

EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: PUPILS

TITLE: WEAPONS

ADOPTED: August 19, 2002

REVISED: August 19, 2013  
August 16, 2021

<p>1. Purpose</p>	<p style="text-align: center;">218.1. WEAPONS</p> <p>The Board recognizes the importance of safe and secure schools to provide students, teachers and staff members with an opportunity to go about daily activity in a positive atmosphere. The Board will endeavor to provide a safe and secure environment within school buildings, on school property, on school buses, at any school activity, event or function before, during or after school hours for all district students, all professional and non-certificated district employees and all legitimate visitors to the school district, pursuant to law.</p>
<p>2. Definitions SC 1317.2</p>	<p><b>Weapon</b> is defined as an instrument of any type which can be used to cause harm to an individual. While not all-inclusive, a weapon shall include any firearm, handgun, rifles, shotgun, spring gun, air gun, sling shot, bludgeon or club, metal or artificial knuckles, cutting instrument, knife, pocketknife, sword, machete, cutting tool, nunchaku, pellet gun; nightstick, ax handle, any explosive device, ammunition, dangerous chemical, razor, any other tool, instrument or implement capable of inflicting serious bodily injury; or an instrument which, in the judgement of the administration, could be used as a weapon or mistaken for one. An imitation or replica of any of the foregoing may be considered a "weapon".</p> <p>Any instrument, tool, implement, or substance while being used by a student participating in an educational and/or vocational process or program approved by a school, as determined by a(n) administrator, teacher and/or other Board-authorized adult supervisor, will not be defined as a weapon as long as that instrument, tool or implement is being used for its educationally and/or vocationally defined purpose.</p> <p><b>Possession</b> - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or in any conveyance providing transportation to and from school.</p>

<p>3. Authority SC 1317.2 Policy 218</p>	<p>The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school sponsored activity, and onto any public vehicle providing transportation to school or a school sponsored activity or while the student is coming to or from school.</p> <p>Any student who brings a weapon onto, or is in possession of a weapon on, any school property, any school-sponsored activity or any public conveyance providing transportation to or from a school or school-sponsored activity or while the student is coming to or from school, shall be subject to an administrative review before the Superintendent or designee. Such student will be suspended from school for a period of ten (10) school days, and such suspension may be continued pending an expulsion hearing before the Board or a committee of the Board in the event that it is determined by the Superintendent or his/her designee that the student's presence in his/her normal class assignment would constitute a threat to the health, safety, morals or welfare of others and it is possible to hold a formal hearing within the ten (10) day initial suspension period.</p>
<p>SC 1317.2 Pol. 233</p>	<p>In the event that it is determined by the Board or a committee of the Board that a student has brought a weapon onto, or has possessed a weapon on, any school property, at any school-sponsored activity or any public conveyance providing transportation to a school or a school-sponsored activity or while the student is coming to or from school, such student shall be expelled for a period of not less than one (1) year; provided that the Superintendent may recommend a modification of this expulsion requirement on a case-by-case basis.</p> <p>A student will be considered as being in possession of a weapon under this policy if the weapon is found on the person of the student or if it is determined to be under his/her control.</p> <p>Violations of this policy will be reported to the School Police and/or other local law enforcement agency.</p>
<p>SC 1317.2 Title 22 Sec. 10.23 20 U.S.C. Sec. 1400 et seq Pol. 103.1, 113.1, 113.2, 805.1</p>	<p>In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.</p>
<p>4. Delegation of Responsibility SC 1302.1-A Pol. 805, 805.1</p>	<p>Any professional staff member or other school employee who has reason to believe that a student is in possession of and/or is transporting and/or transmitting a weapon or look-alike weapon, shall immediately inform the school principal or designee who will conduct the complete investigation. Such action shall be in compliance with</p>

<p>5. Guidelines SC 1302.1-A, 1303-A, 1317.2 Title 22 Sec. 10.2, 10.21 Pol. 805.1</p>	<p>state law and regulations and with the procedures set forth in the memorandum of understanding with local law enforcement officials and the district's emergency preparedness plan.</p> <p>The Safety and Security Coordinator or designee shall react promptly to information and knowledge concerning possession of a weapon. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with local law enforcement officials and the district's emergency preparedness plan.</p> <p>When the behavior of a student in possession of a weapon indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student immediately to the administration/school police, and then, to the threat assessment team, in accordance with applicable law and Board policy.</p> <p>Upon determining that a reasonable suspicion of possession of a weapon exists, and in an effort to preserve a safe school environment, the school principal or designee may search a student(s) locker, clothing, book bag(s), vehicle and/or other property in the presence of a witness. Should the student refuse or resist such a search, verbally and/or physically, the school principal or designee may continue with the search to protect the well-being and safety of the school population under the doctrine of in loco parentis.</p>
<p>Title 22 Sec. 10.2, 10.25 Pol. 805.1</p>	<p>Upon investigation and/or confiscation of any weapon and/or look-alike, the school principal or designee, the following guidelines shall be applied:</p> <ol style="list-style-type: none"> <li>1. The school principal shall promptly report the incident to the Superintendent.</li> <li>2. The school principal shall immediately report incidents involving weapons 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 police department, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.</li> <li>3. The school principal shall immediately suspend the student.</li> <li>4. The school principal shall notify the parent/guardian of any student directly involved in an incident involving a weapon as a victim or suspect immediately, as soon as practicable. The school principal shall inform the parent/guardian whether or not the school police department has been or may be notified of the incident. The school principal shall document attempts made to reach the parent/guardian.</li> </ol>

	<p>5. The school principal will cooperate with the Superintendent and develop a public statement as well as determine the most effective method for informing school personnel, as necessary. The Superintendent, subject to confidentiality and due process requirements, may inform the Board of an incident as soon as measures have been taken to eliminate any immediate danger associated with such incident.</p> <p>6. The school principal will coordinate with the informal hearing procedures which pertain to the investigation, securing information, such as witness' statements and anecdotal records substantiating the alleged violation.</p> <p>7. The school principal will assist in the informational and notification requirements for the administrative review before the Superintendent and for the recommendation before the Board for expulsion in accordance with the Pennsylvania School Code.</p> <p>8. If a student is expelled for a violation of this policy, the Superintendent and/or Board may require, as a condition of readmission, that the student provide acceptable proof, whether in the form of a psychiatric/psychological report or otherwise, that s/he does not pose a risk of harm to himself/herself and/or others.</p>
<p>SC1303-A Pol. 805.1</p>          <p>SC 1317.2</p>	<p>9. A student who is suspended and/or expelled for violating this policy, upon return to school, shall be subject to random searches.</p> <p>In accordance with state law, the Superintendent shall annually, by July 31, report all incidents involving possession of a weapon to the Office of Safe Schools.</p> <p>The school principal shall annually inform all students and parents/guardians of this policy and the consequences for violation of this policy prohibiting weapons as well as their personal responsibility to guard the health, safety and welfare of the school community, and to protect school property.</p> <p>Information within this policy is to be given to students within the first three (3) days of the beginning day of each school year. New students shall be informed of this policy upon application for admission. Reminders of this policy are to be provided to students periodically throughout the school year.</p> <p>An exception to this policy may be made by the Superintendent, who shall prescribe special conditions or procedures to be followed.</p> <p>Weapons under the control of law enforcement acting in their official capacity are permitted.</p>

<p>18 U.S.C. Sec. 921, 922</p>	<p>In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in, on, or within 1,000 feet of school grounds is prohibited. Violations shall be reported to the appropriate law enforcement agency.</p>
<p>SC 1317.2</p>	<p><u>Transfer Students</u></p> <p>When the school district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the school district may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.</p> <p><u>References:</u></p> <p>School Code – P.S. Sec. 403.1, 1301-A, 1302.1-A, 1302-E, 1303-A, 1317.2</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.2, 10.21, 10.23, 10.25, 403.1</p> <p>Possession of Weapon on School Property – 18 Pa. C.S.A. Sec. 912</p> <p>Gun Control Act – 18 U.S.C. Sec. 921, 922</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec 1400 et seq.</p> <p>No Child-Left-Behind Act – 20 U.S.C. Sec. 7114</p>
	<p>Gun-Free Schools Act – 20 U.S.C. Sec. 7151, 7961</p> <p>Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300</p> <p>Board Policy – 103.1, 113.1, 113.2, 113.3, 200, 218, 233, 236.1, 805, 805.1</p>

# EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PUPILS  
TITLE: TERRORISTIC THREATS  
ADOPTED: August 19, 2002  
REVISED: August 19, 2013  
August 16, 2021

218.2. TERRORISTIC THREATS	
<p>1. Purpose Title 22 Sec. 12.3 SC 1317</p>	<p>The Board recognizes the danger that terroristic threats by students presents to the safety and welfare of students, staff and community. In a continuing effort to provide a safe and secure environment within school buildings, on school property, on school buses, at any school activity, event or function before, during or after school hours for all school district students, all professional and non-certificated school district employees and all legitimate visitors to the school district, pursuant to law, the Board acknowledges the need for an immediate and effective response to a situation involving such a terroristic threat.</p>
<p>2. Definitions 18 Pa. C.S.A. Sec. 2706</p>	<p><b>Communicate</b>-shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.</p>
<p>18 Pa. C.S.A. Sec. 2706</p>	<p>A <b>terroristic threat</b> shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another, to cause evacuation of a building, place of assembly or facility of public transportation, or otherwise to cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.</p>
<p>3. Authority</p>	<p>The Board prohibits any district student from communicating terroristic threats directed at any student, employee, Board member, community member or property owned, leased or being used by the district.</p>
<p>4. Delegation of Responsibility SC 1302.1-A Pol. 805, 805.1</p>	<p>The Safety and Security Coordinator or designee and the threat assessment team, shall react promptly and appropriately to information or knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulations, Board policy and administrative regulations, the procedures set forth in the memorandum of understanding with local law enforcement officials and the district's emergency preparedness plan. The Superintendent may develop administrative regulations to implement this policy. Any written site-specific procedures and guidelines will be available in each site's administrative offices.</p>

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<p>5. Guidelines Title 22 Sec. 12.2</p> <p>SC 1303-A Pol. 805.1</p> <p>Title 22 Sec. 10.23 20 U.S.C. Sec. 1400 et seq Pol. 103.1, 113.1, 113.2, 805.1</p> <p>SC 1302.1-A, 1303-A Title 22 Sec. 10.2, 10.22, 10.25 Pol. 805.1</p>	<p>Staff members and students shall be responsible for immediately informing the administration/threat assessment team or designee regarding any information or knowledge relevant to a possible or actual terroristic threat.</p> <p>The school principal shall immediately inform the Superintendent or designee and the School Safety and Security Coordinator upon receiving a report of such a threat in accordance with Board policy and administrative regulations.</p> <p>In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of terroristic threats to the Office for Safe Schools.</p> <p>In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with the law enforcement agency with jurisdiction and Board policies.</p> <p>Where an investigation conducted by the school principal indicates a reasonable suspicion that the commission of such (an) act(s) has occurred, the following guidelines shall be applied:</p>
	<ol style="list-style-type: none"> <li>1. In an effort to preserve a safe school environment, the student involved in the commission of the threat shall be subject to a search by the school principal, or designee, in the presence of a witness. Such a search could include the student's locker, clothing, bookbag(s), vehicle, or other property. Should the student object to being searched, either verbally or physically, the school principal will continue with the search out of concern for the well-being and safety of the school population under the doctrine of in loco parentis.</li> <li>2. The school principal shall promptly report the incident to the Superintendent.</li> <li>3. The school principal may report incidents involving terroristic threats 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 law enforcement agency 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.</li> </ol>

	<p>4. The school principal shall immediately suspend the student.</p> <p>5. The school principal shall notify the parent/guardian of any student directly involved in an incident involving a terroristic threat as a victim or suspect immediately, as soon as practicable. The school principal shall inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The school principal shall document attempts made to reach the parent/guardian.</p> <p>6. The school principal will coordinate the informal hearing procedures that pertain to the investigation and charges, securing written statements that include witness statements and anecdotal records substantiating or refuting the charges.</p> <p>7. The Superintendent, or designee shall develop a public statement and determine the most effective method of informing school personnel, should there be such a need.</p> <p>8. An administrative review hearing shall be convened before the Superintendent, who may recommend expulsion of the student to the Board.</p>
	<p>9. An elementary school student (K-5) who is found to have violated this policy shall be subject to disciplinary action up to and including expulsion from the school district. The age of the student and the nature of the violation may be considered in determining appropriate disciplinary action.</p> <p>10. If a student is expelled for making terroristic threats, the Superintendent and/or Board may require, prior to readmission, that the student provide competent and credible evidence that the student does not pose a risk of harm to himself/herself or to others.</p> <p>11. If a student is expelled for making terroristic threats or committing terroristic acts, upon return to school, the student shall be subject to random searches.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302.1-A, 1302-E, 1303-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.2, 10.22, 10.23, 10.25, 12.2</p> <p>Terroristic Threats – 18 Pa. C.S.A. Sec. 2706</p>



Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.

Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations –  
34 CFR Part 300

Board Policy – 000, 103.1, 113.1, 113.2, 233, 236.1, 805, 805.1

NOTES:

Act 76 of 1998 – Restitution Payments – 18 Pa. C.S.A. Sec. 2706

EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: PUPILS  
TITLE: THREAT ASSESSMENT  
ADOPTED: AUGUST 16, 2021  
REVISED:

236.1. THREAT ASSESSMENT	
1. Purpose	The Board is committed to protecting the health, safety and welfare of its students and the school community and providing the resources and support to address identified student needs. The Board adopts this policy to address student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[1]
2. Authority	The Board directs the Superintendent or designee, in consultation with the School Safety and Security Coordinator, to establish a threat assessment team and develop procedures for assessing and intervening with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[1]
3. Definitions	<p><b>Behavioral service providers</b> – includes, but is not limited to, a state, county or local behavioral health service provider, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[2]</p> <p><b>Bias</b> – the attitudes or beliefs we have about a person or group that affects our understanding, actions and decisions in a conscious or subconscious manner.[3]</p> <p><b>Individualized Management Plan</b> – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team’s attention, as well as the resources and supports a student might need based on the information gathered during the assessment.</p> <p><b>Threat assessment</b> – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student other students, school employees, school facilities, the community or others.</p>
4. Delegation of Responsibility	<p>The Superintendent or designee, in consultation with the School Safety and Security Coordinator, shall appoint individuals to a threat assessment team at each school building in the district. [1]</p> <p>The Superintendent or designee shall designate a member of the team as team leader for the threat assessment team.[1]</p>

<p>5. Guidelines</p>	<p>The threat assessment team shall include the School Safety and Security Coordinator and individuals with expertise in school health; counseling, school psychology or social work; special education and school administration; school security personnel; and law enforcement agency representatives.[1][5]</p> <p>The Superintendent or designee may develop and implement administrative regulations to support the threat assessment process.</p> <p><u>Training</u></p> <p>The School Safety and Security Coordinator shall ensure that threat assessment team members are provided individual and/or group training on:[1]</p> <ol style="list-style-type: none"> <li>1. Responsibilities of threat assessment team members.</li> <li>2. Process of identifying, reporting, assessing, responding to and intervening with threats.</li> <li>3. Identifying and avoiding racial, cultural or disability bias.[3][8]</li> <li>4. Confidentiality requirements under state and federal laws and regulations, and Board policies.[4][6][9][10][11]</li> <li>5. Student Assistance Program process.[4]</li> <li>6. Safe2Say Something procedures.[6]</li> </ol> <p>Threat assessment team training shall be credited toward professional education requirements and school safety and security training requirements for staff, in accordance with applicable law and Board policy.[1][6][13][14][15][16]</p> <p><u>Information for Students, Parents/Guardians and Staff</u></p> <p>The district shall notify students, staff and parents/guardians about the existence and purpose of the threat assessment team through posting information on the district website, publishing in handbooks and through other appropriate methods.[1]</p> <p>The threat assessment team shall make available age-appropriate informational materials to students regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Informational materials shall be available for review by parents/guardians.[1][7][8][17][18][19]</p>
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The threat assessment team shall make available informational materials for school employees regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Information for school employees shall include a list of the staff members who have been appointed to the threat assessment team.[1][7][8][17][19]

Reporting and Identification

The threat assessment team shall document, assess and respond to reports received regarding students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.[1]

The threat assessment team shall assist in assessing and responding to reports that are received through the Safe2Say Something Program identifying students who may be a threat to themselves or others.[1][6]

The threat assessment team shall assist in assessing and responding to reports of students exhibiting self-harm or suicide risk factors or warning signs, as identified in accordance with applicable law and Board policy.[1][7]

When the threat assessment team has made a preliminary determination that a student's reported behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others, the team shall immediately take the following steps:[1]

1. Notify the District School Safety and Security Coordinator who will notify the Superintendent or designee of the reported threat.
2. Notify the building administration of the school the student attends of the reported threat, who shall notify the student's parent/guardian of the reported threat.

When a reported student's behavior indicates that there may be an imminent threat to the safety of the student or others, or an emergency situation, a threat assessment team member shall take immediate action, which may include promptly reporting to the District Safety and Security Coordinator who will notify the appropriate law enforcement agency and school administration.[1][5][6][20]

Where a threat assessment team member has reasonable cause to suspect that a reported situation indicates that a student may be a victim of child abuse, the member shall make a report of suspected child abuse in accordance with law and Board policy.[1][21][22]

Inquiry and Assessment

In investigating, assessing and responding to threat reports, the threat assessment team shall make a determination if the report should be addressed under one or more specific Board policies or administrative regulations, based on the subject matter of the report and the requirements of law, regulations and Board policy, including, but not limited to, reports involving:

1. Discrimination/Title IX Sexual Harassment.[8][17]
2. Bullying/Cyberbullying.[19]
3. Suicide Awareness, Prevention and Response.[7]
4. Hazing.[23]
5. Dating Violence.

Members of the threat assessment team shall engage in an assessment of the reported student behavior that may indicate a threat, in accordance with training and established procedures. This process may include, but is not limited to:

1. Interviewing the student, other students, staff, parents/guardians or others regarding the subject(s) of the reported threat.
2. Reviewing existing academic, health and disciplinary records and assignments, as appropriate, regarding the subject(s) of the report.
3. Recommend searches of lockers, storage spaces, and other possessions on school property as applicable, in accordance with applicable law, regulations and Board policy.[25]
4. Examining outside resources such as social media sites, in coordination with law enforcement, or contacting law enforcement, juvenile probation, or community agencies to request additional information about the subject(s) of the report, in accordance with law, regulations and Board policies.
5. Where appropriate, convening the appropriate team to assess and/or address the situation that is the subject of the report, such as the Individualized Education Program (IEP) team, Section 504 Team, Behavior Support team, Student Assistance Program team, or others.[4][26][27][28][29][30]

The threat assessment team shall recommend, in accordance with the district's Memorandum of Understanding, situations where the investigation of a reported

	<p>threat shall be transferred to the appropriate law enforcement agency.[5][20]</p> <p>The threat assessment team may request that the county agency or juvenile probation department consult and cooperate with the team in assessing the student who is the subject of a preliminary determination regarding a threat.[1]</p> <p>When assessment of a student's behavior determines that it is not a threat to the student, other students, school employees, school facilities, the community or others, the threat assessment team shall document the assessment and may refer the student to other appropriate resources such as a child study team, the Student Assistance Program team, an IEP or Section 504 Team or other district supports and services.</p> <p><u>Response and Intervention</u></p> <p>The threat assessment team shall develop an Individualized Management Plan for each student identified and assessed as posing a threat to the student, other students, school employees, school facilities, the community or others. The plan should document the team's evaluation of the threat and recommendations for disposition of the threat, including the information gathered during the assessment and recommendations for response and intervention.</p>
	<p><del>Following notification to the student's parent/guardian by building administration,</del> the threat assessment team may refer the student to an appropriate program or take action to address the reported situation in accordance with applicable Board policy, which may include, but is not limited to:[1]</p> <ol style="list-style-type: none"> <li>1. A referral to the Student Assistance Program.[4]</li> <li>2. A referral to the appropriate law enforcement agency.[5][6][20]</li> <li>3. An appropriate evaluation to determine whether the student is a qualified student with a disability in need of a Section 504 Service Agreement or in need of special education services through an Individualized Education Program (IEP), in accordance with applicable law and Board policy.[26][27][30]</li> <li>4. A referral to the student's IEP Team to review and address the student's IEP and/or Positive Behavior Support Plan. This could include, but is not limited to, a manifestation determination or functional behavioral assessment in accordance with applicable law, regulations and Board policy.[27][28][29][30]</li> <li>5. A referral to the student's Section 504 Team to review and address the student's Section 504 Service Agreement and/or Positive Behavior Support Plan.[26]</li> </ol>

6. With prior parental consent, a referral to a behavioral service provider, health care provider or county agency.[31]
7. Addressing behavior in accordance with applicable discipline policies and the Code of Student Conduct.[32][33][34][35]
8. Ongoing monitoring of the student by the threat assessment team, a child study team, Student Assistance Program team or other appropriate school personnel.
9. Taking steps to address the safety of any potential targets identified by the reported threat.[6][36]

*Safe Schools Incident Reporting –*

For Safe Schools reporting purposes, the term **incident** means an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[20][37][38][39]

When a reported threat also meets the definition of an incident under the Safe Schools Act, in accordance with reporting requirements, the Superintendent or designee shall immediately report required incidents, if not previously reported by district staff, and may report discretionary incidents committed by students 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 law enforcement agency 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 law enforcement agencies and Board policies.  
[20][32][37][38][40][41][42]

The Superintendent or designee shall notify the parent/guardian, if not previously notified by district staff, of any student directly involved in an incident on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, who is a victim or suspect, immediately, as soon as practicable. The Superintendent or designee will inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee will document attempts made to reach the parent/guardian.[20][38][43]

*Students With Disabilities –*

When reporting an incident committed by a student with a disability or referring a student with a disability to a law enforcement agency, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.[9][11][44][45][46][47]

Monitoring and Management

If a student has an Individualized Management Plan, the threat assessment team shall monitor the Individualized Management Plan and coordinate with the designated team or resource to provide support and follow-up assessment as necessary. Follow-up assessments, referrals, re-entry plans and other supports shall be documented as part of the student's Individualized Management Plan.

The threat assessment team, in coordination with other appropriate teams and supports, shall determine when the student's Individualized Management Plan is no longer needed for disposition of the threat(s), and may transfer appropriate information in accordance with applicable law, regulations and Board policy.[4][7][9][11][26][27]

Records Access and Confidentiality

In order to carry out their duties and facilitate the timely assessment of and intervention with students whose behavior may indicate a threat, the threat assessment team shall have access to the following student information to the extent permitted under applicable law and regulations:[1]

1. Student health records.[48][49]
2. Prior school disciplinary records.[9][11][50]
3. Records related to adjudication under applicable law and regulations.[50][51][52][53][54][55]
4. Records of prior behavioral or mental health or psychological evaluations or screenings maintained by the district.
5. Other records or information that may be relevant to evaluating a threat or determining treatment or referral options for a student that are maintained by the district.

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The threat assessment team shall use all information or records obtained in fulfilling the team's duty in accordance with law to evaluate a threat or to recommend disposition of a threat. Team members shall not redisclose any record or information obtained or otherwise use any record of a student beyond the purpose for which the disclosure was made to the team, in accordance with law.[1]

The threat assessment team shall maintain confidentiality and handle all student records in accordance with applicable law, regulations, Board policy, the Student Records Plan and the district's legal and investigative obligations.[4][7][9][10][11][19][44][46][50][56]

Threat assessment members whose other assignments and roles require confidentiality of specific student communications, in accordance with law, shall ensure that all confidential communications and information are addressed in accordance with applicable law, regulations, Board policy and administrative regulations.[10][57][58][59][60]

Annual Board Report

The threat assessment team shall provide the required information to the Superintendent, in consultation with the District Safety and Security Coordinator, to annually develop and present to the Board, at an executive session, a report outlining the district's approach to threat assessment, which shall include:[1]

1. Verification that the district's threat assessment teams and processes complies with applicable law and regulations.
2. The number of threat assessment teams assigned in the district, and their composition.
3. The total number of threats assessed that year.
4. A summary of interactions with outside law enforcement agencies, juvenile probation and behavioral service providers.
5. An assessment of the district's threat assessment team(s) operation.
6. Recommendations for improvement of the district's threat assessment processes.
7. Any additional information required by the Superintendent or designee.

The annual threat assessment report shall be presented as part of the annual report to the Board by the School Safety and Security Coordinator on district safety and security practices.[1][5]

	<p>The threat assessment team’s information addressing verification of compliance with law and regulations, the number of threat assessment teams assigned in the district and their composition, the total number of threats assessed that year, and any additional information required by the Superintendent or designee shall be included in the School Safety and Security Coordinator’s annual report on district safety and security practices that is submitted to the state’s School Safety and Security Committee.[1][5][61]</p> <p>Legal References</p> <ol style="list-style-type: none"> <li>1. 24 P.S. 1302-E</li> <li>2. 24 P.S. 1301-E</li> <li>3. Pol. 832</li> <li>4. Pol. 236</li> <li>5. Pol. 805.2</li> <li>6. Pol. 805</li> <li>7. Pol. 819</li> <li>8. Pol. 103</li> </ol>
	<ol style="list-style-type: none"> <li>9. Pol. 113.4</li> <li>10. Pol. 207</li> <li>11. Pol. 216</li> <li>12. Pol. 146.1 -- N/A</li> <li>13. 24 P.S. 1205.2</li> <li>14. 24 P.S. 1205.5</li> <li>15. 24 P.S. 1310-B</li> <li>16. Pol. 333</li> <li>17. Pol. 104</li> <li>18. Pol. 105.1</li> <li>19. Pol. 249</li> <li>20. Pol. 805.1</li> <li>21. 23 Pa. C.S.A. 6311</li> <li>22. Pol. 806</li> <li>23. Pol. 247</li> <li>24. Pol. 252 –N/A</li> <li>25. Pol. 226</li> <li>26. Pol. 103.1</li> </ol>

236.1. THREAT ASSESSMENT - Pg. 10

	<p>27. Pol. 113 28. Pol. 113.1 29. Pol. 113.2 30. Pol. 113.3 31. Pol. 146 32. Pol. 218 33. Pol. 218.1 34. Pol. 218.2 35. Pol. 233 36. Pol. 709 37. 24 P.S. 1303-A 38. 22 PA Code 10.2 39. 35 P.S. 780-102 40. 24 P.S. 1302.1-A 41. 22 PA Code 10.21 42. 22 PA Code 10.22 43. 22 PA Code 10.25</p>
	<p>44. 20 U.S.C. 1232g 45. 20 U.S.C. 1415 46. 34 CFR Part 99 47. 34 CFR Part 300 48. 24 P.S. 1409 49. Pol. 209 50. Pol. 216.1 51. 24 P.S. 1304-A 52. 24 P.S. 1305-A 53. 24 P.S. 1307-A 54. 42 Pa. C.S.A. 6341 55. Pol. 218.3 56. 24 P.S. 1304-D 57. <u>22 PA Code 12.12</u> 58. 42 Pa. C.S.A. 5945 59. 42 Pa. C.S.A. 8337 60. 42 CFR Part 2 61. 24 P.S. 1309-B</p>

236.1. THREAT ASSESSMENT - Pg. 11

	<p>20 U.S.C. 1400 et seq 35 P.S. 7601 et seq Pol. 203.1 PA Commission on Crime and Delinquency, School Safety and Security Committee Model K-12 Threat Assessment Procedures and Guidelines</p>
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**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: PUPILS  
TITLE: HAZING  
ADOPTED: August 19, 2002  
REVISED: September 19, 2016  
March 18, 2019  
August 17, 2020  
August 16, 2021

<p>1. Purpose</p> <p>2. Definitions</p>	<p style="text-align: center;">247. HAZING</p> <p>The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.</p> <p><b>Hazing</b> occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[1]</p> <ol style="list-style-type: none"> <li>1. Violate federal or state criminal law.</li> <li>2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.</li> <li>3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.</li> <li>4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.</li> <li>5. Endure brutality of a sexual nature.</li> <li>6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.</li> </ol> <p><b>Aggravated hazing</b> occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]</p> <ol style="list-style-type: none"> <li>1. The person acts with reckless indifference to the health and safety of the student; or</li> <li>2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.</li> </ol>
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	<p><b>Organizational hazing</b> occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]</p> <p>Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]</p> <ol style="list-style-type: none"><li>1. The consent of the student was sought or obtained, or</li><li>2. The conduct was sanctioned or approved by the school or organization.</li></ol> <p><b>Student activity or organization</b> means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]</p> <p>For purposes of this policy, <b>bodily injury</b> shall mean impairment of physical condition or substantial pain.[8]</p> <p>For purposes of this policy, <b>serious bodily injury</b> shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]</p>
3. Authority	<p>The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]</p> <p>No student, parent/guardian, administrator, coach, sponsor, volunteer or school district employee shall plan, direct, encourage, assist, engage in, condone or ignore any form of hazing.</p> <p>The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the school principal or designee.</p> <p>Willing participation in hazing activities is strictly prohibited and those students identified as willing participants will be subject to disciplinary consequences.</p> <p><b><u>Title IX Sexual Harassment and Other Discrimination</u></b></p> <p>Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the</p>

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<p>4. Delegation of Responsibility</p>	<p>issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]</p> <p>Students, parents/guardians, administrators, coaches, sponsors, volunteers, and school district employees shall be alert to incidents of hazing and shall report such conduct to the school principal or designee.</p> <p>When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.</p>
<p>5. Guidelines</p>	<p>In addition to posting this policy on the district's publicly accessible website, the school district shall annually inform students, parents/guardians, administrators, coaches, sponsors, volunteers and school district staff that hazing of school district students is prohibited, by means of distribution of written policy, publication in the Code of Student Conduct, presentation at an assembly, verbal instructions by the coach or sponsor at the start of the season or program, or posting of notice/signs.[4]</p> <p>This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization annually, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]</p> <p><b><u>Complaint Procedure</u></b></p> <p>A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.</p> <p>Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.</p> <p>The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits</p>

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review and possible action under other Board policies.

**Interim Measures/Police**

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

**Referral To Law Enforcement and Safe Schools Reporting Requirements –**

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students 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 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.  
[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall

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	<p>document attempts made to reach the parent/guardian.[15][20][21]</p> <p>In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools.[14][20]</p> <p><b><u>Confidentiality</u></b></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.</p> <p><b><u>Retaliation</u></b></p> <p>Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.</p> <p><b><u>Consequences for Violations</u></b></p> <p><i>Safe Harbor –</i></p> <p>An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.[13]</p>
	<p><i>Students –</i></p> <p>If the investigation results in a substantiated finding of hazing, the school principal shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[4][7][13][22][23]</p> <p><i>Nonstudent Violators/Organizational Hazing –</i></p> <p>If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]</p> <p>If a student activity or organization authorizes hazing in blatant disregard of this policy or other applicable district rules, penalties may also include rescission of</p>

permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

*Criminal Prosecution –*

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

References:

1. 18 Pa. C.S.A. 2802
2. 18 Pa. C.S.A. 2803
3. 18 Pa. C.S.A. 2804
4. 18 Pa. C.S.A. 2808
5. 18 Pa. C.S.A. 2806
6. 18 Pa. C.S.A. 2801
7. 24 P.S. 511
8. 18 Pa. C.S.A. 2301
9. Pol. 122
10. Pol. 123
11. Pol. 103
12. Pol. 103.1
13. 18 Pa. C.S.A. 2810
14. 24 P.S. 1303-A
15. 22 PA Code 10.2
16. 35 P.S. 780-102
17. 24 P.S. 1302.1-A
18. 22 PA Code 10.21
19. 22 PA Code 10.22
20. Pol. 805.1
21. 22 PA Code 10.25
22. Pol. 218
23. Pol. 233
24. Pol. 317
- 18 Pa. C.S.A. 2801 et seq
- 22 PA Code 10.23
- Pol. 113.1
- Pol. 916

SECTION: PUPILS

TITLE: BULLYING/CYBERBULLYING

ADOPTED: April 14, 2003

REVISED: April 16, 2007

November 17, 2008

October 15, 2012

April 14, 2014

June 16, 2014

October 20, 2014

December 19, 2016

November 20, 2017

March 18, 2019

August 17, 2020

August 16, 2021

# EAST STROUDSBURG AREA SCHOOL DISTRICT

<b>249. BULLYING/CYBERBULLYING</b>	
<b>1. Purpose</b>	<p>Creating and maintaining a safe and welcoming learning environment for all students is a high priority in all School District schools. A safe school environment free from bullying is necessary for students to learn and achieve high academic standards. Bullying/Cyberbullying behavior disrupts the educational or learning process, and may present an obstacle to the academic, vocational, social, emotional, and other development of students. Bullying and cyberbullying can also escalate into more serious violent or cyberspace crimes. Therefore, bullying and cyberbullying will not be tolerated.</p>
<b>2. Definitions</b>	<p><b>Bullying/Cyberbullying</b> means an intentional electronic, written, verbal or physical act, or series of acts (a) directed at another student or students, which occurs in a school setting (b) that is severe, persistent or pervasive, and (c) that has the effect of doing any of the following:[1]</p> <ol style="list-style-type: none"> <li>1. Substantially interfering with a student's education;</li> <li>2. Creating a threatening environment; or</li> <li>3. Substantially disrupting of the orderly operation of the school.</li> </ol> <p><b>School setting</b> - means in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised or sanctioned by the School District.[1]</p>
<b>3. Authority</b>	<p>The Board prohibits all forms of bullying/cyberbullying by district students.[1]</p> <p>The Board encourages students who believe they have been bullied/cyberbullied to promptly report such incidents to the building principal or designee.</p> <p>Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively,</p>

	<p>neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.</p> <p>The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.</p> <p>When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[2][3]</p> <p><b><u>Title IX Sexual Harassment and Other Discrimination</u></b></p> <p>Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[4][5]</p>
<p><b>4. Delegation of Responsibility</b></p>	<p><b><u>Confidentiality</u></b></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.</p> <p><b><u>Retaliation</u></b></p> <p>Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.</p> <p>Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying/cyberbullying.</p> <p>The Superintendent, or designee(s), shall develop administrative regulations necessary to implement this Policy.[1]</p> <p>The Superintendent, or designee(s) shall ensure that this Policy and administrative regulation(s), if any, are reviewed annually with students.[1]</p>

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<p><b>5. Guidelines</b></p>	<p>The Superintendent, or designee(s), in cooperation with other appropriate School District administrators, shall review this Policy every three (3) years, and recommend necessary revisions to the Board.[1]</p> <p>District administration must annually provide the following information with the Safe School Report:[1]</p> <ol style="list-style-type: none"> <li>1. Board of School Director’s Bullying/cyberbullying Policy.</li> <li>2. A report of the School District’s bullying/cyberbullying incidents.</li> <li>3. Information on the development and implementation of the bullying/cyberbullying prevention, intervention, and education programs.</li> </ol> <p><b><u>Notices</u></b></p> <p>The Code of Student Conduct, which shall contain this Policy, must be disseminated annually to students.[1][6][7]</p> <p>This Policy must be accessible in every classroom. The Policy shall be posted in a prominent location within each school building where notices are usually posted, and posted on the School District’s web site.[1]</p> <p><b><u>Bullying/Cyberbullying Prevention, Intervention, and Education Programs</u></b></p> <p>The School District shall educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.</p> <p>Bullying/Cyberbullying prevention, intervention, and education programs shall also be provided that consists of school-wide actions, classroom-level activities, individual interventions, and community involvement.</p> <p>a. <i>School-wide actions</i> include, but are not limited to, training for school staff and students and adoption of the following district-wide anti-bullying rules:[1][8][9][10]</p> <ol style="list-style-type: none"> <li>1. We do not bully/cyberbully others.</li> <li>2. We help students who are bullied/cyberbullied.</li> <li>3. We include students who are left out.</li> <li>4. We tell an adult at school and an adult at home when somebody is being bullied/cyberbullied.</li> </ol>
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- b. *Classroom level activities* include, but are not limited to, consistent interventions, use of rules, and reinforcement of pro-social behavior and incorporation of bullying/cyberbullying themes.
- c. *Individual interventions* include, but are not limited to, follow up with both victims and bullies/cyberbullied that may include consequences, provisions for making restitution, and counseling referrals, as appropriate.
- d. *Community involvement* encourages partnerships with families, community organizations and agencies to implement the School District's bullying/cyberbullying prevention, intervention, and education programs.

**Complaint Procedure**

Guidelines/forms for filing a complaint can be found in Policies 103, 103.1 and 104 and associated attachments.

**Consequences For Violations**

A founded charge against a School District student shall subject such student to disciplinary action. Appropriate consequences and remedial actions range from positive behavioral interventions to and including suspension or expulsion, and may include counseling (within and/or outside of the school), parental conferences, detentions, separating the student(s) being bullied/cyberbullied from the perpetrator(s), warnings, usage restrictions, loss of school privileges, reassignment (including but not limited to another school building, classroom, or school bus), exclusion from school-sponsored activities), oral or written reprimands, detentions, suspensions, expulsions, referral to law enforcement officials, and/or legal proceedings.[1][6][11]

Any violation of this Policy shall be considered an infraction of the Code of Student Conduct and any other applicable School District policy, with discipline implemented accordingly. Any violation of the Pennsylvania Crimes Code will be reported to law enforcement.

Victims and their parents/guardians shall be made aware of appropriate counseling, agency services and safety plan developments described in the School District's victimization procedures.

**False Reports**

The principal, in accordance with the Code of Student Conduct and/or other School District policies, will determine the consequences and remedial actions for a student found to have falsely accused another as a means of discrimination/harassment, intimidation or bullying/cyberbullying. The Superintendent will determine consequences and remedial actions for personnel found to have falsely accused another as a means of discrimination/harassment, intimidation or bullying. Any violation of the Pennsylvania Crimes Code will be reported to law enforcement.

