,455.46

TOTAL FIXED INCOME

\$30,480,000.00

ACCOUNT TOTAL

\$36,909,455.46

PLEASE NOTE: THE FUND WILL BE CLOSED JULY 4TH
IN OBSERVANCE OF THE INDEPENDENCE DAY
HOLIDAY

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EAST STROUDSBURG ASD

Jeff Bader

50 Vine Street

East Stroudsburg, PA 18031



EAST STROUDSBURG ASD

Statement Period
Jun 1, 2019 to Jun 30, 2019

FIXED INCOME INVESTMENTS

PURCHASES

Type	Holding ID	Trade	Settle	Maturity	Description	Cost	Projected Interest	Rate	Face/Par
FLEX	89450	06/11/19	06/11/19	07/09/19	Full Flex Pool (PerFed)	\$2,500,000.00	\$4,410.96	2.300%	\$2,500,000.00
FLEX	89448	06/11/19	06/11/19	07/09/19	Full Flex Pool (NEX ICS)	\$10,000,000.00	\$18,410.96	2.400%	\$10,000,000.00
FLEX	89445	06/11/19	06/11/19	07/09/19	Full Flex Pool (GRN)	\$4,760,000.00	\$8,763.62	2.400%	\$4,760,000.00
FLEX	89442	06/11/19	06/11/19	07/09/19	Full Flex Pool (CTZ)	\$5,000,000.00	\$9,013.70	2.350%	\$5,000,000.00
FLEX	89440	06/11/19	06/11/19	07/09/19	Full Flex Pool (CNB2)	\$7,500,000.00	\$13,520.55	2.350%	\$7,500,000.00
FLEX	90233	06/25/19	06/25/19	07/09/19	Full Flex Pool (CB)	\$2,500,000.00	\$2,205.48	2.300%	\$2,500,000.00
Totals for Period:						\$32,260,000.00	\$56,325.26		\$32,260,000.00

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EAST STROUDSBURG ASD

Statement Period
Jun 1, 2019 to Jun 30, 2019

FIXED INCOME INVESTMENTS

MATURITIES		Settle Date	Transaction Date	Maturity Date	Description	Cost	Projected Interest	Face/Par
Type	M	Holding ID						
FLEX	M	87523	06/11/19	06/11/19	Full Flex Pool (CNB2)	\$7,500,000.00		\$7,500,000.00
FLEX	M	87524	06/11/19	06/11/19	Full Flex Pool (CTZ)	\$5,000,000.00		\$5,000,000.00
FLEX	M	87525	06/11/19	06/11/19	Full Flex Pool (NEX ICS)	\$10,000,000.00		\$10,000,000.00
FLEX	M	87593	06/11/19	06/11/19	Full Flex Pool (PenFed)	\$10,000,000.00		\$10,000,000.00
FLEX	M	88313	06/11/19	06/11/19	Full Flex Pool (GRN)	\$4,760,000.00		\$4,760,000.00

SALES		Settle Date	Transaction Date	Maturity Date	Description	Settlement	Projected Interest	Face/Par
Type	S	Holding ID						
FLEX	S	88385	06/04/19	06/11/19	Full Flex Pool (CNB2)	\$3,000,000.00	\$1,352.05	\$3,000,000.00
FLEX	S	88560	06/04/19	06/11/19	Full Flex Pool (UNV)	\$1,000,000.00	\$450.68	\$1,000,000.00
FLEX	S	89450	06/25/19	07/09/19	Full Flex Pool (PenFed)	\$2,500,000.00	\$2,205.48	\$2,500,000.00
Totals for Period:						\$43,760,000.00	\$4,008.22	\$43,760,000.00

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EAST STROUDSBURG ASD

Statement Period
Jun 1, 2019 to Jun 30, 2019

FIXED INCOME INVESTMENTS

INTEREST	Type	Holding ID	Transaction Date	Description	Interest
	Flex	1097133	06/18/19	CD Interest- Full Flex	\$20,383.56
	Flex	1097134	06/18/19	CD Interest- Full Flex	\$2,301.37
	Flex	1097135	06/18/19	CD Interest- Full Flex	\$1,972.60
	Flex	1097136	06/18/19	CD Interest- Full Flex	\$10,191.78
	Flex	1097137	06/18/19	CD Interest- Full Flex	\$1,802.74
	Flex	1097138	06/18/19	CD Interest- Full Flex	\$6,470.55
	Flex	1097139	06/18/19	CD Interest- Full Flex	\$12,039.73
	Flex	1097140	06/18/19	CD Interest- Full Flex	\$9,935.34
	Flex	1103737	06/27/19	CD Interest- Full Flex	\$12,945.21
Totals for Period:					\$78,042.88

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200 Palmer Street • PO Box L
Stroudsburg, PA 18360-0160

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT WORKERS COMP SELF INS
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

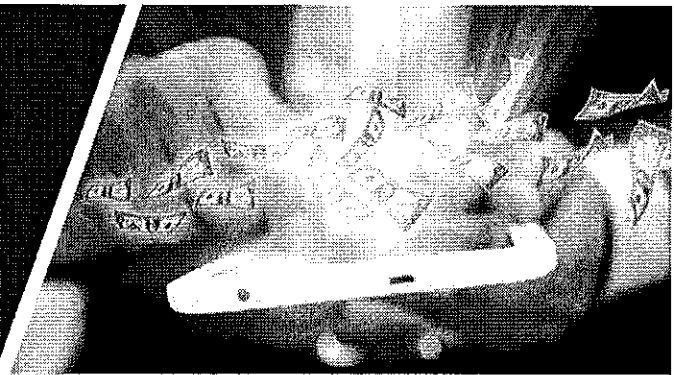
Customer Service Contact

	Phone	855-713-8001
	Hours	8:00 a.m. - 6:00 p.m. M-F
	Website	essabank.com
	Email	lBank@essabank.com

ACH ORIGINATION

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$200,123.44

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$201,605.93
	1 Credit(s) This Period	\$123.44
	1 Debit(s) This Period	-\$1,605.93
06/28/2019	Ending Balance	\$200,123.44

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$123.44
Interest Paid Year-to-Date	\$789.36

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$123.44
		1 item(s) totaling \$123.44

Other Debits

Date	Description	Amount
06/21/2019	INTERNET TFR TO CHK 0047706025	\$1,605.93
		1 item(s) totaling \$1,605.93

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT PAYPAL ACCOUNT
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

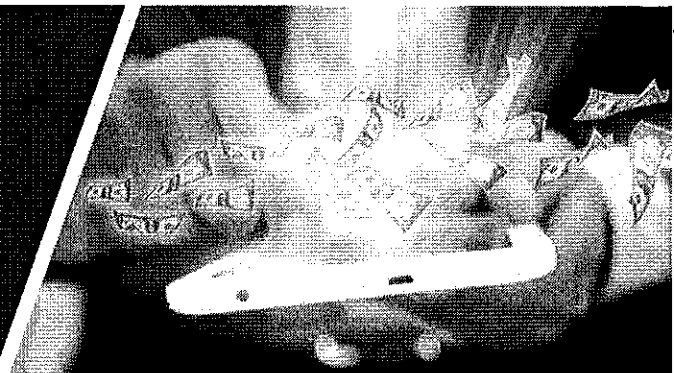
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	Email	IBank@essabank.com

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$805.71

Government Checking-

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$12,301.94
	3 Credit(s) This Period	\$3,546.19
	1 Debit(s) This Period	-\$15,042.42
06/28/2019	Ending Balance	\$805.71

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$7.69
Interest Paid Year-to-Date	\$34.42

Electronic Credits

Date	Description	Amount
06/05/2019	PAYPAL TRANSFER PPD	\$2,740.48
06/28/2019	ETS HONORARIA PAYMENT CCD	\$798.02
		2 item(s) totaling \$3,538.50

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$7.69
		1 item(s) totaling \$7.69



RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT ESCROW ACCT FERNWOOD
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

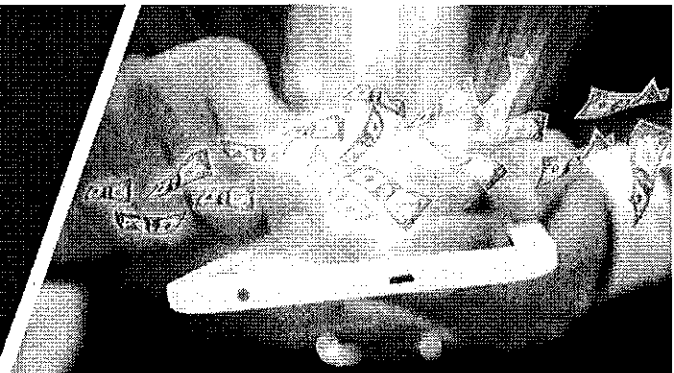
Customer Service Contact

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$38,185.87

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$38,162.45
	1 Credit(s) This Period	\$23.42
	0 Debit(s) This Period	\$0.00
06/28/2019	Ending Balance	\$38,185.87

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$23.42
Interest Paid Year-to-Date	\$149.47

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$23.42
		1 item(s) totaling \$23.42

Daily Balances

Date	Amount
06/28/2019	\$38,185.87



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT CAFETERIA FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

 Phone 855-713-8001

 Hours 8:00 a.m. - 6:00 p.m. M-F

 Website essabank.com

 Email IBank@essabank.com

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$224,895.72

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$653,057.63
	28 Credit(s) This Period	\$28,246.67
	4 Debit(s) This Period	-\$456,408.58
06/28/2019	Ending Balance	\$224,895.72

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$221.67
Interest Paid Year-to-Date	\$2,310.38

Electronic Credits

Date	Description	Amount
06/03/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,429.00
06/03/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,199.50
06/03/2019	GLOBAL PAY GLOBAL DEP CCD	\$217.95
06/04/2019	GLOBAL PAY GLOBAL DEP CCD	\$1,465.90
06/05/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,638.00
06/06/2019	GLOBAL PAY GLOBAL DEP CCD	\$1,616.10
06/07/2019	GLOBAL PAY GLOBAL DEP CCD	\$1,927.85
06/10/2019	GLOBAL PAY GLOBAL DEP CCD	\$2,006.05
06/10/2019	GLOBAL PAY GLOBAL DEP CCD	\$1,646.60
06/10/2019	GLOBAL PAY GLOBAL DEP CCD	\$142.50



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Pennsylvania Local Government Investment Trust

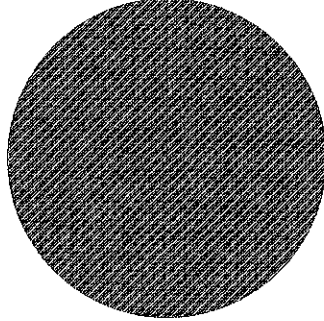
Account Statement - Transaction Summary

For the Month Ending June 30, 2019

East Stroudsburg Area School District - CAFETERIA

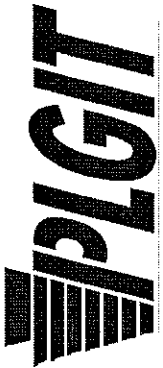
PLGIT - Class	
Opening Market Value	41,017.11
Purchases	75.17
Redemptions	0.00
Unsettled Trades	0.00
Change In Value	0.00
Closing Market Value	\$41,092.28
Cash Dividends and Income	75.17

Asset Summary		
	June 30, 2019	May 31, 2019
PLGIT - Class	41,092.28	41,017.11
Total	\$41,092.28	\$41,017.11
Asset Allocation		



PLGIT - Class
100.00%

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Pennsylvania Local Government Investment Trust

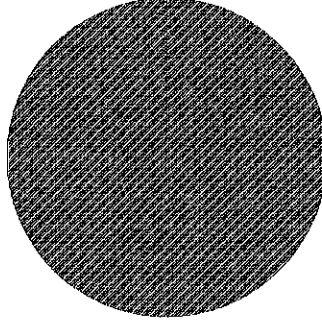
Account Statement - Transaction Summary

For the Month Ending June 30, 2019

East Stroudsburg Area School District - CAPITAL RESERVE

PLGIT - Class	
Opening Market Value	23,847,045.56
Purchases	43,465.03
Redemptions	(1,314,427.65)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$22,576,082.94
Cash Dividends and Income	43,465.03

Asset Summary		
	June 30, 2019	May 31, 2019
PLGIT - Class	22,576,082.94	23,847,045.56
Total	\$22,576,082.94	\$23,847,045.56
Asset Allocation		



PLGIT - Class
100.00%

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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT CONCESSION STAND FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

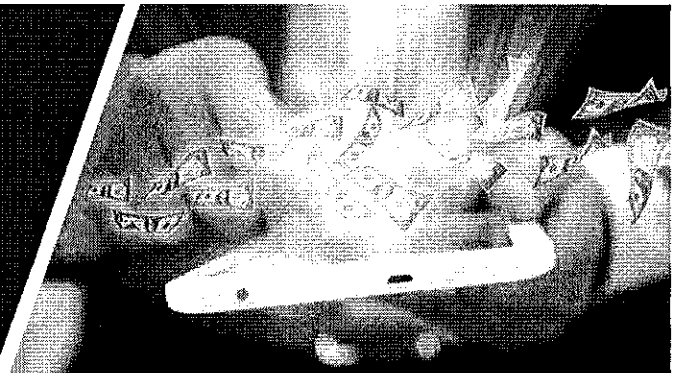
Customer Service Contact

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	Email	IBank@essabank.com

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$27,643.93

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$27,626.98
	1 Credit(s) This Period	\$16.95
	0 Debit(s) This Period	\$0.00
06/28/2019	Ending Balance	\$27,643.93

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$16.95
Interest Paid Year-to-Date	\$108.20

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$16.95
		1 item(s) totaling \$16.95

Daily Balances

Date	Amount
06/28/2019	\$27,643.93



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT EXPENDABLE SCHOLARSHIP
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

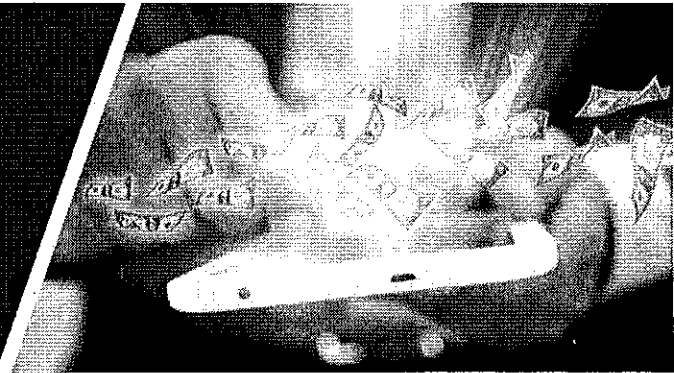
Customer Service Contact

-  Phone: 855-713-8001
-  Hours: 8:00 a.m. - 6:00 p.m. M-F
-  Website: essabank.com
-  Email: iBank@essabank.com

ACH ORIGATION

Effectively manage your payables and receivables process with a faster, more secure electronic alternative.

Call us at 800-439-0715 to learn more.



Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$31,541.85

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$31,522.50
	1 Credit(s) This Period	\$19.35
	0 Debit(s) This Period	\$0.00
06/28/2019	Ending Balance	\$31,541.85

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$19.35
Interest Paid Year-to-Date	\$123.47

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$19.35
		1 Item(s) totaling \$19.35

Daily Balances

Date	Amount
06/28/2019	\$31,541.85



129

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT NON-EXPENDABLE
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

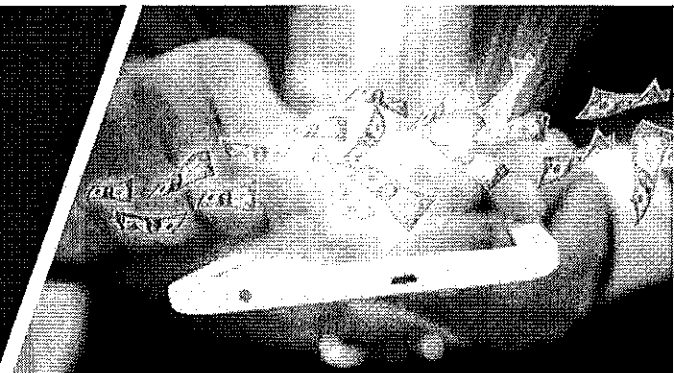
Customer Service Contact

	Phone	855-713-8001
	Hours	8:00 a.m. - 6:00 p.m. M-F
	Website	essabank.com
	Email	IBank@essabank.com

ACH ORIGINATION

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$18,572.49

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$18,561.10
	1 Credit(s) This Period	\$11.39
	0 Debit(s) This Period	\$0.00
06/28/2019	Ending Balance	\$18,572.49

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$11.39
Interest Paid Year-to-Date	\$72.69

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$11.39
		1 Item(s) totaling \$11.39

Daily Balances

Date	Amount
06/28/2019	\$18,572.49



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200 Palmer Street • PO Box L
Stroudsburg, PA 18360-0160

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT SPECIAL ACTIVITY FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

-  Phone: 855-713-8001
-  Hours: 8:00 a.m. - 6:00 p.m. M-F
-  Website: essabank.com
-  Email: iBank@essabank.com

ACH ORIGINATION

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Summary of Accounts		
Account Type	Account Number	Ending Balance
Government Checking		\$241,050.46

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
06/01/2019	Beginning Balance	\$240,902.62	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$147.84	Interest Days	0	
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00	
06/28/2019	Ending Balance	\$241,050.46	Interest Paid This Period	\$147.84	
			Interest Paid Year-to-Date	\$941.47	

Other Credits		
Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$147.84
1 item(s) totaling \$147.84		

Daily Balances	
Date	Amount
06/28/2019	\$241,050.46



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Account Number:

Security Code:

Profiles Transaction History Hold Maintenance Pending Service Charges Retirements Rate Tiers