**References:**

1. 24 P.S. 1303.1-A
2. 24 P.S. 1302-E
3. Pol. 236.1
4. Pol. 103
5. Pol. 103.1
6. Pol. 218
7. 22 PA Code 12.3
8. 20 U.S.C. 7118
9. 24 P.S. 1302-A
10. Pol. 236
11. Pol. 233
- Pol. 113.1

**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: OPERATIONS

TITLE: EMERGENCY PREPAREDNESS  
& RESPONSE

ADOPTED: August 19, 2002

REVISED: September 17, 2007  
August 19, 2013  
December 16, 2019  
August 16, 2021

805. EMERGENCY PREPAREDNESS & RESPONSE	
1. Purpose Pol. 705	The Board recognizes its responsibility for the safety of students, staff, visitors, and facilities. Therefore, the Board shall provide the facilities, equipment and training necessary to protect against all hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, intruders, terrorism, communicable diseases and pandemics. Advance planning, training, practice and comprehensive implementation are key components in protecting the safety and security of the school community.
2. Authority 35 Pa. C.S.A. Sec. 7701 Title 22 Sec. 10.24  Pol. 805.1  SC 1517, 1518 35 Pa. C.S.A. Sec. 7701	The district, in cooperation with the county Emergency Management Agency and the <u>Pennsylvania Emergency Management Agency (PEMA)</u> , shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements.  The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health, the Pennsylvania Department of Education, and local law enforcement agencies.  The Board requires that emergency preparedness, emergency evacuation and school security drills be conducted at intervals required by state law.
3. Definitions SC 1517	<b>School Security Drill</b> —a planned exercise, other than a fire drill or natural disaster drill, designed to practice procedures to respond to an emergency situation that may include, but is not limited to, an act of terrorism, armed intruder situation or other violent threat.
SC 1301-B	<b>School Safety and Security Assessment</b> —a strategic evaluation of a school entity’s facilities and programs used to identify potential safety and security threats.



<p>4. Delegation of Responsibility</p> <p>SC 1517</p> <p>SC 1303-A Title 22 Sec. 10.11 Pol. 805.1</p> <p>SC 1301-B, 1303-B</p>	<p>The Superintendent or designee shall collaborate with relevant stakeholders, including parents/guardians, students, staff, community agencies, local law enforcement and first responders, during the development and implementation of the emergency preparedness plan.</p> <p>District staff shall be trained to assist in implementing the emergency preparedness plan.</p> <p>The Superintendent or designee shall implement a communication system to notify parents/guardians of the evacuation or sheltering of students and to alert the entire school community when necessary.</p> <p>Annually, on or before April 10, the Superintendent shall certify that emergency evacuation drills and school security drills have been conducted in the manner prescribed by law.</p> <p>In accordance with state law and regulations, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over school property.</p> <p>The Board directs the School Safety and Security Coordinator to periodically complete a <del>School Safety and Security Assessment in accordance with the provisions of law and established criteria, based on the needs of the district and availability of funding and resources.</del></p>
<p>5. Guidelines</p> <p>SC 1302.1-A 35 Pa. C.S.A. Sec. 7701 Title 22 Sec. 10.24</p> <p>35 Pa. C.S.A. Sec. 7701 Title 22 Sec. 10.24 Pol. 805.1</p> <p>35 Pa. C.S.A. Sec. 7701</p>	<p>The emergency preparedness plan shall be maintained in each school building, be reviewed at least annually and modified as necessary. A copy of the plan shall be provided to the county Emergency Management Agency, each local police department and each local fire department that have jurisdiction over school property. The district shall obtain assurances from each appropriate agency that the emergency preparedness plan will be safeguarded and maintained confidentially.</p> <p>Appropriate information regarding the emergency preparedness plan shall be communicated to students, parents/guardians, staff, relevant stakeholders, and the community.</p> <p>Annually, by September 30, the district shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.</p> <p>Schools and school buses or transportation vehicles owned or leased by the district shall be made available to local, county and state officials for emergency planning and exercises.</p>

<p>35 Pa. C.S.A. Sec. 7701 Pol. 804</p> <p>35 Pa. C.S.A. Sec 7301 et Seq</p> <p>SC 1501, 1506</p>	<p><u>Continuity Of Student Learning/Core Operations</u></p> <p>In the event of an emergency, local, county or State officials may require that schools be made available to serve as mass-care facilities. Local, county or state officials may also utilize district-owned buses and other transportation vehicles. The Superintendent or designee shall determine whether schools shall be closed, or the educational program suspended, to safeguard student and staff health and safety.</p> <p>State officials may also direct schools to close in order to mitigate the spread of infection or illness in designated emergencies.</p> <p>The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences, in accordance with law. This may include, as appropriate, activities qualifying as instruction days for fulfilling the minimum required days of instruction under the law. Instructional activities may include synchronous and/or asynchronous curricula whether delivered in printed or electronic form.</p> <p>The continuity of core operations such as payroll and ongoing communication with staff, students and parents/guardians shall be an essential part of the emergency preparedness plan.</p>
<p>SC 1517, 1518</p> <p>Pol. 203, 203.1</p> <p>SC 102, 1310-B Pol. 333</p> <p>Pol. 333</p> <p>Pol. 249, 819</p>	<p><u>Education and Training</u></p> <p>Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.</p> <p>Effective infection control and prevention education and procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.</p> <p>The district shall provide mandatory training to school employees on school safety and security based on the district’s needs and in accordance with law. Training shall address any combination of one (1) or more of the following areas:</p> <ol style="list-style-type: none"> <li>1. Situational awareness.</li> <li>2. Trauma-informed approaches.</li> <li>3. Behavioral health awareness.</li> <li>4. Suicide and bullying awareness.</li> </ol>

Pol. 227, 351	5. Substance use awareness.
Pol. 805	6. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.
Pol. 236.1	7. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.
SC 1310-B	Employees are required to complete a minimum of three (3) hours of training every five (5) years.
35 Pa. C.S.A. Sec. 7701	<p><u>Required Drills</u></p> <p><u>Emergency Preparedness Drill-</u></p> <p>At least annually, all district schools shall conduct a disaster response or emergency preparedness plan drill.</p>
SC 1517, 1518	<p><i>Fire Drills-</i></p> <p>Fire drills shall be conducted at least once a month during the school year, in accordance with the provisions of law.</p>
SC 1517	<p><i>School Security Drills-</i></p> <p>The Board directs each district school to conduct a school security drill within ninety (90) days of the beginning of each school year. The school security drill shall be conducted while school is in session, with students present.</p> <p>The school security drill may take the place of a fire drill for the month in which it is conducted.</p>
SC 1517	The Superintendent or designee may conduct additional school security drills in district schools after the first ninety (90) days of the school year. Up to two (2) additional school security drills per school year may be conducted in place of the required fire drills for the month in which they are conducted.
SC 1517	<p>The Superintendent or designee shall:</p> <ol style="list-style-type: none"> <li>1. Oversee instruction and training of students and school employees in procedures for conducting school security drills and responding to emergency situations.</li> <li>2. Notify and request assistance from local law enforcement and the emergency management agency prior to conducting a school security drill.</li> </ol>

<p>SC 1517 75 Pa. C.S.A. 4552</p> <p>SC 1303-D</p>	<p>3. Notify parents/guardians of the students attending the school building where the school security drill is scheduled in advance of conducting the drill.</p> <p><i>Bus Evacuation Drills-</i></p> <p>Bus evacuation and safety drills shall be conducted twice a year, in accordance with the provision of law.</p> <p><u>Safe2Say Something Program</u></p> <p>The Board directs the Superintendent or designee to develop procedures for assessing and responding to reports received from the Safe2Say Something anonymous reporting program, in accordance with law. The procedures shall establish a framework within which district administration and staff will respond to program reports, coordinate with the county emergency dispatch center(s) and local law enforcement, and provide appropriate assessment and response for the safety and security of students, staff and school facilities.</p> <p>References:</p>
	<p>School Code – 24 P.S. Sec. 102, 1205.7, 1301-B, 1302.1-A, 1303-A, 1303-B, 1303-D, 1310-B, 1501, 1506, 1517,1518</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.11, 10.24</p> <p>Disaster Prevention – 35 Pa. C.S.A. Sec. 7301 et seq, 7701</p> <p>20 U.S.C. 7112, 7118, 7801</p> <p>75 Pa. C.S.A. 4552</p> <p>Board Policy – 146, 203, 203.1, 227, 236, 236.1, 249, 333, 351, 705, 709, 804, 805, 805.1, 810, 819, 909</p> <p>NOTES:</p> <p>False alarms – 18 Pa. C.S.A. Sec. 4905, 4906</p>

**EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT**

SECTION: EMPLOYEES  
TITLE: SCHOOL SECURITY PERSONNEL  
ADOPTED: MARCH 17, 2014  
MARCH 19, 2018  
DECEMBER 16, 2019  
AUGUST 16, 2021

805.2. SCHOOL SECURITY PERSONNEL	
<p>1. Purpose</p>	<p>The Board is committed to providing a safe and secure environment for students, staff and visitors while in school, at school functions, traveling to and from school and on school property at any time. As a result, it is the intention of the Board to establish a School Safety &amp; Security Department comprised of School Police Officers and School Security.</p>
<p>2. Authority</p>	<p>The Board shall employ School Security Personnel to coordinate the safety and security of district students, staff, visitors and facilities.</p>
<p>3. Definitions SC 1301-C, 1310-C, 1311-C</p>	<p><b>School Security Personnel</b>—School Police Officers and School Security.</p>
<p>SC 1301-C, 1314-C Pol. 304,818</p>	<p><b>School Police Officer</b>-A law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district.</p> <p><b>School Security</b> - an individual employed by the district who is assigned to a school for routine safety and security duties, and has <u>not</u> been granted powers by the court to issue citations or detain individuals or exercise the same powers as the police of the municipality in which the school property is located, in accordance with law.</p>
<p>4. Delegation of Responsibility SC 1309-B</p> <p>Pol. 146, 227, 236, 249, 351, 805, 819</p>	<p>The Board designates the Chief of School Police to serve as the School Safety and Security Coordinator, in accordance with law.</p> <p>The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:</p> <ol style="list-style-type: none"> <li>1. Oversee all School Police Officers and School Security.</li> <li>2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.</li> <li>3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide and bullying, substance abuse, and emergency procedures and training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.</li> </ol>

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<p>Pol. 805, 819 SC 1309-B Pol. 006</p> <p>Pol. 805</p>	<ol style="list-style-type: none"> <li>4. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.</li> <li>5. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.</li> <li>6. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process.</li> <li>7. Coordinate School Safety and Security Assessments and respond to School Safety and Security surveys, as applicable.</li> </ol> <p>By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.</p> <p>The Board directs the School Safety and Security Coordinator to include the following information in the annual report:</p>
<p>Pol. 235.1</p> <p>SC 1309-B Pol. 805.1</p>	<ol style="list-style-type: none"> <li>1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and any additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.</li> <li>2. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.</li> <li>3. Office for Safe Schools reports for the previous year(s) and/or data collected to date for the current year.</li> <li>4. Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.</li> <li>5. Information on grants or funding applied for and/or received in support of school safety and security efforts.</li> </ol> <p>A copy of the report shall be submitted to the state's School Safety and Security Committee.</p> <p>The School Safety &amp; Security Coordinator shall be responsible for the daily operation of the School Safety &amp; Security Department. The School Safety &amp; Security Coordinator shall have the following primary responsibilities:</p> <ol style="list-style-type: none"> <li>1. Recommend to the Board additions to and deletions from, the School Police Officers' roster. The roster shall be continuously updated and reviewed annually.</li> <li>2. Assign School Police to district activities, weekend and night patrols, and non-school functions taking place on district property, as necessary, in</li> </ol>

<p>5. Guidelines Act 44 of 2018</p>	<p>coordination with district administrative officials.</p> <ol style="list-style-type: none"><li>3. Evaluate the performance of each School Police Officer in collaboration with the administration.</li><li>4. Recommend appropriate training for all officers.</li><li>5. Assure that all training and certifications are up-to-date.</li><li>6. Assure that all officers are properly uniformed and equipped.</li><li>7. Maintain communication with all officers and periodically observe officers when on assignments for the purpose of officer evaluation.</li></ol> <p>The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of School Security Personnel in carrying out their duties.</p> <p>School Police Officers shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board.</p> <p><b>Training</b></p> <p>All School Security Personnel shall successfully complete the basic school resource officer course of instruction offered by the National Association of School Resource Officers or an equivalent course of instruction approved by the commission prior to employment by the school-district.</p>
	<p>School entities shall provide their employees with mandatory training on school safety and security subject to the following based on the needs of the school entity:</p> <ol style="list-style-type: none"><li>1. Training shall address any combination of one or more of the following, based on the needs of the school entity:<ol style="list-style-type: none"><li>a. Situational awareness.</li><li>b. Trauma-informed approaches.</li><li>c. Behavioral health awareness.</li><li>d. Suicide and bullying awareness.</li><li>e. Substance use awareness.</li><li>f. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.</li><li>g. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.</li></ol></li><li>2. Training may be provided through the Internet or other distance communication systems.</li><li>3. Employees shall complete a minimum of three hours of training every five years.</li><li>4. Employees shall have current CPR/AED/First Aid certification.</li><li>5. Any other trainings required by law.</li></ol>

<p>Act 67 of 2019</p> <p>SC 1301-C, 1302-C, 1310-C, 1311-C Pol. 304 818</p>	<p>In addition to the training above, School Police Officers are required to complete training under Title 53, Chapter 21, Subchapter D which includes:</p> <ol style="list-style-type: none"> <li>1. Act 120 Training</li> <li>2. Twelve (12) hours per year of MPOETC-approved classroom training,</li> <li>3. Annual firearms qualification on all duty firearms.</li> <li>4. Any other trainings required by law.</li> </ol> <p><b>School Police Officers</b></p> <p>The Board is authorized by law to hire School Police Officers and request that certain powers be conferred upon such School Police Officers by the Monroe/Pike county Court of Common Pleas, in accordance with the provisions of law.</p> <p>Background Checks -</p> <p>Prior to receiving an offer of employment, all school police officers shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for school police employed by the district and Board policy 818 for school police employed by an independent contractor or third-party vendor.[19][20][21][22][23][24]</p>
<p>SC 1304-C</p> <p>SC 1302-C, 1305-C</p>	<p>The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school police employed by the district and shall review a background investigation conducted for all school police employed by an independent contractor or third-party vendor.[25][26]</p> <p>Following an offer of employment, the district shall request the separation record for a school police officer employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency.</p> <p>An applicant must be appointed by the Board, approved by the Court of Common Pleas, and take the oath of office before s/he is officially a School Police Officer.</p> <p>The Board shall direct the solicitor to apply to a judge of the Monroe/Pike County Court of Common Pleas to appoint a person(s) to act as a School Police Officer for the district.</p> <p>School Police Officers shall take and subscribe to the Oath of Office required by law.</p>



<p>SC 1305-C 22 Pa 10.23, 14.104, 14.133</p> <p>SC 1303-C</p> <p>SC 1306-C</p>	<p>The district shall request that the court grant the School Police Officer authority to carry a firearm, in accordance with law. The School Police Officer shall maintain all applicable firearm license and training requirements, in accordance with law and Board policy.</p> <p>School Police Officers shall successfully complete required training, in accordance with law, and other required staff training, including district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy.</p> <p><b><u>Requirements-</u></b></p> <p>The district shall annually report the following information regarding School Police Officers receiving required training to the PA Department of Education and the PA Commission on Crime and Delinquency:</p> <ol style="list-style-type: none"> <li>1. The district's name and the number of School Police Officers employed by the district.</li> <li>2. The municipalities comprising the district.</li> <li>3. The date and type of training provided to each School Police Officer.</li> </ol>
<p>SC 1307-C</p>	<p>The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.</p> <p>School Police Officers shall possess and exercise the following duties:</p> <ol style="list-style-type: none"> <li>1. The authority to enforce good order in School Building, on School Property, School Buses, including but not limited to, vehicles used under transportation agreements with third party contractors to transport students, at bus stops involving students and at school functions.</li> <li>2. The authority to exercise the same powers exercised under authority of law or ordinance by the municipal police of the legal entities comprising the district including but not limited to:             <ol style="list-style-type: none"> <li>a. The issuance of summary citations.</li> <li>b. The power to exercise arrest and citation power for violations of law.</li> <li>c. The authority to exercise arrest and citation power for violations of the Pennsylvania Vehicle Code and the Pennsylvania Crimes Code and the Pennsylvania Vehicle Code.</li> <li>d. To present those arrested before a district justice juvenile probation</li> </ol> </li> </ol>

	<p>authorities, mental health facility, or other court of record and proffer charges against the arrested individual under the law of the Commonwealth.</p> <ul style="list-style-type: none"><li>e. To exercise all powers conferred by the Monroe/Pike County Court of Common Pleas on District Property within their jurisdiction.</li><li>f. To possess firearms while on duty when they have obtained training as authorized by the Municipal Police Officers Training act 53 Pa. C.S.A. Sec 2161 et seq and obtained a certificate of completion of the Act 120 Pennsylvania Municipal Police Education and Training, and maintain annual Firearm Qualification.</li></ul> <p>3. The authority to use reasonable force in accordance with Title 18 Pennsylvania Crimes Code Section 508, use of force in Law Enforcement, Section 509, use of force by persons with special responsibility for the care, discipline or safety of others, and Section 505, use of force in self-protection.</p> <p>School Police Officers wear the assigned metallic shield or badge provided by the district in plain view while on duty.</p> <p>School Police Officers shall be under the supervision of the School Safety &amp; Security Coordinator.</p>
SC 1314-C	<p><b><u>Body Armor</u></b></p> <p>In order to create the safest working environment possible for all members of the ESASD Police Department, soft body armor will be issued to sworn members of this department that request such equipment.</p> <p>All School Police receiving soft body armor purchased by the district shall wear the soft body armor while on-duty.</p> <p>On-duty shall be defined as whenever an officer is receiving regular pay or overtime and is working for the district in a police capacity.</p> <p>The only exceptions to wearing the soft body armor while on duty will be when attending court, attending training, attending off-duty hearings, or any other reason approved by the School Safety &amp; Security Coordinator. Any discrepancies as to the interpretation of these exceptions will be resolved by the Office of the Superintendent or the School Safety &amp; Security Coordinator.</p> <p><b>School Security</b></p> <p>The Board shall appoint School Security as authorized by law.</p>

	<p>Background Checks –</p> <p>Prior to receiving an offer of employment, all school security guards shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for school security guards employed by the district and Board policy 818 for school security guards employed by an independent contractor or third-party vendor.</p> <p>The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school security guards employed by the district and shall review a background investigation conducted for all school security guards employed by an independent contractor or third-party vendor.</p> <p>Following an offer of employment, the district shall request the separation record for a school security guard employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency.</p> <p>Such School Security appointed shall possess and exercise the following powers and duties:</p>
	<ol style="list-style-type: none"><li>1. The authority to enforce good order on school property; on school buses, including vehicles used under transportation agreements with third party contractors to transport students; and at school functions.</li><li>2. The authority to detain individuals until the arrival of the School Police officer/and or other police officers from the requisite jurisdiction.</li><li>3. The authority to use reasonable force in accordance with law. Appropriate school administrators and school security are persons entrusted with the care and supervision for a special purpose of a minor and the Board believes that reasonable force may be necessary to further that special purpose, including the maintenance of reasonable discipline during school, class or other times. Such reasonable force used shall not cause or create a substantial risk of death, serious bodily injury, disfigurement, extreme pain, mental distress, or gross degradation.</li></ol> <p>The Superintendent or designee shall be responsible for the overall operation of the School Safety &amp; Security Department, which is comprised of both School Police Officer(s) and School Security.</p> <p>The School Safety &amp; Security Coordinator will be responsible for the daily operation of the School Safety &amp; Security Department.</p>

	<p>Building administrators shall be responsible for controlling behavior and enforcing the student discipline policy.</p> <p>School Security Personnel shall be responsible to protect administrators and staff in their efforts to maintain order within the district facilities.</p> <p>The Superintendent or designee shall establish guidelines for the operation of the School Safety &amp; Security Department in order to achieve its objectives.</p> <p>The following shall be established to govern the operation of the security staff:</p> <ol style="list-style-type: none"><li>1. School Security shall patrol the halls, restrooms, unlocked area not in use, and the perimeters of facilities to which they are assigned.</li><li>2. School Security shall assist building principals in any matter related to safety and security, but shall not have the responsibility for maintaining classroom discipline.</li><li>3. School Security shall notify school administrators of any student engaged in code of conduct violations. If a criminal act is observed the School Security shall notify the School Police Officer who will then notify the School Administrator.</li><li>4. School Security shall not be involved in discussions with the parents/guardians of students. The building administrators or designee may request the presence of the School Security during parent/guardian meetings for security purposes only.</li><li>5. The building administrator shall forward to the School Police Officer copies of discipline reports that involve criminal behavior. The School Police Officer shall review all cases referred to him/her and initiate criminal charges if warranted. The final decision to initiate criminal prosecution rest with the Monroe/Pike County district attorney's office.</li><li>6. School Security shall assist in monitoring student arrivals, departures, lunches and assemblies.</li><li>7. All actions by School Security shall be documented on department forms. Copies of reports shall be forwarded to the building administrator and School Safety &amp; Security Coordinator.</li></ol>
SC 1314-C	<p>School Security shall successfully complete required training, in accordance with law, and applicable staff training in accordance with Board policy.</p> <p>The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.</p>

References:

School Code – 24 P.S. Sec 778, 1301-C, 1302-C, 1302-E, 1303-C, 1304-C, 1305-B, 1305-C, 1306-C, 1307-C, 1309-B, 1309-C, 1310-C, 1311-C, 1313-C, 1314-C

Crimes Code – 18 Pa. C.S.A. Sec. 1 et seq.

22 PA Code 10.23, 14.104, 14.133

42 Pa. C.S.A. 8953

53 Pa. C.S.A. 2302

Pa. C.S.A. 2301, et seq

Basic Police Officers Training PA Title 53 Chapter 21

Municipal Police Officers Training Act – 53 Pa. C.S.A. Sec. 2161 et seq.

Pol. 006, 113.2, 146, 227. 235.1, 236, 236.1, 249, 304, 351, 705, 709, 805, 805.1, 818, 819, 907, 909

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SECTION: COMMUNITY

TITLE: SCHOOL VISITORS

ADOPTED: August 19, 2002

REVISED: September 17, 2007  
 August 18, 2008  
 January 22, 2018  
 October 19, 2020  
 August 16, 2021

# EAST STROUDSBURG AREA SCHOOL DISTRICT

907. SCHOOL VISITORS	
1. Authority	The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents, educators and other officials. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits.[1]
2. Delegation of Responsibility	The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in compliance with applicable law and regulations, established Board policy and Administrative Regulations, and Board approved health and safety plans.
3. Definition	<p>The Superintendent or designee and building principal may limit all visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.</p> <p>The Superintendent or designee may develop administrative regulations to implement this policy and control access to school buildings and school classrooms.</p> <p><b>Visitor</b> is defined as any person seeking to enter the school building or grounds, regardless of whether they have an appointment, who is not an ESASD employee or a student currently enrolled in the district.</p>
4. Guidelines	<p>1. <u>Reporting To The Office</u></p> <p>Only one (1) designated entrance that is monitored and capable of controlling visitor entry shall be used by all visitors to the school. All other entrances shall be locked.[3]</p> <p>All visitors must report to the building's main office or to the designated school greeter to register before proceeding to their destination in the building, regardless of whether prior approval for the visit has been given. In order to protect the health and safety of students, staff and the school community, all visitors shall be required to provide a valid government-issued photo identification which will be scanned, recorded and maintained in the district's database in exchange for a school district visitor's identification badge. The visitor's badge must be visibly worn at all times while on school district property. All visitors will be escorted to their destination by a school employee. All visitors shall be informed of any applicable health and safety rules, which must be followed prior to entry and while the visitor is in the school building and on school property.[2]</p>

2. Scheduling Visits

All school visits shall be scheduled ahead of time. Parent-Teacher Organization meetings and building programs where parent/guardians receive written invitations from the building administration are considered scheduled appointments. Exceptions may be made in the case of emergencies at the discretion of an administrative team member, building principal or designee in matters that affect the safety of the students and staff.

3. Interruptions

All visitors may not interrupt any staff member carrying out his/her professional duties. All visitors are not to interrupt a teacher during preparation times or other related instructional duties unless an appointment has been made or other advance notice given according to the guidelines provided herein.

4. Conferences With Teachers

Conferences with teachers are encouraged. Such conferences may be requested by either the parent/guardian, teacher or administrator, as applicable, and should be scheduled during the teacher's preparation time or before or after school. Unscheduled conferences will be allowed at the discretion of the principal and teacher. Conferences shall only be granted to parents and/or legal guardians. During conferences, teachers should not discuss information about a student or his/her progress with any visitors other than a parent or legal guardian unless the parent or legal guardian is present.

5. Classroom Observations

Classroom observations by parents/guardians, community members or interested educators can be valuable, even though they may disrupt the class. It is believed that parents/guardians, other community members and educators can gain a better sense of the instructional process by observing teaching and learning activities.

Observations will be considered when the parent or legal guardian submits a request in writing to the principal three (3) school days prior to the visit and receives approval from the principal either verbally or in writing.[1][4]

The principal will consult with the teacher and subsequently notify the parent or legal guardian by phone to discuss the scope of the visit.

The principal will consider the following factors in the approval process:

- a. The purpose of the observation.
- b. The duration of the observation.
- c. The classroom activities planned during the observation.

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- d. The number of previous observations for that particular class.
- e. The needs of the children in that class.

There may be circumstances when an administrator will observe the class with the parent/guardian, if permission to visit is granted.

6. Discussions of Students

School personnel should not discuss individual students or the performance of those students with any non-school persons except that student's parent/guardian, without the written permission of such parent/guardian. Exceptions to this policy may apply in connection with cooperation with Children and Youth, and law enforcement officials.

7. Non-Parent Attendance At Conferences

If a parent or legal guardian wishes to invite another individual to a school meeting regarding his/her child, the district requests that the parent/guardian provide the district with twenty-four (24) hours notice of who they intend to bring. Such notice will assist the district in making arrangements for the meeting, such as the amount of space needed or additional information needed, and help ensure a productive, child-centered meeting. Failure to provide such notice shall result in the rescheduling of a meeting. School employees may not discuss confidential information about a student with an advocate unless the student's parents/guardians are present.

If a parent or legal guardian intends to bring an attorney to any school meeting, it is required that they provide the district with at least forty-eight (48) hours notice so that the district can consider the need for or arrange the presence of its legal counsel. Failure of a parent/guardian to provide notice of their attorney's presence may or may not result in postponement and rescheduling of a meeting for another time, when the district can arrange for appropriate representation, if needed. Whether to conduct the meeting or reschedule it shall be at the district's discretion and based on the circumstances of the case.

8. Audio, Video Recording Or Photographs

No visitor shall be allowed to photograph, record, audiotape, or videotape any person or any part of any building or to tape record any conversation of any kind without prior approval by the building principal. In general, Special Education Individual Education Plan conferences may be taped with one (1) school day prior notification to the principal and the availability of an administrator to attend the conference. An exception to this policy shall apply in the case of public meetings or work sessions of the Board.

9. Loud, Abusive And/or Profane Language Or Behavior

It is the policy of the East Stroudsburg Area School District to prevent disruptions to district operations and the instructional process. All persons, including but not limited



to, students, parents/guardians, employees, all visitors and members of the general public are prohibited from the use of foul, profane and abusive language, whether spoken or written, or for a tirade in any manner in the school buildings or upon school grounds. If any visitor threatens, verbally abuses, or harasses a school employee, student, or another visitor, a building administrator will direct the visitor to leave the property.

All persons are therefore warned that if a visitor refuses to leave district property voluntarily, s/he will be subject to removal from district property by district school police, security or local law enforcement and may face other civil/criminal charges under applicable law. In all cases, violators will be subject to appropriate laws of the Commonwealth of Pennsylvania.

10. Students Leaving School Property

Students are not permitted to leave school property without prior permission from the office of the school principal. The school principal or designee shall not permit a student to leave school in the custody of anyone other than the parent/guardian or with the verified written or verbal permission of the parent /guardian.

11. Loitering/Causing Disturbance

Any person who is not a member of the school staff or student body and who loiters on or about any school building or grounds without permission or who causes a disturbance may be guilty of loitering and may be prosecuted according to all applicable laws. A person is guilty of loitering when s/he loiters or remains in or about a school building or grounds; not having any reason or relationship involving custody of or responsibility for a student or any other specific, legitimate reason for being there; and not having written permission from anyone authorized to grant the same. Any school authority shall have the right to order all such loiterers or trespassers from any school grounds or building. If refusal occurs, such person will be bound over to the proper legal agency for proper adjudication.

References

1. 24 P.S. 510
2. Pol. 705
3. Pol. 709
4. 22 PA Code 14.108

**East Stroudsburg Area School District**  
**Professional Employees - Work From Home Under a Mandated Quarantine**  
**Memorandum of Understanding**

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:

- A) Work from home option only applies to professional employees who are required to quarantine as previously outlined under Families First Coronavirus Response Act(FFCRA) for the following qualifying reasons: Not to exceed 10 consecutive calendar days per the Department of Health.
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\*, excluding travel mitigation orders
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*
- B) Professional employees subject to any of the qualifying reasons noted above are required to fulfill all of their professional instructional responsibilities during the contractual scheduled time from their quarantine location.
- C) Employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- D) \*The professional employees' use of accrued time will be applied until the appropriate medical and/or Department of Health documentation has been provided to Human Resources for approval and processing. Employees will enter their absences in AESOP and should enter QUARANTINE in the comments.
- E) One's ability to work from home during their quarantine would eliminate their need to use their accrued time which would be returned once the necessary documentation is received and approved.
- F) Professional employees unable to perform their contractual instructional responsibilities under a quarantine will be required to apply the use of their accrued time and should enter QUARANTINE in the comments.
- G) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- H) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

*Paul N. Km*

\_\_\_\_\_  
Date: 8-9-2021

**East Stroudsburg Area School District**  
**Support Employees - Work From Home Under a Mandated Quarantine**  
**Memorandum of Understanding**

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

- A) Work from home option only applies to support employees who have the current technological means and contractual work to perform one's responsibilities remotely. They include; **BOP, Health Room Nurse, Information Technologist, Paraprofessional, Secretary and Student Aide.**
- B) Work from home option only applies to support employees who are required to quarantine as previously outlined under Families First Coronavirus Response Act(FFCRA) for the following qualifying reasons: Not to exceed 10 consecutive calendar days per the Department of Health.
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\*, excluding travel mitigation orders
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*
- C) Support employees, as listed above, that are subject to any of the qualifying reasons noted above are required to fulfill all of their contractual responsibilities during their scheduled workday from their quarantine location.
- D) Support employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- E) \*The support employee's use of accrued time will be applied until the appropriate medical and/or Department of Health documentation has been provided to Human Resources for approval and processing. Employees will enter their absences in AESOP and should enter QUARANTINE in the comments.
- A) One's ability to work from home during their quarantine would eliminate their need to use accrued time which would be returned once the necessary documentation is received and approved.
- F) Support employees, as listed above, that are unable to perform their daily contractual responsibilities under a quarantine will be required to apply the use of their accrued time and should enter QUARANTINE in the comments. Accrued time must be applied prior to any unpaid time. If using unpaid time, enter in AESOP as WITHOUT PAY HRLY and include QUARANTINE in the comments, the daily rate for insurance will not be charged, *if applicable.*
- G) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- H) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION

*Donald Hall*

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

*8/11/21*

**East Stroudsburg Area School District  
Work From Home Under a Mandated Quarantine  
Non-Bargaining Unit Classifications  
Memorandum of Understanding**

The following employment classifications; **Act 93, Administrative Assistants, Central Administration, First Level Supervisors** will abide by the following:

- A) Work from home option only applies to employees who are required to quarantine as previously outlined under Families First Coronavirus Response Act(FFCRA) for the following qualifying reasons: Not to exceed 10 consecutive calendar days per the Department of Health.
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\* excluding travel mitigation orders
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*
- B) Employees subject to any of the qualifying reasons noted above are required to fulfill all of their responsibilities during their scheduled work time from their quarantine location.
- C) Employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- D) \*The employees' use of accrued time will be applied until the appropriate medical and/or Department of Health documentation has been provided to Human Resources for approval and processing. Employees will enter their absences in AESOP and should enter QUARANTINE in the comments.
- E) One's ability to work from home during their quarantine would eliminate their need to use their accrued time which would be returned once the necessary documentation is received and approved.
- F) Employees unable to perform their workday responsibilities under a quarantine will be required to apply the use of their accrued time and should enter QUARANTINE in the comments.
- G) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- H) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

**East Stroudsburg Area School District**  
**Support Employees (12 month) - That Are Unable To Work From Home**  
**Employment Responsibilities Under A Mandatory Quarantine**  
**Memorandum of Understanding**

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

- A) Support employment responsibilities under a mandatory quarantine apply to 12 month support employees who are not able to perform one's responsibilities remotely. They include; **Custodians, Maintenance and Mechanics**.
- B) As previously outlined under Families First Coronavirus Response Act(FFCRA), support employees may be required to quarantine (not to exceed 10 consecutive calendar days per the Department of Health) for the following qualifying reasons:
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\*, excluding travel mitigation orders.
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*.
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*.\*Appropriate medical and/or Department of Health documentation must be provided.
- C) Support employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- D) Support employees who are required to quarantine may do so with or without immediate compensation depending on the employee's selected use of time during the quarantine period.
  - Support employees who choose to use their accrued time(including accrued vacation time) during the quarantine will be required to submit their absences in AESOP and would be compensated during such time. Employees should enter QUARANTINE in the comments.
  - Support employees who choose to take these days as unpaid will be required to submit their absences in AESOP as WITHOUT PAY HRLY (Hourly) and enter QUARANTINE in the comments, and will not be charged the daily rate for insurance, *if applicable*.
- E) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- F) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION

*Daniel Hall*

\_\_\_\_\_  
Date: *8/11/21*

**East Stroudsburg Area School District**  
**Support Employees - That Are Unable To Work From Home**  
**Employment Responsibilities Under A Mandatory Quarantine Memorandum of Understanding**

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

- A) Employment responsibilities under a mandatory quarantine apply to 10 month support employees who are not able to perform one's responsibilities remotely. They include; **Bus Drivers, Cafeteria Workers, Cafeteria Aides, Front Desk Receptionists.**
- B) As previously outlined under Families First Coronavirus Response Act(FFCRA), support employees may be required to quarantine for the following qualifying reasons: Not to exceed 10 consecutive calendar days per the Department of Health.
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\*, excluding travel mitigation orders.
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*\*Appropriate medical and/or Department of Health documentation must be provided.
- C) Support employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- D) Support employees who are required to quarantine may do so with or without immediate compensation depending on the employees selected use of time during the quarantine period.
  - Support employees who choose to use their accrued time(including accrued vacation time) during the quarantine will be required to submit their absences in AESOP and would be compensated during such time. Employees should enter QUARANTINE in the comments.
  - Support employees who choose to fulfill their contractual days/hours at the conclusion of the school year/last student day would be contractually compensated at that time. Employees should submit WITHOUT PAY HRLY (Hourly) and enter QUARANTINE in the comments.
- E) Support employees choosing to complete their contractual days/hours, due to a quarantine, at the conclusion of the school year/last student day will need to complete such prior to June 30, 2022. They may be subject to work outside of their classification during this time.
- F) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- G) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION

*Daniel Hell*

\_\_\_\_\_  
Date: *8/11/21*

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**East Stroudsburg Area School District**  
**Non-Bargaining Employees - That Are Unable To Work From Home**  
**Employment Responsibilities Under A Mandatory Quarantine Memorandum of Understanding**

The following employment classifications; **Crossing Guards, School Police Officers and Security Officers** will abide by the following:

- A) Employment responsibilities under a mandatory quarantine apply to employees who are not able to perform one's responsibilities remotely.
- B) As previously outlined under Families First Coronavirus Response Act(FFCRA), employees may be required to quarantine for the following qualifying reasons: Not to exceed 10 consecutive calendar days per the Department of Health.
  - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19\*, excluding travel mitigation orders.
  - 2. Has been advised by a health care provider to self-quarantine related to COVID-19\*.
  - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis\*.\*Appropriate medical and/or Department of Health documentation must be provided.
- C) Employees who are required to quarantine must notify their immediate supervisor AND communicate with Human Resources ([hr@esasd.net](mailto:hr@esasd.net), 570.424.8500 x10302) or with Steve Zall, Director of Human Resources ([stephen-zall@esasd.net](mailto:stephen-zall@esasd.net), 570.807.7002).
- D) Employees who are required to quarantine may do so with or without immediate compensation depending on the employees selected use of time during the quarantine period.
  - Employees who choose to use their accrued time(including accrued vacation time) during the quarantine will be required to submit their absences in AESOP and would be compensated during such time. Employees should enter QUARANTINE in the comments.
  - Employees who choose to be unpaid during quarantine should submit their absences in AESOP as WITHOUT PAY HRLY (Hourly) and enter QUARANTINE in the comments, they will not be charged the daily rate for insurance, *if applicable*.
- E) Employees choosing to be unpaid during their quarantine and choosing to complete their work days/hours at the conclusion of the school year/last student day will need to complete such prior to June 30, 2022. They may be subject to work outside of their classification during this time.
- F) This agreement will expire at the close of the 2021/2022 school year unless circumstances permit ending sooner.
- G) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

*Stephen C. Zall*

*8/6/21*

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

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
and  
EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION**

**Memorandum of Understanding**

**Creating an Information Technologist Category III for District-wide System Support Responsibilities**

The parties to this Agreement, the East Stroudsburg Area School District (hereinafter called the "District") and the East Stroudsburg Area Support Professional Association (hereinafter called the "Association") agree to the following:


- A) This Memorandum of Understanding is specific to the Information Technologist Department and the Technology positions covered under the current Support Association Collective Bargaining Agreement (CBA).
- B) The District, based on current district-wide Information Technologist responsibilities, a recent Technology Department external review and to maintain a competitive compensation rate to promote longevity for employees, recommend creating a third (III) category within the Information Technologist classification.
- C) Category III Information Technologist would cover the following position descriptions/responsibilities which have district-wide system responsibilities. They include: Server Analyst, Network Analyst and Operations and Telecommunications Analyst.
- D) Category III Information Technologist positions for the current employees would be compensated (hourly rate) as follows beginning with the 2021-2022 contractual year:  
Server Analyst = \$32.00, Network Analyst = \$32.00, Operations/Telecommunications Analyst = \$32.00
- E) This category, within the Information Technologist classification, will be added to the CBA.
- F) This Agreement shall neither constitute a new practice nor nullify an existing past practice.

**EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION**

  
Donald Halker, President ESAESPA

Date: 8/11/21

**EAST STROUDSBURG SCHOOL DISTRICT**

  
Stephen C. Zall, Director of Human Resources

Date: 8/10/21

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July 29, 2021

Ms. Patricia Rosado  
Board Secretary  
East Stroudsburg Area School District  
50 Vine Street  
East Stroudsburg, PA 18301

**RE: PLANCON PART K: PROJECT REFINANCING**

Lease Number: 212859  
Amount Financed: \$9,999,000  
Reimbursable Percent: 11.89% (Temporary)  
Refinancing Type: Issuance of General Obligation Notes, Series of 2021 to Refund a Portion of Series of 2016 (Lease Number 162859) and Series A of 2016 (Lease Number 162111)

Dear Ms. Rosado:

This letter acknowledges receipt of the PlanCon Part K, "Project Refinancing," for the above-referenced bond issue. The material is in a form acceptable to the department and is hereby approved.

This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy or procedure, the department reserves the right to rescind any and all approvals materially affected.

The Commonwealth will share in the exceed proceeds realized from these transactions by reducing the September 1, 2021, request for reimbursement on the Series of 2021 notes by \$5,194.97 (see attached settlement sheet).

Any funds returned to the school district after all refunded bonds have been retired must be used to reduce the reimbursable amortization on the refunding bond issue. The school district is directed to report the unexpended funds related to the escrow to the Comptroller's Office after April 15, 2021. The Commonwealth will share in any funds returned to the school district by reducing the next scheduled debt service payment on the refunding bond issue. Unadjusted overpayments will be cited in future Auditor General audit findings.

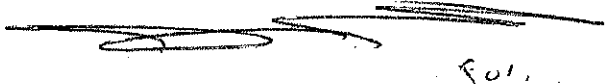
A condition of this approval is that, unless otherwise approved by the department, all available funds in the bond issues being refunded are to be used to reduce the principal amount of the new bond issue. Any funds remaining at closing which are not earmarked for capital projects and any excess proceeds from the refunding bond issue must be transferred to the debt service fund established for the new bond issue. These funds are not subject to reimbursement by the Commonwealth.

Ms. Rosado  
Page 2  
July 29, 2021

The school district must file PDE-2071, "Application For Reimbursement For School Construction Project," electronically through the Consolidated Financial Reporting System (CFRS) PlanCon portal to receive reimbursement.

This document and appended materials should be entered into the minutes of the next board meeting. If you have any questions, please contact James Grant at 717.787.4439.

Sincerely,



Jessica Sites, Director  
Bureau of Budget and Fiscal Management

Attachments

cc: PFM Financial Advisors LLC  
Refunding  
Budget  
Project File - 2859

REIMBURSABLE PERCENT -  
REFINANCING WITH NO NEW MONEY

SD/AVTS: East Stroudsburg Area

LEASE #: 212859

Lease #	Outstanding Debt Service	Available Funds	Net Outstanding Debt	Reim %	T or P	Eligible Debt
162859	9,945,734	0	9,945,734	0.1148	(T)	1,141,770
162111	1,559,230	0	1,559,230	0.1447	(P)	225,621
0	0	0	0	0.0000	(P)	0
0	0	0	0	0.0000	(P)	0
0	0	0	0	0.0000	(P)	0
<b>TOTAL:</b>	<b>11,504,964</b>	<b>0</b>	<b>11,504,964</b>			<b>1,367,391</b>

A. Total Eligible Debt - Refinancing	1,367,391
B. Total Net Outstanding Debt	11,504,964
C. Total New Debt Service	11,124,445
D. Reimbursable Pct (Temporary or Permanent) (Total Eligible Debt divided by the greater of Line B or Line C)	0.1189 (T)

PREPARED ON 7/29/2021

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SUMMARY OF SOURCES AND USES OF FUNDS		
District/CTC: East Stroudsburg Area School District	Financing Name: General Obligation Notes, Series of 2021	Closing Date: 6/21/2021
REPORT TO THE PENNY - DO NOT ROUND		
	SERIES 2021	SERIES _____
<b>SOURCES:</b>		
Bond Issue (Par)	✓ \$9,999,000.00	
Original Issue Discount/Premium		
Accrued Interest		
Cash Contribution by District		
Unallocated Funds from Bond Issues Being Refunded		
Other Sources of Funds (Specify)		
1. _____		
2. _____		
3. _____		
4. _____		
<b>TOTAL - Sources of Available Funds</b>	✓ \$9,999,000.00	
<b>USES:</b>		
Purchase of Investments/Escrow		
Cash for Current Refunding	✓ \$8,929,613.75	
<b>Issuance Costs:</b>		
1. Underwriter Fees		
2. Bond Insurance		
3. Bond Counsel	25,691.28	
4. School Solicitor	5,000.00	
5. Financial Advisor	29,500.00	
5. Paying Agent & Redemption Agent	1,500.00	
7. Printing		
8. Rating Fee		
9. Verification Report		
10. Computer Fees		
11. CUSIP		
12. DAC Report		
13. Escrow Structuring		
14. Bank Counsel Fee	2,500.00	
15. _____		
<b>Total - Issuance Costs</b>	✓ \$64,191.28	
Accrued Interest		
Capitalized Interest		
Surplus Monies or Cash to School District		
Other Uses of Funds (Specify)		
1. Remaining Funds to be Returned to the District via Check	✓ 5,194.97	Deduct from First Reimbursement
2. _____		
<b>TOTAL - USES OF AVAILABLE FUNDS</b>	✓ \$9,999,000.00	

212859

District/AVTS		East Stroudsburg Area School District			PDE LEASE # (PDE Use Only)	
Financing Name:		General Obligation Notes, Series of 2021			Total Issue: 9,999,000	
Dated Date:		6/21/2021			Original Issue Premium: 0.00	
Settlement Date:		6/21/2021				
PAYMENT DATE	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	PERIOD TOTAL	STATE FISCAL YR TOTAL (7/1 - 6/30)
	9,999,000.00					
9/1/2021	9,949,000.00	50,000.00	1.490	28,969.33	78,969.33	
3/1/2022	9,949,000.00			74,120.05	74,120.05	153,089.38
9/1/2022	9,770,000.00	179,000.00	1.490	74,120.05	253,120.05	
3/1/2023	9,770,000.00			72,786.50	72,786.50	325,906.55
9/1/2023	9,422,000.00	348,000.00	1.490	72,786.50	420,786.50	
3/1/2024	9,422,000.00			70,193.90	70,193.90	490,980.40
9/1/2024	9,240,000.00	182,000.00	1.490	70,193.90	252,193.90	
3/1/2025	9,240,000.00			68,838.00	68,838.00	321,031.90
9/1/2025	9,057,000.00	183,000.00	1.490	68,838.00	251,838.00	
3/1/2026	9,057,000.00			67,474.65	67,474.65	319,312.65
9/1/2026	8,844,000.00	213,000.00	1.490	67,474.65	280,474.65	
3/1/2027	8,844,000.00			65,887.80	65,887.80	346,362.45
9/1/2027	8,648,000.00	196,000.00	1.490	65,887.80	261,887.80	
3/1/2028	8,648,000.00			64,427.60	64,427.60	326,315.40
9/1/2028	8,467,000.00	181,000.00	1.490	64,427.60	245,427.60	
3/1/2029	8,467,000.00			63,079.15	63,079.15	308,506.75
9/1/2029	192,000.00	8,275,000.00	1.490	63,079.15	8,338,079.15	
3/1/2030	192,000.00			1,430.40	1,430.40	8,339,509.55
9/1/2030	0.00	192,000.00	1.490	1,430.40	193,430.40	
3/1/2031	0.00			0.00	0.00	193,430.40
<b>TOTAL</b>		<b>9,999,000.00</b>		<b>1,125,445.43</b>	<b>11,124,445.43</b>	<b>11,124,445.43</b> ✓



**TO** Craig Neiman, Chief Financial Officer  
East Stroudsburg Area School District

**FROM** James Grant  
School Construction Financial Management Specialist  
Division of School Facilities

**DATE** July 29, 2021

**RE** Debt Service Not Refunded  
Lease Number 162859  
General Obligation Bonds, Series of 2016

**MESSAGE:**

Attached is a copy of the debt service schedule for the Series of 2016 debt service not refunded by the Series of 2021 notes. The temporary percent will remain at 11.48.

If there are any questions about this request, please contact me at 717.787.4439.

**Attachment**

cc: Budget  
Refunding  
Project File - 2859

162859

<b>District/AVTS</b> East Stroudsburg Area School District		<b>PDE LEASE #</b> (PDE Use Only)				
<b>Financing Name:</b> General Obligation Bonds, Series of 2016 (Remaining)		<b>Total Issue:</b> 315,000				
PAYMENT DATE	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	PERIOD TOTAL	STATE FISCAL YR TOTAL (7/1 - 6/30)
	315,000.00					
9/1/2021	160,000.00	155,000.00	4.000	4,700.00	159,700.00	
3/1/2022	160,000.00			1,800.00	1,800.00	161,300.00
9/1/2022	0.00	160,000.00	2.000	1,600.00	161,600.00	
3/1/2023	0.00			0.00	0.00	161,600.00
<b>TOTAL</b>		315,000.00		7,900.00	322,900.00	322,900.00



**TO** Craig Neiman, Chief Financial Officer  
East Stroudsburg Area School District

**FROM** ~~James Grant~~  
James Grant  
School Construction Financial Management Specialist  
Division of School Facilities

**DATE** July 29, 2021

**RE** Debt Service Not Refunded  
Lease Number 162111  
General Obligation Bonds, Series A of 2016

**MESSAGE:**

Attached is a copy of the debt service schedule for the Series A of 2016 debt service not refunded by the Series of 2021 notes. The permanent percent will remain at 14.47.

If there are any questions about this request, please contact me at 717.787.4439.

Attachment

cc: Budget  
Refunding



162111

<b>District/AVTS</b> East Stroudsburg Area School District					<b>PDE LEASE #</b> (PDE Use Only)	
<b>Financing Name:</b> General Obligation Bonds, Series A of 2016 (Remaining)					<b>Total Issue:</b> 175,000	
PAYMENT DATE	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	PERIOD TOTAL	STATE FISCAL YR TOTAL (7/1 - 6/30)
	175,000.00					
9/1/2021	30,000.00	145,000.00	4.000	3,200.00	148,200.00	
3/1/2022	30,000.00			300.00	300.00	148,500.00
9/1/2022	0.00	30,000.00	2.000	300.00	30,300.00	
3/1/2023	0.00			0.00	0.00	30,300.00
<b>TOTAL</b>		175,000.00		3,800.00	178,800.00	178,800.00 ✓

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# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**charles-dailey@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Chuck Dailey

Untitled Title

Department \*

North Athletics

Building \*

North High School

107

What service or item are you requesting \*

Portable Donkey

Why are you requesting the service or item \*

For use at our venues as a portable scorer's table for multiple sports (girls and boys soccer, field hockey, softball, baseball, track and field) and also a secondary concession stand.

Suggested replacement \*

This is a new item. It does not replace anything other than a plain table.

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

In completing an independent cost analysis it was determined that there are very few manufacturers of this unique item. The information we were able to gather has been provided in the three quotes.

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Seating Solutions \$17,290.00 per item

Sportsfield Specialties \$18,110 per item

Aluminum Athletic Equipment \$\$15,882 per item

What is the total cost of the purchase? \*

\$31,765 for two Donkeys (1 for North HS and 1 for South HS)

108

Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

109

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10 ▼

What account will be charged \*

- 10-3250-610-000-30-819-550-000-5000 (North)
- 10-3250-610-000-30-820-550-000-5000 (South)

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Yes

Any additional information you would like to provide.

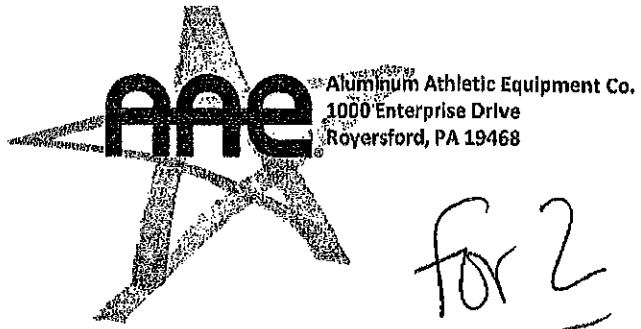
None

This form was created inside of East Stroudsburg Area School District.

Google Forms

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**Sales Quote**  
**Q21-0705**



Date : February 25, 2021  
Expires : March 27, 2021  
Page 1 / 2

**BILL TO**  
02636  
East Stroudsburg Area School District  
P.O. Box 298  
East Stroudsburg, PA 18301  
USA

**SHIP TO**  
02636  
East Stroudsburg Area School District  
P.O. Box 298  
East Stroudsburg, PA 18301  
USA

Prepared By: Ben Miller      Job Name: East Stroudsburg N&S Donkey-4's      Payment Terms: Net 30      Shipping Method: Motor Freight      Estimated Delivery\*: 03/31/21

Item/Description	Qty/Unit	List Price	Your Price	Discount	Line Total
DONKEY-4      PORTABLE MULTI-PURPOSE CENTER, 3'ELEVATED	2 Each	15,150.00	13,029.00	4,242.00	26,058.00
DONKEY-WS      REMOVABLE WEATHER SCREENS (SPECIFY COLOR) South: Purple - North: Black? Carolina Blue is Not an option	2 Set	1,950.00	1,560.00	780.00	3,120.00
DONKEY-HA      HITCH ATTACHMENT W/ 2" BALL COUPLER	2 Each	570.00	456.00	228.00	912.00
DONKEY-PAC      POWDER-COATED ALUMINUM CANOPY (SPECIFY COLOR) South: Purple - North: Carolina Blue or Black	2 Each	980.00	0.00	1,960.00	0.00
DONKEY-TT      POWDER-COATED 18" TABLE TOP (SPECIFY COLOR) South: Purple - North: Carolina Blue or Black	2 Each	685.00	0.00	1,370.00	0.00
DONKEY-FB-A      POWDER-COATED FRONT BANNER (SPECIFY COLOR) South: Purple - North: Carolina Blue or Black	2 Each	685.00	0.00	1,370.00	0.00
CZ-DONKEY/DECAL      DONKEY DECAL CUSTOMIZATION  South: Purple w/ Cavaliers - North: Carolina Blue w/ Timberwolves Freight - Customer	2 Each  1	230.00  1,675.00	0.00  1,675.00	460.00  0.00	0.00  1,675.00
This is on a Lowboy Truck. Both Donkeys can fit on same truck! Come FULLY ASSEMBLED & Roll right off the truck!					

Visit Us:  
[www.aaesports.com](http://www.aaesports.com)

Call Us:  
800.523.5471

Email Us:  
[info@aaesports.com](mailto:info@aaesports.com)

Subtotal	31,765.00
Total Tax	0.00
<b>TOTAL</b>	<b>\$31,765.00</b>

Comments:

1 delivered to East Stroudsburg South HS & 1 delivered to East Stroudsburg North HS

PLEASE NOTE: This quote does not include assembly or installation. If shipment incurs inside delivery or special lift requirement charges, this cost would be added to your invoice. Any order over \$1,000 paid by credit card will incur a *Credit Card Convenience Fee* - 1% for Visa/Mastercard/Discover and 1.5% for American Express.

\*Estimated Delivery will be calculated from confirmed order date and is not guaranteed. Please order early to facilitate your requested delivery date.

Price per 1  
unit  
\$ 15,882.50



(/vspfiles/photos/DONKEY-

4-6.jpg?v-cache=1547120720)



(/vspfiles/photos/DONKEY-

4-7.jpg?v-cache=1547120720)

AAE

AAE Live Help  
How can we help you today?

DETAILS    PRODUCT REVIEWS    **DRAWINGS/SPECS**

Start chat

LIVE CHAT

- Durable 4" square heavy wall tube with radius corners, low profile aluminum frame - elevated 3' platform height
- 7' viewing height
- Anodized aluminum bench slides forward and back for easy access to the generously sized, 18" deep scorer's table
- Aluminum canopy provides protection from the elements, gives a sleek, finished look and is powder-coated in the color of your choice
- Aluminum front banner shows team spirit with a multi-color decal of your school name and/or logo and is powder-coated in the color of your choice
- Non-slip, fluted flooring and three-step ladder
- Lockable flat-free/foam-filled wheels (two fixed, two swivel) for when the unit is in use
- Customize your DONKEY with these options, sold separately: back banners (10' x 4' for advertising/additional school logo); hitch attachment; mounting leg supports; removable, roll-up weather screens; permanent tinted plexi-glass weather enclosure; penalty bench across wheel beds; seat and backrest cushions (available in colors)
- Proudly Made in the USA & protected by our AAE Warranty(/aae-equipment-warranty-s/135.htm)

Share your knowledge of this product. Be the first to write a review »(/login.asp?message=ln+order+to+write+a+review%2C+you+must+first+login%2E)

CUSTOMER SERVICE

COMPANY

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Denise Rogers <denise-rogers@esasd.net>

## RE: Seating Solutions Contact Form

1 message

Dawn Carry <dcarry@inproduction.net>

Thu, Feb 25, 2021 at 2:42 PM

To: "denise-rogers@esasd.net" <denise-rogers@esasd.net>

Good morning Denise,

Thank you for your interest in InProduction. Pursuant to your request, please see attached and below options for our platforms.

Description: 8x5 Standard One Elevated Scorer's Platform

All aluminum construction unit measures 8' long x 5' wide

The built-in table measures the full 8ft. length. Two built

in benches for sitting at the table. Benches will be 4 BleaChair

MAX (BleaChair color TBD) Platform is completely portable and

comes complete with wheels and leveling jacks. It is railed on

all sides for safety. Entry/exit is via code compliant stairs.

Front of the platform has an area for two-color school name or

nickname (8 ft. X 8"). Materials only \$6,595.00

Platform Options: Full Canopy (choice of color) \$2,495.00

Colored Modesty Front Panel \$545.00

Colored Modesty Front Panel with Logo \$945.00

Camera platform with canopy \$4,400.00

School Name or Nickname Free

Description: 8x6 (Game Day) One Elevated Scorer's Platform

All aluminum construction unit measures 8' long x 6' wide

The built in table measures the full 8ft. length. Two built in

benches for sitting at the table. Benches will be 4 BleaChair

MAX (BleaChair color TBD) Sports stool along back rail for additional

seating Platform is completely portable and comes complete with

wheels and leveling jacks. It is railed on all sides for safety.

Entry/exit is via code compliant stairs. Front of the platform

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has an area for two color school name or nickname. (8 ft. X 8")

Materials Only \$7,995.0

Platform Options: Full Canopy (choice of color) \$2,950.00

Colored Modesty Front Panel \$545.00

Colored Modesty Front Panel with Logo \$945.00

School Name or Nickname Free

Description: 16x5 (Elite) One Elevated EXTENDED Scorers Platform

All aluminum construction unit measures 16' long x 5' wide

The built-in table measures the full 16ft. length. Four built in benches for sitting at the table. Benches will be 8 BleaChair

MAX (BleaChair color TBD) Platform is completely portable and comes complete with wheels and leveling jacks. It is ralled on all sides for safety. Entry/exit is via two code compliant stairs.

Front of the platform has an area for two-color school name or nickname (16 ft. X 8").

Materials only \$11,500

Platform Options: Full Canopy (choice of color) \$4,400.00

Colored Modesty Front Panel \$990.00

Colored Modesty Front Panel with Logo \$1,390.00

School Name or Nickname- no charge

11500  
 4400  
 1390  
 -----  
 \$17,290

+ shipping of ?

Shipping not is not included. Please let me know which option you would like and the shipping address and I will get you over a formal quote. Please let me know if you have any questions and how I can help. I look forward to working with you!



*Dawn Carry*

Seating Design/Sales  
60 Austin Blvd • Commack, NY 11725  
Direct: 631-212-0281 •  
631-845-0449  
dcarry@inproduction.net  
www.seatingsolutions.com



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-----Original Message-----

From: wordpress@seatingsolutions.com <wordpress@seatingsolutions.com> On Behalf Of Seating Solutions  
Sent: Thursday, February 25, 2021 2:24 PM  
To: Cameron Pulliam <cpulliam@inproduction.net>; John Campanelli <jcampanelli@inproduction.net>; Paula Scott <pscott@inproduction.net>  
Subject: Seating Solutions Contact Form

From: Denise S Rogers <denise-rogers@esasd.net> East Stroudsburg Area School District

Number  
610837413361070332

interested in  
Sales

Event Name  
Portable Scorers Table at High School Athletic Field on 05/30/2021 approx. 0 seats

Interested in  
Elevated Scorer's Platform

Comment  
I would like a price quote on 2 of these, but would also like to know if you have the ability to add side and back removable weather screens and also a hitch attachment.

Got our information from  
Internet Search

--  
This e-mail was sent from a contact form on Seating Solutions

---

 **InPro Scorers Platforms Deck.pdf**  
2104K

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**SALES QUOTATION**

Document Number: 48814  
 Document Date: 03/01/21  
 Page: 1/2  
 Customer No.: C05270  
 Customer Reference No.: East Stroudsburg ASD  
 Sales Contact: Daniel Devantier  
 Direct: 607-746-1440  
 Cell: 607-437-7301  
 ddevantier@sportsfield.com

Bill-to Address:  
 East Stroudsburg Area School District  
 50 Vine St  
 Attn: Business Office A/P  
 East Stroudsburg PA 18301-2150  
 USA

Ship-to Address:  
 East Stroudsburg Area HS South  
 279 N Courtland St  
 Attn: Main Office  
 East Stroudsburg PA 18301-2122  
 USA

Item	Quantity	UoM	Price	Total
ST512EMK	1	Each	16,470.00	16,470.00
12L Scorer's Table with Elevated Mobility Kit, Includes Powder Coated Welded Structural Aluminum Frame and Bench with Backrest, Vinyl Roof Awning and Front/Side BaseZone® Wall Padding, Various Standard Powder Coated Finish and Vinyl Colors Available *OPTIONAL CUSTOM DIGITALLY PRINTED LETTERING AND/OR GRAPHICS AVAILABLE FOR AN ADDITIONAL CHARGE				
STDG	1	Each	0.00	
Scorer's Table Custom Digitally Printed Lettering and/or Graphics for Vinyl Roof Awning and/or BaseZone® Wall Padding				
ST-CUSTOM	1	Each	1,250.00	1,250.00

Custom Scorer's Table Product

Remarks: Custom Tow Hitch for ST512EMK

Includes Hitch, Mounting Tabs, and Conversion to (2) Rigid Casters on Hitch Side

Please be aware that due to our limited storage capacity, we do not have much flexibility to extend ship dates for certain products. Please let us know immediately if you need to adjust your shipment date.

**DISCLAIMER:** Due to the ongoing increase of steel and aluminum raw material pricing caused by increased demand, coupled with market instability and uncertainty due to the implementation of international trade tariffs, Sportsfield Specialties, Inc. will no longer be able to guarantee current product pricing after this quotation has expired in sixty (60) days. To avoid a potential product price increase, customers will need to provide Sportsfield Specialties, Inc. with a fully executed purchase order or letter of intent before this quotation expires to guarantee this product pricing. Sportsfield Specialties, Inc. reserves the right to requote product pricing as necessary based on current steel and aluminum raw material pricing once this quotation has expired in sixty (60) days.

Printed By: lwanow

Printed On:  
 3/2/2021 11:54:02AM

Remit To:  
 PO Box 231  
 Delhi, NY 13753

Billing Questions:  
 Phone: 607-746-8911  
 Email: Billing@sportsfield.com

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**SALES QUOTATION**

Document Number: **48814**      Document Date: **03/01/21**      Page: **2/2**

Payment Term: **Prepaid**

Quotation Subtotal: **\$ 17,720.00**

Freight:      Shipping Type:

Freight: **\$390.00**

Description	Amount
Freight(D4)	390.00

Tax: **\$0.00**

**Total Amount: \$ 18,110.00**

Quotation Valid Until: 04/01/21

Remarks:  
Contract #KPN202001-02

Quote Created By: Lauren Iwanow

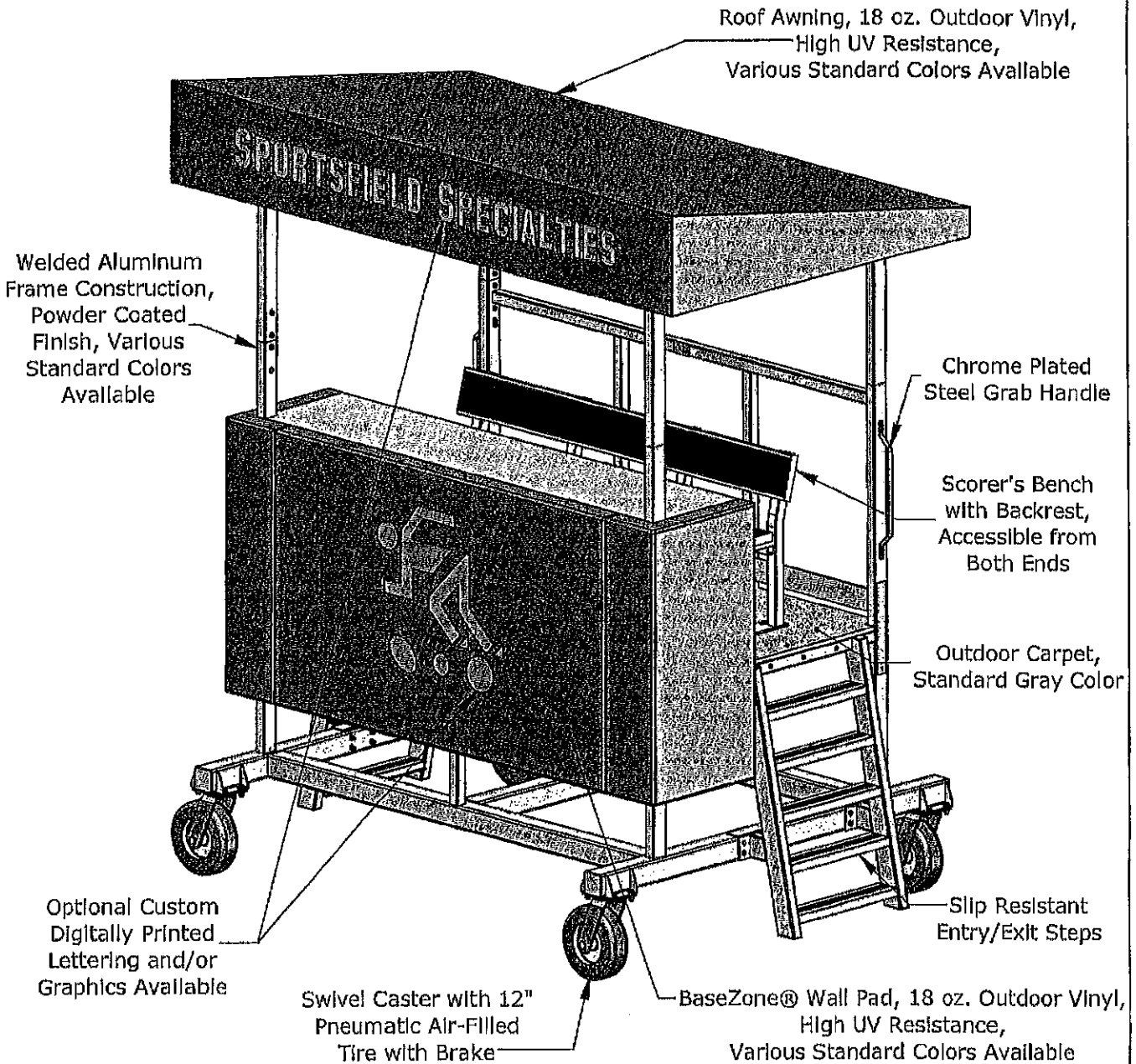
- Customer is responsible for material take-off, quantities and specification compliance and/or equivalency of quoted products.
- All prices listed are in US Dollars
- Delivery is 2-8 Weeks after receipt of purchase order, credit approval, and acceptance of color, material(s) and design.
- All freight is FOB Origin. Freight rates are estimates provided at the time of quotation and the actual freight charges may be adjusted and will be invoiced at the time of product shipment. The actual freight rates may differ from the estimates as a result of variable factors, such as the change in product quantity and/or material order, state of the national economy, fuel costs, capacity and/or rate levels at the time of shipment. Split orders will require additional freight charges. Freight quoted does not include additional equipment to unload or unloading services, assembly or installation.
- Applicable State and Local Sales Tax will be added to the final invoice unless a tax exempt or Resale Certificate is provided prior to order shipment.
- Wire transfers, prepayment by check and established credit terms are accepted payment methods. Accepted credit cards are VISA, Mastercard and American Express.
- Pricing assumes any electrical connections and wiring are supplied by others unless otherwise indicated.
- Customer is responsible for approval and associated cost of any applicable local and state codes.
- Due to the ongoing increase of steel and aluminum raw material pricing caused by increased demand, coupled with market instability and uncertainty due to the implementation of international trade tariffs, Sportsfield Specialties, Inc. will no longer be able to guarantee current product pricing after this quotation has expired in sixty (60) days. To avoid a potential product price increase, customers will need to provide Sportsfield Specialties, Inc. with a fully executed purchase order or letter of intent before this quotation expires to guarantee this product pricing. Sportsfield Specialties, Inc. reserves the right to requote product pricing as necessary based on current steel and aluminum raw material pricing once this quotation has expired in sixty (60) days.

Printed By: Iwanow  
Printed On:  
3/2/2021 11:54:02AM

Remit To:  
PO Box 231  
Delhi, NY 13753

Billing Questions:  
Phone: 607-746-8911  
Email: Billing@Sportsfield.com

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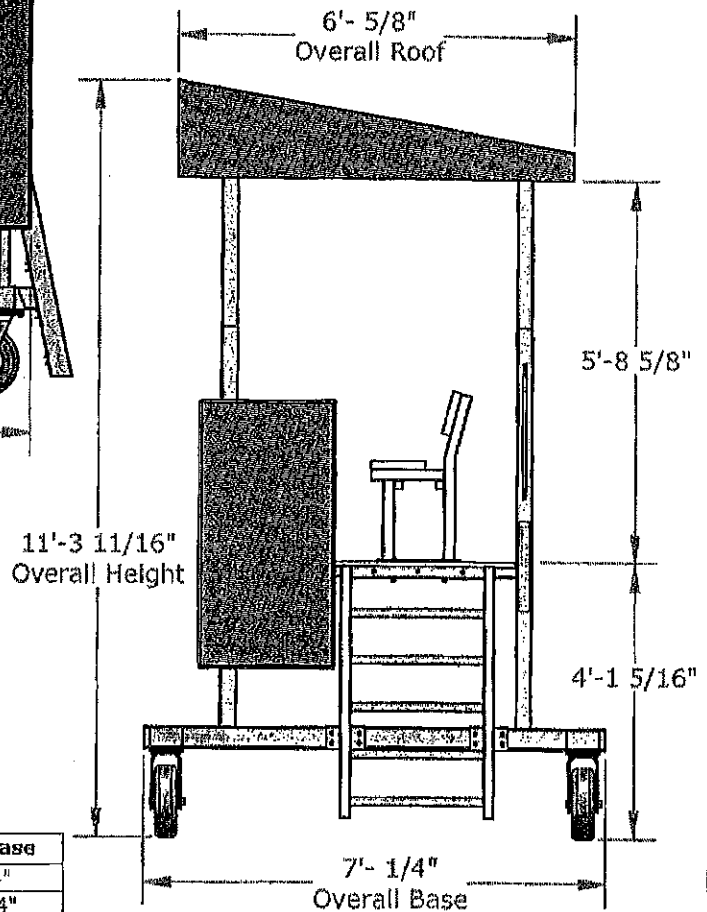
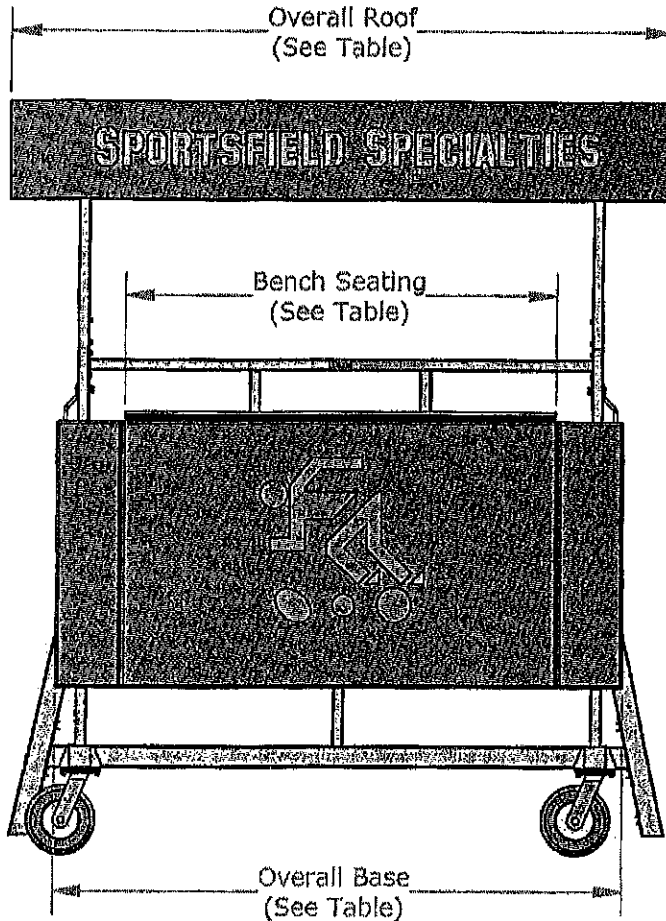
Part #	Size
ST58EMK	5'W x 8'L
ST510EMK	5'W x 10'L
ST512EMK	5'W x 12'L

PROPRIETARY AND CONFIDENTIAL  
 THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF SPORTSFIELD SPECIALTIES INC. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF SPORTSFIELD SPECIALTIES INC. IS PROHIBITED.

## Scorer's Table with Elevated Mobility Kit

Not To Scale

Sportsfield Specialties Inc 06102020



Part #	Overall Roof	Bench Seating	Overall Base
ST58EMK	10'-1 1/8"	6'-7"	8'-7 3/4"
ST510EMK	12'-1 1/8"	8'-8"	10'-7 3/4"
ST512EMK	14'-1 1/8"	10'-8"	12'-7 3/4"

**PROPRIETARY AND CONFIDENTIAL.**  
 THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF SPORTSFIELD SPECIALTIES INC. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF SPORTSFIELD SPECIALTIES INC. IS PROHIBITED.

## Scorer's Table with Elevated Mobility Kit

Not To Scale

Sportsfield Specialties Inc 06102020

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**elizabeth-kolcun@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Chuck Dailey

Untitled Title

Department \*

Athletics

Building \*

North

121



What service or item are you requesting \*

Lynx Timing System Bronze Package

Why are you requesting the service or item \*

This timing system is the same that South Track has and it was recommended by the contracted vendor who handles the timing system for track meets. It will bring the North Track team in line with the other EPC schools for timing systems.

Suggested replacement \*

This replaces the hand held stop watches for timing

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

M-F Athletic #2270 \$7495.00

VS Athletics #4769 \$7421.63

Elite Athlete #6993 \$7329.00

What is the total cost of the purchase? \*

\$7329.00

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Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

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If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10 ▼

What account will be charged \*

10-3250-762-000-30-819-550-000-5000

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Yes

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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# Elite Athlete

2050 Beaver Creek Rd  
 Ste 101-400  
 Oregon City, OR 97045  
 800-888-8227 / 503-482-3888  
 Fax: 503-482-1868  
 www.EliteAthleteInc.com

## SALES ORDER

Customer ID ELITEEQUIP

Sales Order # 44965

**Bill To:**

North High School  
 Accounts Payable  
 279 Timberwolf Dr.  
 Dingmans Ferry, PA 18328

**Ship To:**

North High School  
 Lisa Kolcun  
 279 Timberwolf Dr  
 Dingmans Ferry, PA 18328

Date	Ship Via	F.O.B.	Terms
7/22/2021	UPS		Credit Card
P.O. Number	Order Date	Salesperson	
	7/22/2021	GS	

Quantity	Item ID	Description	Unit Price	Amount
1	NSGL	Gill FinishLynx Bronze Timing Solution: E39906 MSRP: \$7600	7,230.00	7,230.00
	GL_NS_Ship Cost	Freight Gill Charges Elite	99.00	99.00
		***FLAT RATE SHIPPING*** ***SALE PRICING***		
		NOTE: FinishLynx systems have an approximate 30-45 day lead time.		

Please inspect items IMMEDIATELY upon receipt. Manufacturer and freight return/damage policies vary and failure to report damages immediately may nullify warranty, replacement, or return.

<b>Total</b>	<b>\$7,329.00</b>
--------------	-------------------

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VSA Quote



VS Athletics  
1450 W 228th St Suite 8  
Torrance, CA 90501  
PH: 800-676-7463 Fax: 800-801-9070  
VSAthletics.com

Page 1  
Invoice Number: P2836144  
Customer #59310

Bill To:  
Accounts Payable  
East Stroudsburg Area School District  
PO Box 298  
East Stroudsburg, PA 18301

Ship To:  
Bob Wilson/ Athletic Department  
East Stroudsburg High School South  
Central Receiving  
279 North Courtland Street  
East Stroudsburg, PA 18301

PO Number:

Ship Via: UPS Com Ground

Sales Rep: DL

Terms: PROFORMA

Invoice Date:

Due Date:

Ordered	Shipped	B/O	Style #	Size/Color	Description	Price	Ext
1	0	0	Z5100B		FinishLynx Bronze Timing System	7,495.95	7,495.95

Items Total	7,495.95
discount	-149.92
Total w/Discount	7,346.03
shipping & handling	75.60
<b>TOTAL</b>	<b>7,421.63</b>

This quote is valid for thirty (30) days.

LOCK FREIGHT

124



*Everything Track & Field*

# Quote

MFAC, LLC  
1600 Division Rd  
West Warwick RI 02893  
Toll Free: 1-800-556-7464  
Toll Free Fax: 1-800-682-6950  
Email: [mfathletic@mfathletic.com](mailto:mfathletic@mfathletic.com)

[www.mfathletic.com](http://www.mfathletic.com)

1 of 1

Bill To  
Business Office Att: A/P  
East Stroudsburg Area School District  
50 Vine Street  
East Stroudsburg PA 18301

Ship To  
Track & Field  
North High School  
279 Timberwolf Dr  
Dingmans Ferry PA 18328

Customer #  
CUS11586

Quote #	Terms	Date	Expires	Sales Rep	Shipping Method
Q108800	Net 30	07/22/2021	08/21/2021	Lisa Wilson (800) 556-7464 ext 114 <a href="mailto:LisaW@mfathletic.com">LisaW@mfathletic.com</a>	Drop Shipment

Note: FREE Shipping Applied!

Line	Item	Quantity	UM	Price	Extended Price
1	7402-Bronze Lynx Timing Systems Bronze Package	1	EA	\$7,495.00	\$7,495.00

Subtotal	\$7,495.00
Shipping	\$0.00
Tax	\$0.00
<b>Total</b>	<b>\$7,495.00</b>

**100% Satisfaction Guaranteed!**  
*No matter what it takes, you will be happy!*

Thank you for allowing us to quote on your needs. If you have questions of any kind, need to change this quote, or would like to place an order, please contact me directly at (800) 556-7464 ext 114 or at [LisaW@mfathletic.com](mailto:LisaW@mfathletic.com).

Thanks again, Lisa Wilson

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# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**lynette-grimaldi@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Benjamin Brenneman

Untitled Title

Department \*

Administrator

Building \*

High School North

128

What service or item are you requesting \*

Ecolor +24 "full color poster printing system

Why are you requesting the service or item \*

Through our receipt of funds via the Additional targeted support and improvement (ATSI) grant we are requesting this item as an additional tool to increase our efforts to improve student achievement, educational equity, and access to educational opportunities for all students.

Suggested replacement \*

None at this time

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

yes. 1. Presentation Systems Inc - Midland Park NJ 800.244.6381 (final at \$8360) 2. Amazon - Amazon.com (starting at \$2100.00) 3. AGC Education - 800.535.7553 (starting at \$5495.00)

What is the total cost of the purchase? \*

\$8360.00

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Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

130

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10

What account will be charged \*

ATSI Grant

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

3 quotes were obtained. The lowest was not selected because they did not offer a bundle material package for free with the machine.

Any additional information you would like to provide.

This purchase was acquired through the recent ATSI grant

This form was created inside of East Stroudsburg Area School District.

Google Forms

131

- Request a Sample
- Request a Free Quote
- Our Blog

1.800.535.7553

1.800.535.7553

- SPECIALS
- Order Supplies Online



## Popular EDUCATOR Plus® Printer Packages

**AGC Education has a poster printer to fit your needs & budget.**

**PLEASE VISIT [www.agceducation.com](http://www.agceducation.com) for updated promotions and complete package details.**

### 36" Educator Plus Poster Printer



### 36" Poster & Banner Printer

Our most popular full-color poster printer package.

132

- Lowest operating cost printer on the market
- High Quality, Photo Quality Posters
- Print Direct from any file on your MAC or PC
- Network Ready
- 400 Full Color (2'x3') Posters from 1 set of Ink
- Water and UV Outdoor durable prints

**Package starts at \$3995.00**

[Click Here To Learn More](#)

## 44" Educator Plus Indoor/Outdoor

CANON imagePROGRAF PRO-4000S



## 44" Indoor/Outdoor Poster & Banner Printer

44" Full-Color Poster & Banner Printer that produces outdoor durable visuals right off the machine with no additional treatment.

- Outdoor durable posters, banners, window graphics, bumper stickers, signage, and much more
- High Quality, Photo Quality
- Print Direct from any file on your MAC or PC
- Network Ready
- 1,000 Full Color (2'x3') Posters from 1 set of ink

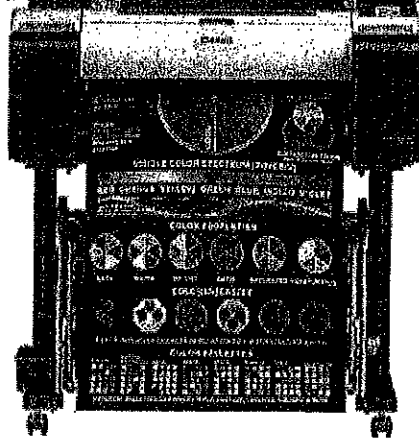
**Package starts at \$5495.00**

[Click Here To Learn More](#)

133

## 24" Educator Plus Jr.

# EducatorPLUS 24



Full-Color



UV Resistant

Pigment Based  
Dye

## 24" Desktop Poster Printer

24" Full-Color Poster Printer is a great entry-level poster printer. Designed for schools that are on a tight budget and are looking for a system that can get them started.

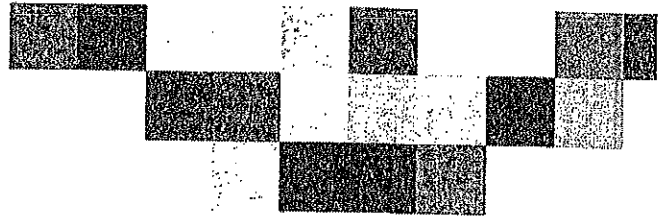
- Produces full-color posters
- High Quality, Photo Quality
- Print Direct from any file on your MAC or PC
- 300 Full Color (2'x3') Posters from 1 set of Ink (same set of ink as the 36" Printer)
- Includes Stand

**Package starts at \$2995.00**

[Click Here To Learn More](#)

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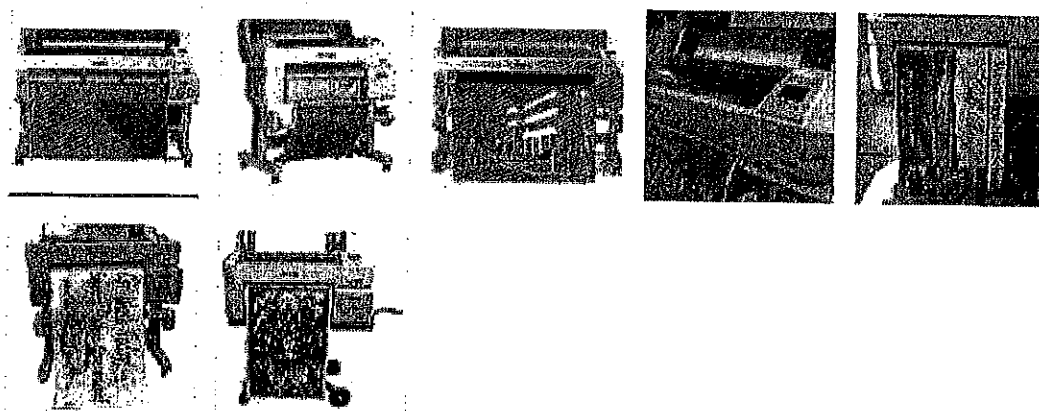
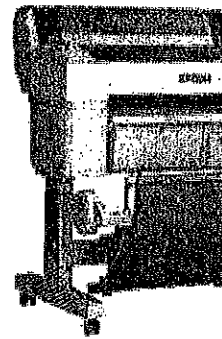
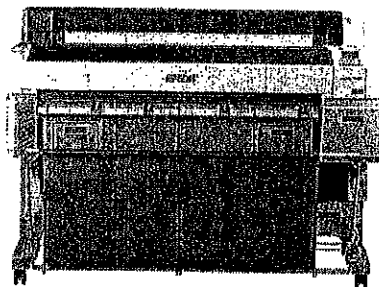


Home >

Discounted Education Color Poster Makers and Supplies at Bright White Paper Co.

> Education Pro Color Poster Makers > 44" Education Pro Color Poster

Maker by Epson



# 44" Education Pro Color Poster Maker by Epson

135

We're Online!  
How may I help you today?



♡ Add to Wishlist

**\$4,245.00**

1

🛒 Add to cart

📄 Add to Quote

## Description      Specification

---

44" Education Pro Color Poster Maker by Epson -- Call for LIMITED, REDUCED Education Only Pricing!

Super easy to use, inexpensive to operate & priced less than the competition. Now any school or business can afford their own full color wide format poster maker in 24", 36" and 44" widths with our School Poster Maker from Epson.

Invest in Epson's latest technology, a professional school poster maker that's incredibly easy to use and inexpensive to operate. In just about an hour after opening the box, you'll be printing beautiful full color posters and banners for a fraction of what you were paying at Kinko's or Staples. Easy to operate? This printer is no different than what's sitting on your desk right now. Print on-demand, in-house, when you want and need it. No waiting!

Some of the Education Pro's Features:

- Waterproof & fade resistant inks no need to laminate to display posters or banners outdoors
- Permanent Print Heads -- Canon & HP printers will cost you hundreds of \$'s to replace & maintain your print heads. Not with our printer. They're designed to last the life of the printer.
- Print on vinyl, canvas, polypropylene, Tyvek, Photo quality papers even poster board
- Accepts only 5 ink cartridges, 3 sizes to help keep prices low.
- Ink Costs, you can't buy ink for our machines any cheaper than what we offer
- Comes with easy-to-use design software with over 28,000 customizable templates.
- Fast & Easy Setup
- Incredible unlimited support for the life of the printer-warranty

We're Online!  
How may I help you today?



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Tight Budget – No problem. Our base packages come with everything you need to operate your printer – printer, rolling stand, 5 full ink cartridges, all your software including a 28,000 template design software, scan to print software and an accounting program that breaks the cost down of every print job, a roll of paper, printer cable, one year on – site warranty and free shipping.

- Inexpensive to purchase, maintain & operate – one price includes everything, uses only 5 ink cartridges, 3 different sizes. The more you use the printer, increase cartridge sizes of the colors you go through. Plus with Epson's new technology is designed to help conserve ink usage.

- Available in 24", 36" & 44" widths. Print on single sheets as small as an 8 1/2" x 11" , use different media in various sizes rolls from 11" & up and print on poster board.

- o Fastest printer in its class.

- o Exceptional Epson quality prints as high as to 2880 x 1440 dpi.

- o Print on all types of media including poster board, vinyl, canvas, high quality papers & more.

- o Super versatile: Network ready, add an extra hard drive, even purchase printers that accepts two rolls at once. From one workstation to all your workstations, just select the Education Pro print driver and go.

- o Incredible support for your Education Pro Color School Poster Maker. This printer comes with a 1 year on site warranty – optional 1 and 2 year additional warranties also available. Plus an 800#s to us and Epson along with training manuals and plenty of video demos. Even Skype sessions are available!

Will print on smaller paper rolls example: 24" & 44" widths.

Also available in dual roll model.

Please email [info@brightwhitepaper.com](mailto:info@brightwhitepaper.com) or call us at 800-321-5716 for more information.

#### Categories:

Discounted Education Color Poster Makers and Supplies at Bright White Paper Co.

Education Pro Color Poster Makers

## Related products

VariQuest® Perfecta 2400 Ink Cartridges  
Yellow 3 pack – 29 ML each

\$99.95



Add to Quote

Value Pack – Poster, Banner, and Sticker  
Making Kit

We're Online!  
How may I help you today?



137



\$725.00 - \$915.00



Vinyl 15 mil Economy Scrim

\$109.95 - \$166.95

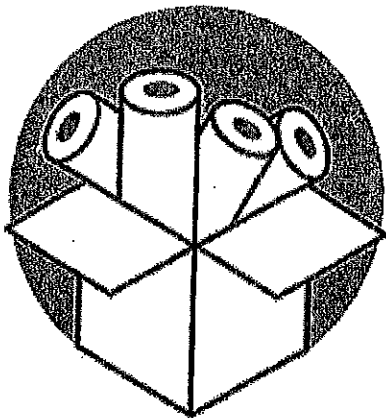


Poster Board for the Education Pro Color Poster Maker

\$95.00



Share it on:



# Bright White

Paper Company

Got Questions ? Call us 24/7!

800.321.5716

138

We're Online!

How may I help you today?





3  
final

Date: July 6, 2021  
To: East Stroudsburg High School North  
Location: Dingmans Ferry, PA  
Attn: Benjamin Brenneman

**eColor+ 24H Silver**

<u>DESCRIPTION</u>	<u>QTY</u>	<u>VALUE</u>	<u>EDU PRICE</u>
eCOLOR+ 24" Full Color Poster Printing System (H-series features exclusive built-in hard drive and USB port) Includes rolling stand- starter ink set (5 inks) One year on-site warranty	1	\$7,295.00	\$6,695.00
UPDATED PosterArtist software Custom Integrated, High Resolution Scanning station	1	\$800.00	FREE
Design Station Laptop-Preloaded	1	\$190.00	FREE
24" Premium Matte Paper Roll	1	\$800.00	FREE
24" Glossy Paper Roll	1	\$54.00	FREE
Delivery		\$144.00	FREE
On-Site Set Up and Training		\$200.00	FREE
		\$250.00	FREE

**INCLUDED:**  
Unlimited phone support  
eColor Educational templates & ClipArt

<b>Total</b>	<b>\$6,695.00</b>
<b>Less discount</b>	<b>-\$2,245.00</b>
<b>Total quote</b>	<b>\$4,450.00</b>

**\*Quote expires 30 days from above date.**  
IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT ME.  
lisa@presentationsys.com  
PHONE # 800-244-6381  
FAX # 973-304-1870



Presentation  
Systems Inc.

103 Godwin Ave  
PMB 204  
Midland Park NJ 07432  
Tel: 800-244-6381  
www.presentationsys.com

enter w/ 10-2380-891-000-30-819-  
120-000-0000

have AT&T grant

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20220443



Date: July 6, 2021  
To: East Stroudsburg High School North  
Location: Dingmans Ferry, PA  
Attn: Benjamin Brenneman

eColor+ 24H Supplies

<u>DESCRIPTION</u>	<u>QTY</u>	<u>VALUE</u>	<u>EDU PRICE</u>
Supply Bundle Option #6 <i>Includes:</i> 12 Rolls Premium Matte Paper 4 Rolls Glossy Paper 2 Rolls "Charlie" Adhesive Vinyl 2 Rolls Banner Vinyl 1 Set 300ml Inks	1	\$3,235.00	\$2,735.00
"Charlie" Adhesive Vinyl	1	\$325.00	\$325.00
11" Certificate Paper	1	\$25.00	\$25.00
300ml Ink Set	1	\$950.00	\$825.00
<b>Included:</b> Delivery			
<b>Total</b>			<b>\$3,910.00</b>

**\*Quote expires 30 days from above date.**  
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Tel: 800-244-6381 Fax: 973-304-1870  
www.presentationssystem.com

**To:** Whom It May Concern

**From:** Jack Egan, Owner & CEO

**Dates:** January 2021 through December 2021

**Re:** eColor+ Sole Source Reseller

Thank you for your interest in the eColor+ System.

Please be advised that Presentation Systems, Inc. is the exclusive distributor of the eColor+ Poster Printer System featuring the Canon TM-205. Presentation Systems, Inc. is Canon trained and certified. The staff is certified for service, support, training, and supplies for the eColor+ Poster Printer. Presentation Systems, Inc. is the exclusive provider of the eColor+ Poster Printer, including support, service, and supplies, in the following states:

- Delaware
- Maryland
- Pennsylvania

Please feel free to contact Presentation Systems, Inc. directly at (973)-304-1866 with any specific questions relating to the eColor+ System. Thank you again for your interest in our products.

Sincerely,

*I mailed Angela Byrnes  
for WTS info*

Owner & CEO  
Presentation Systems, Inc.



**Date: July 6, 2021**  
**To: East Stroudsburg High School North**  
**Location: Dingmans Ferry, PA**  
**Attn: Benjamin Brenneman**

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<b>UPDATED</b> PosterArtist software Custom Integrated, High Resolution	1	\$800.00	FREE
Scanning station	1	\$190.00	FREE
Design Station Laptop-Preloaded	1	\$800.00	FREE
24" Premium Matte Paper Roll	1	\$ 54.00	FREE
24" Glossy Paper Roll	1	\$144.00	FREE
Delivery		\$200.00	FREE
On-Site Set Up and Training		\$250.00	FREE

**INCLUDED:**  
**Unlimited phone support**  
**eColor Educational templates & ClipArt**

<b>Total</b>	<b>\$6,695.00</b>
<b>Less discount</b>	<b>-\$2,245.00</b>
<b>Total quote</b>	<b>\$4,450.00</b>

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 www.presentationsys.com

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R# 2022.06.9's

Date: July 6, 2021  
To: East Stroudsburg High School North  
Location: Dingmans Ferry, PA  
Attn: Benjamin Brenneman

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ecolor+  
system

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Tel: 800-244-6381 Fax: 973-304-1870  
[www.presentationssys.com](http://www.presentationssys.com)

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**Dates:** January 2021 through December 2021

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Please be advised that Presentation Systems, Inc. is the exclusive distributor of the eColor+ Poster Printer System featuring the Canon TM-205. Presentation Systems, Inc. is Canon trained and certified. The staff is certified for service, support, training, and supplies for the eColor+ Poster Printer. Presentation Systems, Inc. is the exclusive provider of the eColor+ Poster Printer, including support, service, and supplies, in the following states:

- Delaware
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Sincerely,

Owner & CEO  
Presentation Systems, Inc.



Authorized Educational Dealer



Hello Select your address All poster printer

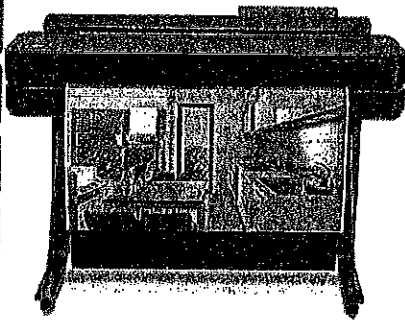
Hello, Sign in Account & Lists Returns & Orders

All Best Sellers Customer Service Prime New Releases Pharmacy Books Fashion Toys & Games Shop low prices for school

All Electronics Deals Best Sellers TV & Video Audio & Home Theater Computers Camera & Photo Wearable Technology Car Electronics & GPS

Back to results

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Roll over image to zoom in

# HP DesignJet T650 Large Format Wireless Plotter Printer - 36", with Modern Office Design (5HB10A)

Visit the HP Store

15 ratings

11 answered questions

Amazon's Choice for "plotter printer"

Climate Pledge Friendly

Price: \$2,199.00

Available at a lower price from other sellers that may not offer free Prime shipping.

Style: Large Format Color Plotter

Large Format Color Plotter \$2,199.00

T650 Printer with 10 Inks \$2,452.91

T650 Printer with 4 Inks \$2,328.12

Printing Technology Inkjet

Brand HP

Connectivity Technology Wi-Fi, USB, Ethernet

Model Name DesignJet T650

Recommended Office Uses For Product

### About this item

- Ideal for: AEC, GIS, and MCAD professionals who want to print maps, technical drawings, posters, and renders with precise, accurate line quality and crisp text.
- Media Sizes: Up to 36-inch wide media rolls (printer includes roll cover), and up to 36 by 74.7-inch sheets.
- Media Handling: Sheet feed, roll feed, automatic sheet/roll switch, media bin, automatic horizontal cutter.

20

\$2,199.00

FREE delivery: Wednesday, Aug 11 Details

Fastest delivery: Tomorrow Order within 6 hrs and 44 mins Details

Select delivery location

In Stock.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon.com

Sold by Amazon.com

Packaging Shows what's inside an...

Details

Return policy: This item is returnable

Support: Free Amazon product support included

prime

Enjoy fast, FREE delivery, exclusive deals and award-winning movies & TV shows with Prime Try Prime and start saving today with Fast, FREE Delivery

Add a Protection Plan:

4-Year Protection for \$184.99

3-Year Protection for \$147.99

Add a gift receipt for easy returns

Add to List

New & Used (5) from \$2,150.00 & FREE Shipping

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# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**lynette-grimaldi@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Benjamin Brenneman

Untitled Title

Department \*

Administrator

Building \*

High School North

147

What service or item are you requesting \*

A school wide PBIS management system that assists the school in our Positive Behavioral Interventions and support programing

Why are you requesting the service or item \*

As a recent recipient of ATSI grant funding - we are requesting this service as an additional tool to increase our efforts to improve student achievement, educational equity, and access to educational opportunities for all students.

Suggested replacement \*

None available

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

3 quotes were not possible as PBIS Rewards through Motivating system IIc was a sole source vendor and not available through another vendor

What is the total cost of the purchase? \*

\$5623.75

148

Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

149

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10

What account will be charged \*

ATSI Grant account

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

The program purchase comes from a Sole Source vendor. 3 quotes were not obtained

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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## **PBIS Rewards Service Proposal For:**

East Stroudsburg High School North

Proposal Number: v108834

Date: March 16, 2021

### **Executive Summary**

Motivating Systems, LLC dba PBIS Rewards (PR) will provide its PBIS Rewards Service to East Stroudsburg High School North (Organization), East Stroudsburg Area School District, located at 279 Timberwolf Drive, Dingmans Ferry, PA 18328, United States for the school year 2021-2022, 2022-2023, and 2023-2024.

### **School Requirements**

#### **Student Requirements**

Students are not required to have ID cards, but the PBIS Rewards smartphone App is most effective when students have ID cards. The ID cards should have a QR code or Barcode that represents a numeric student ID number unique to each student. PR can provide Student ID Cards at an additional cost. See <https://www.pbisrewards.com/order/> for pricing and ordering details.

#### **Primary Staff Contact**

PR will provide access for the Organization's primary staff contact. The Organization's primary staff contact may provide authorization for additional staff members to perform administrative tasks associated with the PBIS Rewards application. Once access has been granted, the primary staff contact, or designees, will be responsible to ensure that all other staff members and students are granted access to the program. PR can assist in this process if issues arise, but the primary responsibility for granting access and setting permission levels for school staff members and students will rest with the Organization.

#### **Smartphone Apps Requirements**

Any user who will use one of the PBIS Rewards Smartphone Apps must have a smartphone or device capable of running the applicable PBIS Rewards Smartphone App (Staff App, Student App, Parent App). Devices supported include:

- iOS devices (latest version)
- Android devices (latest version)
- Amazon Fire devices (latest version)

We will attempt, but not guarantee, to support previous versions of the operating systems of these devices. Devices must be capable of communicating with the website <https://app.pbisrewards.com> over a Wi-Fi network or over a mobile data network.

#### **ID Card Limitation**

If Organization is using ID Cards provided outside of the PBIS Rewards service, you confirm that Organization has adequately tested your ID Cards with the PBIS Rewards Smartphone apps for those platforms that you will be using in Organization. PR does not warrant that the Smartphone Apps will work with ID Cards that are not provided by PR or are not produced from the PBIS Rewards service. Although the Smartphone Apps generally work with other ID Card systems that use a barcode or QR Code, it is important that Organization test compatibility to ensure that the Apps work satisfactorily.

## Desktop Web Portal Requirements

A computer capable of running a modern browser with current software updates applied such as:

- Chrome (latest version)
- Microsoft Edge (latest version)
- Firefox (latest version)
- Safari (latest version)

The computer must have Internet access and be capable of communicating with the website

<https://app.pbisrewards.com>. The PBIS Rewards service including the Smartphone Apps and the Desktop Web Portal are provided as a cloud-hosted solution.

## Pricing

Pricing for the use of the software consists of a per school base fee plus a per student fee. The number of students is based on the school's best estimate of the number of active students they will have at peak enrollment. If the number of active students is 5% or more than the estimate, an additional charge may be invoiced. All pricing is in US Dollars (USD).

Description	Years	Qty	Price	Ext Price	
PBIS Rewards Service Base Fee	3	1	\$500.00	\$1,500.00	USD
PBIS Rewards Per Student Fee	3	1000	\$1.95	\$5,850.00	USD
Prorated Discount		1	-\$1,102.50	-\$1,102.50	USD
One-time Pricing Adjustment		1	-\$623.75	-\$623.75	USD
<b>Total Price</b>				<b>\$5,623.75</b>	<b>USD</b>

**\*\*\* ID Badges and Lanyards are not included. \*\*\***

**\*\*\* The Advanced Referral System add-on is not included. \*\*\***

## Payment

Organization will be invoiced immediately upon execution of this agreement or upon PR receiving a purchase order. Incorporated into this Agreement are the Payment and Billing Policies of PR which are at <https://www.pbisrewards.com/policies/hpp/>. Organization acknowledges and agrees to the terms of the PR Billing and Payment Policy.

## Support

Helpdesk support is available during standard business hours to any Staff or Admin user in the PBIS Rewards System for the Organization. The preferred method for initiating a helpdesk request is to use the PBIS Rewards Support Website:

<https://support.pbisrewards.com/help>

Users can also call in to request support by calling toll-free 1-844-458-7247. This number is answered Monday-Friday 8am to 5pm (Central Time Zone) with exceptions for the standard recognized US holidays.

## Services

PR will permit Organization to access its PBIS Rewards Services and the related software applications (the 'Services') for use in the Positive Behavior Interventions and Support program implemented by Organization.

## **PBIS Rewards Terms of Service**

This proposal is a contract for services and is covered by the PBIS Rewards Terms of Service dated July 26, 2018. A copy of the PBIS Rewards Terms of Service can always be found at:

<https://www.pbisrewards.com/policies/platform-terms-of-service/>

If PBIS Rewards updates the PBIS Rewards Terms of Service, the Organization will be notified that there is a new version available. By default, the PBIS Rewards Terms of Service dated July 26, 2018 will remain the legally-binding version. If it so chooses, the Organization may notify PBIS Rewards in writing that it adopts the new version which then becomes the legally-binding version of the PBIS Rewards Terms of Service.

The PBIS Rewards Terms of Service covers the following: a) Acceptable Use; b) Student Data Privacy; c) FERPA; d) COPPA; e) PPR. Additionally, where applicable, it covers state-specific policies.

## **Termination by PBIS Rewards**

Notwithstanding anything to the contrary contained in this Agreement, PR may suspend or discontinue part or all of the Services or terminate this Agreement immediately upon notice to Organization for any of the following reasons: (i) Organization fails to pay any invoice within thirty (30) days from the date of invoice, provided PR gives Organization notice and an opportunity to cure its payment default within seven business days of such notice; (ii) Regulatory or other governmental actions which adversely affect the cost of providing the Services, determined in PR's sole discretion; (iii) Organization furnishes false or misleading customer information; (iv) Organization fails, in PR's sole discretion, to maintain satisfactory credit qualifications; (v) Organization fails to provide timely information or data necessary for activating the Services; (vi) Organization does not comply with any applicable software licensing agreements, if any; (vii) Organization becomes subject to voluntary or involuntary bankruptcy, insolvency, reorganization, or liquidation proceedings; makes an assignment for the benefit of creditors; or admits in writing its inability to pay its debts; or (viii) a Prohibited Use has occurred. In such cases, PR may terminate this Agreement or any portion of the Service.

## **Limited Warranty**

Organization warrants that it has completed due diligence on the fitness of the PBIS Rewards service. PBIS Rewards warrants that the PBIS Rewards Service will work as outlined in the user documentation provided via the PBIS Rewards support site at <https://support.pbisrewards.com> and makes no implied warranties. PBIS Rewards will fix any Defect of operation of the software in a timely manner which will not extend beyond 60 days from the first discovery of the Defect. A Defect is any operation or non-operation of the software where it does not perform as described on the support website. Requests to change how the software operates will not constitute a Defect. Any warranty claim must be brought within 180 days from date of purchase for which PR may choose to either repair, replace, or refund the purchase price.

## **Limitation of Liability**

In no event shall PR be liable for any damages including, without limitation, incidental or consequential damages that Organization alleges to have suffered as a result of the Services or the failure of the Services or any costs or expenses for labor or other expenses incurred by reason of the use of any defective goods, access interruption, or loss of information arising out of the use of or inability to use the Services, even if PR has been advised of the possibility of such damages. Any action for PR's breach of this Agreement must be commenced by Organization within 180 days after the cause of action occurs.

## **Security Protocols**

Both parties agree to maintain security protocols that meet industry standards in the transfer or transmission of any data, including ensuring that data may only be viewed or accessed by parties legally allowed to do so. PR shall maintain all data obtained or generated pursuant to the Service Agreement in a secure digital environment and not copy, reproduce, or transmit data obtained pursuant to the Service Agreement, except as necessary to fulfill the purpose of data requests by the Organization. Organization agrees to train staff members on security protocols and



ensure passwords are maintained in a secure environment to minimize unauthorized access.

## Agreement

This Agreement, including the PR Billing and Payment Policy and the PBIS Rewards Terms of Service dated July 26, 2018 which are incorporated herein, supersedes all proposals, oral or written, and all communications between the parties relating to the subject matter of this Agreement. This Agreement may not be altered, amended, modified or discharged in any way whatsoever except by subsequent instrument in writing signed by a duly authorized agent of PR and Organization.

**COPYRIGHT.** All title, including, but not limited to, copyrights in and to the Services, other related materials, and any copies thereof are owned by PR. All rights not expressly granted are reserved by PR.

**DAMAGES UPON TERMINATION.** In the event that PR at any time terminates the Service for any default by Organization, in addition to any other remedies PR may have at law or in equity, PR may recover from Organization all damages PR may incur by reason of such default, including reasonable attorney's fees. No failure of PR to exercise any power given PR hereunder, or to insist upon strict compliance by Organization of any obligation hereunder, and no custom or practice of the parties at variance with the terms hereof shall constitute a waiver of PR's right to demand exact compliance with the terms hereof.

**NOTICE.** All notices that are required or permitted to be given under Agreement shall be in writing, duly signed by the party giving such notice, and transmitted either by personal delivery or by registered or certified mail with return receipt and postage prepaid. All such notices shall be effective immediately upon personal delivery or mailing to the addressee. The address of either party may be changed by notice to the other party given pursuant to this paragraph. For purposes of all notices or communications required or permitted to be given hereunder, the addresses of the parties hereto shall be as indicated below:

PR: Motivating Systems, LLC  
dba PBIS Rewards  
223 NW 2nd St, Suite 300  
Evansville IN 47708  
United States

ORGANIZATION: East Stroudsburg High School North  
279 Timberwolf Drive  
Dingmans Ferry, PA 18328  
United States

**WAIVER.** No waiver by either party of any default in the performance of any part of this Agreement by the other party shall be deemed to be a continuing waiver of any future default or a waiver of any other default hereunder. This Agreement and all referenced parts constitute the complete and entire agreement between PR and Organization.

**VENUE.** Any suit relating to this agreement must be brought in a court of competent jurisdiction in Vanderburgh County, Indiana. This agreement shall be interpreted and governed by the laws of the State of Indiana. If any provision, part, or term of this agreement is in conflict with any law in the State of Indiana, the remaining provisions, parts, or terms shall be unaffected and shall remain valid and in force. In the event of any litigation between Organization and PR relating to this agreement, each Party agrees to bear its own attorney and legal fees.

**SEVERABILITY.** If any provision, clause or part of this Agreement or application thereof to any person or circumstance is held invalid or unconscionable, such invalidity or unconscionability shall not affect other provisions or applications of this Agreement which can be given effect without the invalid or unconscionable provision or application, and to this end the provisions of this Agreement are declared to be severable.

**AUTHORITY.** The individuals executing this Agreement on behalf of the undersigned represent and warrant that such person is duly authorized to execute and deliver this Agreement on behalf of the undersigned and that this Agreement is binding upon the undersigned in accordance with its terms.

**EXECUTION OF AGREEMENT.** This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement. The exchange of copies of this Agreement and of signature pages by facsimile or e-mail transmission shall constitute effective execution and delivery of this Agreement and may be used in lieu of the original Agreement for all purposes. Signatures on this Agreement transmitted by facsimile or e-mail shall be deemed to be their original signatures for all purposes.

The pricing in this proposal is valid for 60 days.

In accepting this agreement, Organization agrees to the work and terms as outlined in this proposal dated March 16, 2021. To accept the terms of this proposal please sign and deliver this document to Motivating Systems, LLC dba PBIS Rewards via email at sales@pbisrewards.com or fax at 812-660-9040.

SIGN: \_\_\_\_\_  
PRINT: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
FOR: East Stroudsburg High School North

**PBIS REWARDS USE ONLY**

SIGN:	_____
PRINT:	<u>Pat Heck</u>
TITLE:	<u>President</u>
FOR:	<u>PBIS Rewards</u>

155

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**lynette-grimaldi@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

FORM **611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Benjamin Brenneman

Untitled Title

Department \*

Administrator

Building \*

High School North

154

What service or item are you requesting \*

Training Manuals - Pre-referral Intervention Manuals/Behavior Intervention Manuals/Social Skills Intervention Manual

Why are you requesting the service or item \*

to be used as an additional tool to increase our efforts to improve student achievement, educational equity, and access to educational opportunities for all students

Suggested replacement \*

None

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Sole Source Vendor -Hawthorn Educational Services is the only vendor able to supply the quantities needed

What is the total cost of the purchase? \*

\$9762.50

157

Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

158

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10 ▼

What account will be charged \*

ATSI Grant

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Hawthorne Educational Services had the lowest prices and was the only vendor that could supply the quantities

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

159

Hello  
Select your address

All social skills intervention manual

Hello, Sign in  
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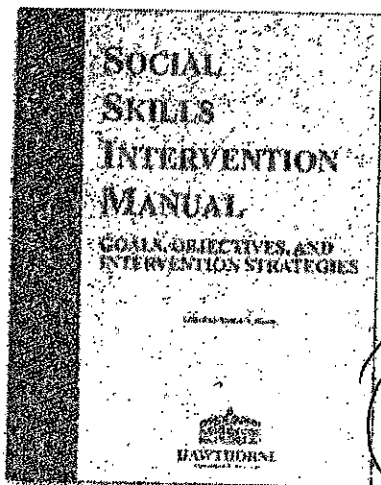
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by Samm N. House (Author)

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*Hawthorne @ \$40 per book*

The Social Skills Intervention Manual (SSIM) is a compilation of goals, objectives, and Intervention strategies for 63 behaviors grouped by categories: Relationships, Communication, Problem Solving, Decision Making/Goal Setting, and Academic Interactions. It is designed to respond to the most typical social skills problems exhibited by students in

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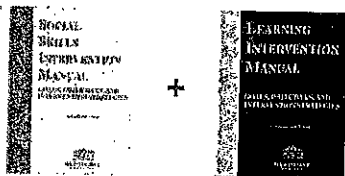
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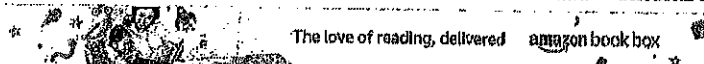
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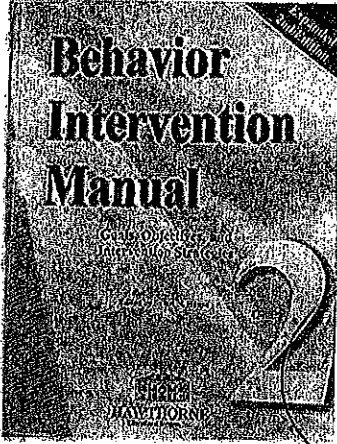
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by Samm N. House (Author)

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## Product details

ASIN : B097KPGSPN

Publisher : Hawthorne Educational Services, Inc. (January 1, 2020)

Language : English

Best Sellers Rank: #330,263 in Books (See Top 100 in Books)

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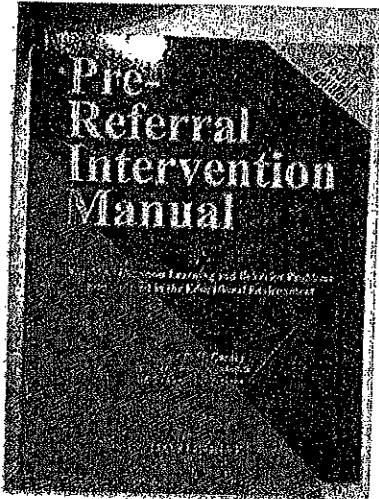
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Paperback – January 1, 2014

by Kathy Cummins Wunderlich (Author), & 2 more

147 ratings

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1 Collectible from \$99.59

*Hawthorne  
\$75  
per book*

The Pre-Referral Intervention Manual (PRIM) provides a direct response to state mandated pre-referral intervention activities. It may be used by a teacher or group of educators, such as a Teacher Assistance Team, to develop a comprehensive plan

Read more

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687 pages English

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\$6,000.00

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\$1,875.00

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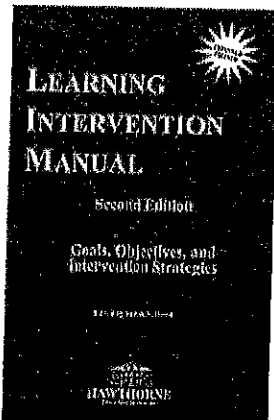
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\$75.00

Qty

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**SysCloud Google Workspace Backup**

**A. Why are you requesting the service/needs?**

**Why:** The district needs a product to backup its Google Workspace Domain and all associated data.

**Need:** SysCloud backs up all essential Google Workspace apps with intelligent data insights to safeguard the district from ransomware, phishing, compliance risks, accidental deletions, user errors, insider threats and SaaS outages.