Transaction History - 24 Month CD - Quarterly Credit

Account Number: Name: EAST STROUDSBURG AREA Officer: 0047
 Current Balance: 40,823.84 Current Rate: 1.740% Date Opened: 03/16/2018
 Lockout Flag: No Lockout Teller Override: 2 Signatures Required for Withdrawal - 4 Warning Flag: No Warning

Savings - All Monetary - All Dates

Tran Date	Transaction	Branch / Teller	Debit Amount	Credit Amount	Ending Balance
06/28/2019	Interest Deposit - INTEREST PAID 04/01 THROUGH 06/30	0 / 0		176.33	40,823.84
03/29/2019	Interest Deposit - INTEREST PAID 01/01 THROUGH 03/31	0 / 0		173.64	40,647.51
12/29/2018	Interest Deposit - INTEREST PAID 10/01 THROUGH 12/31	0 / 0		176.73	40,473.87
09/28/2018	Interest Deposit - INTEREST PAID 07/01 THROUGH 09/30	0 / 0		175.96	40,297.14

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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT STUDENT ACTIVITY FUND
C/O THOMAS J MCINTYRE
50 VINE ST
EAST STROUDSBURG PA 18301-2150

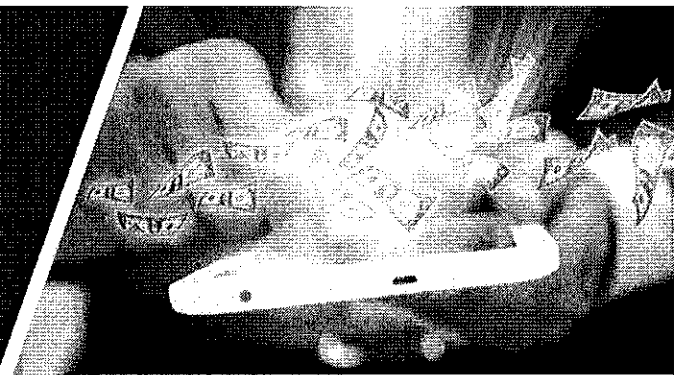
Customer Service Contact

	Phone	866-718-8001
	Hours	8:00 a.m. - 6:00 p.m. M-F
	Website	essabank.com
	Email	IBank@essabank.com

ACH ORIGINATION

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Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$74,112.28

Government Checking

Account Summary

Date	Description	Amount
06/01/2019	Beginning Balance	\$74,066.83
	1 Credit(s) This Period	\$45.45
	0 Debit(s) This Period	\$0.00
06/28/2019	Ending Balance	\$74,112.28

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$45.45
Interest Paid Year-to-Date	\$290.10

Other Credits

Date	Description	Amount
06/28/2019	INTEREST PAID 6/01 THROUGH 6/28	\$45.45
		1 item(s) totaling \$45.45

Daily Balances

Date	Amount
06/28/2019	\$74,112.28



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Balance Sheet Report for 2019 Period 12



Account Number	Description	Period Net Change	Account Balance
00 Treasury Fund			
Assets			
00-0000-010-000-00-000-0000-0000-	AP Cash - TREASURY FUND	1,630,224.46	(1,390,398.93)
		1,630,224.46	(1,390,398.93)
Liabilities			
00-0000-001-000-00-000-0000-0000-	Due To/Due From General Fund	(408,662.41)	1,447,834.31
00-0000-002-000-00-000-0000-0000-	Due To/Due From Special Activi	(6,368.92)	3,144.35
00-0000-003-000-00-000-0000-0000-	Due To/Due From Capital Reserv	(836,331.83)	0.00
00-0000-004-000-00-000-0000-0000-	Due To/Due From Cafeteria Fun	(392,972.89)	(48,770.81)
00-0000-005-000-00-000-0000-0000-	Due To/Due From Student Activi	2,895.45	(21,723.27)
00-0000-006-000-00-000-0000-0000-	Due To/Due From Concession Sta	5,928.94	(3,856.89)
00-0000-007-000-00-000-0000-0000-	Due To/Due From Private - Purp	(49.11)	4,246.07
00-0000-008-000-00-000-0000-0000-	Due To/Due From Investment Tru	(79.58)	4,109.28
00-0000-038-000-00-000-0000-0000-	PNC-Procurement Card Liability	5,415.89	5,415.89
	Total Liabilities - Fund Balance	(1,630,224.46)	1,390,398.93

1,390,398.93*-
 1,630,224.46
 3,020,623.39*

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Balance Sheet Report for 2019 Period 12



Account Number	Description	Period Net Change	Account Balance
10 General Fund			
Assets			
10-0000-010-000-00-000-000-000-0000-0000-0000	AP Cash - GENERAL FUND	408,602.41	70,678,835.82
10-0101-020-000-00-000-000-000-0001-0001-0001	Cash ESSA General Fund	0.00	(1,447,894.31)
10-0103-020-000-00-000-000-000-0000-0000-0000	Cash Petty Cash	(1,500.00)	8,844,489.52
10-0111-011-000-00-000-000-000-0003-0003-0003	Investment PLGIT	149,511.30	700.00
10-0111-011-000-00-000-000-000-0009-0009-0009	Investment Liquid Asset PSDLAF	(11,111,192.95)	13,601,906.29 ✓
10-0121-012-000-00-000-000-000-0013-0013-0013	Delinquent Taxes Receivable	0.00	36,909,455.46 ✓
10-0121-012-000-00-000-000-000-0014-0014-0014	Delinquent Taxes Interim	0.00	14,076,396.37
10-0121-012-000-00-000-000-000-0015-0015-0015	Taxes Receivable Tax Claim Dif	0.00	99,375.51
10-0132-013-000-00-000-000-000-0050-0050-0050	Due to/from Fund 50	0.00	(2,300,873.77)
10-0142-014-000-00-000-000-000-0023-0023-0023	State Subsidies Receivable	(2,509,741.17)	1,121.36
10-0154-015-000-00-000-000-000-0027-0027-0027	Allowance Uncollected Receivab	0.00	0.00
10-0155-015-000-00-000-000-000-0034-0034-0034	Due from Employees	(354.00)	(17,620.58)
10-0155-015-000-00-000-000-000-0035-0035-0035	Due from Use of Facility	(876.82)	100,310.58
10-0155-015-000-00-000-000-000-0036-0036-0036	Due from Students & Misc	(10,403.70)	2,596.64
10-0181-018-000-00-000-000-000-0040-0040-0040	Prepaid Expenses	152,228.91	59,836.02
10-0181-018-000-00-000-000-000-0041-0041-0041	Prepaid Expenses Arbitrpay	0.00	440,007.21
10-0101-020-000-00-000-000-000-0019-0019-0019	Cash ESSA PayPal	(11,496.23)	69,914.50
10-0101-020-000-00-000-000-000-0025-0025-0025	Cash ESSA W/C Escrow	(1,482.49)	805.71 ✓
10-0101-020-000-00-000-000-000-0028-0028-0028	Cash ESSA Fernwood Escrow	23.42	200,123.44 ✓
Liabilities			
10-0000-042-000-00-000-000-000-0000-0000-0000	Accounts Payable	(197,730.03)	38,185.87 ✓
10-0421-039-000-00-000-000-000-0043-0043-0043	Account Payable CDL class	0.00	(149,329.84)
10-0421-039-000-00-000-000-000-0044-0044-0044	Account Payable Donation	2,037.95	(14,160.00)
10-0462-046-000-00-000-000-000-0082-0082-0082	Federal Withholding	0.00	(4,588.40)
10-0462-046-000-00-000-000-000-0083-0083-0083	Federal Withholding Contracts	(2,456.25)	614.25
10-0462-046-000-00-000-000-000-0087-0087-0087	PA Unemployment WH	(3,797.41)	(2,456.25)
Total Assets		(12,936,681.32)	70,678,835.82
Total Liabilities		3,159,929.74	(19,726,519.75)

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Balance Sheet Report for 2019 Period 12



Account Number	Description	Period Net Change	Account Balance
29 Special Activity			
29-0000-010-000-00-000-000-000-5011-	AP Cash	1,729.24	9,952.05
29-0000-010-000-00-000-000-000-5012-	AP Cash	824.27	1,588.56
29-0000-010-000-00-000-000-000-5021-	EHN Baseball AP Cash	0.00	3,071.80
29-0000-010-000-00-000-000-000-5030-	AP Cash	0.00	5,711.01
29-0000-010-000-00-000-000-000-5040-	AP Cash	0.00	1,272.72
29-0000-010-000-00-000-000-000-5050-	AP Cash	0.00	180.07
29-0000-010-000-00-000-000-000-5062-	AP Cash	0.00	2,826.47
29-0000-010-000-00-000-000-000-5071-	AP Cash	0.00	3,473.47
29-0000-010-000-00-000-000-000-5080-	AP Cash	0.00	1,102.03
29-0000-010-000-00-000-000-000-5100-	AP Cash	75.00	4,562.01
29-0000-010-000-00-000-000-000-5132-	AP Cash	0.00	2,554.45
29-0000-010-000-00-000-000-000-5142-	AP Cash	0.00	409.47
29-0000-010-000-00-000-000-000-5172-	AP Cash	0.00	1,707.37
29-0000-010-000-00-000-000-000-5192-	Cash Control	0.00	1,358.84
29-0101-020-000-00-000-000-000-0001-	Cash ESSA Special Activity	147.84	241,050.46 ✓
29-0111-011-000-00-000-000-000-0002-	Investment Special Act CD	176.33	40,823.84 ✓
Liabilities		(3,440.22)	(4,297.37)
29-0000-042-000-00-000-000-000-5181-	Accounts Payable Control	(602.00)	(602.00)
29-0000-042-000-00-000-000-000-2955-	Accounts Payable Control	(303.63)	(303.63)
29-0000-042-000-00-000-000-000-2913-	Accounts Payable Control	(148.20)	(148.20)
29-0000-042-000-00-000-000-000-2914-	Accounts Payable Control	(246.56)	(246.56)
29-0000-042-000-00-000-000-000-2918-	Accounts Payable Control	(616.23)	(616.23)
29-0000-042-000-00-000-000-000-2920-	Accounts Payable Control	(123.20)	(123.20)
29-0000-042-000-00-000-000-000-2927-	Accounts Payable Control	(1,400.40)	(1,400.40)
29-0499-049-000-00-000-000-000-0138-	Other Current Liab Sales Tax	0.00	(85.94)
29-0499-049-000-00-000-000-000-0139-	Other Current Liab Outstanding	0.00	(771.21)

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Balance Sheet Report for 2019 Period 12



Account Number	Description	Period Net Change	Account Balance
32 Capital Reserve			
Assets			
32-0000-010-000-00-000-000-0000-0000-	AP Cash	836,331.83	0.00
32-0101-020-000-00-000-000-0000-0003-	Cash PLGit Capital Reserve	(1,270,962.62)	22,576,082.94 ✓
Fund Balance		434,630.79	(22,576,082.94)
Total Assets			
		(43,465.03)	(484,400.38)
32-0000-032-000-00-000-000-0000-0000-	Revenue Control	478,095.82	1,577,565.97
32-0000-062-000-00-000-000-0000-0000-	Expend Control	(486,327.46)	(137,746.99)
32-0000-063-000-00-000-000-0000-0000-	Encumbrance Control	486,327.46	137,746.99
32-0000-086-000-00-000-000-0000-0000-	Budgetary Fund Bal Reserved fo	0.00	(157,562.99)
32-0303-036-000-00-000-000-0000-0000-	Revenue Balance Account	0.00	157,562.99
32-0603-065-000-00-000-000-0000-0000-	Encumbrance Balance Account	0.00	(23,669,248.53)
32-0840-084-000-00-000-000-0000-0166-	Assigned Fund Balance	434,630.79	(22,576,082.94)
Total Liabilities + Fund Balance			
		434,630.79	(22,576,082.94)

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Balance Sheet Report for 2019 Period 12

Account Number	Description	Period Net Change	Account Balance
50 Cafeteria Fund			
Assets			
50-0000-010-000-00-000-000-000-0000-	AP Cash	392,972.89	48,770.81
50-0101-020-000-00-000-000-000-0001-	Cash ESSA Cafeteria Fund	(430,525.91)	224,960.72 ✓
50-0101-020-000-00-000-000-000-0003-	Cash PLGIT Cafeteria Fund	75.17	41,092.28 ✓
50-0103-020-000-00-000-000-000-0000-	Cash Petty Cash	(940.00)	315.00
50-0142-014-000-00-000-000-000-0023-	State Subsidies Receivable	(15,973.28)	0.00
50-0142-014-000-00-000-000-000-0024-	State Subsidies Comp Absences	0.00	32,789.41
50-0143-014-000-00-000-000-000-0026-	Federal Subsidies Receivable	(274,322.02)	0.00
50-0172-017-000-00-000-000-000-0038-	Inventory Supplies & Materials	0.00	10,542.19
50-0172-017-000-00-000-000-000-0039-	Inventory Purchased Food	0.00	129,394.71
50-0231-023-000-00-000-000-000-0000-	Machinery, Equip. & Furniture	0.00	498,609.13
50-0244-024-000-00-000-000-000-0000-	Accum Depr Machinery & Equip	0.00	(370,950.98)
Liabilities			
50-0000-042-000-00-000-000-000-0000-	Accounts Payable	(22,536.63)	(17,473.76)
50-0421-039-000-00-000-000-000-0036-	Due to Students	181.40	28,890.40
50-0421-039-000-00-000-000-000-0045-	Net Pension Liability	0.00	(4,598,000.00)
50-0540-050-000-00-000-000-000-0000-	Accumulated Comp Abs Payable	0.00	(228,629.16)
50-0550-050-000-00-000-000-000-0000-	OPEB Payable	0.00	(602,467.00)
Fund Balance		351,068.38	4,802,156.25
50-0000-032-000-00-000-000-000-0000-	Revenue Control	(70,219.80)	(3,805,569.95)
50-0000-062-000-00-000-000-000-0000-	Expend Control	421,288.18	4,071,661.66
50-0000-063-000-00-000-000-000-0000-	Encumbrance Control	1,152,845.70	107,397.27
50-0000-086-000-00-000-000-000-0000-	Budgetary Fund Bal Reserved fo	(1,152,845.70)	(107,397.27)
50-0790-079-000-00-000-000-000-0156-	Net Position	0.00	3,891,283.54
50-0910-091-000-00-000-000-000-0000-	Deferred Outflows of Resources	0.00	929,770.00
Total Assets		(328,713.15)	615,523.27
Total Liabilities		(22,355.23)	(5,417,679.52)
Total Fund Balance		351,068.38	4,802,156.25

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Balance Sheet Report for 2019 Period 12



Account Number	Description	Period Net Change	Account Balance
58 Concession Stand			
Assets			
58-0000-010-000-000-000-0000-	AP Cash	12,174.70* +	3,856.89
58-0101-020-000-30-819-000-0011-	Cash ESSA ConcessionStand Nort	15,469.23 +	12,174.70 ✓
58-0101-020-000-30-820-000-0012-	Cash ESSA ConcessionStand Sout	27,643.93 *	15,469.23 ✓
Liabilities			
58-0421-039-000-30-000-000-0042-	AP ATHLETIC DEPT		(25,795.02)
58-0421-039-000-30-819-551-000-5030-	AVP EHN Cheerleading Fall		(5.30)
58-0421-039-000-30-819-551-000-5062-	AVP EHN Field Hockey Fall		(5.30)
58-0421-039-000-30-819-551-000-5071-	AVP EHN Football Fall		(3.19)
58-0421-039-000-30-819-551-000-5131-	AVP EHN B Soccer Fall		(5.30)
58-0421-039-000-30-819-551-000-5132-	AVP EHN G Soccer Fall		(5.31)
58-0421-039-000-30-819-551-000-5172-	AVP EHN G Tennis Fall		(7.22)
58-0421-039-000-30-819-551-000-8001-	AVP EHN Band Club Fall		(8.51)
58-0421-039-000-30-819-552-000-5011-	AVP EHN B Basketball Winter	412.14	85.69
58-0421-039-000-30-819-552-000-5012-	AVP EHN G Basketball Winter	824.27	171.93
58-0421-039-000-30-819-552-000-5030-	AVP EHN Cheerleading Winter	0.00	(0.30)
58-0421-039-000-30-819-552-000-5201-	AVP EHN Wrestling Winter	103.03	21.39
58-0421-039-000-30-819-553-000-5182-	AVP EHN G Track Spring	0.00	140.97
58-0421-039-000-30-820-551-000-5011-	AVP EHS B Basketball Fall	1,317.10	1,301.40
58-0421-039-000-30-820-551-000-5012-	AVP EHS G Basketball Fall	1,317.10	1,322.28
58-0421-039-000-30-820-551-000-5030-	AVP EHS Cheerleading Fall	0.00	(1.69)
58-0421-039-000-30-820-551-000-5050-	AVP EHS Cross Country Fall	0.00	(7.72)
58-0421-039-000-30-820-551-000-5062-	AVP EHS Field Hockey Fall	0.00	(2.08)
58-0421-039-000-30-820-551-000-5071-	AVP EHS Football Fall	0.00	(18.19)
58-0421-039-000-30-820-551-000-5100-	AVP EHS Rifle Fall	0.00	(2.58)
58-0421-039-000-30-820-551-000-5131-	AVP EHS B Soccer Fall	0.00	5.13
Total Liabilities		6,081.00	(24,300.21)