**Suggested replacement:** This is a new service and not a replacement. Recommended vendor is SysCloud.

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

- SysCloud - \$8,350.00
- Backupify - \$12,024.00
- CloudAlly - \$15,480.00

**C. Procurement Method:**

- After researching companies that offered this product, we scheduled vendor demonstrations and solicited quotes. SysCloud, was the best solution of the three and most cost-effective.

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

- Yes – 2021-2022 Fiscal Year
- Fund 10
- Account #10-2844-650-000-00-006-000-000-0600
  - Technology Services Initiatives Account

**E. Selection of winning proposal**

- SysCloud - \$8,350.00 (annually)



Amplified IT, LLC  
 757-774 -5047  
 812 Granby St  
 Norfolk, Virginia  
 23510-2004  
 United States

Prepared For  
 Brian Borosh  
 East Stroudsburg Area School District  
 50 Vine St  
 East Stroudsburg, Pennsylvania  
 18301-2150  
 United States

Estimate Date  
 08/04/2021

Estimate Number  
 00137675

Description	Rate	Qty	Line Total
SYS-BUP-0001 SysCloud Unlimited Backup 1 year license	\$10.00	835	\$8,350.00
AIT-CSO-1000 Onboarding and Support Escalation	\$500.00	1	\$500.00
AIT-CSO-9101-00 Onboarding and Support Escalation	-\$500.00	1	-\$500.00
	Subtotal		8,350.00
	Tax		0.00
	Estimate Total (USD)		\$8,350.00

Terms

This quote is valid for 28 days from issue.

Please send purchase orders to [info@amplifiedit.com](mailto:info@amplifiedit.com) or fax to 757-585-3550. If possible, please also include a copy of your organization's tax-exempt certificate with your purchase order. An exemption certificate is required to process Google Voice orders.

Amplified IT issues electronic invoices only. Please include an accounts payable email address with your purchase order to avoid billing delays. Full payment is required within 30 days of invoice. Otherwise, if you wish to pay by credit card please advise us with your order and note that a 3% service fee will be added to the invoice to cover payment processing charges.

147

The purchase of these products and services are bound by the relevant terms of services, privacy and data notices found here:

<https://www.amplifiedit.com/work-with-us/>

A copy of our W-9 form may also be downloaded from the link above.

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email ([craig-neiman@esasd.net](mailto:craig-neiman@esasd.net)) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
Procurement Form

Name of Requestor \*

William Vitulli

Untitled Title

Department \*

Curriculum and Instruction

Building \*

Administration

169



What service or item are you requesting \*

The Superkids Reading Program by Zaner-Bloser

Why are you requesting the service or item \*

Materials, instruction, and professional support designed to improve literacy outcomes

Suggested replacement \*

Potentially Wonders by McGraw Hill

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

none

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

No - specialized curriculum

What is the total cost of the purchase? \*

\$41,459.10\*

170

Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

171

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

N/A

Which Fund will be charged? \*

10 ▼

What account will be charged \*

Elementary Curriculum

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Specialized curriculum

Any additional information you would like to provide.

Contract is written that there will be no cost to the District if the District is not completely satisfied with the product. Assuming curriculum is satisfactory, cash outlay will not occur June 2022.

This form was created inside of East Stroudsburg Area School District.

Google Forms

172

ZB Zaner-Bloser

Successful  
& joyful  
LEARNING

## PIONEER AGREEMENT & QUOTE SUMMARY FOR

East Stroudsburg Area Sch Dist

East Stroudsburg, PA

Tina Falbo

(570) 424-8500

tina-falbo@esasd.net

Quote # 00031522

Issued on August 4, 2021

Expires on October 7, 2021

### PREPARED BY

Mary Wexler

Sales Consultant - Reading

(800) 248-2568 ext. 7760

mary.wexler@zaner-bloser.com

### THE MATERIALS ON THIS FORM HAVE NOT BEEN ORDERED.

To place your order, complete the Order Information page and scan/email it with this quote to our Customer Experience department at [CustomerExperience@zaner-bloser.com](mailto:CustomerExperience@zaner-bloser.com). If you have questions, please call our Customer Experience department at 800.421.3018.

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August 4, 2021

East Stroudsburg Area Sch Dist • East Stroudsburg, PA

Dear Tina Falbo:

We're excited that you're interested in pioneering *The Superkids Reading Program*! I'm your sales consultant and point of contact for any questions you might have. Zaner-Bloser is dedicated to improving literacy outcomes for students. Thank you for allowing us to partner with you to assist you with the materials, instruction, and professional support to make this goal a reality for your teachers and students!

This letter provides more information about what's involved in your pioneer order. To get your pioneer started, please sign the agreement and complete all order information (delivery instructions, digital administrator name and email, etc.) on the order information page. When finished, scan and email all forms to [CustomerExperience@zaner-bloser.com](mailto:CustomerExperience@zaner-bloser.com).

### BENEFITS AND REQUIREMENTS

For your pioneer order, you will receive all materials necessary to ensure full implementation of *The Superkids Reading Program* in the following grades at a cost of \$0.00 for the 2021–2022 school year:

- three Kindergarten classrooms
- two Grade 1 classrooms
- two Grade 2 classrooms

At no charge, we'll provide training and coaching support to teachers during the pioneer process. If the number of students or classrooms in your pioneer changes, the cost to your school will be adjusted proportionately.

We ask that you agree to a few things in return. By signing this letter, you agree to the following:

- Your participating teachers will make a good faith effort to implement *The Superkids Reading Program* according to the guidelines provided by Zaner-Bloser.
- The pioneer teachers agree to teach *The Superkids Reading Program* with fidelity as laid out in the Teacher's Guides and explained in the training guidelines.
- Pioneer teachers, reading teachers, and the school administrator in charge of monitoring the pioneer for success agree to take part in implementation training.
- Pioneer teachers, reading teachers, and the designated school administrator agree to take part in debriefing sessions that follow the in-class, 1:1 coaching support visit that each pioneer teacher will receive.
- Pioneer teachers may be asked to participate in a survey near the end of the school year, so that we can know their thoughts about the program.
- You will consider sharing any assessment data you normally collect from students in pioneer classrooms with us, so that we can measure the effect of the program. Zaner-Bloser agrees to keep all such data strictly confidential, as described below.
- If you choose to continue using *The Superkids Reading Program*, the remaining cost of the program materials used during the pioneer (\$41,459.10) will be paid by June 30, 2022.
- If you choose not to continue using *The Superkids Reading Program*, all non-consumable complimentary program materials will be ready for pick up at most 90 days after the end of the pioneer. **Please save the boxes that the materials arrive in to use for reshipment.** If the materials are not ready by this agreed upon date, you agree to pay for shipping of the materials to Zaner-Bloser, Returns Department, 10650 Toebben Dr, Independence, KY 41051.

**Shipping Note:** This order will require special handling. Please allow 7 business days for your order to be picked, palletized, and shipped.

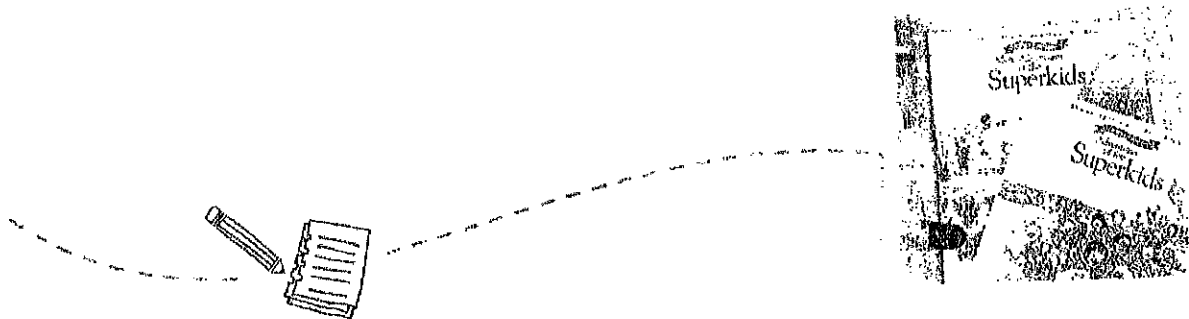
The enclosed quote includes an Order Information page, which should be filled out completely and returned with your order. **If information is missing on this page, processing your order may be delayed.** Be sure to fill out parts A, B, and C of the Digital Product Information section if online access is included with your order.

We look forward to supporting your teachers through a successful pioneer and hope you'll consider *The Superkids Reading Program* for adoption. We will do everything we can to make this a great experience for everyone.

Thank you,  
Mary Wexler  
Sales Consultant - Reading

**CONFIDENTIALITY STATEMENT**

All information collected by Zaner-Bloser as part of pioneer and research projects is strictly confidential and shared only with staff on a need-to-know basis for their research and product development responsibilities. The data may also be shared with an external research organization of Zaner-Bloser's choice, which will also be required to pledge confidentiality. Zaner-Bloser does not publish individual student data. Zaner-Bloser may publish reports based on aggregated student data but will not publish such data in ways that allow individual students to be identified. Zaner-Bloser periodically publishes school and teacher names, but only with prior consent.



**2021-2022 PIONEER AGREEMENT**

On behalf of East Stroudsburg Area Sch Dist, I have read and understand the pioneer terms outlined in this letter. I agree to ensure that East Stroudsburg Area Sch Dist makes a good faith effort to implement *The Superkids Reading Program* in pioneer classrooms according to Zaner-Bloser's guidelines and provide the information specified above. I agree to return all non-consumable complimentary materials if East Stroudsburg Area Sch Dist decides not to continue using *The Superkids Reading Program*. I also agree that East Stroudsburg Area Sch Dist will make payment as outlined above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

Does East Stroudsburg Area Sch Dist test in Kindergarten through Grade 2? If so, which test(s) do you use?

No

Yes, we use \_\_\_\_\_ in \_\_\_\_\_  
Test Name(s) Grade(s)

Who is the primary contact for *The Superkids Reading Program* pioneer correspondence?

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email

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# QUOTE SUMMARY



East Stroudsburg Area Sch Dist • East Stroudsburg, PA

PROGRAM	GRADE	SAVINGS	COST
<i>The Superkids Phonemic Awareness</i>	Kindergarten	\$284.97	\$0.00
<i>The Superkids Phonemic Awareness</i>	Grade 1	\$284.97	\$0.00
<i>The Superkids Phonemic Awareness</i>	Grade 2	\$379.96	\$0.00
<i>The Superkids Reading Program</i>	Kindergarten	\$11,571.20	\$0.00
<i>The Superkids Reading Program</i>	Grade 1	\$18,228.00	\$0.00
<i>The Superkids Reading Program</i>	Grade 2	\$15,955.00	\$0.00
<i>The Superkids Reading Program</i>	Multigrade	\$425.00	\$0.00
<i>Professional Development</i>	Multigrade	\$21,600.00	\$0.00

<b>TOTAL SAVINGS</b>	<b>\$68,729.10</b>
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SUBTOTAL COST **\$0.00**

SHIPPING/PROCESSING (9%) *Complimentary*

**AMOUNT TO BE INVOICED** **\$0.00**

Includes materials, shipping, and processing. May not include applicable local and state taxes.

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**ITEM LIST**

**75 Zaner-Bloser**

**The Superkids Phonemic Awareness: Kindergarten**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781453136874	Superkids 2022 Grade K The Superkids Phonemic Awareness Set <i>Contents include: 1 set of 46 Sound Formation cards, 1 Teacher's Guide</i>	\$94.99	3	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**The Superkids Phonemic Awareness: Grade 1**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781453136881	Superkids 2022 Grade 1 The Superkids Phonemic Awareness Set <i>Contents include: 1 set of 46 Sound Formation cards, 1 Teacher's Guide</i>	\$94.99	3	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**The Superkids Phonemic Awareness: Grade 2**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781453136898	Superkids 2022 Grade 2 The Superkids Phonemic Awareness Set <i>Contents include: 1 set of 46 Sound Formation cards, 1 Teacher's Guide</i>	\$94.99	4	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**The Superkids Reading Program: Kindergarten**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781614365082	Superkids 2017 Grade K, Semester 1, Meet the Superkids, Practice Pages	\$3.85	66	Complimentary
9781614368687	Superkids 2017 Grade K, Semester 1, Meet the Superkids, Student Books Set, 1 Copy of Each of 13 Titles	\$14.00	66	Complimentary
9781614368595	Superkids 2017 Grade K, Semester 1, Meet the Superkids, Units 1-13 Teacher Materials <i>Contents include: 15 Teacher's Guides, Building Blocks of Reading, Program Guide, Assessment Book, Letter Formation Guide, Practice Pages masters</i>	\$315.00	3	Complimentary
9781614365105	Superkids 2017 Grade K, Semester 2, Superkids' Club, Practice Pages	\$3.85	66	Complimentary
9781614368694	Superkids 2017 Grade K, Semester 2, Superkids' Club, Student Books Set, 1 Copy of Each of 5 Titles	\$14.00	66	Complimentary
9781614368601	Superkids 2017 Grade K, Semester 2, Superkids' Club, Units 14-24 Teacher Materials <i>Contents include: 7 Teacher's Guides, Assessment Book, Practice Pages masters</i>	\$315.00	3	Complimentary
9781614369707	Superkids 2017 Grade K Library Bundle with Informational Text Library <i>Contents include: 5 libraries with 5 copies of 10 titles each</i>	\$1,600.00	3	Complimentary
9781614365013	Superkids 2017 Grade K Big Book of Blending	\$225.00	3	Complimentary
9781614369691	Superkids 2017 Grade K Classroom Resource Kit with Superkids Figures <i>Contents include: Superkids Skill-Building Book, Alphabet Cards, Tactile Cards, Picture Cards, Teacher and Student Letter Cards, Superkids Chart and Super Scene with Clings, Superkids Posters, Superkids Bandable Figures, 250 sheets of Ice Cream Paper</i>	\$550.00	3	Complimentary
9781614361749	Superkids Grade K Student White Boards, Package of 20	\$50.00	4	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

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**ITEM LIST**

**75 Zaner-Bloser**

**The Superkids Reading Program: Grade 1**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781614365136	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Practice Pages	\$4.00	66	Complimentary
9781614365143	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Backpack Pages	\$5.25	66	Complimentary
9781614365778	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Reader Non-Consumable	\$17.00	66	Complimentary
9781614368809	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Super-Duper Mini Magazines Set, 9-Issues	\$22.50	66	Complimentary
9781614368984	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Word Work Books (set of 2 books) <i>Contents include: 2 Word Work Books, 1 per student, consumable</i>	\$14.00	66	Complimentary
9781614368618	Superkids 2017 Grade 1, Semester 1, Adventures of the Superkids, Review Unit - Unit 8 Teacher Materials <i>Contents include: 9 Teacher's Guides, Program Guide, Assessment Book, Practice Page masters, Backpack Page masters, Letter Formation Guide</i>	\$315.00	3	Complimentary
9781614365174	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Practice Pages	\$4.00	66	Complimentary
9781614365181	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Backpack Pages	\$5.25	66	Complimentary
9781614365334	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Word Work Book	\$14.00	66	Complimentary
9781614365785	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Reader Non-Consumable	\$17.00	66	Complimentary
9781614368816	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Super-Duper Mini Magazines Set, 8-Issues	\$22.50	66	Complimentary
9781614368825	Superkids 2017 Grade 1, Semester 2, More Adventures of the Superkids, Units 9-16 Teacher Materials <i>Contents include: 8 Teacher's Guides, Assessment Book, Practice Pages masters, Backpack Page masters</i>	\$315.00	3	Complimentary
9781614368915	Superkids 2017 Grade 1 Library Bundle <i>Contents include: 6 libraries with 8 copies of each</i>	\$2,100.00	3	Complimentary
9781614365020	Superkids 2017 Grade 1 Big Book of Decoding	\$225.00	3	Complimentary
9781614368663	Superkids 2017 Grade 1 Classroom Resource Kit <i>Contents include: Superkids Skill-Building Book, Alphabet Cards, Memory Word Flash Cards, Sound-Spelling Cards, Words to Know Cards, Teacher Letter Cards, Teacher Digraph and Trigraph Cards, Superkids First-Grade Poster</i>	\$310.00	3	Complimentary
9781614361756	Superkids Grade 1 Student White Boards, Package of 20	\$50.00	3	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**The Superkids Reading Program: Grade 2**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781614365211	Superkids 2017 Grade 2, Semester 1, The Superkids Hit Second Grade, Backpack Pages	\$5.25	66	Complimentary
9781614365792	Superkids 2017 Grade 2, Semester 1, The Superkids Hit Second Grade, Reader Non-Consumable	\$17.00	66	Complimentary
9781614368823	Superkids 2017 Grade 2, Semester 1, The Superkids Hit Second Grade, Super Magazines, Issues 1-4	\$22.50	66	Complimentary

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**ITEM LIST**

**15 Zaner-Bloser**

**The Superkids Reading Program: Grade 2**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781614368991	Superkids 2017 Grade 2, Semester 1, The Superkids Hit Second Grade, Word Work Books (set of 2 books) <i>Contents Include: 2 Word Work Books, 1 per student, consumable</i>	\$14.00	66	Complimentary
9781614368632	Superkids 2017 Grade 2, Semester 1, The Superkids Hit Second Grade, Warm Up Unit - Unit 8 Teacher Materials <i>Contents Include: 11 Teacher's Guides, Program Guide, Backpack Page masters, Assessment Book, Letter Formation Guide</i>	\$315.00	4	Complimentary
9781614365242	Superkids 2017 Grade 2, Semester 2, The Superkids Take Off, Backpack Pages	\$5.25	66	Complimentary
9781614365365	Superkids 2017 Grade 2, Semester 2, The Superkids Take Off, Word Work Book	\$14.00	66	Complimentary
9781614365808	Superkids 2017 Grade 2, Semester 2, The Superkids Take Off, Reader Non-Consumable	\$17.00	66	Complimentary
9781614368830	Superkids 2017 Grade 2, Semester 2, The Superkids Take Off, Super Magazine Set Issues 5-8	\$22.50	66	Complimentary
9781614368649	Superkids 2017 Grade 2, Semester 2, The Superkids Take Off, Unit 9-16 Teacher Materials <i>Contents Include: 10 Teacher's Guides, Assessment Book, Backpack Page masters</i>	\$315.00	4	Complimentary
9781614368779	Superkids 2017 Grade 2 Book Club Set <i>Contents Include: 10 copies of 16 titles, 10 copies of 16 journals, 4 Teacher's Guides</i>	\$1,010.00	4	Complimentary
9781614365037	Superkids 2017 Grade 2 Big Book of Decoding	\$225.00	4	Complimentary
9781614368670	Superkids 2017 Grade 2 Classroom Resource Kit <i>Contents Include: Superkids Skill-Building Book, Sound-Spelling Cards, Words to Know Cards, Superkids Second-Grade Poster</i>	\$185.00	4	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**The Superkids Reading Program: Multigrade**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
9781598339789	Superkids Ice Cream Paper, 500 sheets	\$28.00	5	Complimentary
9781598339475	Superkids Bendable Figures in Bus Tin	\$95.00	3	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

**Professional Development: Multigrade**

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
PD11005	Superkids Complimentary Implementation Training <i>This implementation training is provided for teachers new to Superkids. Participants engage in lessons and learn the effective, evidence-based instructional strategies of the program. Teachers and support personnel leave prepared to implement Superkids and use all program materials.</i>	\$2,700.00	2	Complimentary
PD13015	Superkids Complimentary Coaching: 1 Visit Per Teacher <i>On-site coaching visits provide one-on-one support for Superkids teachers. The classroom visit can include lesson feedback as well as discussion of topics chosen by the teacher, focusing on program and instructional best practices to maximize results.</i>	\$2,700.00	6	Complimentary
<b>SUBTOTAL COST</b>				<b>\$0.00</b>

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**ORDER INFORMATION**

**Zaner-Bloser**

**AMOUNT TO BE INVOICED (including shipping)\***

**\$0.00**

\* Add state and local taxes to the total amount of your order, if applicable. If tax exempt, please include your tax exemption number or a copy of your tax exemption certificate to qualify for zero sales tax.

**IMPORTANT** Please fill out this page completely. Missing information may result in delayed order processing.

Invoice - P.O. # \_\_\_\_\_

Check # \_\_\_\_\_

Make Checks Payable to: Zaner-Bloser

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

Phone: \_\_\_\_\_

Please do not submit credit card information with this form. To prepay with a credit card, call our Customer Experience dept at 800.421.3018, Mon-Fri, 8:00 am-6:00 pm ET.

**SCHOOL INFORMATION**

For use in school year: 20\_\_\_\_ to 20\_\_\_\_ First day of school: \_\_\_\_\_ Summer phone number: \_\_\_\_\_

**DIGITAL PRODUCT INFORMATION**

Complete parts A, B, and C of the Digital Product Information section to ensure online access to digital product(s).

A. Online access is controlled by a school or district Digital Administrator. This individual is responsible for adding and removing users throughout the school year. Additionally, this user can access important information such as parent contact information and student assessment data. Please provide the name and email of your school- or district-selected Digital Administrator below.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

B. If this order is being submitted by a school district, diocese, or third-party ordering service, please provide a list of the school(s) that require online access. By default, your school- or district-selected Digital Administrator will manage all schools listed below. (If you have more than six schools, please attach a complete list to your order.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Online access is assigned annually. Please enter the start date of the school year you will begin using the digital product. \_\_\_\_\_

**BILL TO** School/District Name: East Stroudsburg Area Sch Dist

Contact Name: Tina Falbo Contact Email: \_\_\_\_\_

Street Address: 50 VINE ST City: East Stroudsburg State: PA Zip: 18301

**DELIVERY INSTRUCTIONS — IMPORTANT**

All available materials will ship at the time the order is processed unless otherwise specified. Order processing and delivery times vary depending on volumes and customer location. If there are dates you are unable to accept deliveries, please note below. If there aren't any special delivery date requirements, please check the box labeled "No Delivery Date Restrictions".

Do Not Deliver Dates: \_\_\_\_\_  No Delivery Date Restrictions

**SHIP TO**  Same as BILL TO School/District Name: East Stroudsburg Area Sch Dist

Contact Name: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**RETURNS** Returns will only be processed with prior authorization by Zaner-Bloser Customer Experience. Materials must have been purchased within 90 days and be in resalable condition. To make arrangements for a return and to ensure that you receive credit, contact Zaner-Bloser's Customer Experience department at 800.421.3018. Please do not return materials to the PO Box address. Return to: Zaner-Bloser, Returns Department, 10650 Toebben Dr, Independence, KY 41051.

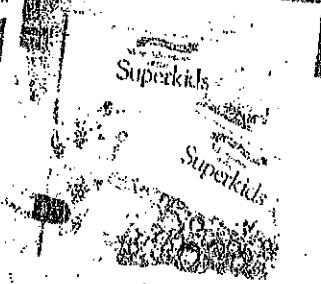
Please sign below to confirm your order and provide authorization for any applicable shipping charges and sales tax, if not sales tax exempt. Shipping is added at our standard rate of 9% or \$5.00, whichever is greater.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Contact our Customer Experience Department to place your order.**  
Mailing Address: Zaner-Bloser, PO Box 16764, Columbus, OH 43216-6764  
Email: CustomerExperience@zaner-bloser.com • Phone: 800.421.3018 • Fax: 800.992.6087

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# WE ARE LITERACY



**THANK YOU** for  
considering Zaner-Bloser  
as your literacy partner.

We appreciate the crucial work you do  
to teach students to read and write.  
Our literacy resources and professional  
development services are designed to  
empower teachers to make the best  
instructional choices and to nurture  
successful and joyful learning.



Z0287 03.19

**SALES CONSULTANT - SUPPLEMENTAL**

**Rita Cook**

[rita.cook@zaner-bloser.com](mailto:rita.cook@zaner-bloser.com)

Toll Free: 800.248.2568 ext. 2517

**SALES CONSULTANT - READING**

**Mary Wexler**

[mary.wexler@zaner-bloser.com](mailto:mary.wexler@zaner-bloser.com)

Toll Free: 800.248.2568 ext. 7760

**ACCOUNT MANAGER - SUPPLEMENTAL**

**Kelsey Norman**

[kelsey.norman@zaner-bloser.com](mailto:kelsey.norman@zaner-bloser.com)

Toll Free: 800.248.2568 ext. 2611

**ACCOUNT MANAGER - READING**

**Jeanne Jenkins**

[jeanne.jenkins@zaner-bloser.com](mailto:jeanne.jenkins@zaner-bloser.com)

Toll Free: 800.248.2568 ext. 2583

**ZB Zaner-Bloser**

A Highlights Company

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**craig-neiman@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

William Vitulli

Untitled Title

Department \*

Curriculum and Instruction

Building \*

Administration

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What service or item are you requesting \*

Reading Wonders by McGraw Hill

Why are you requesting the service or item \*

Annual subscription for Wonders designed to improve literacy outcomes

Suggested replacement \*

None - annual subscription

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

none

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

No - specialized curriculum

What is the total cost of the purchase? \*

\$46,707.00

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Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

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If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

N/A

Which Fund will be charged? \*

10 ▼

What account will be charged \*

Elementary Curriculum

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Specialized curriculum

Any additional information you would like to provide.

Maintaining existing curriculum while trialing new elementary literacy curriculum.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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Because learning changes everything.

**QUOTE PREPARED FOR:**

East Stroudsburg Area Sch Dist  
50 VINE ST  
EAST STROUDSBURG, PA 18301-2160  
ACCOUNT NUMBER: 410936

**SUBSCRIPTION/DIGITAL CONTACT:**

**CONTACT:**

**SALES REP INFORMATION:**

Eleanore Bradley  
eleanore.bradley@mheducation.com

Section Summary	Value of All Materials	Free Materials	Product Subtotal
Please Insert Heading 1	\$46,707.00	\$0.00	\$46,707.00
<b>PRODUCT TOTAL*</b>	\$46,707.00	\$0.00	\$46,707.00
<b>ESTIMATED S&amp;H**</b>			\$0.00
<b>ESTIMATED TAX**</b>			TBD
<b>GRAND TOTAL*</b>			\$46,707.00

\* Price firm for 45 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

\*\*Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes are not included in the quote total. If applicable, actual tax charges will be applied at time of order.

Comments:

**PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER**

**SEND ORDER TO:**

McGraw Hill LLC | PO Box 182805 | Columbus, OH 43218-2605  
Email: orders\_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 08/06/2021

QUOTE NUMBER: EBRAD-08062021-001

ACCOUNT NAME: East Stroudsburg Area Sch Dist

ACCOUNT #: 410936

EXPIRATION DATE: 09/20/2021

PAGE #: 1

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Because learning changes everything.

Product Description	ISBN	Qty	Unit Price	Price Materials	Line Subtotal
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE K	978-0-02-129225-7	17	\$467.07	\$0.00	\$7,940.19
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 1	978-0-02-129226-4	18	\$467.07	\$0.00	\$8,407.26
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 2	978-0-02-129227-1	18	\$467.07	\$0.00	\$8,407.26
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 3	978-0-02-129228-8	16	\$467.07	\$0.00	\$7,473.12
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 4	978-0-02-129229-5	15	\$467.07	\$0.00	\$7,006.05
READING WONDERS - TEACHER WORKSPACE 1 YEAR SUBSCRIPTION GRADE 5	978-0-02-129230-1	16	\$467.07	\$0.00	\$7,473.12

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

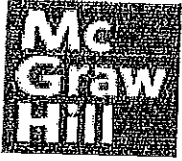
McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605  
Email: [orders\\_mhe@mheducation.com](mailto:orders_mhe@mheducation.com) | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 08/08/2021  
QUOTE NUMBER: EBRAD-08062021-001

ACCOUNT NAME: East Stroudsburg Area Sch Dist  
ACCOUNT #: 410936

EXPIRATION DATE: 09/20/2021  
PAGE #: 2

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Because learning changes everything!

**QUOTE PREPARED FOR:**

East Stroudsburg Area Sch Dist  
60 VINE ST  
EAST STROUDSBURG, PA 18301-2150  
ACCOUNT NUMBER: 410936

**CONTACT:**

**SUBSCRIPTION/DIGITAL CONTACT:**

VALUE OF ALL MATERIALS	\$46,707.00
FREE MATERIALS	\$0.00
PRODUCT TOTAL*	\$46,707.00
ESTIMATED SHIPPING & HANDLING**	\$0.00
ESTIMATED TAX**	TBD
GRAND TOTAL	\$46,707.00

Comments:

[Redacted comment box]

\* Price firm for 45 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials.

\*\*Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes are not included in the quote total. If applicable, actual tax charges will be applied at time of order.

Terms of Service:

By placing an order for digital products (the "Subscribed Materials"), the entity that this price quote has been prepared for ("Subscriber") agrees to be bound by the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. Subject to Subscriber's payment of the fees set out above, McGraw Hill LLC hereby grants to Subscriber a non-exclusive, non-transferable license to allow only the number of Authorized Users that corresponds to the quantity of Subscribed Materials set forth above to access and use the Subscribed Materials under the terms described in the Terms of Service and any specific provisions required by Subscriber's state law, each located in the applicable links below. The subscription term for the Subscribed Materials shall be as set forth in the Product Description above. If no subscription term is specified, the initial term shall be one (1) year from the date of this price quote (the "Initial Subscription Term"), and thereafter the Subscriber shall renew for additional one (1) year terms (each a "Subscription Renewal Term"), provided MHE has chosen to renew the subscription and has sent an invoice for such Subscription Renewal Term to Subscriber.

Terms Of Service

Provisions required by Subscriber State law

ATTENTION: In our effort to protect our customer's data, we will no longer store credit card data in any manner within in our system. Therefore, as of April 30, 2016 we will no longer accept credit card orders via email, fax, or mail/package delivery. Credit card orders may be placed over the phone by calling the number listed above or via our websites by visiting [www.mheducation.com](http://www.mheducation.com) (or [www.mhcoast2coast.com](http://www.mhcoast2coast.com)).

School Purchase Order Number: \_\_\_\_\_

\_\_\_\_\_  
Name of School Official (Please Print)

\_\_\_\_\_  
Signature of School Official

**PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER**

**SEND ORDER TO:**

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605  
Email: [orders\\_mhe@mheducation.com](mailto:orders_mhe@mheducation.com) | Phone: 1-800-338-3987 | Fax: 1-800-953-8691

QUOTE DATE: 08/06/2021

ACCOUNT NAME: East Stroudsburg Area Sch Dist

EXPIRATION DATE: 09/20/2021

QUOTE NUMBER: EBRAD-08062021-001

ACCOUNT #: 410936

PAGE #: 3

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# Change Order

No. 1

Date of Issuance: August 10, 2021 Effective Date: \_\_\_\_\_

Project: <u>Sanitary Liner Replacement</u>	Owner: <u>East Stroudsburg Area S.D.</u>	Owner's Contract No.: _____
Contract: <u>General Construction</u>	Date of Contract: _____	
Contractor: <u>Atlantic Lining Co., Inc.</u>	Engineer's Project No.: <u>287017</u>	

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Transfer of remaining lagoon contents and debris removal to prepare for liner installation.

Change Order approved as Not-to-Exceed: actual amount to be determined based on unit prices and/or daily rates included in the attached cost proposal.

Attachments: (List documents supporting change): Atlantic Lining Co. cost proposal.

**CHANGE IN CONTRACT PRICE:** **CHANGE IN CONTRACT TIMES:**

Original Contract Price: \$ 549,833.60

Original Contract Times:  Working days  Calendar days  
Substantial completion (days or date): 8/13/21  
Ready for final payment (days or date): 8/20/21

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_: N/A

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
Substantial completion (days): \_\_\_\_\_  
Ready for final payment (days): \_\_\_\_\_

Contract Price prior to this Change Order: \$ 549,833.60

Contract Times prior to this Change Order:  
Substantial completion (days or date): 8/13/21  
Ready for final payment (days or date): 8/20/21

[Increase] [~~Decrease~~] of this Change Order: \$ 123,000.00

[Increase] [~~Decrease~~] of this Change Order:  
Substantial completion (days or date): 11/5/21  
Ready for final payment (days or date): 11/12/21

Contract Price incorporating this Change Order: \$ 672,833.60

Contract Times with all approved Change Orders:  
Substantial completion (days or date): 11/5/21  
Ready for final payment (days or date): 11/12/21

RECOMMENDED: Josh Grice ACCEPTED: \_\_\_\_\_ ACCEPTED: \_\_\_\_\_  
By: Josh Grice By: \_\_\_\_\_ By: \_\_\_\_\_  
Engineer (Authorized Signature) Owner (Authorized Signature) Contractor (Authorized Signature)

Date: 8/10/21 Date: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Funding Agency (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

190



Atlantic Lining Company, Inc.  
2519 Rt. 206  
Eastampton, NJ 08060  
609.723.2400  
www.atlanticliningcompany.com

Tuesday, August 10<sup>th</sup>, 2021

Scott C. Ihle  
East Stroudsburg Area School District  
50 Vine St.  
East Stroudsburg, Pa. 18301

Subject: East Stroudsburg Area School District Sanitary Liner Replacement – Job Number: 210098

Dear Mr. Ihle:

Atlantic Lining Contracting Company (ALCO) is requesting an increase in contract value of \$123,000 for the transfer of remaining lagoon contents and debris removal to prepare for liner installation. The increase in contract value is a not to exceed price – actual amount to be determined based on unit prices and/or daily rates included in the attached cost proposal.

The scope of work for this contract increase includes: 1) the transfer of contents between lagoons; 2) Haul and dispose of any lagoon contents that are unable to be transferred; and 3) Perform final cleaning to the extent required to allow new liner to be installed. ALCO and its subcontractor will proceed in a manner to minimize the material that must be disposed of offsite.

The above contract increase includes the following: 1) Estimated \$96,000 in subcontracted transfer/hauling costs in accordance with attached proposal from Kline's; 2) Allowance for 5% markup for ALCO in accordance with the contract documents (\$5,000); 3) 2% allowance for additional bonding for ALCO (\$2,000); 4) \$20,000 not-to-exceed cost for additional ALCO oversight and manpower during lagoon cleanout operations.

ALCO is also requesting an extension to the substantial and final completion dates to 11/5/21 and 11/12/21, respectively.

If you should have any questions, please contact me at 609-723-2400 ext 302.

Sincerely,

Timothy J. Rafter  
Vice President

Attachment



5 Holland Street  
Salunga, PA 17538  
www.klinesservices.com



(717) 898-8158 or  
Toll Free: 1-866-455-4637  
Fax: (717) 898-0106

### Proposal #21291 REVISED

Date: August 6, 2021  
Contact Name: Chris Wagner  
Billing address: Atlantic Lining Company Inc  
2519 Rt 206  
Eastampton, NJ 08060  
Service address: ESASD Lagoons  
Timberwolf Drive  
East Stroudsburg PA  
Email: chrisw@alcoincusa.com

Thank you for your interest in the service to be provided by Kline's Services, a Wind River Environmental Company. Per your request, Kline's has prepared the following Proposal for your consideration and acceptance.

#### **PROJECT SCOPE:**

**ESASD Lagoon Pumping and Cleaning** for the property referenced above and as detailed in the Specific Scope. Service includes transportation to and from the location, disposal of material at an approved facility and copies of related manifests.

#### **SPECIFIC SCOPE:**

- Kline's will provide the following services for the facility identified above. Job to be performed during normal business working hours with start date as early as September 1<sup>st</sup>, 2021.
  - Transfer all pumpable contents of the north lagoon (approx. 150,000 gallons) to the south lagoon (beginning during the first two weeks of September)
  - Remove and dispose of all remaining debris and non-pumpable material in north lagoon.
  - Transfer all pumpable contents of the south lagoon (approx. 450,000 gallons) to the north lagoon after north lagoon is lined.
  - Remove and dispose of all remaining debris and non-pumpable material in south lagoon.
1. Daily rate for transferring lagoon contents between lagoons (equipment and labor): \$2,615.00.
  2. Anticipated transfer rate between lagoons (gallons per hour): 48,000 – 54,000 gallons per hour.
  3. Mobilization charges, if any, since there may be a gap between work on the two lagoons: \$15,620.00.
  4. Price per gallon for removal, transportation, and disposal of liquid sludge: \$0.22 per gallon.
  5. Planned location for disposal of liquid sludge: Hazleton, Passaic, Lehigh.
  6. Price per ton for removal, transportation, and disposal of solids: \$425.00.
  7. Planned location for disposal of solids: Kline's Services (DEP Permit # 101606).
- Price is based on equipment and personnel named above. Cost is an estimate only. Invoice will be based on the actual amount of time required to complete the job and the total volume of waste disposed of (if applicable). Invoice may be more or less than estimate.

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**craig-neiman@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

FORM **611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
Procurement Form

Name of Requestor \*

Melissa Collevchio

Untitled Title

Department \*

Food Service

Building \*

JTL

193



What service or item are you requesting \*

Insinger Dishmachine

Why are you requesting the service or item \*

Existing equipment is at the end of useful life

Suggested replacement \*

Replacing existing machine

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Yes

What is the total cost of the purchase? \*

\$34,534.75

194

Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

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If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10 ▼

What account will be charged \*

ESSER Funded purchase

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Selected quote includes removal of old machine, installation of new machine, and employee training on new machine

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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## JTL Dishmachine Quotes 2021

<u>Vendor</u>	<u>Equipment Name</u>	<u>Cost</u>
Nova Equipment	Insinger Dishmachine	\$34,534.75 (Includes removal of existing machine)
Restaurant Supply	Insinger Dishmachine	\$29,989.29 (Does <u>NOT</u> include removal of existing machine)
Dave the WIZ Muller	Insinger Dishmachine	\$34,725.00 (Does <u>NOT</u> include removal of existing machine)

Awarded Vendor: Nova Equipment @ \$34,534.75 (includes removal of existing machine and installation/training of new machine).

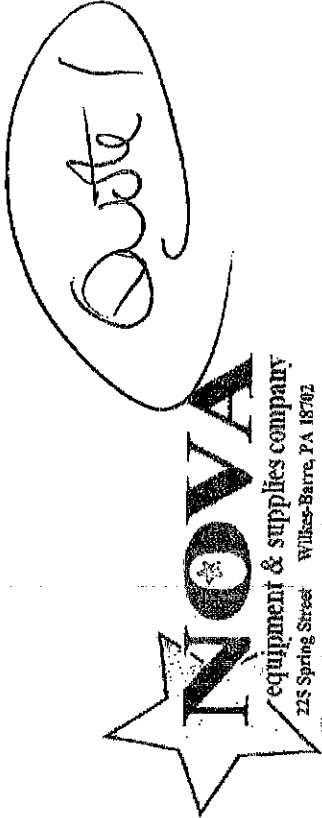
### Addt Info:

The chosen piece of equipment will impact:

1. Equipment that improves the nutrition and quality of meals (e.g. replacing fryers with combination steamer-ovens)
2. Equipment that improves the safety of food served in the school meal programs (e.g. equipment that holds food at appropriate temperatures)
3. Equipment that improves the overall energy efficiency of the school food service operations (e.g. replacing current equipment with more energy efficient)
4. Equipment used to improve or expand participation in the NSLP and/or the School Breakfast Program (e.g. mobile carts for alternative meal service options)
5. Equipment that promotes smarter lunchroom (e.g. lunchroom changes that provide more convenience and appeal to the student population, highlighting healthier choices.)
6. Age of current food service equipment or lack of appropriate equipment (e.g. current equipment is outdated and limited, and limits menu variety)

# Quote

07/13/2021



To:  
Nova  
Dino Rivello

Ship To:  
East Stroudsburg SD Revised 071221

From:  
Dino Rivello  
Outside Sales  
Nova Equipment & Supplies  
225 Spring Street  
Wilkes-Barre, PA 18702  
Mobile 570.430.7578

Project Code: 12527

Job Reference Number: 12984

Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>DISHWASHER, CONVEYOR TYPE</b> Instinger Model No. ADMIRAL 56-4 Admiral Dishwasher, conveyor type, high temperature, no booster, single tank with power wash & prewash section, CrossFire® wash system, approximately (233) racks/hour capacity, stainless steel frame, legs & feet, electric immersion or steam injector tank heat	\$28,346.99	\$28,346.99
		1 ea SureFire® start-up & check-out service, standard	\$185.83	\$185.83
		1 ea Direction of operation to be specified	\$336.49	\$336.49
		1 ea Electric immersion tank heat, 17.5 kw	\$192.72	\$192.72
		1 ea 480v/60/3-ph, 26.1 amps		
		1 ea Pressure reduction valve & line strainer		
		1 ea Rack limit switch		
		2 ea Vent collars with dampers (each)		
<b>ITEM TOTAL:</b>			<b>\$29,254.75</b>	
2	1 ea	<b>SERVICES: INSTALLATION / TRAINING SERVICES</b> Custom Model No. INSTALL Removal of existing dish machine. Unconcrete, assemble, set up and start up of new. Terms: 50% Down to order. Balance upon completion	\$5,280.00	\$5,280.00
<b>ITEM TOTAL:</b>			<b>\$5,280.00</b>	
<b>Total</b>				<b>\$34,534.75</b>

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_



**RESTAURANT<sup>®</sup>  
SUPPLY.com**



# Quote

09/29/2020

Ship To:  
Marilyn Possinger  
19302

From:  
Restaurant Supply, LLC  
Eliza Ryan  
24 Maple Street  
Wethersfield, CT 06109  
860-246-1111

Job Reference Number: 19960

Item	Qty	Description	Sell	Sell Total
1	1 ea	<b>DISHWASHER, CONVEYOR TYPE</b> Insinger Model No. ADMIRAL 66-4 Admiral Dishwasher, conveyor type, high temperature, no booster, single tank with power wash & prewash section, CrossFire® wash system, approximately (233) racks/hour capacity, stainless steel frame, legs & feet, electric immersion or steam injector tank heat	\$27,114.78	\$27,114.78
	1 ea	SureFire® start-up & check-out service, standard		
	1 ea	Left to right operation		
	1 ea	Electric immersion tank heat, 17.5 kw		
	1 ea	480v/60/3-ph, 26.1 amps		
	1 ea	Pressure reduction valve & line strainer	\$231.00	\$231.00
	1 ea	Rack limit switch	\$418.00	\$418.00
	2 ea	Vent collars with dampers (each)	\$239.00	\$478.00
			<b>ITEM TOTAL:</b>	<b>\$28,241.78</b>
2	1 ea	<b>DELIVERY OPTIONS</b> RestaurantSupply.net Model No. LIFT GATE SERVICE Lift gate service; driver will bring items from truck to ground level. Customer is still responsible for bringing items inside and setting in place.	\$50.00	\$50.00
			<b>ITEM TOTAL:</b>	<b>\$50.00</b>
			Merchandise	\$28,291.78
			Tax 6%	\$1,697.51
			<b>Total</b>	<b>\$29,989.29</b>

*No removal  
No install (ation)*

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COMMERCIAL KITCHEN EQUIPMENT & REFRIGERATION  
SALES • SERVICE • INSTALLATION

Dave (The Wiz) Muller  
227 B. Service Rd.  
Effort, Pa 18330  
Office Phone: 570-688-9460  
davethewiz@outlook.com

**Billing Address**  
JT Lambert Middle School  
2000 Milford Rd  
East Stroudsburg, PA 18301

# Estimate

*Note 3*

Estimate Number: E201001828  
Estimate Date: Oct 01, 2020  
Payment Terms: Payment 15  
days after  
Invoice date  
Estimate Amount: 34,725.00  
Created By: Wiz.

**Shipping Address**  
JT Lambert Middle School  
2000 Milford Rd  
East Stroudsburg, PA 18301

Item #	Item Name	Quantity	Unit Price	Taxable	Total
1228	Equipment Insinger Admiral66-4  Includes Freight	1.00	34,725.00		34,725.00

**Comments:**

Thank you for your business!

Subtotal: \$ 34,725.00  
Estimate Amount \$ 34,725.00

**Terms & Conditions:**

All repairs warranted for 30 days. All payments are due by the specified due dates. Any payment received after the specified due date will be charged an additional 1.5% finance charge per month, up to 18% per year. Should your account go into "collection" status, you (your company) will be responsible for any court costs, attorney fees and collection fees. The court of jurisdiction for all legal disputes is Monroe County, Pa. Now offering financing on all equipment purchases!

*\* no removal  
\* no installation*

200

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email ([amy-polmounter@esasd.net](mailto:amy-polmounter@esasd.net)) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Amy Polmounter

Untitled Title

Department \*

Admin

Building \*

East Stroudsburg South High School

201



What service or item are you requesting \*

P.E.M.Co. Furniture

Why are you requesting the service or item \*

Creating an academic lab for all students in room 212 - A-TSI grant funded

Suggested replacement \*

N/A

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Co Star Approved vendor

What is the total cost of the purchase? \*

\$ 12,359.15

202

Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

203

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

N/A

Which Fund will be charged? \*

10 ▼

What account will be charged \*

A-TSI Budget

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

COSTARS Vendor

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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**Educational & Contract Furniture**  
**1700 N. Highland Road, Suite 107**  
**Pittsburgh, Pa 15241**  
**Phone: 412-831-7601 Fax: 412-831-7662**

# PROPOSAL

**Number** PEMQ8008  
**Date** Jul 20, 2021

**Proposal Expires on:** 8/19/2021

**Website:** [www.pemcofurniture.com](http://www.pemcofurniture.com)

Sold To	Ship To	Your Sales Rep
<b>East Stroudsburg SD</b> Amy Polmouter 279 North Courtland Street East Stroudsburg, PA 18301  <b>Phone</b> 570-956-3729 <b>Fax</b>	<b>East Stroudsburg HS South</b> Amy Polmouter 279 North Courtland Street East Stroudsburg, PA 18301  <b>Phone</b> 570-956-3729 <b>Email</b>	Bill Lindstrom  <b>Office:</b> 412-831-7601 <b>Ext.</b> 119 <b>Cell:</b> 814-553-1640 <b>Email:</b> Bill@pemcofurniture.com
<b>Terms</b>	<b>PO Number</b>	

Qty	Mfg	Model #	Description	Unit Price	Ext. Price
4	Smith System	01531	Multi Media Table Top. 48 x 60, D shape. Standard laminate and edge band color selections TBD.	\$198.60	\$794.40
8	Smith System	01451	Circular Base, 24" diameter. 29" seated height. Standard paint color TBD.	\$192.60	\$1,540.80
8	Smith System	017898 SLV	Surface mount power module, round. 1 Power/2 USB ports per module.	\$172.80	\$1,382.40
4	Smith System	17354 PLT	Large monitor table mount. Platinum paint.	\$328.20	\$1,312.80
4	Smith System	28000WCS/PLT	Mobile A3 Ceramic Steel Whiteboard. 48"W x 66"H.	\$894.60	\$3,578.40
20	Smith System	11849	Flavors 18" four leg stack chairs. Steel glides. Chrome frame/standard shell color TBD.	\$79.80	\$1,596.00
1	Smith System		Freight charges	\$2,154.35	\$2,154.35

*Product shipping direct. Customer responsible for offload and assembly.*

**\*Purchase Order instructions below\***

**PA-CoStars Pricing is Valid for 30 days**

**Pricing Per: PA Co-Stars 035-015**  
**Make PO out to: PEMCO**  
**1700 N. Highland Rd Suite 107**  
**Pittsburgh, PA 15241**

<b>SubTotal</b>	\$12,359.15
<b>Tax</b>	\$0.00
<b>Shipping</b>	0.00
<b>Total</b>	<b>\$12,359.15</b>

Please Sign Proposal and return with PO:  
 Email: Bill@pemcofurniture.com  
 or Fax: 412-831-7662

Print: \_\_\_\_\_

Signature: \_\_\_\_\_  
 205

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

APC Symetra Revitalization Service and Battery Replacement

**A. Why are you requesting the service/needs?**

**Why:** The district needs to revitalize its APC Symetra UPS (Uninterruptable Power System) at the HS South Data Center.

**Need:** The UPS at the HS South data center is approximately 10 years old. In lieu of replacing the unit altogether, we feel the most cost effective measure at this time is to have the unit revitalized and batteries replaced. We should gain another 10 years out of the current unit with this service.

**Suggested replacement:** Revitalization service and battery replacement as per the attached quote.

**B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts.** No. CDW, ePlus, IntegraOne, and SHI were contacted for quotes and we received only one response from IntegraOne

- \$18,881.38

**C. Procurement Method:**

- After meeting with APC/Schneider Electric to discuss our options for the UPS, it was determined to go with the revitalization service and battery replacement. APC/Schneider Electric provide the SKU's and four vendors were contacted for quotes.

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

- Yes – 2021-2022 Fiscal Year
- Fund 10
- Account #10-2844-650-000-00-006-000-000-0600
  - Technology Services Initiatives Account

**E. Selection of winning proposal**

- IntegraOne
- \$18,881.38
- Pricing per COSTARS contract #003-085

**Allentown**

7248 Tilghman Street  
Suite 120  
Allentown, Pennsylvania 18106  
(484) 223-3480  
www.integra1.net



**APC MBRS Service**

Quote # 021193 Version 3

July 22, 2021

Prepared for:

East Stroudsburg Area School District

Prepared by:

Ashley Miller, Account Manager  
Karen Toczek, Inside Support Representative

207

MPRS and MBRS Services Combined

Description		Price	Qty	Ext. Price
	South - 279 N. Courtland St.			
WMPRS3-MP-23	Modular UPS Revitalization Service for (1) SYPX - ISX 20k A-I-O with 3 X High Efficiency Power Mod	\$12,759.38	1	\$12,759.38
WMBSYB-MB-T4	Modular Battery and Recycling Service 1 X SYBT4	\$1,500.00	4	\$6,000.00
	Shipping			
Shipping	Estimated Freight - WMPRS3-MP-23	\$55.00	1	\$55.00
Shipping	Estimated Freight - 82518990-2	\$67.00	1	\$67.00
<b>Subtotal:</b>				<b>\$18,881.38</b>

per COSTARS contract #003-085

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## APC MBRS Service

**Prepared by:**

**Allentown**

Ashley Miller  
 amiller@integra1.net  
 484-223-3480 x1115

Karen Toczek  
 ktoczek@integra1.net  
 (484) 223-3480 x1150

**Prepared for:**

**East Stroudsburg Area School District**

Accounts Payable  
 East Stroudsburg, PA 18301  
 Brian Borosh  
 (570) 424-8060  
 brian-borosh@esasd.net

**Quote Information:**

**Quote #: 021193**

Version: 3  
 Delivery Date: 07/22/2021  
 Expiration Date: 08/20/2021

### Quote Summary

Description	Amount
MPRS and MBRS Services Combined	\$18,881.38
<b>Total:</b>	<b>\$18,881.38</b>

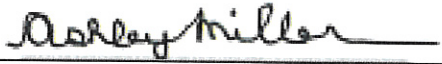
Pricing subject to change without advanced notice from the manufacturer. Leasing rates are subject to final configuration, pricing, and credit approval. Restock fees will apply for any items returned. Returns must be made within 21 days of receipt of items unopened. Shipping fees not included. The information provided to you in this communication is regarded by integraONE to be Confidential and Proprietary Information. This includes the description of the materials/products for sale, the prices quoted, and any description of consulting services to be performed by integraONE. This information shall not be disclosed or made available to any party unrelated to this agreement without our express written consent. You must also exercise reasonable care to protect this information from the unauthorized disclosure by others.

**Ship to Address:**

**Additional Information:**

Allentown

East Stroudsburg Area School District

Signature:   
 Name: Ashley Miller  
 Title: Account Manager  
 Date: 07/22/2021

Signature: \_\_\_\_\_  
 Name: Brian Borosh  
 Date: \_\_\_\_\_

209



V.I.B.4

**Subject:** Form 611

**From:** Google Forms <forms-receipts-noreply@google.com>

**Date:** 7/26/2021, 3:09 PM

**To:** matthew-hirsch@esasd.net

Thanks for filling out \_\_\_\_\_ Form 611

Here's what was received.

[Edit response](#)

## Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

Your email ([matthew-hirsch@esasd.net](mailto:matthew-hirsch@esasd.net)) was recorded when you submitted this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Matt Hirsch

210

Untitled Title

Department \*

Facilities

Building \*

Administration

What service or item are you requesting \*

Door Replacement

Why are you requesting the service or item \*

The current condition of the door is poor.

Suggested replacement \*

Replacing the door and frame.

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

\$10,000

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

211

The AG Mauro Company \$9,035, The Bardman CO. INC 10,452, and Kelley Bros 11,110.

What is the total cost of the purchase? \*

\$9,035

Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities

212

NO

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Costars Contract # 008-289

Which Fund will be charged? \*

10

What account will be charged \*

10-2620-431-000-20-517-008

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

The AG Mauro Company

Any additional information you would like to provide.

[Create your own Google Form](#)

[Report Abuse](#)

213

V.I.B.I

Quote  
Date July 22, 2021



**THE A. G. MAURO COMPANY**

580 INDUSTRIAL DRIVE, LEWISBERRY, PA 17339  
TELEPHONE: (717) 938-4671  
FAX: (717) 938-2471

ARCHITECTURAL HARDWARE, DOORS & SPECIALTIES

EAST STROUDSBURG SD

Job Name: DOOR 29

Job Location: JTL

ATTN: MATT HIRSCH  
PHONE:  
FAX:

WE HEREBY PROPOSE TO FURNISH THE FOLLOWING MATERIALS:

- 2 CONT HINGES 780-224 79\83 CLEAR
- 1 EPT CUT ROTON
- 2 CLOSERS 351-CPSH
- 1 SARGENT ADD 56-
- 1 EXIT 8713/8715ETL 32D
- 1 EXIT 8710 32D
- 1 QC-C006
- 1 POWER SUPPLY BPS 24-1
- 1 EPT-2
- 2 DOOR CONTACTS DOUBLE POLE DOUBLE THROW
- 1 ASTRAGAL 95Cx95CP 84"
- 2 SWEEP 962C- 36"
- 1 THRESHOLD S405A 72" SADDLE
- 1 PAIR HOLLOW METAL DOORS X HALF GLASS X 1" INSUL GLASS X GALV X TO FIT EXISTING OPENING
- 1 HOLLOW METAL FRAME WELDED X GALV TO FIT EXISTING OPENING

INSTALLED PRICE: \$ 9,035.00

STATE CONTRACT # 4400014916  
VENDOR # 143426

COSTARS CONTRACT # 008-289 COSTARS

Terms No Retention-Net 30 Days

Quoted by *Greg Eckard*

No "pay-if-paid" or "pay-when-paid" clauses accepted.

Finance charge of 1-1/4% per month.

will be applied on invoices after 60 days.

**GREG ECKARD**

**MANAGER - OUTSIDE SALES**

All Prices delivered unless noted. All prices quoted herein are guaranteed for fifteen (15) days only unless otherwise noted, and are thereafter subject to change without notice. All quotations made and orders received applying thereto are subject to the approval of our Credit Dept.

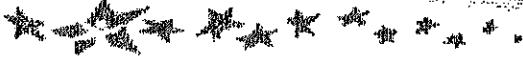
ACCEPTANCE OF PROPOSAL: The above prices, specifications, terms and conditions are satisfactory and are hereby accepted.  
COMPANY \_\_\_\_\_

DATE OF ACCEPTANCE \_\_\_\_\_

BY \_\_\_\_\_

214

**COSTARS**



Terms No Retention-Net 30 Days

Quoted by *Greg Eckard*

No "pay-if-paid" or "pay-when-paid" clauses accepted.

**GREG ECKARD**

Finance charge of 1-1/4% per month.

**MANAGER - OUTSIDE SALES**

will be applied on invoices after 60 days.

All Prices delivered unless noted. All prices quoted herein are guaranteed for fifteen (15) days only unless otherwise noted, and are thereafter subject to change without notice. All quotations made and orders received applying thereto are subject to the approval of our Credit Dept.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, terms and conditions are satisfactory and are hereby accepted.

COMPANY \_\_\_\_\_

DATE OF ACCEPTANCE ..

BY \_\_\_\_\_

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VI.B.2

Proposal  
THE BARDMAN CO. LLC

Doors, Frames, & Hardware

Date: 7/22/21

**SUMMITTED TO:** East Stroudsburg SD

**Job Name:** JTL Opening # 29

**SCOPE:** We hereby submit a Proposal for:  
Remove, Supply and Install  
(See Attached For Details)

**EXCLUSIONS:** Painting, Disposal

We propose to furnish all labor, complete in accordance with specifications given, for the some of:

**COST:** \$10,452.00

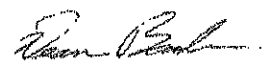
**(QUOTE VALID FOR 45 DAYS)**

**CONDITIONS:** All work to be completed in a workmanlike manner according to specifications given and standard practices. Installation workmanship is warranted for a period of 1 year. Inoperative doors and hardware caused by inadequate maintenance or abuse are strictly excluded form warranty.

**TERMS:** Net 30 Days

Any changes to the hardware schedule or door schedule from the original bidding documents shall result in an extra or a credit to the original proposal. Any alterations or deviation from the above specifications involving extra cost of material or labor will be executed upon written orders for the same, and will become an extra charge over the sum mentioned in this proposal. All agreements must be made in writing. All parties of who accept this proposal agree that it becomes a contractual agreement at the time of signing and that any past due legal and collection fees will be paid those accepting parties.

The Bardman Co. LLC

By 

President

ACCEPTANCE OF  
PROPOSAL

The above cost, terms, conditions, scope and attached scope are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Company \_\_\_\_\_

216

- 1- HMF Welded 6' x 7' standard width
- 1- Pair 6' x 7' HM Doors half glass 1" tempered
- 2- Cont. Hinges Roton Mortise
- 2-Exit Devices 8713 x ETL, 8710
- 2-Closers 351 x CPSH
- 2-Door Contacts Recessed
- 1- ¼" x 6" flat threshold
- 2- sweeps
- 1- Astragal
- 1-BPS- 24-1 power supply
- 1-EPT



JTL Pod Door

V.I.B.3



Kelley Bros, LLC  
2600 Saucon Valley Rd  
Center Valley, PA 18034  
Phone: 484-497-9751  
Fax:

Re-Print Date: 7/13/2021

Order Number 76-2110581-0

PO Number

Date: 7/9/2021

Cage # 443D6  
Duns# 002256188  
Acct#: EASTSTR

**Sold To:**  
EAST STROUDSBURG AREA SCHOOL  
DISTRICT  
  
60 VINE STREET  
EAST STROUDSBURG, PA 18301  
Tel: 670-424-8500  
Fax: 670-420-8384

PA COSTARS Contract: 008-681  
Contract Expiration: January 27, 2022  
Prices quoted are effective for 30 days.  
Contractor FEIN: 15-0511382  
PA Vendor ID: 355540  
Warranty: Standard Commercial  
FOB Point: Destination  
Standard Delivery: 60 Days ARO Expedited shipping may  
be available. Any applicable taxes will apply.



WE ARE PLEASED TO QUOTE AS FOLLOWS:

Qty	Manuf	Mfr Part# / Description	Unit Price	Extended
1	Curries	M16A60 5 3/4 6-0 x 6-8 Pair BLK ; SW;8/WEWA ;E11-2 ;G20-2 ;DP25 ;DP25 ~ HM Frame~	\$400.00	\$400.00
1	Curries	707S18A60 3-0 x 6-8 G19 G12A ;HG-Type9 CL ;MAG ;H x [24 X 30VL] x Primed ~ HM Door~	\$1,150.00	\$1,150.00
1	Curries	707S18A60 3-0 x 6-8 G19 G12A ;HG-Type9 CL ;EPT ;MAG ;RW-1 ;H x Primed ~ HM Door~	\$1,300.00	\$1,300.00
2		25" X 31" CLEAR SAFETY GLASS 1/4"	\$130.00	\$260.00
1	KB-76	CFM83SLF-HD1 x 2 @ TKS1267SP10R21 ~ Hinge - Continuous~	\$105.00	\$105.00
1	Pemko	CFM83SLF-HD1 x PT x EL-EPT x 2 @ TORX-PBS12150R21 x C ~ Hinge - Continuous~	\$330.00	\$330.00
1	KB-76	305CR x 72" x 84" ~ Weatherstrip~	\$60.00	\$60.00

<u>Qty</u>	<u>Manuf</u>	<u>Mfr Part# / Description</u>	<u>Unit Price</u>	<u>Extended</u>
2	KB-76	315CN x 36"w ~ Sweep~	\$10.00	\$20.00
1	KB-76	271A x 72"w ~ Threshold~	\$45.00	\$45.00
2	KB-76	K1050 x 4BE x 8" x 34" x US32D ~ Kick Plate~	\$20.00	\$40.00
1	Pemko	351C/CP80 x C ~ Astragal (Surface)~	\$185.00	\$185.00
2	Sargent	351-CPS x EN ~ Closer - Parallel Arm with 5th screw~	\$445.00	\$890.00
2	ASSAESH	DPS-M-BK x BK ~ Door Position Switch~	\$25.00	\$50.00
1	KB-76	QC-C1500P 15'2" Pinned Harness ~ Wire~	\$70.00	\$70.00
1	KB-76	QC-C300P 38" Pinned Harness ~ Wire~	\$35.00	\$35.00
1	Sargent	MD8610F 36"w x 80"h x No Trim x 606 x 650 x US32D ~ Exit Device - CVR~	\$1,800.00	\$1,800.00
1	Sargent	56-MD8613F 36"w x 80"h x ETL x 606 x 650 x KD x US32D ~ Exit Device - CVR~	\$2,700.00	\$2,700.00
1		LABOR TO REMOVE EXISTING OPENING AND INSTALL ABOVE MATERIAL	\$1,670.00	\$1,670.00
		PAINTING, ELECTRIC AND DISPOSAL OF OLD MATERIAL NOT INCLUDED		\$0.00

Project Total: \$11,110.00

**WHEN ORDERING, PLEASE SUPPLY SPECIFIC KEYING INFORMATION**

*Locking and latching hardware may be subject to ADA technical requirements concerning access for disabled persons. Conformance to such requirements, as well as other building safety code regulations, is the responsibility of the end user.*

PA COSTARS Contract: 008-681  
 Contract Expiration: January 27, 2022  
 Prices quoted are effective for 30 days.  
 Contractor FEIN: 15-0511382

Business Size: Large  
 Payment Terms: Net 30

By:

7/13/2021

76-2110581-0

Page 2 of 3

219

PA Vendor ID: 356640

Government Purchase Cards: Accepted

Warranty: Standard Commercial

FOB Point: Destination

Standard Delivery: 60 Days ARO Expedited shipping may be available. Any applicable taxes will apply.

Title:

Signature

7/13/2021

76-2110581-0

Page 3 of 3

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V.I.C.Y

Amy Famighetti <amy-famighetti@esasd.net>

Fwd: Form 611  
1 message

Robert Romagno <robert-romagno@esasd.net>  
To: Amy Famighetti <amy-famighetti@esasd.net>

Tue, Jul 27, 2021

----- Forwarded message -----  
From: Google Forms <forms-receipts-noreply@google.com>  
Date: Thu, Jul 22, 2021 at 12:02 PM  
Subject: Form 611  
To: <robert-romagno@esasd.net>

Thanks for filling out Form 611

Here's what was received.

Edit response

---

### Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

Your email (robert-romagno@esasd.net) was recorded when you submitted this form.

---

Untitled Section

---

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
Procurement Form

Name of Requestor \*

ROBERT ROMAGNO

Untitled Title

Department \*

Environmental Services

Building \*

District

221

What service or item are you requesting \*

AM-15

Why are you requesting the service or item \*

Disinfecting purposes

Suggested replacement \*

Pacific's AM-15

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Yes

LJC - \$30,825 for 9 machines

USA Clean - \$31,941 for 9 machines

Cleanfreak.com - \$36,136 for 9 machines

What is the total cost of the purchase? \*

\$30,825

Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other:

Was this purchase budgeted? \*

No

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS

222

- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Pennsylvania

Which Fund will be charged? \*

10 ▼

What account will be charged \*

na

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

Yes

Any additional information you would like to provide.

ESSERS II fund

[Create your own Google Form](#)  
[Report Abuse](#)

**Robert J Romagno**  
Supervisor of Environmental Services

East Stroudsburg Area School District  
50 Vine St  
East Stroudsburg PA 18301  
Office - 570-424-8500 x10430  
Cell - 570-460-9882  
robert-romagno@esasd.net

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V.I.C.I



# JANITORIAL DISTRIBUTORS

OF FULLER COMMERCIAL PRODUCTS

Tel: (800) 356-1343 Info@ljcfuller.com  
Fax: (570) 343-7054 LJCFuller.com

1626 Cedar Ave | Scranton, PA 18505

## Price#Quote

Date	Estimate#
7/12/21	4148

East#Stroudsburg#Area#School#District  
 High#School#South-#Rob#Romagno  
 279#North#Courtland#Street  
 East#Stroudsburg,#PA#8301  
 Central#Receiving

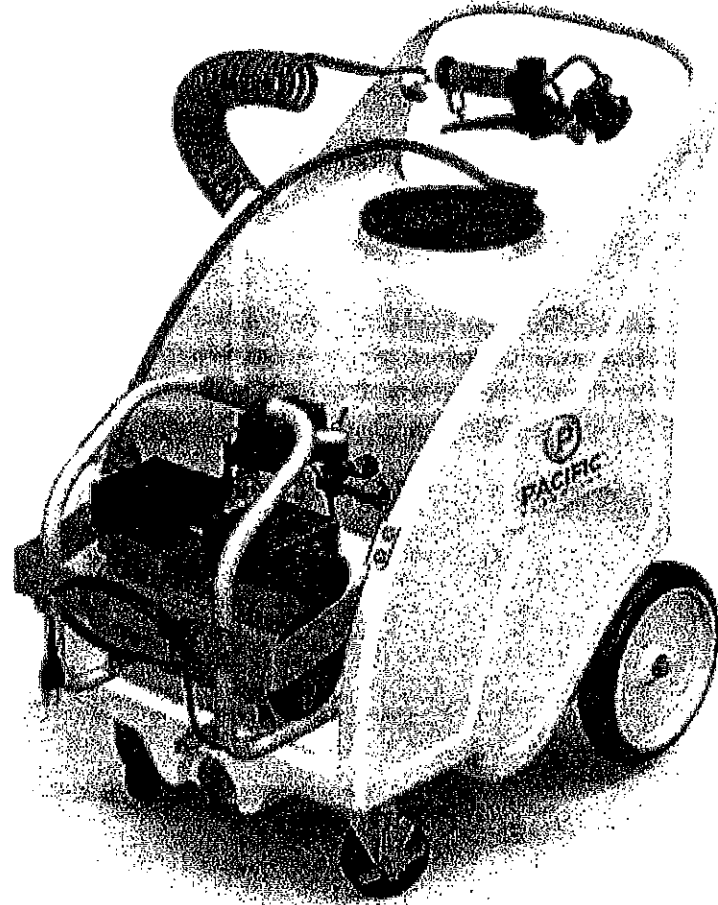
Item	Description	Rate	Qty	UOM	Total
AM-15	Robert Romagno Air Mister Disinfecting Machine, 15 gallon Capacity	2,940.00	9	each	26,460.00
AM-15-100H	100' Hose	485.00	9	each	4,365.00
<b>All#prices#include#delivery.            COSTARS#Vendor#005-029</b>					<b>Subtotal</b> \$30,825.00 <b>Sales Tax (6.0%)</b> \$0.00 <b>Total</b> \$30,825.00

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V.I.C.2

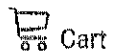
Search the store

HOME / MISTERS AND SPRAYERS / AM-15 AIR ASSISTED 15-GALLON MISTING MACHINE



PACIFIC FLOORCARE

AM-15 air assisted 15-gallon misting machine



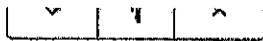
SHIPPING: Calculated at Checkout


RETURNS: All sales are final

AVAILABILITY: In Stock for same day shipping

\$2,999.00 + 550 for HOSE = \$3549 x 9 = \$31,941





 **ADD TO CART**



In the market for a new machine? You can find quality new and reconditioned floor care equipment at one of our vendor partners:

***floorcare.biz***



### Description

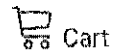
## 15-GALLON AIR ASSISTED MISTING MACHINE

The AM-15 is a versatile misting unit with effective droplets at 15 microns and overall capacity provides superior productivity for large area disinfection. The unit will out perform the commonly used handheld machines on the market today. The large 15 gallon tank provides continual usage - a one stop chemical source. Fill it and disinfect your entire facility.

### THE PACIFIC AM-15 AIR ASSISTED MISTER IS PURPOSE BUILT™ FOR:

- Hallways, Banquet areas, Rooms
- Patient rooms
- Classrooms, Weight rooms, Locker rooms, Restrooms
- Health clubs
- Transportation

- Municipalities
- Sports & Recreational complexes



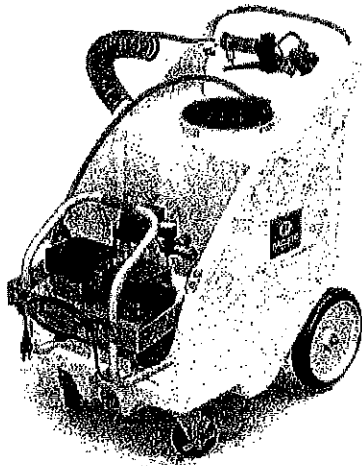
[VIEW ALL](#)

V.I.C.3

We are currently having issues with our toll-free number, please call our local number at 920-750-7300 if you have any inquires.



Home / Cleaning Solutions / Disinfectants & Sanitizers / Disinfectant & Chemical Spray Applicators (Large Area) / Pacific Floorcare® AM-15 Misting and Disinfecting Machine - 15 Gallon



# Pacific Floorcare® AM-15 Misting and Disinfecting Machine - 15 Gallon

Write a Review  
Brand: Pacific Floorcare  
SKU: PAC-685401

Made in the USA: Supporting American Workers  
Free Shipping: Anywhere in Continental US

\$2,860.00  
(Save 10%)  
Qty

\$3,465.00

+ 550 for HOSE

Add to Cart

Click here to finance for as low as \$96/month with QUICK SPARK

4015

### Quick Overview

- Electric, air assisted sprayer
- Polypropylene trigger handle with misting nozzle included
- 15 gallon solution tank

x9

\$36,135

## Product Details

Looking to disinfect a large area efficiently? *Pacific Floorcare* has the machine for you. The AM-15 is a misting, air-assisted sprayer that allows you to coat large areas with liquid disinfectant or other chemicals quickly. This unit has a large 15-gallon tank that provides the user with continual usage of a pre-mixed solution for up to 3.5 hours on a full tank. This machine comes with a handheld sprayer with a polypropylene trigger handle and misting nozzle. This sprayer and misting nozzle disperse solution at 8.9 oz./min with droplets of 15 microns at 50 psi to allow the solution to dry quickly. This sprayer connects to a long 25 ft. coiled twin-line tubing to allow you for decent coverage before having to move the unit. This unit is the ideal solution for facilities with large rooms like schools, health clubs, municipalities, office buildings, and more. Looking for a different size of tank? Check out the large area

4.3 ★★★★★  
Google Customer Reviews

disinfectant & chemical spray applicators area to see what other sizes we provide.

## Features

- Electric, 120V Air compressor with a 9 ft. cord to supply the line with 50 psi of air.
- 15 gallon tank allows for up to 3.5 hours of continual usage per full tank.
- Includes a 25 foot twin-line hose and a handheld sprayer with a polypropylene trigger handle and misting nozzle.
- Supplies an output of 8.9 oz./minute with droplets 15 micron in size.

## Documentation

Downloadable PDFs

Pacific Floorcare AM-15 Misting and  
Disinfecting Machine Spec Sheet

## Specifications

<b>Brand</b>	Pacific Floorcare
<b>Manufacturer Sku</b>	685401
<b>Sprayer Capacity</b>	15 gallon
<b>Pump Type</b>	120V Air compressor
<b>Power Cord</b>	9 ft.
<b>Operating Weight</b>	90 lbs.
<b>Free Shipping</b>	Yes
<b>Internal Search Number</b>	148517

## Customer Reviews

Write a Review

No reviews have been left yet, be the first to review this product.