12,174.70* +
 15,469.23 +
 27,643.93 *



Balance Sheet Report for 2019 Period 12

Account Number	Description	Period Net Change	Account Balance
71 Private - Purpose Trust Fund			
Assets			
71-0000-010-000-00-000-000-7190-	AP Cash	60.50	48,885.28
71-0000-010-000-00-000-000-7191-	AP Cash	4.11	825.76
71-0000-010-000-00-000-000-7193-	AP Cash	10.09	241.36
71-0000-010-000-00-000-000-7194-	AP Cash	1.60	120.66
71-0000-010-000-00-000-000-7197-	AP Cash	36.27	12,563.48
71-0101-010-000-00-000-000-0001-	AP Cash	8.43	575.16
71-0101-020-000-00-000-000-0001-	AP Cash	(11.39)	(18,572.49) ✓
71-0111-011-000-00-000-000-7190-	CASH ESSA Bank Non-Expenda	11.39	18,572.49
71-0111-011-000-00-000-000-7190-	Investment Reid CD	0.00	2,500.00
71-0111-011-000-00-000-000-7191-	Investment Kulick CD	0.00	6,052.77
71-0111-011-000-00-000-000-7193-	Investment Davis CD	0.00	1,000.00
71-0111-011-000-00-000-000-7194-	Investment VanVliet CD	0.00	20,006.09
71-0111-011-000-00-000-000-7197-	Investment Walter CD	0.00	5,000.00
Fund Balance		(60.50)	(48,885.28)
Total Assets			
71-0000-032-000-00-000-000-7190-	Revenue Control	(4.11)	(50.58)
71-0000-062-000-00-000-000-7190-	Expend Control	0.00	25.00
71-0000-032-000-00-000-000-7191-	Revenue Control	(10.09)	(123.85)
71-0000-062-000-00-000-000-7191-	Expend Control	0.00	200.00
71-0000-032-000-00-000-000-7193-	Revenue Control	(1.60)	(19.63)
71-0000-062-000-00-000-000-7193-	Expend Control	0.00	25.00
71-0000-032-000-00-000-000-7194-	Revenue Control	(36.27)	(447.34)
71-0000-062-000-00-000-000-7194-	Expend Control	0.00	1,000.00
71-0000-032-000-00-000-000-7197-	Revenue Control	(8.43)	(103.64)
71-0000-062-000-00-000-000-7197-	Expend Control	0.00	200.00
71-0795-079-000-00-000-100-000-7190-	Net Position Reid	0.00	(2,530.66)
71-0795-079-000-00-000-100-000-7191-	Net Position Kulick	0.00	(6,300.84)
71-0795-079-000-00-000-100-000-7193-	Net Position Davis	0.00	(954.33)
Total Fund Balance			

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Balance Sheet Report for 2019 Period 12

Account Number	Description	Period Net Change	Account Balance
72-0000-010-000-00-000-000-000-7223-	AP Cash	0.00	0.24
72-0000-010-000-00-000-000-000-7224-	AP Cash	0.00	501.67
72-0000-010-000-00-000-000-000-7225-	AP Cash	0.00	102.06
72-0000-010-000-00-000-000-000-7226-	AP Cash	0.00	2.94
72-0000-010-000-00-000-000-000-7227-	AP Cash	0.00	0.04
72-0000-010-000-00-000-000-000-7228-	AP Cash	0.00	3.95
72-0000-010-000-00-000-000-000-7229-	AP Cash	0.00	0.46
72-0000-010-000-00-000-000-000-7230-	AP Cash	0.00	3.80
72-0000-010-000-00-000-000-000-7231-	AP Cash	0.00	0.20
72-0101-020-000-00-000-000-000-0001-	Cash ESSA Bank Expendable Trus	19.35	31,541.85 ✓
72-0111-011-000-00-000-000-000-7201-	Investment Venwey	0.00	1,462.71
72-0111-011-000-00-000-000-000-7202-	Investment Maynard	0.00	4,665.00
72-0111-011-000-00-000-000-000-7203-	Investment Lantz	0.00	50,000.00
72-0000-010-000-00-000-000-000-0001-	Cash Control	(19.35)	(31,541.85)
Fund Balance	Total Fund Balance	(98.93)	(83,560.28)
72-0000-032-000-00-000-000-000-0000-	Revenue Control	(19.35)	(250.57)
72-0000-032-000-00-000-000-000-7232-	Revenue Control	0.00	(2,970.00)
72-0000-062-000-00-000-000-000-7232-	Expend Control	0.00	500.00
72-0000-032-000-00-000-000-000-7234-	Revenue Control	0.00	(2,400.00)
72-0000-062-000-00-000-000-000-7234-	Expend Control	0.00	2,400.00
72-0000-032-000-00-000-000-000-7235-	Revenue Control	0.00	(2,479.33)
72-0000-062-000-00-000-000-000-7235-	Expend Control	0.00	4,959.33
72-0000-032-000-00-000-000-000-7236-	Revenue Control	0.00	(1,241.75)
72-0000-062-000-00-000-000-000-7236-	Expend Control	0.00	1,242.75
72-0000-032-000-00-000-000-000-7237-	Revenue Control	0.00	(538.05)
72-0000-032-000-00-000-000-000-7201-	Revenue Control	(6.34)	(23.67)
72-0000-062-000-00-000-000-000-7201-	Expend Control	0.00	200.00



Balance Sheet Report for 2019 Period 12

Account Number	Description	Period Net Change	Account Balance
80-0000-010-000-00-000-000-000-0001-	Cash Control	(45.45)	(74,112.28) ✓
80-0000-010-000-00-000-000-000-8041-	AP Cash- Aevidium Club	0.00	282.57
80-0000-010-000-00-000-000-000-8092-	AP Cash	1,111.37	7,785.61
80-0000-010-000-00-000-000-000-8093-	AP Cash	251.50	9,015.46
80-0000-010-000-00-000-000-000-8040-	AP Cash	(9,237.00)	1,962.16
80-0000-010-000-00-000-000-000-8042-	AP Cash Control	0.00	13.91
80-0000-010-000-00-000-000-000-8043-	Cash Control	0.00	86.03
80-0000-010-000-00-000-000-000-8094-	Cash Control-Class of 2022	592.00	7,139.03
80-0000-010-000-00-000-000-000-8046-	JTL STUDENT COUNCIL-CashCTRL	260.50	260.50
80-0000-010-000-00-000-000-000-8044-	EHS NAACP YOUTH-CashCTRL	(57.90)	196.10
80-0000-010-000-00-000-000-000-8006-	AP Cash	0.00	185.79
80-0000-010-000-00-000-000-000-8009-	AP Cash	0.00	1,864.80
80-0000-010-000-00-000-000-000-8010-	AP Cash	0.00	1.65
80-0000-010-000-00-000-000-000-8020-	Cash Control	5,003.96	24,714.40
80-0000-010-000-00-000-000-000-8022-	AP Cash	0.00	356.93
80-0000-010-000-00-000-000-000-8023-	AP Cash	1,184.70	5,992.84
80-0000-010-000-00-000-000-000-8024-	AP Cash	0.00	541.17
80-0000-010-000-00-000-000-000-8025-	AP Cash	0.00	1,063.98
80-0000-010-000-00-000-000-000-8026-	AP Cash	(3,653.32)	1,339.17
80-0000-010-000-00-000-000-000-8034-	AP Cash	0.00	1,444.07
80-0000-010-000-00-000-000-000-8035-	AP Cash	375.00	2,382.55
80-0000-010-000-00-000-000-000-8036-	AP Cash	286.66	1,123.06
80-0000-010-000-00-000-000-000-8038-	AP Cash	(284.54)	3,887.06
80-0000-010-000-00-000-000-000-8039-	AP Cash	0.00	4,781.36
80-0000-010-000-00-000-000-000-8074-	AP Cash	0.00	464.90
80-0000-010-000-00-000-000-000-8082-	AP Cash	93.00	3,780.75
Total Assets		(2,850.00)	95,835.55

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT

JUNE 2019

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glytdbud

FOR 2019 12

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1110 Regular	54,479,846	54,292,018	48,292,071.75	5,723,777.22	62,405.14	5,937,540.63	89.1%
1190 Federal	1,927,143	1,927,143	2,099,232.00	236,518.51	263.60	-172,352.60	108.9%
1192 Summer Program	6,000	6,000	155,277.31	3,257.77	1,981.32	-151,258.63	2621.0%
1200 Special	3,225	3,225	124,295.13	5,447.17	210.31	-121,280.44	3860.6%
1211 LifeSkillSupp	2,067,492	2,072,064	2,253,923.36	216,624.72	920.04	-182,779.47	108.8%
1221 Deaf/Hearing	202,918	202,918	215,453.06	.00	.00	-12,535.06	106.2%
1224 Blind/Visually	168,159	168,159	146,139.80	2,914.23	.00	22,019.20	86.9%
1225 Speechlang	1,113,461	1,113,540	1,098,310.55	36,087.09	184.80	15,044.27	98.6%
1231 EmtSupp	3,430,669	3,456,744	3,555,811.29	297,260.65	806.66	-99,873.76	102.9%
1233 AutisticSupp	1,139,974	1,094,825	1,335,079.10	21,387.78	.00	-240,254.00	121.9%
1241 LearningSupp	12,575,614	12,566,443	11,253,609.84	1,208,636.39	896.66	1,311,936.05	89.6%
1243 GiftedSupp	427,212	427,212	354,397.32	49,264.64	123.89	72,690.79	83.0%
1260 PhysicalSupp	498,772	498,772	530,395.56	.00	.00	-31,623.56	106.3%
1270 Handicap	482,995	482,995	510,799.95	.00	.00	-27,804.95	105.8%
1281 UNDEFINED	7,000	7,000	3,690.75	.00	.00	3,309.25	52.7%
1290 OSPECProg	2,162,000	2,162,000	2,108,165.32	281,993.77	.00	53,834.68	97.5%
1360 BusinessEd	908,980	907,588	666,864.68	85,571.62	.00	240,723.32	73.5%
1390 OthVoEdProg	1,882,758	1,882,758	1,794,184.80	-91,163.24	.00	88,573.20	95.3%
1410 DriversEd	280,017	279,776	182,080.31	22,357.40	.00	97,696.02	65.1%
1420 SummerProg	0	0	10,137.10	.00	.00	-10,137.10	100.0%
1430 Homebound Instruction	31,723	31,723	24,614.82	3,539.74	.00	7,108.18	77.6%
1441 Adjudicated Court Place	115,000	131,871	116,557.05	20,751.82	.00	15,314.10	88.4%
1442 Alt Edu Program	1,080,000	1,092,112	1,143,763.75	129,652.74	.00	-51,651.49	104.7%
1500 Nonpublic School Prog	39,672	39,672	20,458.36	.00	12,725.65	6,487.99	83.6%
1801 Pre-K Instruction	4,600	4,600	27,858.72	.00	.00	-23,268.72	605.8%
2111 Dir of Pupil Svc	369,371	369,371	309,913.28	23,872.41	.55	59,457.17	83.9%
2119 SpvstuservOther	450,515	445,143	480,668.84	42,319.40	3,077.01	-38,602.91	108.7%
2120 Guidance	3,098,383	3,099,673	2,855,704.51	299,397.64	407.97	243,560.53	92.1%
2140 Psychological Services	0	0	21,038.92	21,038.92	.00	-21,038.92	100.0%
2144 Psychotherapy Service	870,997	866,671	950,041.64	278.65	.00	-83,370.42	109.6%
2160 Social Work Services	193,696	193,696	207,344.92	16,764.70	.00	-13,648.92	107.0%
2170 Student Acct Services	494,448	494,448	502,455.50	39,870.65	65.00	-8,072.50	101.6%
2190 Oth Pupil Per	220,533	220,533	223,156.35	15,977.62	.00	-2,623.35	101.2%
2250 Library	1,453,693	1,453,747	1,365,157.34	162,921.62	8,103.97	80,485.66	94.5%
2260 Instr&CurrDev	850,796	846,833	793,291.35	62,074.14	214.00	53,328.11	93.7%
2271 StaffDevCert	266,408	413,065	315,645.96	10,072.45	6,936.00	90,482.79	78.1%
2280 NonPublicSuppService	360	360	600.07	.00	.00	-240.07	166.7%
2290 OthInstrStaffSvc	12,449	12,545	-143.91	-5.00	.00	12,689.00	-1.1%
2310 BoardSvc	133,682	134,047	125,325.84	5.02	4,768.30	3,952.86	97.1%
2330 TaxAssess&Collect	366,127	366,127	500,282.76	5,141.10	2,585.50	-136,741.26	137.3%
2350 Legal Services	195,000	235,000	325,098.08	28,529.00	11,316.50	-101,414.58	143.2%
2360 Office Superintendent	995,508	995,532	994,354.93	79,337.04	316.45	860.75	99.9%
2380 Principal	5,206,792	5,226,972	5,304,819.33	448,875.15	3,651.42	-81,498.72	101.6%
2390 Other Admin Svs	31,300	32,800	23,926.60	12,026.83	.00	8,873.70	72.5%

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FOR 2019 12

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2420 MedicalSvs	1,604,806	1,601,676	1,409,724.53	161,228.83	573.31	191,378.16	88.1%
2430 DentalSvs	128,570	128,570	133,243.25	14,008.50	35.97	-4,709.22	103.7%
2440 NursingSvs	0	0	6,942.20	.00	.00	-6,942.20	100.0%
2450 NonpublHlthSvs	73,933	73,933	64,353.31	6,270.38	.00	9,579.69	87.0%
2490 Other Health Service	106,583	106,583	105,426.41	8,411.90	.00	1,156.59	98.9%
2511 Supervisor Of Fiscal	228,983	228,983	250,927.61	13,375.64	.00	-21,944.61	109.6%
2514 Payroll Services	231,190	231,190	245,354.47	18,290.10	.00	-14,164.47	106.1%
2515 Financial Acct Service	1,007,205	1,007,206	988,686.86	58,601.59	269.00	18,250.14	98.2%
2611 Supervision-Op/Maint	147,677	147,677	143,207.82	11,526.20	.00	4,459.18	97.0%
2620 OperBidg	11,064,618	11,065,118	10,839,031.95	909,197.89	52,290.86	173,794.91	98.4%
2630 Grounds	2,272,000	2,272,000	2,297,271.18	13,919.62	18,051.55	-43,322.73	115.9%
2660 Security	2,888,518	2,882,693	2,713,345.77	265,442.38	2,729.60	166,617.27	94.2%
2711 Adm-Trans -Head	147,623	147,623	144,420.13	11,595.40	.00	3,202.87	97.8%
2719 Spv-Trans -Other	398,215	398,215	431,311.21	34,611.92	.00	-33,096.21	108.3%
2720 Vehicle Operation Svc	11,195,558	11,195,772	11,918,701.41	699,846.55	111,843.22	-834,773.11	107.5%
2740 VehicleSvc&Maint	383,928	375,928	398,871.02	35,190.99	468.47	-23,411.49	106.2%
2750 Nonpublic Trans	420,043	420,043	521,966.52	50,906.39	.00	-101,923.52	124.3%
2790 Other Student Trans	1,500	1,500	.00	.00	.00	1,500.00	0.0%
2800 Support Svc-Central	0	0	22,906.00	.00	.00	-22,906.00	100.0%
2830 Staff Services	0	0	1,365.15	628.10	.00	-1,365.15	100.0%
2831 SPV of Staff Services HR	192,310	192,310	184,664.46	14,854.92	.00	7,645.54	96.0%
2833 StaffAccsrv	342,273	343,272	358,942.34	26,780.84	3.30	-15,673.64	104.6%
2834 SDevNonInstCert	35,465	60,005	27,376.11	2,059.17	1,190.00	31,438.74	47.6%
2835 SDevNonCert	26,175	42,650	52,074.58	7,722.83	4,178.00	-13,602.88	131.9%
2840 DataProcess	207,876	207,737	206,913.89	212.05	558.09	265.35	99.9%
2841 Supervisor Itec	179,801	179,801	174,065.63	13,999.62	.00	5,735.37	96.8%
2844 OperationSvcs	3,784,381	3,806,000	2,453,768.62	137,302.56	19,832.14	1,332,399.22	65.0%
2850 Liaison Svcs	75,374	75,374	129,374.42	9,818.58	.00	-54,000.42	171.6%
2910 UNDEFINED	45,000	45,000	127,378.67	.00	.00	-82,378.67	283.1%
3210 StudentActivity	280,693	270,124	508,273.35	18,738.55	1,832.28	-239,981.58	188.8%
3250 Athletics	1,851,759	1,858,535	2,100,655.56	122,141.03	2,029.83	-244,150.28	113.1%
3310 CommRecreation	78,666	78,666	129,426.78	10,190.67	1,105.26	-51,866.04	165.9%
5110 Debt Service	17,251,464	17,250,571	17,238,048.26	.00	.00	12,522.99	99.9%
5130 Refund Prior Yr Rev	550,000	550,000	506,479.68	-13,569.91	.00	43,520.32	92.1%
5800 Suspense Account	0	0	181,459.84	.00	.00	-181,459.84	100.0%
5900 Budgetary Reserve	350,000	295,000	.00	.00	.00	295,000.00	0.0%
6111 Current Real Estate Tax	-88,828,692	-88,828,692	-87,013,215.91	-929.04	.00	-1,815,476.09	98.0%
6112 Interim Real Estate Tax	-130,000	-130,000	-148,814.75	.00	.00	18,814.75	114.5%
6113 Public Utility Realty	-125,000	-125,000	-102,883.13	.00	.00	-22,116.87	82.3%
6114 Pay In Lieu -St/Local	-80,000	-80,000	-110,521.65	.00	.00	30,521.65	138.2%
6143 Local Service Tax - LST	-80,000	-80,000	-78,628.19	.00	.00	-1,371.81	98.3%
6151 Current Act 511 EIT	-3,800,000	-3,800,000	-3,769,053.91	-7,009.00	.00	-30,946.09	99.2%
6153 Curr Act 511 Real Est	-900,000	-900,000	-837,162.03	-121,995.72	.00	-62,837.97	93.0%
6411 Delinquent Real Estate	-8,500,000	-8,500,000	-8,208,330.90	-12.00	.00	-291,669.10	96.6%