4.3 ★★★★★

Google

Customer Reviews

228

# East Stroudsburg Area School District

## Date Range 6/18/21 through 7/9/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1318	06/21/2021	COOPER ELECTRIC SUPPLY CO.	DISTRICT ELECTRICAL SUPPLIES	\$ 7,396.08
1319	06/21/2021	CRAMER'S HOME CENTER	north site lights	\$ 7,895.00
1320	06/21/2021	DOVERIFY, INC	Cramers DISTRICT SUPPLIES	\$ 5,380.19
1321	06/21/2021	FEDEX	MAINTENANCE SUPPLIES	\$ 2,118.53
1322	06/21/2021	HAIJOCA CORPORATION	ONLINE NOTARY APPLICATION FEE	\$ 1,005.00
1323	06/21/2021	KIWICO, INC	Inv737555636 Mailings to Dept of Labor	\$ 71.39
1324	06/21/2021	NASSP/NHS/NJHS	MAINTENANCE PLUMBING SUPPLIES	\$ 8,904.66
1325	06/21/2021	PA FBIA	swpbs /12 month subscription	\$ 406.80
1326	06/21/2021	PCARD VENDOR	HS SOUTH NHS GRADUATION STOLE & INDUCTIONS	\$ 308.55
1327	06/21/2021	SOLID LIFT PARTS INC	FBIA AWARDS FOR COMPETITION WINNERS	\$ 44.95
1328	06/21/2021	SOUTHEASTERN EQUIPMENT & SUPPLY, INC	SUPPLIES FOR HS SOUTH POOL MAINTENANCE	\$ 177.80
1329	06/21/2021	VOLKWEIN BROS, INC	PO for custodial parts	\$ 54.19
1330	06/21/2021	WASTE MANAGEMENT	PO for custodial parts	\$ 113.80
1331	06/21/2021	ZOOM VIDEOS COMMUNICATIONS, INC	Jupiter Wind Band Try Out Kit	\$ 420.00
1332	06/21/2021	WEIS MARKET, INC.	DISTRICT WIDE APRIL WASTE PICKUP	\$ 11,186.68
1333	06/21/2021	CONSORTIUM FOR SCHOOL NETWORKING	Zoom MEETING FOR CHILD REGISTRATION	\$ 59.96
1334	06/21/2021	MIGNOSIS SUPER FOOD	JTL FCS SUPPLIES - M MOLINA	\$ 353.27
1335	06/21/2021	MICHAELS STORE 1168	Consortium membership renewal	\$ 965.00
1336	06/21/2021	W.L. SNOOK & ASSOCIATES, INC	HS NORTH FCS SUPPLIES - J CURRY	\$ 241.42
1337	06/29/2021	KEYCO DISTRIBUTORS INC.	TITLE I STEAM*R EITC GRANT	\$ (17.85)
1338	06/29/2021	PRICE CHOPPER #236	Title I STEAM*R Supplies	\$ 1,203.82
253262	06/24/2021	ACHIEVEMENT HOUSE CHARTER SCHOOL	Traffic Cones and Cone Bars for Security	\$ 1,288.26
253263	06/24/2021	ADVANCE AUTO PARTS	CAFETERIA SUPPLIES - M POSSINGER	\$ 12.75
253264	06/24/2021	AGORA CYBER CHARTER SCHOOL	CAFETERIA SUPPLIES - M POSSINGER	\$ 17.91
253265	06/24/2021	ALL AMERICAN SPORTS CORP.	Tuition / Achievement House / JUN 21 / #723457	\$ 2,068.22
253266	06/24/2021	AMAZON	NEW BRAKE PADS FOR SOUTH KITCHEN/MAIL VAN	\$ 38.34
			Tuition / Agora / JUN 21 / #720878	\$ 48,544.13
			JTL FOOTBALL RECONDITIONING 20	\$ 3,199.04
			SOUTH FOOTBALL RECONDITIONING	\$ 395.23
			Guidance Supplies	\$ 9.99
			ITEM: If You're So Smart, Prove It!: Amusing Word	\$ 35.88

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# East Stroudsburg Area School District

## \* Date Range 7/10/21 through 7/15/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253641	07/15/2021	TERRENCE R BOMAR	Expense claim # 4160. SPRING 2021 TUITION REIMBURS	\$ 1,650.00
253642	07/15/2021	THE A.G. MAURO COMPANY	Locks/Keys for LIS	\$ 855.00
253643	07/15/2021	TINA M FALBO	Empl Expense claim # 4154.	\$ 15.29
253644	07/15/2021	TOOLS4EVER, INC	Tools4Ever Identity Management and Password Porta	\$ 5,784.00
253645	07/15/2021	US FOODS	JUNE INVOICES	\$ 28,271.79
253646	07/15/2021	VARSIY BRANDS HOLDING, INC	HS SOUTH CAMP BALANCE	\$ 4,388.81
253647	07/15/2021	VINCENT J GALLO	Empl Expense claim # 4170.	\$ 39.31
253648	07/15/2021	WALMART COMMUNITY/GEMB	HS NORTH LIFESKILLS CLASS	\$ 263.79
253649	07/15/2021	WESTERN PSYCHOLOGICAL SERVICES (WPS)	psychological testing supplies	\$ 1,948.10
253650	07/15/2021	WILLIAM VITULLI	Empl Expense claim # 4145.	\$ 90.22
<b>Grand Total</b>				<b>\$ 1,488,083.56</b>

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1339	07/20/2021	COOPER ELECTRIC SUPPLY CO.	MAINTENANCE MAY ELECTRICAL SUPPLIES	\$ 6,038.10
1340	07/20/2021	CRAMER'S HOME CENTER	Open PO for District SUPPLIES	\$ 28,822.42
1341	07/20/2021	FEDEX	MAINTENANCE MAY GENERAL SUPPLIES	\$ 1,011.02
1342	07/20/2021	HAJOCA CORPORATION	materials for outdoor classroom project	\$ 995.37
1343	07/20/2021	HELM LLC	Inv738207207 mailing to D'HUY & eckert seamans	\$ 95.66
1344	07/20/2021	JOSTENS	MAINTENANCE MAY PLUMBING SUPPLIES	\$ 1,995.13
1345	07/20/2021	KATOM RESTA	HELM LLC Quote 6-4-2021	\$ 800.00
1346	07/20/2021	SOUTHEASTERN EQUIPMENT & SUPPLY, INC	MTSS Grant Student Planners w/guides	\$ 2,750.80
1347	07/20/2021	WASTE MANAGEMENT	BAGS FOR FOOD SERVICE LUNCH PROGRAM	\$ 1,056.85
1348	07/20/2021	ZOOM VIDEOS COMMUNICATIONS, INC	switches for custodians	\$ 69.96
1349	07/20/2021	WALMART COMMUNITY/GEMB	DISTRICT MAY WASTE PICK UP	\$ 10,796.68
1350	07/20/2021	MICHAELS STORE 1168	Zoom Registration Software	\$ 59.96
1351	07/20/2021	WEIS MARKET, INC.	LEHMAN FCS SUPPLIES - D MORETTO	\$ 27.34
1352	07/20/2021	GODADDY.COM	JTL FCS SUPPLIES - M MOLINA	\$ 100.56
1353	07/20/2021	PCARD VENDOR	JTL FCS SUPPLIES - M MOLINA	\$ 59.09
1354	07/20/2021	EDUCATION WEEK	GoDaddy renewal (security)	\$ 401.28
1355	07/20/2021	PASCD ASCD	DEVELOPER REGISTRATION	\$ 25.00
1356	07/20/2021	PCARD VENDOR	AUTOMATIC RENEWAL FOR R SCHLAMEUSS	\$ 44.00
1357	07/20/2021	BECKER'S SCHOOL SUPPLIES	CONFERENCE REGISTRATION FOR W RIKER	\$ 400.00
1358	07/20/2021	PASBO	LOCHEON FOR ADMINISTRATORS	\$ 126.94
1359	07/20/2021	SUBWAY	Target Grant - Class Supplies PO 21004489	\$ 52.44
1360	07/20/2021	MIGNOSIS SUPER FOOD	ESASD PASBO MEMBERSHIP RENEWAL INV	\$ 1,600.00
1361	07/20/2021	KEYCO DISTRIBUTORS INC.	HS SOUTH HOAGIES FOR STAFF LUNCHEON	\$ 330.00
1362	07/22/2021	PCARD VENDOR	HS NORTH FCS SUPPLIES - J CURRY	\$ 111.07
1363	07/22/2021	THE WEBSTAIRANT STORE	CAFETERIA SUPPLIES - D FLYNN	\$ 84.00
1364	08/06/2021	COOPER ELECTRIC SUPPLY CO.	FAN ASSEMBLY FOR DRYER - M POSSINGER	\$ 54.36
1365	08/06/2021	CRAMER'S HOME CENTER	COOLERS WITH WHEELS FOR LUNCH PROGRAM M POSSINGER	\$ 1,796.56
1366	08/06/2021	FEDEX	ELECTRICAL SUPPLIES & LIGHTS	\$ 9,566.98
1367	08/06/2021	HAJOCA CORPORATION	MAINTENANCE & CUSTODIAL SUPPLIES	\$ 2,517.47
1368	08/06/2021	WASTE MANAGEMENT	EXPRESS OVERNIGHT FOR SUPERINTENDENT & CURRICULUM	\$ 1,099.77
1369	08/06/2021	CHAMPION TEAMWEAR AR	MAINTENANCE PLUMBING SUPPLIES	\$ 5,548.57
			JUNE DISTRICT WASTE PICKUP	\$ 11,609.00
			SOUTH CHEER MEGAPHONES WITH DECAL	\$ 924.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1370	08/06/2021	GILLEY PRODUCTIONS	SOUTH CHEER TRACK MIX FOR COMPETITION	\$ 100.00
1371	08/06/2021	KATOM RESTA	LUNCH DELIVERY BAGS - NO KIDS HUNGRY GRANT	\$ 1,016.40
1372	08/06/2021	PCARD VENDOR	DOT BIENNIAL UPDATE PROCESSING FEE	\$ 199.00
1373	08/06/2021	ZOOM VIDEOS COMMUNICATIONS, INC	ZOOM SUBSCRIPTION FOR CHILD REGISTRATION	\$ 59.96
1374	08/06/2021	TARGET 00012609	ESSER III AcadeME supplies	\$ 60.80
253651	07/22/2021	ALL AMERICAN SPORTS CORP.	JTL FOOTBALL HELMET DECALS	\$ 503.45
253652	07/22/2021	AMPLIFIED IT, LLC	Amplified IT - Gopher Pack	\$ 2,700.00
253653	07/22/2021	ASCD STORE	ASCD Membership G KULICK	\$ 89.00
253654	07/22/2021	ASCD	ASCD YEARLY RENEWAL FOR JENNIFER MORIARTY	\$ 89.00
253655	07/22/2021	BRAIN POP	ESSER III BrainPOP renewal	\$ 17,550.00
253656	07/22/2021	CAROLINA BIOLOGICAL SUPPLY CO.	nitrile disposable gloves, box of 100 #706336	\$ 205.20
253657	07/22/2021	CENGAGE LEARNING	Cengage Annual Renewal	\$ 17,977.63
253658	07/22/2021	UGI CENTRAL	JM HILL JUNE NATURAL GAS LINE 411007277063	\$ 92.84
			SOUTH MAINTENANCE JUNE NATURAL GAS LINE 4110080505	\$ 23.55
253659	07/22/2021	COLONIAL INTERMEDIATE UNIT 20	SOUTH STADIUM JUNE NATURAL GAS LINE 4110055071123	\$ 68.10
			Colonial Acad. Operating Costs	\$ 2,287.32
253660	07/22/2021	COMPUTER DISCOUNT WAREHOUSE	Open PO - Colonial IU#20 Inter 4th qtr	\$ 3,768.80
			CDW-G RESERVE for parts/supplies 21/22 SY	\$ 59.80
			otterbox /glass	\$ 89.02
			otterbox black	\$ 50.45
253661	07/22/2021	COPE COMMERCIAL FLOORING & INTERIORS, INC	Bushkill Flooring by Cope Commerical	\$ 21,505.50
253662	07/22/2021	DM SUPPLY SOURCE, LLC	HVAC 20HP VFD VOL, 3 phase w/bypass	\$ 1,579.00
			Inv8255 Replacement for Cooling Tower HSN/LIS	\$ 4,956.00
			Inv8258 Fill Media Kit for Cooling Tower HSN/LIS	\$ 4,974.00
			Spring 35in lb 24 volt HVAC	\$ 1,045.37
253663	07/22/2021	EAST STROUDSBURG	Payroll Run 1 - Warrant 210722	\$ 2,932.72
253664	07/22/2021	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 210722	\$ 28.00
253665	07/22/2021	EDPUZZLE, INC	ESSER III EdPuzzle renewal	\$ 40,272.00
253666	07/22/2021	EKON-O-PAC LLC	TO PAY INVOICES FOR 2021-2022	\$ 5,527.60
253667	07/22/2021	ENGLE HAMBRIGHT & DAVIES, INC.	2020/2021 BUSINESS AUTO POLICY INV 15524	\$ 146,018.00
			2021 WORKER'S COMPENSATION SERVICE FEE INV 19046	\$ 55,000.00
			2021/2022 CYBER LIABILITY POLICY INV 19071	\$ 7,879.00
			2021/2022 EQUIPMENT BREAKDOWN INV 19038	\$ 19,467.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253667	07/22/2021	ENGL HAMBRIGHT & DAVIES, INC.	2021/2022 EXCESS LIABILITY POLICY INV 19044	\$ 23,064.00
			2021/2022 EXCESS WORKERS INV 19040	\$ 101,668.00
			2021/2022 PACKAGE POLICY INV 19042	\$ 47,485.00
			2021/2022 PROPERTY POLICY	\$ 329,897.00
253668	07/22/2021	EPLUS TECHNOLOGY	2021/2022 SCHOOL LEADERS INV 19045	\$ 56,416.00
253669	07/22/2021	EUROSPORT	SIENA GEAR FOR DARK FIBER WAN TRANSPORT - NORTH S	\$ 10,156.80
253670	07/22/2021	THE PROPHET CORP	NORTH BOYS SOCCER SUPPLIES	\$ 159.22
253671	07/22/2021	GOULD'S PRODUCE AND FARM MARKET	Adaptive PE supplies	\$ 168.12
253672	07/22/2021	HAB-DLT	to pay invoices for 2021-2022 school year	\$ 86.00
253673	07/22/2021	INSERVCO INSURANCE SERVICES, INC.	Payroll Run 1 - Warrant 210722	\$ 58.18
253674	07/22/2021	INTEGRAONE	June 2021 Claim fee/Bill repricing	\$ 1,739.40
			Cisco Smartnet and Cisco Phone System Licenses	\$ 60,914.96
			Barracuda-Maintenance on Backup Servers	\$ 16,644.00
			Engineer time	\$ 166.51
			FortiAnalyzer & FortiNAC	\$ 11,375.59
			FortiAnalyzer license	\$ 1,345.14
			Integra-APC UPS South & North Data Center	\$ 7,799.34
			Lightspeed - Internet Content Filtering and Secur	\$ 52,116.00
			VM Ware Server	\$ 15,928.00
253675	07/22/2021	INTEGRITEC, INC.	cooling water treatment	\$ 805.25
253676	07/22/2021	K12 SYSTEMS	Training- Course 15.2	\$ 900.00
253677	07/22/2021	KING, SPRY, HERMAN, FREUND & FAUL, LLC	Professional services for a parent complaint	\$ 37.00
253678	07/22/2021	LANCASTER-LEBANON I.U.#13	MICROSOFT EES AGREEMENT	\$ 68,543.45
253679	07/22/2021	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING	interpreter for hearing impaired student	\$ 1,677.90
253680	07/22/2021	LORRAINE M. MARIN	Comp Ed reimbursement	\$ 2,063.54
253681	07/22/2021	LUNCH ACCT REFUND	Refund to 200089	\$ 29.85
253682	07/22/2021	MCCORMICK'S ENTERPRISES INC.	Portable Power System	\$ 2,894.99
253683	07/22/2021	MEIER SUPPLY CO., INC.	Inv 2386397 for Data Room at ESE	\$ 4,584.46
			Inv 2386421 Ceiling Cass Indoor Unit ESE Data Rm	\$ 4,632.09
			Inv2385956 parts for Data Center HSN	\$ 3,938.94
			Inv2385982 Items for HSN Data Center	\$ 1,354.60
			Inv2386427 Parts for ESE Data Room1	\$ 3,228.36
253684	07/22/2021	MET-ED	MIDDLE SMITHFIELD JUNE ELECTRIC 100071509721	\$ 6,884.92

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253684	07/22/2021	MET-ED	RESICA JULY ELECTRIC 100016949099	\$ 4,820.17
			SMITHFIELD JUNE ELECTRIC 100066917749	\$ 4,639.98
			SOUTH CAMPUS JUNE ELECTRIC 100017327568	\$ 24,186.71
			TRAFFIC LIGHT JULY ELECTRIC 100016944322	\$ 19.84
			TRAFFIC LIGHT JULY ELECTRIC 100017096742	\$ 19.77
			TRAFFIC LIGHT JULY ELECTRIC 100141089464	\$ 19.88
			TRAFFIC LIGHT JUNE ELECTRIC 100051981031	\$ 40.45
253685	07/22/2021	NASCO (QOUTE#45950)	TRAFFIC LIGHT JUNE ELECTRIC 100080490897	\$ 31.22
253686	07/22/2021	NATIONAL FIRE PROTECTION ASSOCIATION	FCS Supplies for EHN lab rooms	\$ 644.16
253687	07/22/2021	ROCHESTER 100 INC	NFPA Membership Dues - S IHLE	\$ 175.00
			2nd grade folders	\$ 75.60
253688	07/22/2021	OFFICE TECHNOLOGY, LLC	3rd Grade Folders	\$ 125.00
253689	07/22/2021	PENNSYLVANIA ONE CALL SYSTEM, INC.	Toner for Tax Collectors for the 2022 year mapped rate	\$ 1,020.00
253690	07/22/2021	PMEA DISTRICT 10	Rachel MEOLA PMEA Membership	\$ 8.60
253691	07/22/2021	QUIA	online test subscription	\$ 162.00
			online testing subscription	\$ 99.00
253692	07/22/2021	RICHARDS TREE FARM	4 X black mulch	\$ 99.00
			4 X black mulch 1 cu yd	\$ 128.88
			5 x black mulch 1 cu yd	\$ 121.60
253693	07/22/2021	SCHOOL SPECIALTY LLC	summer school / wisneiski	\$ 152.00
			Supplies	\$ 243.30
			Title I Quick Start Supplies	\$ 65.76
253694	07/22/2021	SHERMAN THEATER	Title I STEAM*R Supplies	\$ 1,037.64
253695	07/22/2021	STAPLES CREDIT PLAN	Hand wash April 28-June 7th 2021	\$ 1,033.09
253696	07/22/2021	STRAND POOL SUPPLY, LLP	Staples Order 6/22/2021	\$ 1,000.00
253697	07/22/2021	STROUDSBURG ELECTRIC MOTOR SERVICE	Open PO for Strand Pool - LIS	\$ 31.49
253698	07/22/2021	SUMMIT SCHOOL OF THE POCONOS	Inv6194289 Fasco Motor for SME	\$ 33.88
253699	07/22/2021	SWEET, STEVENS, KATZ & WILLIAMS LLP	Tuition for sp ed student per comp ed agreement	\$ 144.26
			professional services for a sp ed student	\$ 8,845.00
			Professional services for sp ed	\$ 34.00
253700	07/22/2021	THE PARENT INSTITUTE	Title I Parents Make a Difference renewal	\$ 721.50
253701	07/22/2021	TREVDAN BUILDING SUPPLY	Principal office renovation	\$ 791.10
				\$ 564.56

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253702	07/22/2021	WASTE MANAGEMENT	EXTRA DUMPSTER AT NORTH CAMPUS	\$ 856.07
253703	07/22/2021	ZANER-BLOSER	3rd grade	\$ 119.86
253704	07/22/2021	ZESWITZ MUSIC COMPANY	Tenor Sax Repair	\$ 158.40
253705	07/30/2021	A & B DOOR SALES & SERVICE, INC.	A&B Door Inv # 2566	\$ 275.00
253706	07/30/2021	AMAZON	Final Book Order HS-S	\$ 87.00
253707	07/30/2021	ANTHONY J CALDERONE	Empl Expense claim # 4177.	\$ 66.86
253708	07/30/2021	APPLE INC.	AirPods Pro for Dr. Vitulli	\$ 249.00
253709	07/30/2021	ASCD	Mary Olszewski 21-22 membership	\$ 89.00
253710	07/30/2021	ATTAINMENT COMPANY	Life Skills Student Workbooks	\$ 144.90
253711	07/30/2021	BATTERY WAREHOUSE	AA & AAA Industrial Batteries	\$ 138.24
253712	07/30/2021	BECKER'S SCHOOL SUPPLIES	AAA EN92 Battery	\$ 11.52
253713	07/30/2021	BLICK ART MATERIALS	1st Grade	\$ 149.54
253714	07/30/2021	BRODHEAD CREEK REGIONAL AUTHORITY	Art	\$ 24.42
			ESE 2ND JUNE QTR WATER FEE 05429-0	\$ 1,482.29
			JTL BUS GARAGE JUNE 2ND QTR WATER FEE 05516-1-0	\$ 303.08
253715	07/30/2021	CAMP AWESOME	JUNE 2ND QTR 2021 WATER FEE 05516-0	\$ 674.51
253716	07/30/2021	CHARLES W DAILLEY	HS NORTH TEAM TOURNAMENT	\$ 300.00
			STARTING TILL MONEY FOR THE ATHLETIC GAMES&MATCHES	\$ 900.00
253717	07/30/2021	CHESTER COUNTY INTERMEDIATE UNIT	STARTING TILL MONEY FOR THE NORTH CONCESSION	\$ 600.00
253718	07/30/2021	CINTAS CORPORATION #101	TUITION & PERSONAL CARE ASSISTANT FOR SPECIAL ED	\$ 9,220.45
			CINTAS OPEN ORDER FOR UNIFORMS MECHANICS	\$ 144.96
			Open PO for Cintas - Bushkill	\$ 98.34
			Open PO for Cintas - ESE	\$ 152.04
			Open PO for Cintas - HSN	\$ 477.24
			Open PO for Cintas - HSS	\$ 588.37
			Open PO for Cintas - MSE	\$ 49.51
			Open PO for Cintas - RES	\$ 88.48
253719	07/30/2021	CINTAS CORPORATION #101	OPEN ORDER FOR FIRST AID CABINETS	\$ 80.84
253720	07/30/2021	CLAUDE S. CYPHERS, INC.	Inv00709891 parts for LIS generator	\$ 179.95
253721	07/30/2021	CM REGENT RESOURCES	JULY LIFE INSURANCE PAYMENT	\$ 11,921.25
253722	07/30/2021	CM REGENT RESOURCES	JULY LONG TERM DISABILITY PAYMENT	\$ 9,371.54
253723	07/30/2021	COLONIAL INTERMEDIATE UNIT 20	ESU SPRING 2021 TUITION GOING TO IU-20	\$ 1,584.90
			Title II Nonpublic Services	\$ 258.70

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253724	07/30/2021	COMMUNICATIONS SYSTEMS, INC.	Programming of demo wireless lock mailroom	\$ 756.00
253725	07/30/2021	COMMONWEALTH OF PA	Boiler certifications HSS/LIS/SME	\$ 2,944.62
253726	07/30/2021	DAILEY RESOURCES	DAILEY RESOURCES OPEN ORDER FOR WELDING GAS	\$ 53.00
253727	07/30/2021	DENISE S ROGERS	STATING TILL MONEY FOR THE ATHLETIC GAMES&MATCHES	\$ 1,500.00
253728	07/30/2021	DESALES UNIVERSITY ATHLETIC DEPT.	NORTH XC DESALES INVITATIONAL ENTRY FEE	\$ 200.00
253729	07/30/2021	DIRECT ENERGY BUSINESS	SOUTH XC DESALES INVITATIONAL	\$ 200.00
253730	07/30/2021	DM SUPPLY SOURCE, LLC	JM HILL JUNE NATURAL GAS 411007277063	\$ 372.52
			SOUTH STADIUM JUNE NATURAL GAS 411005507123	\$ 40.80
			actuator	\$ 2,535.02
			fan motor and drive shaft	\$ 3,793.52
253731	07/30/2021	EHS NON-EXP.SCHOLARS	Inv8264 door cord for admin bldg	\$ 241.15
253732	07/30/2021	EASTERN PENN SUPPLY COMPANY	HS NORTH CHARLES REID SR. MECHANICAL ARTS AWARD	\$ 25.00
			access panel	\$ 30.08
			assorted elbow and copper tubes	\$ 65.17
			boiler brush	\$ 9.93
			kits to rebuild stadium	\$ 2,413.68
253733	07/30/2021	EUROSPORT	sensors windows and adaptor sensor	\$ 933.33
253734	07/30/2021	FILINGSUPPLIES.COM	NORTH & LIS SOCCER NETS	\$ 471.00
253735	07/30/2021	FLAGHOUSE	Color Bar Labels for sp ed	\$ 67.83
253736	07/30/2021	FRONTIER	PHYS ED SUPPLIES	\$ 555.81
253737	07/30/2021	THE GOODYEAR TIRE & RUBBER COMPANY	Frontier Phone Service 21/22 SY	\$ 1,153.99
253738	07/30/2021	GRAINGER	GOODYEAR TIRE & RUBBER OPEN ORDER FOR TIRES	\$ 19.96
			JTL Irrigation parts	\$ 84.06
253739	07/30/2021	INTEGRAONE	supplies June	\$ 111.02
253740	07/30/2021	INTEGRITEC, INC.	Color printer	\$ 1,795.00
253741	07/30/2021	JACOBSON & JOHN LLP	In38589 JM/North/Res annual billing water treatme	\$ 3,750.00
253742	07/30/2021	K12 SYSTEMS	ATTNY FEES FOR STUDENT 200031 PER SETTLEMENT	\$ 10,000.00
253743	07/30/2021	KAYE PRODUCTS	Subscription License	\$ 161,242.00
253744	07/30/2021	KING, SPRY, HERMAN, FREUND & FAUL, LLC	Walker for a sp ed student	\$ 490.97
253745	07/30/2021	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING	LEGAL FEE FOR JUNE 2021	\$ 3,422.50
253746	07/30/2021	LINCOLN LEADERSHIP CHARTER SCHOOL	interpreter for hearing impaired student	\$ 280.50
253747	07/30/2021	LIC DISTRIBUTORS OF FULLER BRUSH	2021 reconciliation	\$ 12,999.45
			gym floor finish for South	\$ 3,540.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253748	07/30/2021	LUNCH ACCT REFUND	REFUND TO 205136 & 205137	\$ 40.00
253749	07/30/2021	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 325.40
253750	07/30/2021	MCCORMICK'S ENTERPRISES INC.	Color Guard Flag Poles shipping 220000070	\$ 61.67
253751	07/30/2021	MEGLINO LANDSCAPING & EXCAVATION	Snow Removal	\$ 1,260.00
253752	07/30/2021	MEIER SUPPLY CO., INC.	Preair air filters	\$ 395.00
253753	07/30/2021	MERCY A SHEMANSKY	Empl Expense claim # 4178.	\$ 32.25
253754	07/30/2021	MESKO GLASS CO., INC	clear door kit	\$ 180.00
253755	07/30/2021	MET-ED	door kit	\$ 190.00
253756	07/30/2021	DRISCOLL FOODS	TRAFFIC LIGHT JULY ELECTRIC 100054179492	\$ 33.27
253757	07/30/2021	MICHÈLLE KRAJEWSKI	TO PAY FOR INVOICES FOR 2020-2021 SCHOOL YEAR	\$ 83.00
253758	07/30/2021	MONROE CAREER AND TECHNICAL INSTITUTE	DONATION MADE IN MEMORY OF STAFF LOVED ONE	\$ 25.00
253759	07/30/2021	MORAVIAN ACADEMY ATHLETICS	MONROE CAREER & TECHNICAL INSTITUTE 2021-2022	\$ 164,528.00
			JTL XC ENTRY FEE LION INVITATIONAL	\$ 125.00
			NORTH & LEHMAN XC ENTRY FEE LION INVITATIONAL	\$ 450.00
253760	07/30/2021	MOTION FITNESS COMPANY	NORTH FIELD HOCKEY MORAVIAN PLAY DAY	\$ 130.00
253761	07/30/2021	NASCO (ROUTE#45950)	JTL Sensory Room equipment	\$ 5,945.00
253762	07/30/2021	NAZARETH MUSIC CENTER	Art Quote # 45950	\$ 559.28
253763	07/30/2021	NEARPOD INC	Instrument Repairs	\$ 310.00
253764	07/30/2021	NETVENTURE INC	ESSER III - Nearpod Renewal	\$ 193,534.00
253765	07/30/2021	NORTHAMPTON CROSS COUNTRY	NORTH GIRLS TENNIS SUPPLIES	\$ 769.89
253766	07/30/2021	OFFICE DEPOT	SOUTH XC TO NORTHAMPTON INVITATIONAL ENTRY FEE	\$ 200.00
			ACCESS Office Supplies	\$ 386.03
253767	07/30/2021	OFFICE TECHNOLOGY, LLC	ITEM: OtterBox Defender Carrying Case (Holster) A	\$ 49.95
253768	07/30/2021	ORIENTAL TRADING	Library	\$ 104.00
			Kindergarten Supplies	\$ 49.15
253769	07/30/2021	PA DISTANCE LEARNING CHARTER SCHOOL	Title I STEAM*R Supplies	\$ 207.33
253770	07/30/2021	ASHLEY WALSH	20/21 reconciliation	\$ 2,451.60
253771	07/30/2021	POCONO RECORD	PO# 21004173 was accidentally closed by Jeanne	\$ 279.25
253772	07/30/2021	POTTSVILLE AREA SCHOOL DISTRICT	Open Purchase Order for Board Advertisements	\$ 41.80
253773	07/30/2021	PRAXAIR DISTRIBUTION MID-ATLANTIC	SOUTH WRESTLING ENTRY FEE FOR MATS ON THE MECA	\$ 400.00
253774	07/30/2021	PROJECT LEAD THE WAY INC	Open PO for Praxair Dist. - LIS	\$ 818.43
253775	07/30/2021	PROSSER LABORATORIES, INC.	STUDENT SUPPLIES	\$ 1,820.00
			Bus Garage lounge sink	\$ 30.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253775	07/30/2021	PROSSER LABORATORIES, INC.	MSE Office sink	\$ 155.00
			North Aeration tank	\$ 513.00
			North Campus Monitoring	\$ 2,265.00
			North Campus sinks	\$ 360.00
253776	07/30/2021	QUADRIENT LEASING USA, INC	Resica Tank	\$ 395.00
253777	07/30/2021	QUIA	QUADRIENT LEASE PAYMENT OPEN PO	\$ 706.80
253778	07/30/2021	QUILL CORPORATION	online test subscription	\$ 99.00
253779	07/30/2021	RICHARD T. CHINTALAN	SOUTH ATHLETIC OFFICE SUPPLIES DESK MATS, ZIP TIE	\$ 124.67
253780	07/30/2021	RICHARDS TREE FARM	reimbursement to parent per Comp Ed. Agreement	\$ 2,659.63
253781	07/30/2021	RIPPLE EFFECTS INC	Lawn Care	\$ 30.40
253782	07/30/2021	RIPPLE EFFECTS, INC	Ripple Effects ACCESS/ESSER/PCCD	\$ 64,440.00
253783	07/30/2021	ALTRONICS, INC	Charge Back of runaway signals with Central Statio	\$ 83.70
253784	07/30/2021	SCHOLASTIC	Title I Quick Start Supplies	\$ 61.85
		SHARON J. GERBERICH	1/3 of postage/envelope supplies tax collector	\$ 129.65
253785	07/30/2021	ST LUKES PHYSICIAN GROUP	Tax Collector Internet Service	\$ 120.67
253786	07/30/2021	STEVE SHANNON TIRE & AUTO CENTER	ST LUKES OPEN PO DRIVERS PHYSICALS	\$ 600.00
253787	07/30/2021	STRAND POOL SUPPLY, LLP	STEVEN SHANNON OPEN ORDER FOR TIRES	\$ 114.70
253788	07/30/2021	STROUDSBURG ELECTRIC MOTOR SERVICE	Open PO for Strand Pool - LIS	\$ 562.00
253789	07/30/2021	SWEET, STEVENS, KATZ & WILLIAMS LLP	ring kit	\$ 449.00
			LEGAL SERVICE FEE FOR JUNE 2021	\$ 1,553.70
253790	07/30/2021	SWOREN'S TRANSMISSION & AUTO	LEGAL SERVICE FEE FOR MAY & JUNE 2021	\$ 3,724.50
253791	07/30/2021	TABITHA BRADLEY	Transmission repair to Security vehicle MG6089G	\$ 156.82
253792	07/30/2021	TASC	Empl Expense claim # 4176.	\$ 171.14
253793	07/30/2021	TYLER TECHNOLOGIES, INC.	FSA ADMIN/RENEWAL FEES	\$ 2,183.13
253794	07/30/2021	ULINE	TYLER MUNIS APP SERVICES 7/1/2021-6/30/2022	\$ 142,870.00
253795	07/30/2021	WALMART COMMUNITY/GEMB	Art	\$ 73.89
			ESSER AcadeME Supplies	\$ 705.65
253796	08/04/2021	ROBERT C POST	FOOD FOR JAVFAST	\$ 129.00
253797	08/04/2021	ALAN V. BRIZZI	2020 SENIOR REBATE - POST. ROBERT	\$ 650.00
253798	08/04/2021	ALDEN & LISA WRIGHT	2020 SENIOR REBATE - BRIZZI, ALAN	\$ 500.00
253799	08/04/2021	ALEX TANGORRA	2020 SENIOR REBATE - WRIGHT, ALDEN & LISA	\$ 250.00
253800	08/04/2021	ALL AMERICAN FLAGS AND BANNERS, LLC	2020 SENIOR REBATE - TANGORRA, ALEX	\$ 250.00
			SOUTH FOOTBALL BREAKAWAY BANNER FOR CHEER	\$ 2,335.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253801	08/04/2021	ALVAN & JOAN MORSE	2020 SENIOR REBATE - MORSE, ALVAN & JOAN	\$ 250.00
253802	08/04/2021	AMAZON	Admin Retreat Supplies	\$ 338.03
			BROTHER DK1201	\$ 199.80
			Classroom Supplies - K	\$ 45.54
			Curriculum supplies (Dr. Vitulli)	\$ 27.01
			Office Order for Jessica	\$ 1,068.94
			RETURNED ITEMS ON INV 11PC-F61C-CNNX	\$ (98.61)
			SOUTH FOOTBALL WHISTLES, WHITEBOARD SPRAY	\$ 151.51
			SOUTH GIRLS SOCCER SOCKS	\$ 294.18
			Supplies	\$ 55.16
253803	08/04/2021	ANASTASIA PASTEFANOU	weather stations for science	\$ 520.37
253804	08/04/2021	ANDREW GELINAS	2020 SENIOR REBATE - PASTEFANOU, ANASTASIA	\$ 500.00
253805	08/04/2021	ANGELICA MUNOZ	2020 SENIOR REBATE - GELINAS, ANDREW	\$ 500.00
253806	08/04/2021	ANNA GELSA	2020 SENIOR REBATE - MUNOZ, ANGELICA	\$ 500.00
253807	08/04/2021	ANNE MARLENE LESH	2020 SENIOR REBATE - GELSA, ANNA	\$ 500.00
253808	08/04/2021	ANNELIES PELZER	2020 SENIOR REBATE - LESH, ANNE	\$ 250.00
253809	08/04/2021	ANTHONY & JOYCE DITONDO	2020 SENIOR REBATE - PELZER, ANNELIES	\$ 250.00
253810	08/04/2021	ANTHONY & MARIA H. GONZALEZ	2020 SENIOR REBATE - DITONDO, ANTHONY & JOYCE	\$ 300.00
253811	08/04/2021	ANTONIA WAGNER	2020 SENIOR REBATE - GONZALEZ, ANTHONY & MARIA	\$ 300.00
253812	08/04/2021	ARTHUR BOLGER	2020 SENIOR REBATE - WAGNER, ANTONIA	\$ 500.00
253813	08/04/2021	BARBARA A. DOMANICO	2020 SENIOR REBATE - BOLGER, ARTHUR	\$ 250.00
253814	08/04/2021	BARBARA J HALTERMAN	2020 SENIOR REBATE - DOMANICO, BARBARA	\$ 250.00
253815	08/04/2021	BARBARA L EVANS	2020 SENIOR REBATE - HALTERMAN, BARBARA	\$ 650.00
253816	08/04/2021	BARBARA M SANDERS	2020 SENIOR REBATE - EVANS, BARBARA	\$ 250.00
253817	08/04/2021	BATTERY WAREHOUSE	2020 SENIOR REBATE - SANDERS, BARBARA	\$ 500.00
253818	08/04/2021	BETSEY M HARRIS	Batteries for District	\$ 138.96
253819	08/04/2021	BMC OFFICE FURNITURE	2020 SENIOR REBATE - HARRIS, BETSEY	\$ 250.00
253820	08/04/2021	BRUCE FRISBIE	Transportation Furniture and Install	\$ 2,286.00
253821	08/04/2021	BRUCE IBAUGH	2020 SENIOR REBATE - FRISBIE, BRUCE	\$ 250.00
253822	08/04/2021	CARLOS & ANA QUINONES	2020 SENIOR REBATE - IBAUGH, BRUCE	\$ 250.00
253823	08/04/2021	CAROL GREENE	2020 SENIOR REBATE - QUINONES, CARLOS & ANA	\$ 250.00
253824	08/04/2021	CAROLINE L DEARRINGER	2020 SENIOR REBATE - GREENE, CAROL	\$ 500.00
			2020 SENIOR REBATE - DEARRINGER, CAROLINE	\$ 480.73