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ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
6510 Interest on Invest	-150,000	-150,000	-1,422,132.87	-123,237.87	.00	1,272,132.87	948.1%
6710 Admissions	-35,000	-35,000	-30,189.78	-179.06	.00	-4,810.22	86.3%
6740 Fees	0	0	-3,212.87	-743.75	.00	3,212.87	100.0%
6830 Rev From Intermed-Fed	0	0	-5,684.00	.00	.00	5,684.00	100.0%
6832 Federal Idea Revenue	-1,060,543	-1,060,543	-447,684.66	.00	.00	-612,858.34	42.2%
6910 Rentals	-100,000	-100,000	-55,052.39	-2,149.29	.00	-44,947.61	55.1%
6941 Regular Sch Tuition	-15,000	-15,000	-770.52	-2,598.60	.00	-14,229.48	5.1%
6942 Summer School Tuition	-12,000	-12,000	-15,355.00	.00	.00	3,355.00	128.0%
6944 Tuition from Other Lea	-8,500	-8,500	-38,566.87	.00	.00	30,066.87	453.7%
6961 Transportation Serv	0	0	-4,521.24	-2,920.21	.00	4,521.24	100.0%
6990 MiscRevenue	-100,000	-100,000	-8,225.43	.00	.00	-99,974.57	0.0%
6991 RefundPriorYrReceipt	-20,000	-20,000	-8,211.42	-196.73	.00	-11,788.58	41.1%
6999 Other Revenues Misc	0	0	-111,922.40	-3,687.89	.00	111,922.40	100.0%
7110 Basic Education	-15,676,499	-15,676,499	-16,445,373.02	.00	.00	768,874.02	104.9%
7160 Tuition Orphans & Child	-750,000	-750,000	-931,209.75	-927,688.46	.00	181,209.75	124.2%
7240 Driver Ed-Student	-13,250	-13,250	-12,670.00	.00	.00	-580.00	95.6%
7271 Special Ed School Aged	-4,109,882	-4,109,882	-4,255,794.65	.00	.00	145,912.65	103.6%
7299 Misc SpecEd Programs	0	0	-2,886.23	.00	.00	2,886.23	100.0%
7311 Pupil Transportation Subsidy	-2,900,000	-2,900,000	-1,800,542.18	254,516.51	.00	-1,099,457.82	62.1%
7312 NonPublic&CharterTransp	0	0	-107,800.00	-53,900.00	.00	107,800.00	100.0%
7320 Rent & Sink Fund Pymt	-1,125,000	-1,125,000	-807,889.73	.00	.00	-317,110.27	71.8%
7330 Health Services/ Act 25	-145,000	-145,000	-148,185.14	.00	.00	3,185.14	102.2%
7340 State Prop Tax Reduction Allo	-4,347,613	-4,347,613	-4,913,505.40	.00	.00	565,892.40	113.0%
7361 School Safety & Security Gran	0	0	-25,000.00	.00	.00	25,000.00	100.0%
7505 Ready To Learn Grant	-1,248,758	-1,248,758	-1,248,758.00	.00	.00	.00	100.0%
7810 State Share Ss & Med	-2,534,439	-2,534,439	-1,636,664.83	1,104,099.48	.00	-897,774.17	64.6%
7820 State Share Retire Cont	-11,237,150	-11,237,150	-11,427,981.59	-2,251,297.52	.00	190,831.59	101.7%
8110 Payments Fed Impacted	-625,000	-625,000	-562,915.57	.00	.00	-62,084.43	90.1%
8514 NCLB-Title I	-2,010,509	-2,010,509	-1,876,459.21	-152,270.02	.00	-134,049.79	93.3%
8515 NCLB-Title II	-293,016	-293,016	-322,556.96	-22,068.22	.00	29,540.96	110.1%
8516 NCLB-Title III	-26,077	-26,077	-27,078.02	-1,818.93	.00	1,001.02	103.8%
8517 NCLB-Title IV	0	0	-127,957.95	-9,545.71	.00	127,957.95	100.0%
8540 Nutrition Ed & Training	0	0	-684.00	.00	.00	684.00	100.0%
8732 Arra-Qscls	-54,900	-54,900	-55,216.30	.00	.00	316.30	100.6%
8733 UNDEFINED	-25,100	-25,100	-25,276.32	.00	.00	176.32	100.7%
8810 Med Assist Reimb Access	-800,000	-800,000	.00	.00	.00	-800,000.00	0.0%
8820 Med Assi Reimb Trans	-80,000	-80,000	-36,656.61	.00	.00	-43,343.39	45.8%
9210 Capital Lease Equipment	-1,830,365	-1,830,365	-522,751.00	.00	.00	-1,307,614.00	28.6%
9400 Sale Of Fixed Assets	-1,258,050	-1,258,050	-2,428,799.89	.00	.00	1,170,749.89	193.1%
TOTAL General Fund	762,132	762,132	-3,824,729.59	9,779,988.65	338,951.62	4,247,910.37	-457.4%
TOTAL REVENUES	-155,035,343	-155,035,343	-152,162,552.27	-2,405,692.00	.00	-2,872,790.73	
TOTAL EXPENSES	155,797,475	155,797,475	148,337,822.68	12,185,680.65	338,951.62	7,120,701.10	

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
JUNE 2019

FOR 2019 12

ACCOUNTS FOR: 29 Special Activity	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3210 StudentActivity	0	0	212,771.12	20,063.60	11,850.99	-224,622.11	100.0%
3250 Athletics	0	0	18,530.67	.00	4,541.00	-23,071.67	100.0%
6510 Interest on Invest	0	0	-2,607.01	-324.17	.00	2,607.01	100.0%
6710 Admissions	0	0	-5,941.00	-3,510.00	.00	6,941.00	100.0%
6750 StudentSpecialEvent	0	0	-124,339.83	-13,676.34	.00	124,339.83	100.0%
6790 Other Stu Act Income	0	0	-90,700.11	-3,596.45	.00	90,700.11	100.0%
6791 UNDEFINED	0	0	-1,181.00	.00	.00	1,181.00	100.0%
6990 MiscRevenue	0	0	-19,328.34	-2,209.51	.00	19,328.34	100.0%
TOTAL Special Activity	0	0	-13,795.50	-3,252.87	16,391.99	-2,596.49	100.0%
TOTAL REVENUES	0	0	-245,097.29	-23,316.47	.00	245,097.29	
TOTAL EXPENSES	0	0	231,301.79	20,063.60	16,391.99	-247,693.78	

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT

JUNE 2019

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FOR 2019 12

ACCOUNTS FOR:
32 Capital Reserve

2660 Security
4200 SiteImprove
4400 Arch & Eng
4600 Bldg Imp
5120 Debt Service-Refunded
6510 Interest on Invest

TOTAL Capital Reserve

TOTAL REVENUES
TOTAL EXPENSES

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
2660 Security	0	0	972,971.10	173,427.23	.00	-972,971.10	100.0%
4200 SiteImprove	0	0	44,385.25	.00	.00	-44,385.25	100.0%
4400 Arch & Eng	0	0	44,738.55	.00	.00	-44,738.55	100.0%
4600 Bldg Imp	0	0	627,239.76	304,668.59	19,816.00	-647,055.76	100.0%
5120 Debt Service-Refunded	0	0	-111,768.69	.00	.00	111,768.69	100.0%
6510 Interest on Invest	0	0	-484,400.38	-43,465.03	.00	484,400.38	100.0%
TOTAL Capital Reserve	0	0	1,093,165.59	434,630.79	19,816.00	-1,112,981.59	100.0%
TOTAL REVENUES	0	0	-484,400.38	-43,465.03	.00	484,400.38	
TOTAL EXPENSES	0	0	1,577,565.97	478,095.82	19,816.00	-1,597,381.97	

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FOR 2019 12

ACCOUNTS FOR:
50 Cafeteria Fund

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3100 FoodServices	0	0	4,071,661.66	421,288.18	107,397.27	-4,179,058.93	100.0%
6510 Interest on Invest	0	0	-5,568.36	-296.84	.00	5,568.36	100.0%
6611 Daily Sales-Sch Lunch	0	0	-600,135.98	-60,564.72	.00	600,135.98	100.0%
6612 Daily Sales-Breakfast	0	0	-98,201.35	.00	.00	98,201.35	100.0%
6620 Daily Sales-Non-Reimbur	0	0	-457,912.40	.00	.00	457,912.40	100.0%
6630 Special Functions	0	0	-53,376.35	-5,865.18	.00	53,376.35	100.0%
6920 Contribution & Donation	0	0	-51,013.79	-3,493.06	.00	51,013.79	100.0%
7600 Milk/Lunch/Breakfast	0	0	-121,491.76	.00	.00	121,491.76	100.0%
7810 State Share Ss & Med	0	0	-52,316.98	.00	.00	52,316.98	100.0%
7820 State Share Retire Cont	0	0	-224,633.69	.00	.00	224,633.69	100.0%
8531 Subsidies Milk/ Lunch	0	0	-2,140,908.29	.00	.00	2,140,908.29	100.0%
TOTAL Cafeteria Fund	0	0	266,102.71	351,068.38	107,397.27	-373,499.98	100.0%
TOTAL REVENUES	0	0	-3,805,558.95	-70,219.80	.00	3,805,558.95	
TOTAL EXPENSES	0	0	4,071,661.66	421,288.18	107,397.27	-4,179,058.93	

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ACCOUNTS FOR:
58 Concession Stand

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3210 StudentActivity	0	0	1,883.91	-60.54	.00	-1,883.91	100.0%
6510 Interest on Invest	0	0	-70.78	-16.95	.00	70.78	100.0%
6630 Special Functions	0	0	-10,785.60	-91.52	.00	10,785.60	100.0%
TOTAL Concession Stand	0	0	-8,972.47	-169.01	.00	8,972.47	100.0%
TOTAL REVENUES	0	0	-10,856.38	-108.47	.00	10,856.38	
TOTAL EXPENSES	0	0	1,883.91	-60.54	.00	-1,883.91	

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East Stroudsburg Area SD, PA
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JUNE 2019

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ACCOUNTS FOR: 71	Private - Purpose Trust Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
3400 Scholarships&Awards		0	0	1,450.00	.00	.00	-1,450.00	100.0%
6510 Interest on Invest		0	0	-745.04	-60.50	.00	745.04	100.0%
TOTAL Private - Purpose Trust Fun		0	0	704.96	-60.50	.00	-704.96	100.0%
TOTAL REVENUES		0	0	-745.04	-60.50	.00	745.04	
TOTAL EXPENSES		0	0	1,450.00	.00	.00	-1,450.00	

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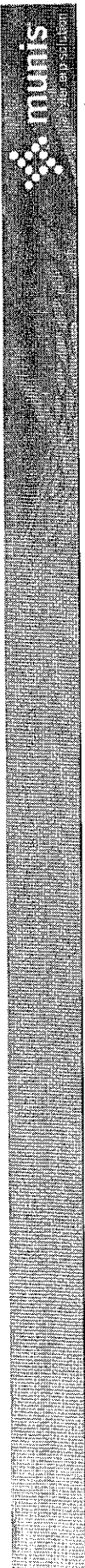
East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
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ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
72 Investment Trust Fund							
3400 Scholarships&Awards	0	0	18,302.08	.00	.00	-18,302.08	100.0%
6510 Interest on Invest	0	0	-994.25	-98.93	.00	994.25	100.0%
6920 Contribution & Donation	0	0	-15,104.13	.00	.00	15,104.13	100.0%
TOTAL Investment Trust Fund	0	0	2,203.70	-98.93	.00	-2,203.70	100.0%
TOTAL REVENUES	0	0	-16,098.38	-98.93	.00	16,098.38	
TOTAL EXPENSES	0	0	18,302.08	.00	.00	-18,302.08	

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East Stroudsburg Area SD, PA
YEAR-TO-DATE BUDGET REPORT
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FOR 2019 12

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	762,132	762,132	-2,485,320.60	10,562,106.51	482,556.88	2,764,896.12	-262.8%

** END OF REPORT - Generated by Sonya Burch **



D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49634
 06/30/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

High School South Cameras
287015

For Services Rendered From June 01, 2019 To June 28, 2019

DEI Fee = \$21,280 (7% of Construction Cost \$304,000)

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$21,280.00	\$14,064.46	69.53	\$731.55

INVOICE TOTAL \$731.55

*OK to pay
 B² 7/8/19*



D'HUY Engineering, Inc.
 One East Broad Street, Suite 310 Bethlehem, PA 18018
 Phone: 610.865.3000 Fax: 610.861.0181

INVOICE

No. 49631
 06/30/2019

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Mr. Tom McIntyre

North Campus Surveillance Cameras
287012
 For Services Rendered From June 01, 2019 To June 28, 2019

DEI Fee = 7% of Construction Cost \$342,736 = \$23,991.52

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$23,991.52	\$21,592.37	94.07	\$975.61

INVOICE TOTAL \$975.61

OK to pay
 B² 7/8/2019

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REQUEST TO CLOSE A STUDENT ACTIVITY

1. NAME OF CLUB: Performance Club

CLUB ACCOUNT #: **80-0496-049-000-30-820-510-000-8074**

CLUB ADVISOR: Gillian Turner

2. REASON FOR CLOSING: (Briefly describe why this organization is being disband) No longer operating as a club, students no longer involved

3. DISPOSITION OF FUNDS:

a. Does this organization have any funds? YES X NO _____

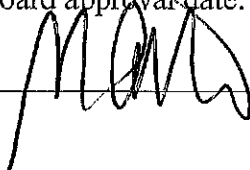
If yes, what is the present balance? \$ 464.90

Balance as of (date): 6/17/19

b. What disposition will be made of these funds? They will be deposited into the Cavalier Justice Academy Account for service learning projects

4. REQUEST SUBMISSION:

Date submitted: 7/15/19 Anticipated board approval date: 7/15/19

Approval of Sponsoring Principal: 

This request was (Approved _____ Disapproved _____) by the Board of Education at their meeting held on _____.

Reasons for disapproval or qualifications of approval, if applicable, were as follows:

Date: _____ Secretary: _____

****SUBMIT ORIGINAL PLUS ONE (1) COPY TO SPONSORING PRINCIPAL****

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement****818**

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

THIS AGREEMENT is made this 2nd day of July 2019, by and between:

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

AND

Adam Burdett (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

SCHEDULE A

Description of Service to be performed (be specific):

Mr. Burdett will be responsible for writing the marching band drill for the North high school marching band for the fall 2019 season. The drill will be written based on a count sheet provided by the school marching band director.

Mr. Burdett will be welcome to attend rehearsals, if able, but this will not be required as part of this contract.

Location of Services:

East Stroudsburg Area High School - North
279 Timberwolf Drive
Dingmans Ferry, PA 18328

Effective Date: August 12, 2018 – September 13, 2019

Professional Fee:

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

b) Fixed Rate: \$ 1,500.00

c) Are expenses included? NO

Budget Code: 10-3210-330-000-30-819-125-000-0000 Department: Instrumental Music

District Initiator: Paul M. Bakner

Authorization for Payment: _____ Date: _____

CONTRACT OF SPEECH-LANGUAGE PATHOLOGY SERVICES

AGREEMENT FOR SERVICES PROVIDED TO THE EAST STROUDSBURG SCHOOL DISTRICT

This agreement to provide contracted services to **EAST STROUDSBURG** School District, (the "Agreement"), is made as of the 1st day of July 2019, by and between **EAST STROUDSBURG SCHOOL DISTRICT** and **Communication Associates, LLC** (the "Contractor").

1. Services and Responsibilities of Contractor.

- a. Contractor will complete an **Independent Educational Speech and Language Evaluation** for Daniel Marin who is enrolled in the East Stroudsburg School District, at a time to be scheduled by the Contractor amicable to the student, East Stroudsburg School District and the Contractor. The location is to be determined. The Contractor will be responsible for completing the appropriate documentation as designated by East Stroudsburg School District.
- b. Contractor is responsible for providing East Stroudsburg School District with complete and current information relating to the Contractor's qualifications and experience upon request.
- c. In providing services, Contractor shall act in accordance with applicable professional practices, federal and Pennsylvania statutes and regulations and policies mandated by the American Speech-Language Hearing Association, (ASHA).
- d. Contractor shall treat all children and their families as a professional with respect and keep all information relating to them confidential.

2. Term of Agreement

- a. The term of this Agreement shall commence on the date of July 1, 2019 and continue until July 1, 2020. East Stroudsburg School District agrees to pay Contractor \$115 per hour for documentation review, evaluation, report preparation, school observation if warranted and attendance at the IEP if requested. Travel is charged separately at \$80 per hour. A cap of \$3500 will be applied.
- b. Either party may terminate this Agreement and the independent contractor relationship established without cause upon thirty days prior written notice to the other party of its intent to terminate. Following such notice of intent, the parties shall continue to deal with each other in good faith to provide services under the Program without interruption, if possible, in a professional manner.
- c. Either party may terminate this Agreement by giving the other notice of a material breach of the Agreement and fifteen days to cure said breach. Any notice under this agreement shall be deemed received three days after mailing, via first class mail, to the party's address as listed herein below.

3. Billing Procedures

Communication Associates will be responsible for submitting an invoice of services, with all dates of service listed. The invoice will be emailed with the completion of all services provided to the client including report preparation. Payment is due 30 days from receipt of the invoice. Communication Associates will complete any other billing form that is required by East Stroudsburg School District in a timely fashion.

4. Other Representations and Covenants.

- a. **Independent Contractor.** Contractor represents and warrants that it is an independent contractor and the parties agree that this Agreement is not exclusive.
- b. **Insurance.** Contractor agrees to obtain and maintain an occurrence policy for malpractice and professional liability insurance in a minimum amount of \$500,000 per individual who sees children through this contract. A certificate of such insurance shall be submitted to East Stroudsburg School District for inspection as requested.
- c. **Confidentiality and Non-solicitation.** Contractor shall not use for his or her benefit, or disclose in any manner to any third party, any confidential information, proprietary information, or trade secrets of East Stroudsburg School District for any purpose whatsoever without the prior written consent of East Stroudsburg School District.
- d. **Coordinated Services.** Contractor acknowledges that the specific services delivered to any child in the program should be consistent with the specific case management process developed by the program and service coordinators at the appropriate regulatory agencies and any changes in therapy treatment shall be discussed with those directly.
- e. **Severability.** If any part of this Agreement shall be held unenforceable, the rest of this Agreement will remain in full force and effect.
- f. **Indemnification.** Each party shall indemnify, defend and hold harmless the other from and against any and all claims, penalties, demands, causes of actions, damages, losses, liabilities, costs, and expenses, including reasonable attorney fees in law or in equity, of any kind or nature whatsoever, arising out of that party's intentional tortious or negligent conduct (whether intentional or not), whether by act or omission, arising out of or in any manner directly or indirectly related to the Contractor's obligations pursuant to this Agreement. The parties agree to cooperate fully and to provide assistance to the other party in any third-party complaints, claims, inquiries, actions or proceedings which may be brought or involve the services provided.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first written above.

CONTRACTOR

EAST STROUDSBURG SCHOOL
DISTRICT

Karen M. Clapper, MS CCC-SLP/L
Director of Services

Title:

Date

Date

Title:

Date

Contractor Data:

321 Gravel Pike
Collegeville, PA
19426

Address: _____

Phone: _____

Fax: _____

Contact Person: _____

communicationassociates@verizon.net

Phone: 484-973-6226

Fax: 484-073-6227

EIN: 23-2916480

PA License: SL002435L

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, 2019, by and between:

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

AND

HEADLEY (LEE) HARPER (the "Contractor") of LEE HARPER

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):

TWO ONE-HOUR PRESENTATIONS, EACH ONE-HOUR PRESENTATION CONSISTING OF A POWERPOINT TALK ABOUT WRITING AND ILLUSTRATING PICTURE BOOKS, A GUIDED DRAWING SESSION, AND Q & A.

YOUNGER STUDENTS : 9:15 - 10:15
OLDER STUDENTS : 10:30 - 11:30

Location of Services: East Stroudsburg Elementary
93 Independence Road
East Stroudsburg, PA 18301

Effective Date: July 16, 2019

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ 400.00

b) Fixed Rate: \$ 400.00

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

Budget Code: 10-1192-330-430-10-_____-000-000-9184

Department: Title IV

District Initiator: [Signature]

Authorization for Payment: _____ Date: _____

Purchase Order # _____



ATTORNEYS AT LAW
PHONE 215.938.6378
FAX 215.938.6375

1800 BYBERRY ROAD
1301 MASONS MILL BUSINESS PARK
HUNTINGDON VALLEY, PENNSYLVANIA 19006

SENDER'S EMAIL: mlevin@levinlegalgroup.com

MICHAEL IRA LEVIN
ANNE E. HENDRICKS
ALLISON S. PETERSEN
PAUL J. CIANCI
CRAIG D. GINSBURG
DAVID W. BROWN
RICHARD B. GALTMAN
JAMES J. MUSIAL
JOSEPH J. MCALEE

July 2, 2019

Via Email Only (eric-forsyth@esasd.net)

Eric D. Forsyth, SFO, PRSBA
Director of Administrative Services
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Re: Engagement with the East Stroudsburg Area School District

Dear Eric:

We are pleased to submit this letter which summarizes our relationship with the East Stroudsburg Area School District ("School District") as legal counsel. The following paragraphs describe our understanding of the terms and objectives of our engagement as legal counsel for the School District and the nature and scope of the services we will provide.

Our Responsibilities and Services.

We will provide those legal services that the School District requests us to provide and that we agree to provide, which may include the following:

1. Attendance at meetings, including executive sessions and committee meetings;
2. Advising the School District administration and/or board of material information consistent with our duties representing the School District;
3. Investigation of facts for the purpose of rendering legal advice;
4. Issuance of opinion letters;

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5. Preparation of contracts, requests for proposals and invitations to bid;
6. Preparation of legal notices;
7. Preparation of resolutions necessary for the business and affairs of the School District;
8. Preparation of grant applications;
9. Review and/or preparation of school board policies or administrative guidelines;
10. Representation of the School District in adversarial proceedings;
11. Acting either as advisor to the school board or prosecuting attorney at school board hearings;
12. Providing legal advice and recommendations with respect to issues and matters brought to the our attention, including such matters as governance, finance, property, pupils, employees, liability, construction, litigation, contracts, civil rights, and applicable law, regulations and ordinances;
13. Working with and cooperating with other legal counsel that may be retained by the School District;
14. Working with and cooperating with other professionals retained by the School District, including the architect, financial advisor and construction manager;
15. Negotiating contracts, administrative compensation plans, or collective bargaining agreements;
16. Providing legal seminars or training to the school board, the administration and/or to other staff;
17. Providing summaries of contracts or insurance policies;
18. Reviewing new legislation and reporting on requirements any such legislation may impose upon the School District;
19. Conducting legal audits of one or more of the School District's practices and/or policies; and
20. Such other services that may be requested or required from time-to-time by the School District.

For purposes of assignments to us, we may rely upon any request by any "Authorized Representative." For purposes of this engagement letter, "Authorized Representative" means and includes each individual who (i) is expressly designated orally, electronically or in writing or otherwise by School District to act on behalf of School District with respect to one or more services, (ii) actually acts on behalf of School District with respect to any services, or (iii) has apparent authority to act for School District, by course of dealing or otherwise with respect to any services.

With respect to adversarial proceedings for which we are requested by you or your insurance carrier to represent you or any of your officials or employees (hereinafter referred to collectively or individually as "you"), we will aggressively represent you within ethical and professional standards; and, unless instructed otherwise by you, and we will take all action that we believe is necessary and reasonably calculated to advance your interests. We will file such pleadings, motions, applications, petitions and appeals as are necessary to advance and/or to protect the School District's interests, unless instructed otherwise by applicable authority. You agree that we may take such actions.

We will provide the services that you request and that we agree to provide in accordance with the professional standards to advance the interests of the School District, subject to the following understandings:

1. We will not perform services that we have not been asked to perform;
2. When performing our services under this engagement, we will rely on the facts provided to us by you and will not undertake an independent investigation of the facts unless specifically requested to do so by you;
3. We will advise you if a particular service cannot be provided because we do not believe that we have sufficient competency in the applicable area of the law;
4. We will not provide services where we may be prohibited from providing such services in accordance with the Rules of Professional Responsibility due to such things as a conflict of interest that might exist with respect to a particular matter; and
5. When negotiating a contract on behalf of the School District, we will always seek to obtain provisions that are commercially reasonable, unless instructed otherwise by the School District.

In all instances, we will comply with the Pennsylvania Rules of Professional Responsibility and other applicable law and in all instances we will be acting in the capacity as legal counsel for the School District.

The School District's Responsibilities

The School District is responsible for making all records and related information available to us and for the accuracy and completeness of that information. This responsibility includes the establishment and maintenance of adequate records and internal controls, including monitoring ongoing activities, the selection and application of practices and policies, and document retention and retrieval practices. The School District is responsible for correcting any incorrect information that may have been provided to us. The School District agrees to bring to our attention any matters that may reasonably be expected to require further consideration to determine the proper treatment and handling of matters we are handling. The School District also agrees to bring to our attention any changes in the information as originally provided to us as soon as such information becomes available.

The School District is responsible for the design and implementation of programs, practices, policies, protocols and controls to prevent violation of law. In addition, the School District is also responsible for identifying and ensuring that the School District complies with applicable laws and regulations and advises us if it has knowledge of any situation related to our services that does not comply with applicable law. Further, we will assume that the School District has taken action to implement our recommendations unless the School District has advised us differently.

The School District is responsible for notifying us when it decides not to carry out our recommendations or when not carrying out or implementing our recommendations in the way that we advise. Such notification shall be in writing. The School District is also responsible for asking us if it has any questions about our recommendations, if it desires to explore options for the handling of any matter, or if it wants a description of the pros and cons of proceeding in a particular manner.

Litigation Hold. We wish to remind you that the School District has certain responsibilities to preserve evidence with respect to administrative and judicial proceedings. In this regard, the School District has a duty to preserve and protect any and all paper and electronic records, documents and other evidence (hereinafter referred to individually or together as "evidence") that may be relevant to any existing or future litigation once you know or reasonably should know that litigation exists or will be filed. This includes arbitration, administrative proceedings and court proceedings of any nature. Evidence includes paper documents and records and all forms of electronic evidence, including text messaging, IM, emails, social media, etc. The obligation includes keeping and maintaining electronic records and files in their electronic form without change. If the School District fails to keep and safeguard evidence that is or may be relevant or that may lead to relevant evidence, the School District and involved employees and officials may be subject to sanctions, which can be severe.

Engagement Administration

As engagement partner, I will be responsible for supervising the engagement and the work performed by us.

The School District will provide us access to personnel of the School District, as necessary, to enable us to perform our work. We will ask that your personnel, to the extent possible, provide the necessary records and data to enable us to do our work. We may have to have meetings or access to records to perform our services properly and the School District will provide those items to us.

Auditing standards generally accepted in the United States of America require that we communicate certain matters related to the conduct of our services to your auditors. It is understood that our communication with your auditors is part of the services that we are required to provide. In addition, there are certain matters that might require our disclosure of the information to the board of school directors, such as willful violations of legal requirements that are material; serious difficulties that we encountered in dealing with management related to the performance of our services; any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the consolidated financial statements or our report; major issues that were discussed with management in connection with our services; and other matters as considered necessary or required to be communicated under professional standards.

Scope of Our Work

With respect to those services that you request us to perform and that we expressly agree to perform, we will consult with you about your objectives, and, when appropriate, the means of achieving them in accordance with applicable law and the ethical rules governing lawyers. We shall endeavor to keep you advised of the status of your matter to the extent necessary to enable you to make informed decisions. We will provide competent representation of your interests. Expressions on our part concerning the probable outcome of our representation will reflect our best professional judgment, but are not guarantees, as they are limited by our knowledge of the facts and are based on the state of the law at the time that they are expressed. There may be many factors that affect the outcome of any matter and over which we have no control—such as the recollection or testimony of any particular witness.

Our work, opinions and deliverables will be based on our interpretation of applicable federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities (hereinafter referred to as “applicable law”), in effect when we provide our work, opinions or other deliverables. All of these authorities are subject to change, and such change may be retroactive or prospective in effect. We assume no responsibility to either advise you or to update our work, conclusions, or deliverables for changes in respect to federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities. Stated another way, we assume responsibility for our work when our work is performed, but we assume no responsibility for changes in applicable law after our work is performed.

Aspects of Third Party Payor Engagements

Examples of Third Party Payor engagement include those undertaken pursuant to a policy of insurance or because another company or person has agreed to pay the legal fees and costs on your behalf. In such a situation, the firm will represent you solely with regard to covered claims (that is, claims for which the insurer or other payor has agreed to advance fees and costs) and subject to any reservation of rights letter from the payor. In the event that a dispute arises between you and the payor regarding they payor's obligations to you or any other matter, we will not be able to represent you in that dispute, nor will we be able to represent the payor in any such dispute. If we become aware of a possible dispute regarding the payor's obligations to you, we will notify you of that fact so that you may seek separate counsel as to that matter.

You should understand that we may be required to make regular report to the payor concerning the engagement. Such reports may include information regularly developed in the course of the engagement, unless for some reason you specifically instruct us not to forward some confidential information to the payor. Such an instruction may, depending on the terms of the agreement between you and the payor, affect the payor's obligations to indemnify you or to pay your legal fees and costs.

You waive any privilege so as to allow us to provide the information requested or required to such payors.

Aspects of Multiple Client Engagements

It is unusual that we will be asked to represent multiple clients in a particular matter involving the School District. However, if the situation arises and we are asked to represent a number of clients as a group, including you, we recommend that each client consult separate counsel to represent that client's individual interests with respect to the client's individual current or potential issues. We particularly urge you to consult separate counsel concerning any matter in which you perceive that your interests may conflict with the interests of other clients. We also except and encourage you to consult with such individual counsel at any time and on any matter on which you wish to receive specific and individually tailored advice. We will provide information regarding the engagement to such individual counsel as part of our services to the group. We also expect that any such counsel will assist in identifying conflicts that may arise in the court of our work and will inform us appropriately, and we will advise such member of the group of clients with respect to such conflicts. Our work in this type of engagement is to represent all of the members of the group as a group collectively. Consequently, we will not promote or advocate the interests of any one or more members of the group individually. There may be issues related to a group engagement that would affect one or more members of the group differently due to unique circumstances of which we may or may not be aware, and where conflicts or disparate interests arise, it may be necessary or appropriate for any of the members of the group to engage separate counsel on an individual basis. While we will try to explain the significance and effect of the material issues to all clients in the group, we may not know facts specific to any one member of the group. And may not realize that such explanations might we warranted in particular

circumstances. We will, however, endeavor to keep all clients in the group informed on a regular basis about our work for the entire group of clients.

Document Retention

It is our policy to keep records electronically and that such electronic records related to this engagement will be retained for three (3) years after the completion of a matter. We do not keep any original School District documents; therefore, if you desire that we return the original records to you, we will be pleased to do so. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. You agree that upon the expiration of the three year period, we shall be free to destroy any records related to this engagement.

Engagement Fees

Our fees for the 2019-2020 school year are as follows:

Rate	Attorneys
\$200.00/hr.	Michael I. Levin
\$190.00/hr.	Anne Hendricks, Allison Petersen, Paul J. Cianci, Craig Ginsburg, David Brown, Richard Galtman, James Musial, and Joseph McAlee

I note that these are the same fees we have charged to the School District since at least July 2017.

In addition to fees, we charge for certain out-of-pocket costs when necessary, such as filing fees, overnight or express mail, witness fees, expert fees, overnight travel, in-house copying at the rate of \$.10 per page, large copying jobs performed outside the firm, courier services, computer-assisted legal research that is not included in our comprehensive basic plan, and court stenographers. We do not charge for secretarial time, computer-assisted legal research that is within our comprehensive basic service, usual office overhead, and regular postage.

We charge fees "portal-to-portal."

Attorneys newly hired by us will be placed on the appropriate fee tier taking into account their experience level. In addition, attorneys identified above may be increased in their tier assignment.

We are approved defense counsel for a number of insurance carriers that have rate agreements with us that may vary from the rates above. When we work on a matter that is covered by such insurance, we will comply with applicable litigation guidelines and billing arrangements which may differ from those set forth above.

Other Engagement Matters and Limitations

(a) Management Functions

We will **not** perform management functions or make management decisions on your behalf. However, we will provide advice and recommendations to assist management and/or the board, as may be applicable, in performing their respective functions and making decisions.

(b) E-mail

During the course of our engagement, we or you may need to transmit confidential information electronically to each other and to other entities engaged by either party. E-mail is a fast and convenient way to communicate. However, e-mail is not a secure means of communication and, thus, confidentiality could be compromised. You agree to the use of e-mail and other electronic methods to transmit and receive information, including confidential information, between us and outside specialists or other entities engaged by either you or us.

Although e-mail is an efficient method of communication, it is not necessarily a fool-proof method. For a variety of reasons, an e-mail may not be received or posted to an inbox, as opposed to the "junk-box," for example. An e-mail may be inadvertently deleted. Therefore, we cannot take assignments by exclusively by email. If there is anything that you need us to do, you need to talk to a "live" person and ensure that we have notice of what you want us to do for you. Unless we specifically respond to an email, you may not assume that we received the email or will take action pursuant to an email request. The disclaimers in this paragraph are intended for your protection as well as our protection. We want to avoid any possibility that an assignment or request is missed because of the shortcomings of email.

(c) Contract Forms and Recommendations

No contract form or generic contract should be utilized for any particular transaction without the advice of counsel. Changes or modifications may have to be made to address individual circumstances or changes in the law with regard to a particular transaction. A contract prepared by us for a particular transaction shall not be used for another or different transaction without first consulting with counsel and making necessary or appropriate changes or modifications. Renewals of contracts should not be undertaken without first determining whether changes in the law or changed circumstances may require changes or modifications to the contract.

(d) Disputes

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

(e) Limitations on Damages and Indemnification

Except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of the Levin Legal Group, relating to the services it has provided, the School District agrees to indemnify, defend and hold harmless the Levin Legal Group and its attorneys from and against any and all liabilities incurred or suffered by or asserted against the Levin Legal Group or any of its attorneys in connection with any third party claims to the extent such assertions, claims or liabilities relate to the work or services performed by the Levin Legal Group for or on behalf of the School District. The terms of this provision shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort, or any form of negligence or intentional act), but these terms shall not apply to the extent finally determined to be contrary to applicable law or regulation. These terms shall also continue to apply and shall survive termination of this agreement or termination of the services of the Levin Legal Group. This paragraph does not apply to any claims that the School District may have against the Levin Legal Group.

(f) Legal Actions

The School District accepts and acknowledges that any legal proceedings by the School District arising from or in connection with the services provided by the Levin Legal Group under this Agreement or engagement must be commenced within one (1) year from the date the services were performed, without consideration as to the time of discovery of any claim.

(g) Miscellaneous

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected, and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors, and assigns of you and us. If the foregoing is in accordance with your understanding, please sign the enclosed copy of this letter and return it to us. If you have any questions, please let us know.

We appreciate the opportunity to be your attorneys. We trust that our association will be a long and pleasant one.

Very truly yours,

LEVIN LEGAL GROUP, P.C.

Michael I. Levin

Michael I. Levin

Eric D. Forsyth, SFO, PRSBA
July 2, 2019
Page 10

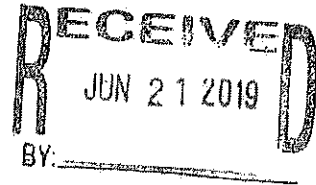
This letter correctly sets forth the understanding of the East Stroudsburg Area School District.

ACCEPTED:

By _____

Title _____

Date _____



June 18, 2019

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

Dear Mr. Riker,

As in previous years we are here to serve your district and provide alternative education services to the students who are typically causing the most disruption in the classroom. Our mission continues to be to help each student make positive changes and become productive citizens.

Enclosed please find two executed 2019-2020 agreement for services between PA Treatment & Healing (PATH), and your school district. The agreement contains the assurances as outlined by the Pennsylvania Department of Education Alternative Education for Disruptive Youth Guidelines.

Please have the appropriate parties execute the agreements and return one fully executed agreement to my attention at your earliest convenience.

IMPORTANT REMINDER:

It is extremely critical that you include the PATH Alternative Education program as one of your private alternative education programs with your eGrant Application information to PDE by the required deadline. All districts are required to complete and submit this information if they plan to use us at any time in the next year to provide AEDY Services. The AEDY Coordinator has informed us that LEA's must provide the required information regarding all AEDY providers in advance or they will not be approved to utilize our services.

Signing this agreement does not obligate your district to send referrals, however, if your district would like to reserve a guaranteed number of placements for the 2019-2020 academic year the rates to do so will be offered at a lower rate. Please contact me at 570-517-7153 to discuss this option.

Should you require additional information or have any questions or concerns, please feel free to contact me at your convenience. PA Treatment & Healing values your continued support.

Sincerely,

Nicole Fantozzi

Nicole Fantozzi
Director of Educational Programs

CC: Stephen Gaito, Regional Director

**ALTERNATIVE EDUCATION FOR DISRUPTIVE YOUTH
AGREEMENT FOR SERVICES**

Approved Private Provider: **PA Treatment & Healing**
Public School District: **East Stroudsburg Area School District**

AND NOW, this 18th day of June, 2019, **PA Treatment & Healing**, with a principal place of operations located at 149 Saw Mill Court, East Stroudsburg, PA 18301, hereafter referred to as "PROVIDER", and the **East Stroudsburg Area School District**, with a principal place of operations located at 50 Vine Street, East Stroudsburg, PA 18301 hereafter referred to as "SCHOOL DISTRICT" enter into this Act 48 Program Agreement for Services ("Agreement"), as follows:

WHEREAS, PROVIDER is providing Act 48 Alternative Education for Disruptive Youth Services; and

WHEREAS, PROVIDER is an approved private provider of educational services for disruptive youth under Act 48 and Act 30 (collectively the "Act"), whereby PROVIDER is authorized to enter into contractual arrangements with local School Districts to provide educational services to "disruptive youth" as that term is defined in the aforesaid Act; and

WHEREAS, PROVIDER has developed a specific educational program (the "Program").

NOW THEREFORE, in accordance with the aforesaid recitals, PROVIDER and the SCHOOL DISTRICT, intending to be legally bound, agree as follows:

I. DEFINITIONS

The following definitions apply regarding the text of this Agreement:

- E. "TERM" For purposes of this Agreement, "Term" shall be defined as the 2019-2020 School Year;
- B. "PROGRAM" For purposes of this Agreement, "Program" shall be defined as the PROVIDER Alternative Education for Disruptive Youth Program;
- C. "SCHOOL DISTRICT" For purposes of this Agreement, "SCHOOL DISTRICT" shall collectively be defined as all schools of the above referenced School District, acting by and through their authorized employees, agents and representatives; and
- D. "STUDENT" For purposes of this Agreement, "Student" shall be defined as an individual, enrolled in either middle school or high school, at SCHOOL DISTRICT who has been designated by the SCHOOL DISTRICT as a "disruptive youth" in accordance with the Act.

II. MATRICULATION RIGHTS

SCHOOL DISTRICT shall have the right to matriculate students into the PROVIDER Program, under the following terms and conditions:

- A. SCHOOL DISTRICT shall certify to PROVIDER that the Student is "disruptive" as defined in the Act and provide all pertinent information to PROVIDER regarding said Student;
- B. SCHOOL DISTRICT shall provide PROVIDER with the opportunity to conduct a pre-intake conference to include the parent or guardian and the student in an effort to determine appropriateness of this placement.
- C. SCHOOL DISTRICT shall provide the courses of study to be used by the student as part of his/her curriculum, as well as a selected teaching staff representative to interact with the PROVIDER representative.
- D. SCHOOL DISTRICT shall provide the curriculum, including appropriate textbooks, assignments and examinations for students matriculated if for a predetermined period of 30 school days or less, when applicable.

III. COMPLIANCE WITH DEPARTMENT OF EDUCATION GUIDELINES

- A. During the entire term of this Agreement, PROVIDER and SCHOOL DISTRICT warrant to each other that they shall

both be and remain in compliance with all applicable guidelines, requirements and mandates issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program referenced herein.

- B. PROVIDER warrants that it shall be and remain an approved private provider of alternative educational services for disruptive youth, as defined in the Act, during the entire term of this Agreement. PROVIDER shall provide to SCHOOL DISTRICT, upon receipt of written request, a true and correct copy of the original Pennsylvania Department of Education approvals.

IV. FACILITIES

- A. PROVIDER warrants that its facilities conform to all applicable State and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania and/or the Department of Community Development of the City of Scranton where applicable, and that said facilities have been approved and a current Certificate of Occupancy is on display at each facility.
- B. PROVIDER shall provide to SCHOOL DISTRICT, upon receipt of written request, true and correct copies of the original permits, licenses and/or approvals.

V. ENVIRONMENTAL HEALTH AND SAFETY

- A. PROVIDER warrants that the necessary precautions are taken to protect the health, physical welfare and safety of students. PROVIDER shall comply with 24 P.S. § 7-736, 7-737, 7-738, 7-739 and 7-740.
- B. PROVIDER warrants that facilities shall be and remain in compliance with all such physical welfare and safety statutes, regulations, ordinances or mandates during the entire term of this Agreement.
- C. PROVIDER warrants that all students and parents are informed of the PROVIDER Grievance Procedure, which is outlined in the PROVIDER Student Handbook. Student and Parental concerns are addressed in accordance with the PROVIDER Grievance Procedure.

VI. SCHOOL FOOD SERVICE

PROVIDER shall not operate any food service program, and the requirements set forth in the Guidelines for Private Alternative Educational Institutions do not apply. However, SCHOOL DISTRICT shall make arrangements for students who are determined to be eligible for the free/reduce lunch program.

VII. STAFFING

- A. PROVIDER warrants that all members of its staff, in accordance with company policy, are 21 years of age or older.
- B. In accordance with state regulations, PROVIDER requires all employees to provide proof of an examination by a licensed physician including verification that the employee has no communicable diseases and has been tested for tuberculosis. Verification of this examination shall be recorded in personnel files.
- C. In accordance with company policy, all staff members are required to provide proof that they are citizens of the United States or hold a United States Immigration Services visa. This information is verified before an individual is hired and is on record in their personnel file.
- D. PROVIDER warrants that all members of its staff are required to have child abuse, criminal history clearances as a condition of employment in accordance with 23 Pa. C.S. §§ 6301-6385 (relating to the Child Protective Services Law), and 24 P.S. §§ 1-111 (relating to Background checks of prospective employees). These clearances must be renewed upon hire and then every 3 years thereafter.
- E. It shall be the responsibility of PROVIDER to assure that employees have background clearances, including an FBI clearance, as required by 24 P.S. § 1-111 and 23 P.S. § 6354. PROVIDER understands that the failure to maintain appropriate background clearances of employees shall be grounds for termination of the Department of Education approval as an alternative education provider.

- F. Staff hiring retention and utilization shall be in accordance with 23 Pa. C.S. §§ 6301-6385 (relating to Child Protective Services Law).

VIII. STUDENT ATTENDANCE

- A. PROVIDER warrants that it shall maintain records of students' attendance in accordance with Chapter 11 of the State Board of Educational Regulations.
- B. Methodology for assuring appropriate attendance records are maintained:
1. The Alternative Education Program calendar will be operated in accordance with a public school calendar within which the PROVIDER site is located. A copy of the calendar is attached.
 2. The specific method for maintaining attendance records shall be a daily physical check of each student, documentation of said daily physical check in a written Attendance Log, kept on file at PROVIDER, with attempted daily contact to each parent or guardian of said student if said student is not present when school is in session.
 3. PROVIDER shall forward monthly attendance records to the SCHOOL DISTRICT. Attendance records may be forwarded by PROVIDER on a more frequent basis if requested by the SCHOOL DISTRICT.
- C. Students with serious mental health issues may be determined to be inappropriate for continuation of services by PROVIDER. In those situations, PROVIDER will work with the SCHOOL DISTRICT to arrange a more appropriate setting.
- D. Because many of the students come to the program with a high rate of absenteeism, PROVIDER has the policy that no illegal (unexcused) days are granted.
- E. Authorized absences, truancies and unexcused absences lasting five (5) days or less will be billed in accordance with the standard charge. This permits the PROVIDER staff the opportunity to locate missing students, contact families and authorities. It also assures the placement of the student upon return.
- F. Absences lasting beyond the five (5) day limit will be billed in accordance with the request of the SCHOOL DISTRICT. PROVIDER staff will contact the appropriate SCHOOL DISTRICT representative before the end of the five (5) days to determine the course of action. Return placement for absentee students and all subsequent PROVIDER staff services beyond five days WILL NOT continue unless the SCHOOL DISTRICT is willing to guarantee payment for all days missed by the student up to the time of the student's return or appropriate withdrawal from the PROGRAM.

IX. STUDENT RECORDS AND REPORTS

- A. PROVIDER warrants that during the entire term of this Agreement, the SCHOOL DISTRICT shall receive a written progress report for each SCHOOL DISTRICT student matriculated into the PROGRAM. The written progress reports shall include subject and credit information, progress grade information, attendance information, discipline records, teacher and staff comments regarding said student's educational progress, and any applicable staff comments regarding the student's behavior, conduct or other pertinent issue regarding or related, in any way, with the education of said student.
- B. PROVIDER shall maintain students' records as follows:
1. Academics and Permanent Records
 - a. All test results;
 - b. PROVIDER quarterly progress report for each marking period and monthly reports. Copies are sent to parents, the SCHOOL DISTRICT, and the referring agency, when applicable.
 - c. Student Progress Report;

d. Previous school records; and

e. Other pertinent documentation as required by the Pennsylvania Department of Education.

2. Testing and Results

3. Health Records, which shall be forwarded to PROVIDER by the SCHOOL DISTRICT.

4. Miscellaneous

Includes monthly behavioral assessments, incident reports, etc.

C. Review of students' records will be provided as follows:

1. PROVIDER will forward progress reports to the SCHOOL DISTRICT monthly and quarterly. Such reports shall contain any and all information requested and shall be submitted within two weeks of the due date.

2. A quarterly review of the student's progress shall be provided to the parent or guardian, and school district representative.

3. This review shall occur more frequently at the discretion of the SCHOOL DISTRICT.

4. SCHOOL DISTRICT representatives are encouraged to visit students during program hours.

5. SCHOOL DISTRICT and PROVIDER ensure a periodic review, at a minimum at the end of every semester, for reviewing progress and or returning students to the regular classroom setting. This review shall be conducted during conferences, at a mutually convenient location, with PROVIDER, SCHOOL DISTRICT staff and parents/guardians of the student.

X. TRANSPORTATION

SCHOOL DISTRICT shall be responsible for transportation of said students to and from PROVIDER in accordance with 24 P.S. 13-1361 and 67 Pa. Code Chapter 171.

XI. REQUIREMENTS UNDER SAFE SCHOOLS

A. PROVIDER warrants that its PROGRAM complies with all provisions of Article XIII-A of the School Code.

B. PROVIDER shall comply with Article XIII-A as follows:

1. All new incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use or sale of alcohol or tobacco by any person on school property shall be addressed by PROVIDER Staff immediately, the student's parents and/or guardians shall be immediately notified and consulted, appropriate disciplinary action shall be taken by PROVIDER Staff.

2. PROVIDER staff shall complete a written Incident Report. This report shall set forth the name of the student and all pertinent information regarding all new incidents by any student from the SCHOOL DISTRICT on PROVIDER property.

3. The Incident Report shall be submitted to the SCHOOL DISTRICT. The SCHOOL DISTRICT shall in turn report these incidents to the Department of Education pursuant to 24 P.S. § 13-1303-A.

4. PROVIDER shall retain a copy of the Incident Report in the student's file.

5. PROVIDER maintains working relationships with local law enforcement, as well as the county juvenile probation departments.

XII. SCHOOL HEALTH SERVICES

A. The SCHOOL DISTRICT shall assure that appropriate school health services, under Article XIV of the Public School

Code, are provided to all students matriculated at PROVIDER. Each student's participation in school health services shall be monitored and administered by the SCHOOL DISTRICT. When a student's participation is required in mandated health examinations, the SCHOOL DISTRICT shall notify PROVIDER and the student's parent/guardian, obtain any applicable parental consent, and/or obtain records if parents choose to have private exams by family physician or dentist.

Coordination of these services shall be the joint responsibility of PROVIDER and the SCHOOL DISTRICT. PROVIDER shall make arrangements with the SCHOOL DISTRICT to provide students an opportunity to receive health screenings as required under Article XIV of the Public School Code.

Records shall be forwarded to PROVIDER by the SCHOOL DISTRICT within two weeks of the student's health examinations for inclusion in the student's records.

- B. All PROVIDER employees shall be trained to provide first aid services. Training shall include First Aid, cardiopulmonary resuscitation and universal precautions. Training shall include crisis intervention, behavior management, suicide prevention, and health and other special issues affecting the student population. Examples of health and other special issues include sexually transmitted diseases, seizure disorders, asthma, mental illness, substance abuse, developmental disabilities, etc.

XIII. ACADEMIC STANDARDS AND ASSESSMENTS

- A. The SCHOOL DISTRICT shall assure that PROVIDER complies with academic standards and assessments under Chapter 4 of the State Board of Education Regulations in full unless specific waivers are requested by the SCHOOL DISTRICT under 24 P.S. 19-1902C and/or 22 Pa. Code 4.82 and approved by the Department of Education.
- B. PROVIDER shall provide basic education, which includes a core curriculum of math, social studies, English, science, and literature. Physical education /health and life skills instruction are also components of the program.
- C. PROVIDER shall comply with 24 P.S. §15-1547 (relating to instruction in alcohol, chemical and tobacco abuse).

XIV. SPECIAL EDUCATION SERVICES AND PROGRAMS

- A. SCHOOL DISTRICT warrants that special education services and provisions required under Chapter 14 of the State Board of Education regulations and 34 CFR Part 300 (relating to Assistance to States for the Education of Children With Disabilities) of the Department of Education Standards are strictly followed.
- B. SCHOOL DISTRICT warrants that no student who is eligible for special education services pursuant to the Individuals with Disabilities Act (Public Law 91-230, 20 U.S.C. Section 1400 et seq.) shall be deemed a disruptive student, except as provided for in 22 Pa. Code Section 14.143 (relating to Disciplinary placements).
- C. SCHOOL DISTRICT shall establish and implement procedures to appoint an IEP team as defined in 22 Pa. Code Section 14.154 (relating to IEP) and 34 CFR 300.344 (relating to IEP team). The IEP team established by the SCHOOL DISTRICT shall, in accordance with 34 CFR 300.346 (relating to Development, review, and revision of IEP) and 34 CFR 300.347 (relating to Content of IEP), determine the appropriate placement for the student. In accordance with 34 CFR 300.345(c), the SCHOOL DISTRICT warrants that a consultation with the student, parent/guardian will occur securing the student, parents/guardians written approval to enroll the student in the PROVIDER program. SCHOOL DISTRICT warrants that it complies with requirements identified in 34 CFR Part 300, Subpart E, Procedural Safeguards, Due Process Procedures for Parents and Children.
- D. PROVIDER does not warrant a Certified Special Education Teacher will be employed at each facility and/or for the term of this Agreement. Any services that are not provided by PROVIDER or cannot be provided by PROVIDER during the period of enrollment shall be the responsibility of the SCHOOL DISTRICT and the student shall be considered as a "dual enrollment" under applicable law.
- E. Prior to the matriculation of a student who is eligible for special education services into PROGRAM, SCHOOL DISTRICT shall determine the appropriateness of the student's placement in an alternative education setting. SCHOOL DISTRICT is responsible for determining, on a case-by-case basis, if the requirements of a student's IEP can be met in the PROGRAM. The SCHOOL DISTRICT shall update the student's IEP to reflect the decision to enroll the student in the PROGRAM.

- F. Provided that the SCHOOL DISTRICT deems the alternative education placement appropriate for a student who is eligible for special education services, PROVIDER, as an independent contractor of the SCHOOL DISTRICT, shall implement the IEP of designated students under the supervision of the SCHOOL DISTRICT personnel, as defined in 34 CFR 300.23 (relating to Qualified Personnel), who have participated in the development of the student(s) IEP.
- G. If a student is enrolled and it is later determined that the student should be evaluated under applicable Special Education provisions, including the I.D.E.A. "Child Find" provisions and related reporting (34 CFR 300.125), PROVIDER will notify the SCHOOL DISTRICT. The SCHOOL DISTRICT agrees to fully comply with the applicable law regarding the identification and evaluation of said student for Special Education Services.

XV. IDENTIFICATION OF ELIGIBLE STUDENTS

- A. In accordance with the provisions set forth in 24 P.S. Section 1901-C(5), the SCHOOL DISTRICT shall set forth its internal policies to identify those SCHOOL DISTRICT students who are eligible for the PROGRAM, and said internal policies shall comply with the informal hearing procedures set forth in 22 Pa. Code 12.8(c).
- B. Assurances that notice of the hearing shall precede placement in the PROGRAM. Where the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the student may be immediately removed from the regular educational curriculum with notice and a hearing to follow as soon as practicable.

XVI. EXEMPTION FROM STATUTORY REQUIREMENTS

- A. PROVIDER, as an Act 48 Alternative Educational Services Provider, shall be exempt from all statutory requirements established in the School Code and from regulations of the School Board of Education, with the exception of those statutory requirements identified in 24 P.S. 1902-E(3).
- B. PROVIDER warrants that it complies with those statutory requirements identified in 24 P.S. 1902-E(3) and all additional statutory provisions, regulations, ordinances or legal mandates regarding PROVIDER'S operations as a private Act 48 Alternative Educational Services Provider.

XVII. HOLD HARMLESS PROVISION - INDEMNIFICATION

- A. PROVIDER, as an independent contractor in respect to its performance under this Agreement, confirms and agrees that it shall be fully liable for any and all damages and costs of any kind resulting from any legal challenge(s) regarding the PROGRAM, and/or the actions of PROVIDER as the Private Alternative Education Provider. The SCHOOL DISTRICT and the Board of School Directors shall not be liable for any activity or operation related to PROVIDER.
- B. PROVIDER hereto shall not be held responsible for delay or failure to perform hereunder when such delay or failure is due to fire, flood, epidemic, strike, acts of God or the public enemy, unusually severe weather, legal acts of the public authorities, or delay or default which cannot reasonably be foreseen or provided against.
- C. PROVIDER and SCHOOL DISTRICT agree to hold each other harmless and indemnify each other from all claims, causes of actions, or litigation, including expenses, costs and attorney's fees, said indemnification including without limitation the PROVIDER Board of Directors, Officers, and SCHOOL DISTRICT Administrators, Board Members as follows:
 - 1. To the extent that any claim is asserted regarding the compliance or failure to comply with the I.D.E.A. or other applicable Special Education requirement, or to the extent that the SCHOOL DISTRICT fails to fulfill any terms, covenant or condition of this Agreement, the SCHOOL DISTRICT agrees to hold PROVIDER harmless and indemnify said approved private provider regarding any claims related to the same, including all costs and attorney fees;
 - 2. To the extent that any claim of negligence is asserted by a third party regarding PROVIDER failure to comply with applicable State statutes or regulations and fails to fulfill any term, covenant or condition of this Agreement, causing the SCHOOL DISTRICT to be a Defendant in litigation by a third party, PROVIDER agrees to hold the SCHOOL DISTRICT harmless and indemnify the SCHOOL DISTRICT including costs and attorneys fees.

XVIII. INSURANCE

- A. PROVIDER shall, at its sole cost and expense, procure and maintain in full force and effect, liability insurance for its employees and the PROGRAM. Liability insurance shall carry an Aggregate Limit in an amount equal to or greater than \$1,000,000 and \$1,000,000 per occurrence.
- B. All insurance provided for in this section shall be obtained under valid and enforceable policies issued by insurers of recognized responsibility that are licensed to do business in the Commonwealth of Pennsylvania.
- C. In addition to the liability insurance coverage, PROVIDER agrees to provide, and maintain at all times during the term of this Agreement, worker's compensation insurance.
- D. In addition to the insurance coverage specified above, PROVIDER shall obtain any other insurance coverage as may be required by law.
- E. PROVIDER shall provide to SCHOOL DISTRICT, upon receipt of written request, a true and correct copy of liability coverage.

XIX. INSOLVENCY OF SCHOOL DISTRICT

If SCHOOL DISTRICT is or becomes insolvent, is declared a Distressed District under applicable Pennsylvania law, or is unable to pay any amounts due hereunder as said payments become due, then this contract shall automatically terminate upon the election of PROVIDER and all payments required hereunder for the remaining Term shall be accelerated and become automatically due and payable to PROVIDER within ten (10) calendar days. If said payment is not received, all SCHOOL DISTRICT students and related records shall not be entitled to continue to be matriculated at PROVIDER and said records shall be forwarded by PROVIDER to the SCHOOL DISTRICT. If said payment is received, the matriculated SCHOOL DISTRICT students shall be entitled to remain for the remainder of the applicable Term.

XX. CONFIDENTIALITY

PROVIDER and the SCHOOL DISTRICT, their agents and employees shall perform their respective obligations under this agreement in such a manner as to insure HIPAA compliance with respect to records, names, and identities of persons referred to the PROGRAM, shall remain confidential, except as disclosure is permitted by law or as required for fulfillment of the terms of this Agreement.

XXI. TERMINATION

- A. If either party fails to fulfill in a timely or proper manner its obligations under this Agreement, or if either party violates any of the covenants or stipulations of this Agreement, the party injured thereby shall thereupon have the right to terminate this Agreement by giving written notice of such termination and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination.
- B. PROVIDER agrees that the SCHOOL DISTRICT retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by PROVIDER.
- C. SCHOOL DISTRICT agrees that PROVIDER retains the right to terminate or not to renew this Agreement, after written notice of default and a thirty (30) day opportunity to cure said default by SCHOOL DISTRICT for any of the following reasons:
 - 1. One or more material violations of this Agreement;
 - 2. Failure to timely comply with PROVIDER'S requests for information regarding any matriculated students, or failure to comply with PROVIDER staff regarding matriculation procedures set forth herein;
 - 3. Failure to make any payment required hereunder or pay any PROVIDER invoice when due;
 - 4. Violations of any provisions in Act 48 of the Pennsylvania School Code;

5. Violations of any provisions of state or federal law from which the SCHOOL DISTRICT has been exempted; the SCHOOL DISTRICT or their Board of School Directors has been indicted for and convicted of fraud.
- D. All contractual matters relating to the provision of the service by PROVIDER shall, upon termination by either party, be settled within thirty (30) days of the date of termination by the rendering of a bill marked "final bill" by PROVIDER to the SCHOOL DISTRICT.

XXII. ASSIGNMENT

PROVIDER agrees that this Agreement may not be assigned or transferred by PROVIDER or SCHOOL DISTRICT and that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the SCHOOL DISTRICT.

XXIII. COMPLIANCE

PROVIDER agrees that this Agreement is subject to all applicable Federal, State and local laws and regulations, policies and procedures of the Commonwealth of Pennsylvania, Department of Public Education and the Federal Government.

XXIV. SEPARABILITY

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

XXV. NON-DISCRIMINATION CLAUSE

Both parties agree to abide by all federal and state laws prohibiting discrimination in admissions, employment and operation on the basis of disability, race, creed, gender, national origin, religion, ancestry, need for special education services, subject to PROVIDER'S right to receive waivers from the same or PROVIDER'S rights of noncompliance as set forth in Act 48 or other legal standard.

XXVI. ANNUAL REPORT

The SCHOOL DISTRICT must submit to the Pennsylvania Department of Education (PDE), by the PDE requested due date, an alternative education end-of-year report that is required by PDE to comply with Section 1903-C.

The SCHOOL DISTRICT shall notify PROVIDER at the beginning of the Agreement Term if PROVIDER will be needed to assist the SCHOOL DISTRICT with part of the Pennsylvania Department of Education on-line end-of-year report. PROVIDER shall comply with the SCHOOL DISTRICT request and comply with the PDE required due date.

XXVII. JURISDICTION AND VENUE

PROVIDER and SCHOOL DISTRICT agree that any lawsuit, action, claim, or legal proceeding involving, directly or indirectly, any matter arising out of or related to this Agreement, or the relationship created or evidenced thereby, shall be brought exclusively in the United States District Court for the Middle District of Pennsylvania or the Court of Common Pleas of Northumberland County. It is the express intent of the Parties that jurisdiction over any lawsuit, action, claim, or legal proceeding shall lie exclusively in either of these two forums.

XXVIII. MISCELLANEOUS

- A. This Agreement may be executed in counterpart. Scanned and emailed copies of signatures shall serve as acceptable substitutes for original signatures, and shall be legally binding. By executing this Agreement, each party hereto ratifies that all necessary Board action has been approved and obtained prior to the execution hereof and each party shall be entitled to rely upon the compliance with said rules, regulations and statutes.
- B. All notices or requests, as outlined in this Agreement, shall be delivered via certified mail, return receipt requested or Federal Express delivery service to the addresses set forth in the Agreement.

XXIX. MODIFICATION

Any alteration, variation, modification or waiver of a provision of this Agreement shall be valid only when reduced to writing, duly signed by the parties of this Agreement, and attached to the original of the Agreement.

XXX. ENTIRE AGREEMENT

This Agreement contains the entire understanding among the parties hereto with respect to the subject matter hereof, and supersedes all prior and contemporaneous agreements and understandings, inducements or conditions, express or implied, oral or written, except as herein contained. The express terms hereof control and supersede any course of performance and/or usage of the trade inconsistent with any of the terms hereof.

XXXI. PAYMENT POLICY

SCHOOL DISTRICT shall compensate PROVIDER for the Program services rendered to Students, as follows:

- A. The SCHOOL DISTRICT shall provide PROVIDER with all required documentation by the Pennsylvania Department of Education.
- B. All invoices will be mailed by PROVIDER before the 10th calendar day of each month for services rendered in the preceding month.
- C. Payment is preferred within 30 days of date of invoice; however, 60 days is allotted for payment receipt with a 1% late charge assessed.
- D. The Alternative Education Program calendar will be operated in accordance with a public school calendar within which the PROVIDER site is located.
- E. Closure and delay in the event of snow emergencies will be determined in accordance with the public school district within which the center is located. Closure of the student's home school district does not affect the operation of the PROGRAM. If a student cannot attend PROVIDER as a result of a snow emergency for a day during which PROVIDER continues to conduct classes, payment for that day will be expected, and a "make up" day will not be scheduled. The day(s) missed by the student for this type of absence will be considered an excused absence.

IN WITNESS WHEREOF, the duly authorized officers of the parties hereby set their hands and seals, causing this Agreement to be executed and legally binding.

ATTEST:

East Stroudsburg Area School District

Secretary

Authorized Signature / Title

ATTEST:

PA Treatment & Healing

Stephen Gaito

Stephen Gaito
Regional Director

2019-2020 AGREEMENT FOR SERVICES ADDENDUM

Approved Private Provider: PA Treatment & Healing (PATH)

This ADDENDUM is effective for the 2019-2020 school year with PA Treatment & Healing, an Act 48 Approved Private Provider.

NOW THEREFORE, this Addendum, Labeled ATTACHMENT A, shall be included with the original agreement, as referenced in the applicable Section XXXI, PAYMENT POLICY.

PROVIDER shall assess per diem rates as follows:

PATH CENTER	Days of instruction are in accordance with the following public school calendar:	2019-2020 DAILY TUITION RATE
EAST STROUDSBURG	East Stroudsburg School District	\$90

PATH CENTER	Days of instruction are in accordance with the following public school calendar:	2019-2020 Special Education AEDY rate per day
EAST STROUDSBURG	East Stroudsburg School District	\$95

Revised Copy 6/18/2019

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 19, 2019, by and between:

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

AND

PETE MACKEVICH (the "Contractor") of PLM ENTERPRISES

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):

ANIMAL PRESENTATION

Location of Services:

EAST STROUDSBURG ELEMENTARY

Effective Date:

7-22-19

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): _____
Total Cost: \$ 300.00

b) Fixed Rate: \$ _____

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

Budget Code: 10-1192-330-430-10-_____-000-000-9184

Department: Title IV

District Initiator: _____

Authorization for Payment: _____

Date: _____

Purchase Order # _____

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WILDLIFE ENCOUNTERS



INVOICE

date: June 19, 2019

to: Sue Hegarty
East Stroudsburg Elementary
93 Independence Rd, East Stroudsburg, PA 18301

from: Pete Mackevich
PLM Enterprises
cell: 570-620-7311
email: pbmack_1@msn.com

for: Animal presentation on July 3, 2019 at East stroudsburg Elementary Elementary
@ 9:30 am.

fee: Local show \$300, checks can be made payable to PLM Enterprises.

THANK YOU



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SWEET | STEVENS | KATZ | WILLIAMS

STANDARD AGREEMENT FOR FEES, COSTS AND EXPENSES FOR REPRESENTATION OF PUBLIC EDUCATIONAL ENTITIES

July 1, 2019

The standard basis for fees for services rendered is based upon calculation of hourly chargeable time applied to an hourly rate. Our current hourly rates for chargeable time vary, depending upon the complexity of the matter involved. For routine matters, our standard hourly rate for chargeable time is \$160/hour for attorneys and \$125/hour for legal assistants. Our fees for non-routine matters are \$195/hour for attorneys and \$125/hour for legal assistants.

Non-routine situations involving the higher hourly rate are those matters in which a case or controversy has arisen or may arise by virtue of threatened litigation, circumstances in which the district is contacted by an attorney representing a specific client, actual litigation, hearing requests, citizen complaints, defense of complaints filed in court or before agencies, or hearings before the school board itself. These situations also include negotiation with vendors and other parties concerning contracts, special education matters, student residency disputes, student and employee discipline matters, grievance processing where a specific grievance has been filed, grievance arbitrations, collective bargaining where we represent the district as its negotiator, construction matters, tax matters, and analysis or development of board policy or procedure. All advice, phone calls, opinions, document review, research, and other activities not covered by the preceding are considered routine.

During the course of representation we record chargeable time devoted to a client's matter in fractions of hours in periods of tenths of an hour, taking into account interruption of other work. Absence from our office on behalf of our clients is also recorded on the same basis, which takes into account, in part, our unavailability to other clients during such periods. However, we minimize travel time whenever possible.

We generally do not require a fixed retainer fee in advance, and our billings are based upon services actually performed during the preceding billing period. Using this approach, our clients have used our services on an "as needed" basis and only have been charged if services have been requested and we have agreed to render them. We reserve the right to decline to perform or to continue to perform requested services at any time. At the end of any month that more than minimal services are rendered, we routinely provide a computerized description of the nature, date and amount of time attributable to each entry, along with our invoice for the period.

Our out-of-pocket expenses for computerized research, e-discovery services, stenographic services (court reporters), in-house composition of briefs and records, i.e., printing, collating and binding, costs for hearing officers or arbitrators, witness fees, photocopying (\$.20 per copy), and court costs, where required, are charged to our clients at cost. At times, when such charges are substantial, we may ask you to pay them directly.

We do not charge for telephone expenses or facsimile transmissions. We charge a flat fee of \$225.00 for preparation of audit opinion letters when we are requested to do so by you, your accountants, or State Auditors. This covers the cost of our internal review where such a letter is provided. We also quote a separate fee where we are asked to provide an opinion involving a financing or to provide in-service training.

SOUTHEAST REGION OFFICE
331 East Butler Avenue, New Britain, PA 18901
PHONE 215 345 9111 | FAX 215 348 1147

CENTRAL REGION OFFICE
P.O. Box 956, Hershey, PA 17033
PHONE 717 641 9025 | FAX 717 641 9026

NORTHEAST REGION OFFICE
250 Kennedy Boulevard, Suite 1, Pittston, PA 18640
PHONE 570 654 2210 | FAX 570 655 1875

SWEETSTEVENS.COM

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We do not charge for our travel costs, such as meals, lodging, tolls, mileage, or transportation, except in the case of necessary airfares. We also do not make any charge with respect to the extensive publications to which we subscribe, or for our attendance at the numerous seminars and educational programs which we regularly attend. Unless there is a particular benefit to the client or unless previously approved or requested by our client, we do not charge for "duplicate" time; that is, time spent by more than one attorney when conferring among ourselves, or reviewing each other's work, or where two or more of our attorneys attend a meeting, hearing, or trial. We maintain comprehensive opinion and research files on most commonly asked questions. We are, therefore, frequently able to provide answers quickly without extensive legal research.

Different attorneys are capable of performing various tasks required in a given matter with different measures of efficiency from a strict time standpoint. Therefore, in order to determine the chargeable time to be attributed to a given task or activity, we consider the efficiency and expertise normally required for the task involved, the complexity or novelty of each task, our previous time investment in development of research materials or forms, the benefits to the client, and time limitations imposed by clients or by circumstances. However, chargeable time attributed to a given activity will not exceed plus or minus one tenth of an hour for each actual tenth of an hour of time devoted to the task or activity involved.

Please note the rates charged where an insurance company is involved may vary from the preceding, based upon our agreement with the company involved. Where insurance coverage is involved, we may ask that you pay our monthly bills, and we then will submit claims for reimbursement on your behalf to the insurance company. In all cases in which insurance coverage may be available, the ultimate responsibility for payment of our charges will remain with you.

By virtue of our experience in the area of school and municipal law, we constantly seek to make productive use of our time and to thereby provide our services efficiently. Frequently, difficult questions encountered by our clients are questions that we have dealt with before elsewhere. Consequently, we frequently minimize chargeable time spent on many questions. We have found that productive, efficient use of our time reduces the effective hourly rate paid by our clients.

SWEET, STEVENS, KATZ & WILLIAMS LLP
Federal E.I. No. 23-2807059

THE BOLLINGER LAW FIRM, LLC

104 ROCK ROSE LANE, RADNOR, PENNSYLVANIA 19087-3736

July 9, 2019

Sent by Electronic and First Class Mail

Brian Borosh, Director of Technology
Patricia L. Rosado, Administrative Assistant to the Superintendent & Board Secretary
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Re: Letter Regarding The Bollinger Law Firm, LLC Legal Services: 2019 - 2020

Dear Brian and Patricia,

Pursuant to your request, below is a list of the legal counsel and other legal services that The Bollinger Law Firm, LLC provides to the East Stroudsburg Area School District (ESASD). We are responding to the items you requested based on FY 2019-2020.

1. The name, address, phone and fax numbers, website address and email address of the firm are:

Law Firm: The Bollinger Law Firm, LLC
Lead Attorney(s): Dorothy M. Bollinger, Esquire
Address: 104 Rock Rose Lane, Radnor, PA 19087
Contact: Phone: 610-688-6883
Fax: 610-688-6885
Website: www.bollingerlawfirm.com
Email Address: dbollinger@bollingerlawfirm.com

Legal Services: General legal advice and special legal advice relating to areas of technology, such as Internet, computer, information, technology, intellectual property, data security, artificial intelligence, machine learning, social media, software, online applications (Apps), cyberprivacy, cybersecurity, and cloud computing, and the preparation of policies, regulations, procedures, contracts, and other documents relevant to the above.

2. Proposed hourly rate for legal services for the period of July 1, 2019 - June 30, 2020.

Hourly Rate: \$225. (no increase; rate has not changed for the past 11 years)
Retainer: None
Discounted or Varied Rate: Negotiated Flat Fee Price for some legal services


3. Professional Vitae.

Brian Borosh, Director of Technology
Patricia L. Rosado, Administrative Assistant to the Superintendent & Board Secretary
July 9, 2019
Page 2 of 2

Please see enclosed Attorney Profile.

It has been our pleasure to work with you and numerous ESASD employees over the past 11 years and look forward to working with you and other ESASD employees in FY 2019 – 2020. I would be pleased to discuss any questions you may have at any time.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dorothy M. Bollinger", with a long horizontal flourish extending to the right.

Dorothy M. Bollinger

DMB:d
Enclosure



THE BOLLINGER LAW FIRM, LLC

104 ROCK ROSE LANE, RADNOR, PENNSYLVANIA 19087-3736

DOROTHY M. BOLLINGER
President, The Bollinger Law Firm, LLC
dbollinger@bollingerlawfirm.com

Dotti's practice focuses on Internet, computer, information, technology, and copyright law. She represents clients that use and create technology, such as companies, educational and religious entities, software developers, vendors, consultants, and individuals.

She prepares technology policies, such as acceptable use, cloud, social media, "app", electronic communication device, privacy, cybersecurity, data protection, data breach, copyright, Internet of Things (IoT), artificial intelligence, machine learning, website, and other electronic communications and data policies.

She negotiates and drafts Internet, computer, information, technology, media, copyright, and telecommunications contracts, for example: cyberprivacy, cybersecurity, IoT, text messaging platform, app, software, IT service and maintenance, and website privacy policy and terms of use contracts.

Dotti advises on the regulatory aspects of privacy protection, artificial intelligence, and encryption, and data security standards. Likewise, she counsels on eData compliance management.

Additionally, she advises and consults with companies and schools as they prepare record retention and destruction policies and schedules, and assists them with computer-forensic and other electronic evidence issues.

Prior to founding The Bollinger Law Firm, LLC, Dotti was a member of the Corporate and Intellectual Property Departments, and the Media, Defamation, and Privacy Law, and Education Law Practice Groups at the law firm of Fox Rothschild LLP. She has leveraged her education and work experiences with software and computers into her legal practice. Before entering the legal field, Dotti was a superintendent of schools and an administrator and teacher in schools, colleges, and universities. While attending law school at Temple University she worked full time in the University Counsel's Office.

Professional Activities

Dotti serves as an adjunct professor at Temple University's Beasley School of Law, where she teaches *Cyberprivacy Law*, *Internet of Things (IoT) Law*, and *Current Issues in Cyberlaw*. She has developed a reputation for providing informative, interesting, thought-provoking, and cutting-edge training sessions and presentations at companies, schools and at national, state, and local conferences. She has co-authored a book, *Cyberbullying in Social Media within Educational Institutions: Featuring, Student, Employee, and Parent Information*, which was published by Roman & Littlefield.

Dotti is a past Chair of the Philadelphia Bar Association's Business Law Section's Cyberspace and e-Commerce Committee, and a past Pennsylvania representative to the International Technology Law Association (iTechLaw).

Education

- J.D., Temple University's Beasley School of Law, Philadelphia, PA
- Ed.D. Lehigh University
- M.Ed. The Pennsylvania State University

Bar Admissions

- Pennsylvania
- New Jersey

Court Admissions

- U.S. Supreme Court
- U.S. Court of Appeals, Third Circuit
- U.S. District Court, Eastern District of Pennsylvania
- U.S. District Court, Middle District of Pennsylvania
- Pennsylvania Supreme Court

Memberships

- American Bar Association
- Philadelphia Bar Association
- Pennsylvania School Board Solicitors Association
- National School Boards Association

Carbon-Monroe-Pike Drug & Alcohol Commission, Inc.

724 Phillips Street, Suite 203, Stroudsburg, PA 18360

Phone: (570) 421-1960 X 2747

FAX: (570) 421-3548

jdrake@cmpda.cog.pa.us

AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER

June 18, 2019

Mr. William Riker, Superintendent
East Stroudsburg Area School District
Administrative Center
50 Vine Street
East Stroudsburg, PA 18301

Dear Mr. Riker,

Enclosed please find **two** copies of the **school year 2019-2020 Letter of Agreement** between the Carbon-Monroe-Pike Drug and Alcohol Commission, Inc. and the East Stroudsburg Area School District. Please do not hesitate to contact Mr. Mikulski should you wish to request any changes to the enclosed agreement.

This agreement provides for **Drug and Alcohol Primary Prevention and SAP/Intervention Services at a total cost of \$28,000.00** for (4) days of services weekly over a period of 38 weeks during the school year.

If the agreement meets with your approval, **please sign and complete the contact information requested on page one. Please retain one agreement for your files and return one executed agreement to:**

Carbon Monroe Pike Drug & Alcohol Commission, Inc.
Attn: Vanessa Harnik, Administrative Officer
724 Phillips Street, Suite 203
Stroudsburg, Pa. 18360

Should you have any questions regarding this Agreement, please do not hesitate to contact me at (570) 421-1960, x2747 or Rob Mikulski at x2720. Thank you in advance for your cooperation in this matter and we look forward to working with your school district.

Sincerely,

Jamie Drake
Executive Director

Encl.

LETTER OF AGREEMENT
Between CARBON-MONROE-PIKE DRUG AND ALCOHOL COMMISSION, INC.
And the EAST STROUDSBURG AREA SCHOOL DISTRICT
FOR DRUG AND ALCOHOL

PRIMARY PREVENTION AND STUDENT ASSISTANCE PROGRAM (SAP) INTERVENTION SERVICES

1. **Frequency of Services Provided:** The Commission will assign a Drug & Alcohol Prevention Specialist (DAPS) to the School District, who will provide in-school drug and alcohol PRIMARY prevention and SAP/Intervention services four days per week over 38 weeks of the school year.

2. **The Designated Contacts for this Agreement:**

a. The Commission's Assistant Administrator, Rob Mikulski, shall be the designated contact person for this agreement. Mr. Mikulski can be reached at (570) 421-1960, Extension 2720 or by e-mailing him at: rmikulski@cmpda.cog.pa.us

b. **The School District's designated contact person shall be: (Please Complete)**

Name (please print)	
Phone Number & Extension	
E-mail Address:	

3. **DAPS Prevention/SAP Responsibilities:** The assigned DAPS shall provide the following services in accordance with guidelines set by the Pennsylvania Department of Drug and Alcohol Programs (DDAP):

- a. In-school consultation services on the District's prevention and intervention plans
- b. Consultation to SAP Core Teams, families and students regarding the need for referral to community or school-based services and supports or referral for D&A Assessment to determine the need for treatment
- c. Participate in parent/teacher and consultation meetings as necessary and maintain data for required reporting as determined by DDAP
- d. Facilitate school-based D&A individual and/or group primary prevention/education services
- e. Facilitate school-based D&A prevention programming
- f. In-school consultation services for the District's Student Assistance Program (SAP) team. It is the Commission's expectation that the designated DAPS will attend SAP Core Team meetings
- g. Participate in SAP Core Team Maintenance
- h. D&A screening for students and when necessary facilitate referral to drug and alcohol treatment or other appropriate student/family support services
- i. Facilitate and support the school-based aftercare plan for students who may be returning to school from treatment and collaborate with other agency providers

4. **District Responsibilities:** It shall be the responsibility of the District to supply the assigned DAPS with a detailed description of the District's prevention/intervention plans as well as a specific description of the policy & procedure to be followed in delivering these prevention/intervention services. It is herein understood that it shall be the responsibility of the District to:

- a. Coordinate primary prevention program activities with the DAPS
- b. Refer at-risk students to the DAPS through the SAP team process. This shall include referral for individual or group intervention activities, screenings or any other requested services.
- c. Coordinate the identified student's schedules for screening and intervention services
- d. Provide adequate office space for the DAPS assigned to the District

5. **Conflict Resolution:** It is assumed that, if and when appropriate, the DAPS and the SAP team members themselves shall make a good faith effort to resolve any conflict that may arise between them during the provision of these services. In the event that the DAPS or SAP team fails in their effort to resolve their differences, or if the matter is deemed to be inappropriate for discussion between these two parties then the following procedure will be followed:

- a. The SAP team members or DAPS shall inform the designated "Contacts" for this agreement of their unresolved conflict.
 - b. The designated Contacts shall attempt to facilitate an agreeable mediation of the conflict between the DAPS and SAP team within five (5) business days of the notification.
 - c. If the problem cannot be resolved within the prescribed time frame, then it shall be referred to the Commission's Executive Director and/or corresponding school district administration for final disposition.
6. **Confidentiality Requirements:** State and Federal law prohibits the disclosure and re-disclosure of confidential information gathered as a result of the screening, assessment or intervention activities conducted by any of the Commission's DAPS, without the specific written consent of the person to whom it pertains. A release of information from the Commission, signed by the service Consumer, is necessary to facilitate the exchange of any and all information:
- a. The District acknowledges that in receiving, storing, processing, or otherwise dealing with any information from the DAPS about the students in the Program is fully bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 CFR Part 2.
 - b. The District undertakes to resist in judicial proceedings any effort to obtain access to information pertaining to patients otherwise than as expressly provided for in the federal confidentiality regulations, 42 C.F.R. Part 2.
7. **Communication & Technology Use:** All of the DAPS have Commission based e-mail and voice mail at their disposal. It is the Commission's expectation that the District and the DAPS will use these resources to augment face-to-face or written communications. To the extent that computer/telephone equipment is available and where District policy allows, the Commission herein requests that the DAPS be granted access to a telephone and/or the Internet from a computer station at the assigned District in order that he/she be able to access these communication resources. The Commission would prefer that the District not assign the DAPS a district based e-mail address.
8. **Interruption of Service due to DAPS Family or Medical Leave of Absence or Other Unforeseen Circumstance:** The total amount of days lost to the school district after two-weeks or ten (10) school days of consecutive absence shall be subtracted from the school district's payment, unless another acceptable coverage arrangement can be negotiated between the designated contacts.
9. **Annual Reimbursement:** The School District agrees to reimburse the Commission the maximum amount of **\$28,000.00** for provision of the services described herein. The Commission will generate an invoice for these services three times during the school year (October, December and March).
10. **Term of this Agreement:** This agreement shall be in effect from **September 3, 2019 to May 22, 2020**.

The above-enumerated conditions will constitute the basis of this Agreement. Should any area be in need of negotiation, it will be the responsibility of both parties to reach an agreement. In the event that the School District is unable to provide funding for these services or, if the Commission is unable to provide the described services, this Agreement may be terminated in thirty days.

Authorized School Personnel Signature and Title	Date
Print Name	

Jamie Drake, Executive Director CMP D&A Commission, Inc.	Date

SUN LITHO-PRINT INC.
421 North Courtland Street
East Stroudsburg, Pennsylvania 18301



Telephone: 570-421-3250
Fax: 570-424-2544
www.sunlithoprint.com

QUOTE

ESASD
50 Vine Street
East Stroudsburg, PA 18301

June 20, 2019

Attn: Patrica Rosato

2019/2020 SCHOOL CALENDAR

Size: finished size: 8.5 x 11 (folded 11x17 sheets)

Pages: 16 pages plus cover

Stock: Cover: Coated 1 side white cover
Text: 60# regular white offset

Ink: Cover: p/4/1 – color front cover – inside back cover, black
Text: Black ink all sides

Finishing: Fold, collate, 2 staples on fold, one hole drill at center
Top of pages
Carton pack by school

Art: Digital PDF files furnished complete. Printout Proof
Prior to printing.

Delivered to each school building

Quantity: 9000 Price: \$4325.00

Quantity: 1000 Price: \$1400.00

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SUN LITHO-PRINT INC.
421 North Courtland Street
East Stroudsburg, Pennsylvania 18301



Telephone: 570-421-3250
Fax: 570-424-2544
www.sunlithoprint.com

QUOTE

East Stroudsburg School District

July 1, 2019

Attn: Debra Wisotsky

2019-2020 Code of Student Conduct booklets:

Qty: 7,400

Pages: 80 page + Cover

Stock: Text: 60# White Offset
Cover 80# c2s Cover

Graphics: Files supplied

Proof: Yes hard proof

Color: Text: 1/1-Black Ink Cover: 4/1

Size: 8.5 x 11

Bindery: Collate, Trim, Saddle Stitch

Packing: Convenient carton pack

FOB: Includes Delivery to East Stroudsburg, PA multiple schools

PRICE: \$8510.00 (\$1.15ea.)

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Recommended Event Ticket Prices For the 19-20 School Year (prices consistent with 18-19):

Regular Season Events	Adult Price	Student Price*	Senior Citizens (62+ yrs. old) and Military Veterans with proof of service	Season Pass Rate (Regular Season Only)
Varsity Football	\$4	\$2	\$2	50% Discount based on scheduled regular season home games
JV/JH Football	\$2	\$1	\$1	50% Discount based on scheduled regular season home games
Boys' Basketball	\$4	\$2	\$2	50% Discount based on scheduled regular season home games
Girls' Basketball	\$4	\$2	\$2	50% Discount based on scheduled regular season home games
Wrestling	\$4	\$2	\$2	50% Discount based on scheduled regular season home games

***All ESASD High School and Intermediate Students** will be admitted free to all listed regular season home events upon presenting their school ID. ESASD student(s) failing to present school ID and non-ESASD students will pay the student price of \$2.

***All ESASD Elementary Students** will be admitted free to all listed regular season home events if accompanied by a paying adult. The elementary student can present his/her student ID or the accompanying adult can present his/her driver's license to confirm school district residency at the ticket window. ESASD elementary student(s) failing to present ID and be accompanied by an adult, will be required to pay the student price of \$2.

Continuation of Current Practices:

- Any current ESASD employees and a guest will be admitted free to all listed regular season home events upon presenting their school ID.
- Free passes for individuals who graduated from East Stroudsburg 50+ years ago are distributed through the Superintendent's Office.
- Free passes for retired ESASD teachers are distributed through the Superintendent's Office.

Local Agreement Letter

IDEA Budget

This agreement assures that the East Stroudsburg Area School District is aware of the federal allocation generated by the December 1, 2018 Child Count. The school district agrees that Colonial Intermediate Unit 20 will use \$ 2,672,868 to fund their Component 3 Budget.

	JUN 28 2019
Signature of Superintendent of the School District	DATE

East Stroudsburg Area School District

Enrollment Count Matrix

Count of all actively enrolled students for the current school year. Note: students with multiple building enrollments (ME) will be counted once. See details for building choice.

BLDG	GRADE HMRM	00	01	02	03	04	05	06	07	08	09	10	11	12	HMRM Total
		NA													
ADM	All	0	1	0	0	1	0	0	0	0	0	0	0	0	2
	ADM Total	0	1	0	0	1	0	0	0	0	0	0	0	0	2
BES	All	55	50	54	62	76	83	0	0	0	0	0	0	0	380
	BES Total	55	50	54	62	76	83	0	0	0	0	0	0	0	380
EHN	All	0	0	0	0	0	0	0	0	0	241	252	233	228	954
	EHN Total	0	0	0	0	0	0	0	0	0	241	252	233	228	954
EHS	All	0	0	0	0	0	0	0	0	0	327	329	312	329	1297
	EHS Total	0	0	0	0	0	0	0	0	0	327	329	312	329	1297
ESE	All	93	108	127	98	105	120	0	0	0	0	0	0	0	651
	ESE Total	93	108	127	98	105	120	0	0	0	0	0	0	0	651
IU20	All	6	8	14	9	6	7	7	7	16	9	11	10	7	117
	IU20 Total	6	8	14	9	6	7	7	7	16	9	11	10	7	117
JMH	All	73	74	80	77	75	71	0	0	0	0	0	0	0	450
	JMH Total	73	74	80	77	75	71	0	0	0	0	0	0	0	450
JTL	All	0	0	0	0	0	0	304	319	298	0	0	0	0	921
	JTL Total	0	0	0	0	0	0	304	319	298	0	0	0	0	921
LIS	All	0	0	0	0	0	0	242	216	222	0	0	0	0	680
	LIS Total	0	0	0	0	0	0	242	216	222	0	0	0	0	680
MSE	All	53	60	78	71	94	99	0	0	0	0	0	0	0	455
	MSE Total	53	60	78	71	94	99	0	0	0	0	0	0	0	455
OOD	All	1	0	0	0	0	0	0	0	0	0	1	0	0	2
	OOD Total	1	0	0	0	0	0	0	0	0	0	1	0	0	2
RES	All	80	86	67	81	86	84	0	0	0	0	0	0	0	484
	RES Total	80	86	67	81	86	84	0	0	0	0	0	0	0	484
SMI	All	56	56	53	70	66	49	0	0	0	0	0	0	0	350
	SMI Total	56	56	53	70	66	49	0	0	0	0	0	0	0	350
Total All Buildings		417	448	473	468	509	513	533	542	536	577	593	555	564	6743

NOTES:

1. (NA) indicates students not assigned to any homeroom.
2. Student homeroom assignments are based on current enrollment.

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