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253825	08/04/2021	CATHERINE WILLIAMS	2020 SENIOR REBATE - WILLIAMS, CATHERINE	\$ 250.00
253826	08/04/2021	CECILE C BUHR	2020 SENIOR REBATE - BUHR, CECILE	\$ 650.00
253827	08/04/2021	CHAPMAN REFRIGERATION LLC	to pay invoices for 2021-2022 school year	\$ 343.03
253828	08/04/2021	CHC MOTORS	CHC MOTORS OPEN ORDER FOR REPAIRS	\$ 1,419.90
253829	08/04/2021	CHESTER COUNTY INTERMEDIATE UNIT	transition training for SPED student placed OODist	\$ 1,891.73
253830	08/04/2021	CHRISTINE JUCKETT	2020 SENIOR REBATE - JUCKETT, CHRISTINE	\$ 250.00
253831	08/04/2021	CINTAS CORPORATION #101	Cintas annual extinguisher insp at HS North	\$ 805.77
			Cintas annual extinguisher insp at North Sewer PI	\$ 56.45
			Cintas annual extinguisher insp. at BES	\$ 165.13
			Cintas annual extinguisher insp/rep at JTL	\$ 1,629.89
			Cintas annual extinguisher insp/rep at Resica	\$ 456.21
			Cintas annual kitchen insp at ESE	\$ 698.58
			Cintas annual kitchen insp/rpr at HS South	\$ 607.41
			Cintas annual kitchen insp/rpr at MSE	\$ 142.41
			Cintas annual kitchen insp/rpr at Resica	\$ 142.41
			Cintas annual kitchen inspection at JTL	\$ 160.41
253832	08/04/2021	CLAUDE S. CYPHERS, INC.	CHYPHERS TRUCK PARTS OPEN ORDER FOR PARTS & SUPPLY	\$ 23.13
253833	08/04/2021	CLAUS PELZER	2020 SENIOR REBATE - PELZER, CLOUS & JANET	\$ 250.00
253834	08/04/2021	CLIFTON & SOPHIA HAWES	2020 SENIOR REBATE - HAWES, CLIFTON & SOPHIA	\$ 250.00
253835	08/04/2021	COLOURS VI	COLOURS Inv # 4767226	\$ 64.12
253836	08/04/2021	CONCETTA FRIEDFEL	2020 SENIOR REBATE - FRIEDFEL, CONCETTA	\$ 250.00
253837	08/04/2021	CONCETTA SEBRING	2020 SENIOR REBATE - SEBRING, CONCETTA	\$ 500.00
253838	08/04/2021	D'HUY ENGINEERING, INC.	Retainer Services Only 5/29-6/25/2021	\$ 2,000.00
253839	08/04/2021	DAVE BABOOLAL	2020 SENIOR REBATE - CHRISTINE, DAVID	\$ 500.00
253840	08/04/2021	DAVID C CHRISTINE	2020 SENIOR REBATE - BABOOLAL, DAVID & OMATI	\$ 250.00
253841	08/04/2021	DOLORES CASALASPRO	2020 SENIOR REBATE - CASALASPRO, DOLORES	\$ 124.69
253842	08/04/2021	DORA LAGATTUTA	2020 SENIOR REBATE - LAGATTUTA, DORA	\$ 300.00
253843	08/04/2021	DOROTHY ELIG	2020 SENIOR REBATE - ELIG, DOROTHY	\$ 250.00
253844	08/04/2021	EDITH M. MILLER	2020 SENIOR REBATE - MILLER, EDITH	\$ 250.00
253845	08/04/2021	ELEANOR A. CONCANNON	2020 SENIOR REBATE - CONCANNON, ELEANOR	\$ 250.00
253846	08/04/2021	ELIZABETH A SUMMERS	2020 SENIOR REBATE - SUMMERS, ELIZABETH	\$ 250.00
253847	08/04/2021	ERMA J. POWELL	2020 SENIOR REBATE - POWELL, ERMA	\$ 250.00
253848	08/04/2021	ESTELLA A THOMPSON	2020 SENIOR REBATE - THOMPSON, ESTELLA	\$ 500.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253849	08/04/2021	ETHEL M. WOOD	2020 SENIOR REBATE - WOOD, ETHEL	\$ 300.00
253850	08/04/2021	EUGENE & CAROL JUE	2020 SENIOR REBATE - JUE, EUGENE & CAROL	\$ 250.00
253851	08/04/2021	EUGENE GRODZKI	2020 SENIOR REBATE - GRODZKI, EUGENE	\$ 500.00
253852	08/04/2021	FACE/SCHOLASTIC INC.	Title I Quick Start Supplies	\$ 61.85
253853	08/04/2021	FRANK & GAIL JOEST	2020 SENIOR REBATE - JOEST, FRANK & GAIL	\$ 250.00
253854	08/04/2021	FRANK JR & MARLENE REPASY	2020 SENIOR REBATE - REPAST, FRANK & MARLENE	\$ 250.00
253855	08/04/2021	GARD HEYERDAHL	2020 SENIOR REBATE - HEYERDAHL, GARD	\$ 250.00
253856	08/04/2021	GEORGE SPEZIALE	2020 SENIOR REBATE - SPEZIALE, GEORGE	\$ 250.00
253857	08/04/2021	GERALD E SIGL	2020 SENIOR REBATE - SIGL, GERALD	\$ 500.00
253858	08/04/2021	GERALDINE M. BROWN	2020 SENIOR REBATE - BROWN, GERALDINE	\$ 250.00
253859	08/04/2021	GLORIA WARNER	2020 SENIOR REBATE - WARNER, GLORIA	\$ 300.00
253860	08/04/2021	THE PROPHET CORP	Adapted P.E.	\$ 366.03
253861	08/04/2021	GRIDIRON SOLUTIONS, LLC	NORTH FOOTBALL GRIDIRON SOLUTIONS	\$ 500.00
253862	08/04/2021	DAVID R. & AGNES M. HARMAN	2020 SENIOR REBATE - HARMAN, DAVID & AGNES	\$ 250.00
253863	08/04/2021	HAROLD & NORMA LITTS	2020 SENIOR REBATE - LITTS, HAROLD & NORMA	\$ 250.00
253864	08/04/2021	HARRY W HELLER	2020 SENIOR REBATE - HELLER, HARRY	\$ 500.00
253865	08/04/2021	HELEN TUCKER	2020 SENIOR REBATE - TUCKER, HELEN	\$ 650.00
253866	08/04/2021	HELGA FRUCK	2020 SENIOR REBATE - FRUCK, HELGA	\$ 250.00
253867	08/04/2021	HUGO & ALBERTA FRUGIUELE	2020 SENIOR REBATE - FRUGIUELE, HUGO & ALBERTA	\$ 500.00
253868	08/04/2021	IRONTON GLOBAL LLC	Ironton Global 21/22 SY	\$ 1,165.45
253869	08/04/2021	JACQUELINE LYTLE	2020 SENIOR REBATE - LYTLE, JACQUELINE	\$ 250.00
253870	08/04/2021	JAMES & MARY HERRIOTT	2020 SENIOR REBATE - HERRIOTT, JAMES & MARY	\$ 250.00
253871	08/04/2021	JAMES MORAN SR	2020 SENIOR REBATE - MORAN, JAMES	\$ 250.00
253872	08/04/2021	JANET KING	2020 SENIOR REBATE - KING, JANET	\$ 250.00
253873	08/04/2021	JERRY FISH	2020 SENIOR REBATE - FISH, JERRY	\$ 359.70
253874	08/04/2021	JO ANN AMBIO	2020 SENIOR REBATE - AMBIO, JO ANN	\$ 250.00
253875	08/04/2021	JOAN E BRUSH	2020 SENIOR REBATE - BRUSH, JOAN	\$ 250.00
253876	08/04/2021	JOAN F MORATH	2020 SENIOR REBATE - MORATH, JOAN	\$ 500.00
253877	08/04/2021	JOHN & SUSIE VANWHY	2020 SENIOR REBATE - VANWHY, JOHN & SUSIE	\$ 250.00
253878	08/04/2021	JOHN MORROW JR	2020 SENIOR REBATE - MORROW, JOHN	\$ 250.00
253879	08/04/2021	JONATHAN & JUSTINA ACKERMAN	2020 SENIOR REBATE - ACKERMAN, JONATHAN & JUSTINA	\$ 23.92
253880	08/04/2021	JOSEPH & LUZ MEDINA	2020 SENIOR REBATE - MEDINA, JOSEPH & LUZ	\$ 250.00
253881	08/04/2021	JOSEPH SQUIRES SR	2020 SENIOR REBATE - SQUIRES, JOSEPH	\$ 250.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253882	08/04/2021	JOYCE HELLER	2020 SENIOR REBATE - HELLER, JOYCE	\$ 250.00
253883	08/04/2021	JOZEF & ANNA LEPIESZO	2020 SENIOR REBATE - LEPIEZO, JOZEF	\$ 250.00
253884	08/04/2021	JUAN ORTIZ	2020 SENIOR REBATE - ORTIZ, JUAN & MARJORIE	\$ 250.00
253885	08/04/2021	JUNE TRUJEX	2020 SENIOR REBATE - TRUJEX, JUNE	\$ 250.00
253886	08/04/2021	K. MICHAEL BOUSHELL	2020 SENIOR REBATE - BOUSHELL, MICHAEL	\$ 500.00
253887	08/04/2021	KAREN DUDLEY	2020 SENIOR REBATE - DUDLEY, KAREN	\$ 250.00
253888	08/04/2021	KARL B STEPIEN	2020 SENIOR REBATE - STEPIEN, KARL	\$ 500.00
253889	08/04/2021	KATHLEEN KOHLER	2020 SENIOR REBATE - KOHLER, KATHLEEN	\$ 250.00
253890	08/04/2021	KATHLENE WOLFE	2020 SENIOR REBATE - WOLFE, KATHLENE	\$ 250.00
253891	08/04/2021	KEVIN CHAMBERS	2020 SENIOR REBATE - CHAMBERS, KEVIN	\$ 250.00
253892	08/04/2021	KEYSTONE FIRE PROTECTION CO.	Keystone repair at ESE to tamper in basement	\$ 250.00
253893	08/04/2021	KLECKNER & SONS, LLC	downdraft slide in range ALSO PO 21004101	\$ 6,118.00
253894	08/04/2021	LAURA FARINA	2020 SENIOR REBATE - FARINA, LAURA	\$ 250.00
253895	08/04/2021	LAUREN DECKER JR	2020 SENIOR REBATE - DECKER, LAUREN	\$ 246.16
253896	08/04/2021	LILLIAN HOVEY	2020 SENIOR REBATE - HOVEY, LILLIAN	\$ 500.00
253897	08/04/2021	LJC DISTRIBUTORS OF FULLER BRUSH	Open PO for LIC - HSS	\$ 198.00
253898	08/04/2021	LONGSTRETH SPORTING GOODS, LLC	JTL FIELD HOCKEY CONES, SUPPLIES	\$ 238.85
253899	08/04/2021	LUNCH ACCT REFUND	REFUND TO 202847	\$ 7.30
253900	08/04/2021	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 1,115.79
253901	08/04/2021	MARIA T VAZQUEZ	2020 SENIOR REBATE - VAZQUEZ, MARIA	\$ 500.00
253902	08/04/2021	MARIANNE MILLER	2020 SENIOR REBATE - MILLER, MARIANNE	\$ 250.00
253903	08/04/2021	MARY E DALEY	2020 SENIOR REBATE - DALEY, MARY	\$ 250.00
253904	08/04/2021	MARY EURICH	2020 SENIOR REBATE - EURICH, MARY	\$ 250.00
253905	08/04/2021	MARY JANE SNEE	2020 SENIOR REBATE - SNEE, MARY JANE	\$ 500.00
253906	08/04/2021	MARY PIERRO	2020 SENIOR REBATE - PIERRO, MARY	\$ 300.00
253907	08/04/2021	MATHILDE DEMARINIS	2020 SENIOR REBATE - DEMARINIS, MATHILDE	\$ 250.00
253908	08/04/2021	MET-ED	ESE JULY ELECTRIC 100065633211	\$ 7,234.27
			JM HILL JULY ELECTRIC 100105710071	\$ 5,168.03
			JTL JULY ELECTRIC 100019615861	\$ 9,760.42
			TRAFFIC LIGHT JULY ELECTRIC 100019284494	\$ 19.99
			TRAFFIC LIGHT JULY ELECTRIC 100075377489	\$ 30.93
253909	08/04/2021	MICHAEL SCHIMPF	2020 SENIOR REBATE - SCHIMPF, MICHAEL	\$ 500.00
253910	08/04/2021	MONROE COUNTY INFO. SERVICES	CHANGE ORDER ON LAYOUT FOR THE 2021 SCHOOL BILLS	\$ 1,850.00

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253911	08/04/2021	MUSIC IS ELEMENTARY	Music PO#20001201 past due	\$ 220.41
253912	08/04/2021	NANCY DEVIZIA	2020 SENIOR REBATE - DEVIZIA, NANCY	\$ 500.00
253913	08/04/2021	NATIONAL ASSOCIATION OF SCHOOL RESOURCE OFFICERS	MANDATORY BASIC SRO TRAINING - J TAYLOR	\$ 495.00
253914	08/04/2021	NCS PEARSON, INC.	Psychologist testing materials	\$ 19,050.00
253915	08/04/2021	ROCHESTER 100 INC	1st Grade	\$ 108.00
253916	08/04/2021	NINA HERBSTER	2020 SENIOR REBATE - HERBSTER, NINA	\$ 300.00
253917	08/04/2021	OVIDIO & AIXA MARTINEZ	2020 SENIOR REBATE - MARTINEZ, OVIDIO & AIXA	\$ 500.00
253918	08/04/2021	PATRICIA MURPHY	2020 SENIOR REBATE - MURPHY, PATRICIA	\$ 300.00
253919	08/04/2021	PERLIE BALDWIN	2020 SENIOR REBATE - BALDWIN, PERLIE	\$ 250.00
253920	08/04/2021	PLANK ROAD PUBLISHING	Binders	\$ 48.25
253921	08/04/2021		Cajon	\$ 178.39
253922	08/04/2021	POSTAGE PRO PLUS, INC	SUPPLY FOR ADMIN BUILDING	\$ 318.05
253923	08/04/2021	QUADIENT LEASING USA, INC	two payments of 706.80. North portion	\$ 706.80
253924	08/04/2021	QUILL CORPORATION	2022 graduation and honors envelopes	\$ 236.00
253925	08/04/2021	RANDAL J. BIGNESS	2020 SENIOR REBATE - BIGNESS, RANDA	\$ 500.00
253926	08/04/2021	RICHARD H. & PATRICIA A BUSH	2020 SENIOR REBATE - BUSH, RICHARD & PATRICIA	\$ 250.00
253927	08/04/2021	RICHARDS TREE FARM	Lawn Care-Mulch NO TAX	\$ 183.32
253928	08/04/2021	ROBERT & MARGARET VARENKAMP	2020 SENIOR REBATE - VARENKAMP, ROBERT & MARGARET	\$ 250.00
253929	08/04/2021	ROBERT & ROSA GESUMARIA	2020 SENIOR REBATE - GESUMARIE, ROBERT & ROSA	\$ 300.00
253930	08/04/2021	RONALD & KAREN MILLER	2020 SENIOR REBATE - MILLER, RONALD & KAREN	\$ 250.00
253931	08/04/2021	RONALD R. & BARBARA M. SWARTZ	2020 SENIOR REBATE -SWARTZ, RONALD & BARBARA	\$ 250.00
253932	08/04/2021	ROSEANN GWINN	2020 SENIOR REBATE - GWINN, ROSEANN	\$ 500.00
253933	08/04/2021	RUFUS A TURNER	2020 SENIOR REBATE - TURNER, RUFUS	\$ 250.00
253934	08/04/2021	RUTH GOUSE	2020 SENIOR REBATE - GOUSE, RUTH	\$ 250.00
253935	08/04/2021	SALVATORE POMARA	2020 SENIOR REBATE - POMARA, SALVATORE	\$ 250.00
		SCHOOL SPECIALTY LLC	1st Grade	\$ 480.39
			3rd grade	\$ 240.76
			Classroom Supplies - 5th grade	\$ 138.22
			ITEM: EID:0000012::PAPER ART MIXED MEDIA UCREATE	\$ 81.50
			LeDuc	\$ 91.74
			Library	\$ 172.24
			Reading	\$ 599.13
			Reyes	\$ 81.90

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253935	08/04/2021	SCHOOL SPECIALTY LLC	Ruberto	\$ 71.23
			School supplies - construction paper	\$ 172.02
			Supplies	\$ 12.00
253936	08/04/2021	SHARON G. SKIDGEL	Title I Quick Start Supplies	\$ 194.92
253937	08/04/2021	SHARP ENERGY	2020 SENIOR REBATE - SKIDGEL, SHARON	\$ 55.54
253938	08/04/2021	SHIRLEY STAPLES	SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,528.19
253939	08/04/2021	SOK MING LEE	2020 SENIOR REBATE - STAPLES, SHIRLEY	\$ 250.00
253940	08/04/2021	SOLVEJE WILLS	2020 SENIOR REBATE - LEE, SOK MING	\$ 250.00
253941	08/04/2021	SONIA HENSLEY	2020 SENIOR REBATE - WILLS, SOLVEJE	\$ 300.00
253942	08/04/2021	SONIA RICARDO	2020 SENIOR REBATE - HENSLEY, SONIA	\$ 250.00
253943	08/04/2021	STAPLES CREDIT PLAN	2020 SENIOR REBATE - RICARDO, SONIA	\$ 250.00
			ESSER III AcadeME supplies	\$ 147.77
			Office supplies	\$ 662.45
253944	08/04/2021	STEVE SHANNON TIRE & AUTO CENTER	Title I STEAM *R Supplies	\$ 174.95
253945	08/04/2021	SVETLANA & MARIO PESA	return \$34.00 pending credit OPEN ORDER FOR TIRES	\$ 285.50
253946	08/04/2021	TALLEY PETROLEUM	2020 SENIOR REBATE - PESA, MARIO & SVETLANA	\$ 250.00
253947	08/04/2021	THOMAS A O'DONNELL SR.	HEATING FUJIL SY 20202021	\$ 65,454.00
253948	08/04/2021	THOMAS BRENNER	2020 SENIOR REBATE - O'DONNELL, THOMAS	\$ 500.00
253949	08/04/2021	TODD SCHAFFER	2020 SENIOR REBATE - BRENNER, THOMAS	\$ 250.00
253950	08/04/2021	VERIZON WIRELESS	NORTH & SOUTH VIDEOGRAPHY FOR FOOTBALL GAMES	\$ 1,507.50
			JULY CELL PHONE EQUIPMENT	\$ 49.99
253951	08/04/2021	VICTOR & ALBA SANTIAGO	Verizon Wireless Phone Services 21/22 SY	\$ 3,253.90
253952	08/04/2021	WADE SCHNITZER	2020 SENIOR REBATE - SANTIAGO, VICTOR & ALBA	\$ 250.00
253953	08/04/2021	WALTER WESCOTT & CAROLA.	2020 SENIOR REBATE - SCHNITZER, WADE	\$ 500.00
253954	08/04/2021	WEIS MARKET, INC.	2020 SENIOR REBATE - WESCOTT, WALTER & CAROL	\$ 300.00
253955	08/04/2021	WILLIAM PARKER	FOOD FOR ADIM RETREAT	\$ 280.00
253956	08/04/2021	WILLIAM RIKER	2020 SENIOR REBATE - PARKER, WILLIAM & DEBRA	\$ 250.00
253957	08/05/2021	CM REGENT RESOURCES	ADMIN RETREAT FOOD ON 07/28/2021	\$ 270.00
253958	08/05/2021	EAST STROUDSBURG	Payroll Run 1 - Warrant 210805	\$ 7,378.96
253959	08/05/2021	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 210805	\$ 2,879.62
253960	08/05/2021	HAB-DLT	Payroll Run 1 - Warrant 210805	\$ 28.00
253961	08/05/2021	PSERS	Payroll Run 1 - Warrant 210805	\$ 91.33
			CHRISTINA RAFANIELLO 2008-2010 XXX-XX-0766	\$ 480.66

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# East Stroudsburg Area School District

## Date Range 7/16/21 through 8/6/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253961	08/05/2021	PSERS	DENISE SCHAAL 2006-2007 XXX-XX-5961	\$ 347.09
253962	08/05/2021	ZESWITZ MUSIC COMPANY	ROSE VAN WHY 2006-2007 XXX-XX-1988	\$ 2.55
Grand Total			Lehman Instrument Repairs	\$ 324.00
				<b>\$ 2,402,383.16</b>

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253963	08/12/2021	ADVANCE AUTO PARTS	ADVANCE AUTO - OPEN ORDER FOR PARTS	\$ 258.53
			Inv6952119417265 parts for district bucket truck	\$ 226.60
			Inv6952119417280 oil seals for district bucket tru	\$ 28.80
			Inv6952119517296 bearing assembly dist. truck	\$ 146.14
253964	08/12/2021	ALBERT SMITH	Final Payment for Empl Expense claim # 4181.	\$ 2.80
			Final Payment for Empl Expense claim # 4182.	\$ 485.10
			Final Payment for Empl Expense claim # 4183.	\$ 117.00
253965	08/12/2021	ALY ABDELNABY	2020 SENIOR REBATE - ABDELNABY, ALY	\$ 500.00
253966	08/12/2021	AMAZON	1st grade supplies - Robbi Miller	\$ 136.32
			1st grade supplies - Robbi Miller po 21004830 DUPL	\$ 176.31
			Classroom supplies - Jen Smith	\$ 226.42
			Classroom Supplies - Maria Rogers	\$ 207.49
			Classroom Supplies - Sarah Walsh	\$ 26.72
			Classroom supplies for Wagner/Broderick	\$ 59.94
			REFUND ON po 210004830	\$ (12.12)
			REFUND ON po 21004830	\$ (87.46)
			SOUTH ATHLETICS STEP LADDER	\$ 42.79
			supplies for main office	\$ 553.97
			Supplies WAS FOR po 21004831 ARRIVED IN AUGUST	\$ 38.72
253967	08/12/2021	ANDERSON'S	STUDENT OF THE MONTH REWARDS	\$ 178.98
253968	08/12/2021	ANDREW & LAURA ZASO	2020 SENIOR REBATE - ZASO, ANDREW & LAURA	\$ 250.00
253969	08/12/2021	ANTHONY & LUZ FLORES	2020 SENIOR REBATE - FLORES, ANTHONY & LUZ	\$ 250.00
253970	08/12/2021	APPLE INC.	A-TSI Grant MacBook	\$ 4,434.00
253971	08/12/2021	ARLENE SCHWARZ	2020 SENIOR REBATE - SCHWARZ, ARLENE	\$ 250.00
253972	08/12/2021	ARTHUR HEATER JR	2020 SENIOR REBATE - HEATER, ARTHUR	\$ 300.00
253973	08/12/2021	AUDIOLOGY CALIBRATION SPECIALISTS	District Nurses Audiology Calibration Specialists	\$ 638.00
253974	08/12/2021	BAND SHOPPE	Marching Band Color Guard Supplies	\$ 1,113.35
253975	08/12/2021	BATTERY WAREHOUSE	Batteries for District Use	\$ 74.34
253976	08/12/2021	BEATRICE S. GOBEE	2020 SENIOR REBATE - GOBEE, BEATRICE	\$ 250.00
253977	08/12/2021	BECKER'S SCHOOL SUPPLIES	FAMILY AND PARENT ENGAGEMENT	\$ 37.55
253978	08/12/2021	BENILDA VARGAS	2020 SENIOR REBATE - VARGAS, BENILDA	\$ 500.00

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253979	08/12/2021	BRENDA I GUY	2020 SENIOR REBATE - GUY BRENDA	\$ 500.00
253980	08/12/2021	BURL R. BRITT	2020 SENIOR REBATE - BRITT, BURL	\$ 500.00
253981	08/12/2021	CANFIELD'S PET AND FARM	Carpet Cleaner	\$ 105.00
253982	08/12/2021	CARBON LEHIGH IU #21	end of year reconciliation	\$ 2,662.00
253983	08/12/2021	CARL HOPPE	2020 SENIOR REBATE - HOPPE, CARL	\$ 500.00
253984	08/12/2021	CARMEN SUAREZ	2020 SENIOR REBATE - SUAREZ, CARMEN	\$ 650.00
253985	08/12/2021	CAROL B JACOBS	2020 SENIOR REBATE - JACOBS, CAROL	\$ 250.00
253986	08/12/2021	CAROL I DALRYMPLE	2020 SENIOR REBATE - DALRYMPLE, CAROL	\$ 93.56
253987	08/12/2021	CENGAGE LEARNING	Accounting Seats	\$ 1,007.00
			renewal of Cengage Learning for HS South	\$ 1,386.00
			renewal of Cengage Learning HS North	\$ 1,122.13
253988	08/12/2021	UGI CENTRAL	ESE JULY NATURAL GAS LINE FEE 411006828957	\$ 1,285.62
			JTL JULY NATURAL GAS LINE FEE 411006894413	\$ 2,154.11
			SOUTH CAMPUS JULY NATURAL GAS LINE FEE 41100800603	\$ 4,057.34
253989	08/12/2021	UGI CENTRAL	ESE JULY NATURAL GAS LINE 411006828957	\$ 371.99
			JTL JULY NATURAL GAS LINE 411006894413	\$ 850.27
			SOUTH CAMPUS JULY NATURAL GAS LINE 411008006032	\$ 2,056.91
253990	08/12/2021	CHARLES ALBRIGHT	2020 SENIOR REBATE - ALBRIGHT, CHARLES	\$ 650.00
253991	08/12/2021	CHARLES W DAILEY	Final Payment for Empl Expense claim # 4191.	\$ 40.32
253992	08/12/2021	CHRISTOPHER S. BROWN LAW OFFICES	CHRIS BROWN JULY 2021 INVOICE	\$ 6,813.75
253993	08/12/2021	CINTAS CORPORATION #101	Cintas annual extinguisher insp. at Admin/South	\$ 90.77
			Cintas annual extinguisher insp/rpr at ESE	\$ 188.32
			Cintas annual extinguisher insp/rpr at MSE	\$ 1,523.72
			Cintas annual extinguisher insp/rpr at Smithfield	\$ 235.48
			Cintas annual kitchen insp/rpr at HS North	\$ 274.41
			Cintas annual kitchen insp/rpr at Smithfield	\$ 220.41
			Cintas fire extinguisher inspection at Bushkill	\$ 165.13
			Cintas inspection of sprinkler system at Admin/So	\$ 1,853.28
253994	08/12/2021	COLONIAL INTERMEDIATE UNIT 20	cpr certification	\$ 2,624.99
			FAPE EVALUATION 2021	\$ 1,463.74
			FIELD TRIP NURSING SERVICES	\$ 1,392.00

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
253994	08/12/2021	COLONIAL INTERMEDIATE UNIT 20	LICENSED SOCIAL WORKERS/COUNSELOR	\$ 267,750.00
			MENTAL HEALTH WORKERS 2021	\$ 90,027.00
			ONE ON ONE SERVICES	\$ 333,435.58
			ONE ON ONE UNIFIED SPORTS	\$ 4,837.86
			PRESCHOOL 2021	\$ 2,647.77
			SUMMER ADMINISTRATION WORKSHOP - J CRESCENZO	\$ 50.00
			TRANSPERFECT 2021	\$ 108.21
253995	08/12/2021	COMMONWEALTH OF PA	Inv741824 BES Annual Wastewater Fee	\$ 65.00
253996	08/12/2021	COMMONWEALTH OF PA	Inv740744 RES Annual Wastewater fee	\$ 100.00
			Inv740760 MSE Annual Wastewater Fee	\$ 65.00
			Inv741355 North Campus Annual Wastewater Fee	\$ 100.00
253997	08/12/2021	CRAMER'S HOME CENTER	TO PAY FOR MISC SUPPLIES SCOTT VANWHY PICKS UP	\$ 33.71
253998	08/12/2021	CURRICULUM ASSOCIATES, INC.	reading dept. / melissa jennings	\$ 268.13
253999	08/12/2021	D'HUY ENGINEERING, INC.	Inv53162 RES/MSE Water Filtration	\$ 450.00
			Inv53163 HSN/LIS window replacemen	\$ 2,700.04
			Inv53164 LIS and BES Flooring Replacement	\$ 2,772.15
			Inv53165 JMH Vestibule Renovation	\$ 643.55
			Open PO for D'HUY Retainer Services Only	\$ 3,000.40
254000	08/12/2021	DANIE & VIOLA LEON	2020 SENIOR REBATE - LEON, DANIEL & DANIE	\$ 250.00
254001	08/12/2021	DEMCO INC	library supplies	\$ 145.73
254002	08/12/2021	DENNIS R. GURRY	2020 SENIOR REBATE - GURRY, DENNIS & JANICE	\$ 500.00
254003	08/12/2021	DES-CPR, INC.	Inv 63612 District Shredding	\$ 960.00
254004	08/12/2021	DISCOUNT SCHOOL SUPPLY	1st Grade	\$ 147.60
254005	08/12/2021	DM SUPPLY SOURCE, LLC	Inv 8262 Drift Eliminators HSN	\$ 4,250.00
			Inv 8274 parts for HSN	\$ 4,110.33
			Inv 8275 replacement tower kit	\$ 2,893.00
			Inv8265 Pallet for Fill Kit HSN	\$ 4,387.31
			Inv8273 Gator Finishing BES	\$ 162.20
			Inv8293 Hand Soap Disp. for stock	\$ 115.86
			Inv8300 parts for LIS Pool	\$ 86.33
			Inv8301 Dispensor for HSS Boiler Room	\$ 95.86

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254005	08/12/2021	DM SUPPLY SOURCE, LLC	Inv8318 Transducers JMH	\$ 1,146.95
			Inv8328 parts for HSN	\$ 2,634.86
			Inv8329 blank keys HSS	\$ 29.14
			Inv8331 JTL thermostat	\$ 211.75
254006	08/12/2021	DOROTHY READ	2020 SENIOR REBATE - READ, DOROTHY	\$ 250.00
254007	08/12/2021	DR JOHN BART D.O.	ANNUAL PHYSICIAN FEE FOR ATHLETICS GAMES 22000674	\$ 15,512.50
254008	08/12/2021	DVS DIRECT	NDI for Panasonic - Technology	\$ 598.00
254009	08/12/2021	EDGENUITY INC.	ESSER III Edgenuity 6-12 licenses	\$ 80,795.00
			ESSER III Edgenuity Elem Licenses	\$ 130,800.00
254010	08/12/2021	EDITH LANSDOWNE	2020 SENIOR REBATE - LANSDOWNE, EDITH	\$ 300.00
254011	08/12/2021	EDITH TWEED	2020 SENIOR REBATE - TWEED, EDITH	\$ 650.00
254012	08/12/2021	EDULINK, INC	Edulink PA-Etep Contract Renewal 21-22	\$ 23,768.00
254013	08/12/2021	ELIZABETH A JOHNSON	2020 SENIOR REBATE - JOHNSON, ELISABETH	\$ 300.00
254014	08/12/2021	ENGL E HAMBRIGHT & DAVIES, INC.	2021/2022 BLANKET AUTO POLICY INV 19355	\$ 62,152.00
254015	08/12/2021	EASTERN PENN SUPPLY COMPANY	Inv S027572209.001 Viego bronze union JTL	\$ 25.58
			InvS027381479.001 Self Drain Hydrant RES	\$ 246.73
			InvS027567281.001 Coupling for JTL	\$ 2.64
			InvS027577593.001 parts for JTL credit used	\$ -
			InvS027579136.001 parts for JTL	\$ 68.58
			InvS027598603.001 parts for HSS Clock Tower	\$ 205.76
			InvS027611772.001 couplings for RES	\$ 21.50
			InvS027634670.001 Propress Fittings JMH	\$ 46.06
			InvS027648815.001 parts for HSS Stadium	\$ 19.68
			InvS027657913.001 PVC Valve JMH	\$ 9.04
254016	08/12/2021	ERIN DREIBACH	Final Payment for Empl Expense claim # 4189.	\$ 276.00
254017	08/12/2021	ERNESTO & MARITZA MCFALINE	2020 SENIOR REBATE - MCFALINE, ERNESTO & MARITZA	\$ 500.00
254018	08/12/2021	FASTENAL COMPANY	FASTENAL OPEN ORDER FOR PARTS & TOOLS	\$ 179.61
254019	08/12/2021	FISHER & SON CO INC	Herbicide	\$ 183.38
254020	08/12/2021	FRANCISZEK & BOZENIA NIESTEPSKI	2020 SENIOR REBATE - NIESTEPSKI, BOZENA & FRANCISZ	\$ 250.00
254021	08/12/2021	FREDA YOUNG	2020 SENIOR REBATE - YOUNG, FREDA	\$ 500.00
254022	08/12/2021	FRONTIER	Frontier Phone Service 21/22 SY	\$ 315.87



# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254023	08/12/2021	GEORGE F. SHAW	2020 SENIOR REBATE - SHAW, GEORGE	\$ 300.00
254024	08/12/2021	GERHART SYSTEMS AND CONTROLS	Gerhart Scale Calibration for all nurses scales	\$ 1,045.00
254025	08/12/2021	GERTRUDE HAWK CHOCOLATES	LEHMAN FUNDRAISER BALANCE	\$ 288.00
254026	08/12/2021	GET MORE MATH	Get More Math Licenses	\$ 3,375.00
254027	08/12/2021	GLECO PAINTS, INC.	paint supplies	\$ 42.00
254028	08/12/2021	GLOBAL INDUSTRIAL EQUIPMENT	replace Desk for nurses office	\$ 778.19
254029	08/12/2021	THE GOODYEAR TIRE & RUBBER COMPANY	OPEN ORDER FOR TIRES credit#207-1057242	\$ 361.52
			GOODYEAR TIRE & RUBBER OPEN ORDER FOR TIRES	\$ 1,379.96
			OPEN ORDER FOR TIRES used credit 207-1057237	\$ 1,766.08
254030	08/12/2021	GOVERNMENT SOFTWARE SERVICES	GSS INV 11712	\$ 100.00
254031	08/12/2021	GRAINGER	Inv9955835310 first aid kit	\$ 43.21
			Inv9956123047 hand cleaner for HSS Shop	\$ 105.20
			Inv9956123054 First Aid Kit	\$ 43.21
			Inv9956818802 Wire brush BES	\$ 101.64
			Inv9960021864 Hand soap/Dispenser HSS	\$ 218.60
			Inv9961942985 Pump HSS Boiler Room	\$ 3,004.58
			Inv9973672935 Underground Tape for North Irri	\$ 105.85
254032	08/12/2021	HARRY & ANNA WOLBERT	2020 SENIOR REBATE - WOLBERT, HARRY & ANNA	\$ 300.00
254033	08/12/2021	HELEN WHITTAKER	2020 SENIOR REBATE - WHITTAKER, HELEN	\$ 500.00
254034	08/12/2021	HENRYKA VARGA	2020 SENIOR REBATE - VARGA, HENRYKA	\$ 650.00
254035	08/12/2021	HOME DEPOT CREDIT SERVICES	Custodial Open PO for Home Depot-HSN	\$ 296.76
			GROUPS SUPPLIES	\$ 793.02
			MAINTENANCE REFUND	\$ (228.96)
			Open PO for Home Depot	\$ 859.05
			Open PO for Home Depot MAINTENANCE	\$ 1,675.57
			Open PO for Home Depot MAINTENANCE SUPPLIES	\$ 30.47
			paint supplies	\$ 167.26
			Paint/ JTL	\$ 147.64
254036	08/12/2021	HOME DEPOT CREDIT SERVICES	MAINTENANCE & GROUNDS SUPPLIES	\$ 1,136.01
254037	08/12/2021	ICOM NORTH AMERICA LLC	ICOM North America, LLC Inv #ES050421	\$ 505.92
254038	08/12/2021	INTEGRAONE	Cisco Smartnet and Cisco Phone System Licenses	\$ 44,341.54

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254039	08/12/2021	INTERSTATE CHEMICAL CO.	Inv465133 HSS Intercool	\$ 4,108.00
254040	08/12/2021	IONIE SINCLAIR	ESY Colonial IU20 Run-Ionie Sinclair	\$ 2,965.07
254041	08/12/2021	JATON,LLC	In v 11443 RES water tank lining	\$ 1,486.00
			Inv 11442 HSS Water Heater Service	\$ 1,486.00
			inv11441 JTL Water Heater Service	\$ 1,486.00
			Inv11445 RES water Heater	\$ 851.00
			Inv11446 ESE Water Heater	\$ 851.00
254042	08/12/2021	JEANNE & EUGENIE QUINN	2020 SENIOR REBATE - QUINN, EUGENIE & JEANNE	\$ 250.00
254043	08/12/2021	TEACHTOWN	Social Skills Licenses	\$ 7,895.22
254044	08/12/2021	JOAN SADOWSKI	2020 SENIOR REBATE - SADOWSKI, JOAN	\$ 500.00
254045	08/12/2021	JOHN & HELEN GARGAN	2020 SENIOR REBATE - GARGAN, JOHN & HELEN	\$ 250.00
254046	08/12/2021	JOHN A & FRANCES M BAUM	2020 SENIOR REBATE - BAUM, JOHN & FRANCES	\$ 250.00
254047	08/12/2021	JOHN SOULES FOODS, INC.	to pay for chicken products being delivered 6/14/	\$ 6,212.50
254048	08/12/2021	JOHNPAUL CRESCENZO	Final Payment for Empl Expense claim # 4187.	\$ 33.60
254049	08/12/2021	JOSEPH & MARY GILL	2020 SENIOR REBATE - GILL, JOSEPH & MARY	\$ 300.00
254050	08/12/2021	JOSEPH C FEAL	Final Payment for Empl Expense claim # 4180.	\$ 1,707.92
254051	08/12/2021	JOSEPH KARGOL	2020 SENIOR REBATE - KARGOL, JOSEPH	\$ 250.00
254052	08/12/2021	KARLA J LABAR	ESYPocono Mt. West Run-Karla Labar 7/6/21-7/29/21	\$ 2,393.37
254053	08/12/2021	KATHLEEN M HALSEY	2020 SENIOR REBATE - HALSEY, KATHLEEN	\$ 250.00
254054	08/12/2021	KATHLEEN SCHRECK	2020 SENIOR REBATE - SCHRECK, KATHLEEN	\$ 250.00
254055	08/12/2021	KENNETH & MARIA YANICK	2020 SENIOR REBATE - YANICK, KENNETH	\$ 500.00
254056	08/12/2021	KING W. BEERS	2020 SENIOR REBATE - BEERS, KING	\$ 650.00
254057	08/12/2021	LAKESHORE LEARNING MATERIALS	1st grade materials- Robbi Miller	\$ 111.37
			Classroom Supplies - 5th grade	\$ 109.20
			Kindergarten Supplies	\$ 76.45
254058	08/12/2021	LANCE P GIORLANDO	2020 SENIOR REBATE - GIORLANDO, LANCE	\$ 61.00
254059	08/12/2021	LAURA ALICEA	2020 SENIOR REBATE - ALICEA, LAURA	\$ 650.00
254060	08/12/2021	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING	interpreter for hearing impaired student	\$ 280.50
			Interpreting services for a deaf student	\$ 474.00
254061	08/12/2021	LEOCADIO & MARIA D. SANDOZ	2020 SENIOR REBATE - SANDOZ, LEOCADIO & MARIA	\$ 500.00
254062	08/12/2021	LIONETTI ASSOCIATES LLC	Inv1641704 BES oil/sludge removal	\$ 4,223.56

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254063	08/12/2021	LLOYD & WANDA LEAP	2020 SENIOR REBATE - LEAP, LLOYD & WANDA	\$ 250.00
254064	08/12/2021	LRP PUBLICATIONS, INC	Sp Ed Resources	\$ 2,810.05
254065	08/12/2021	LUIS & CARMEN BONETA	2020 SENIOR REBATE - BONETA, LUIS & CARMEN	\$ 500.00
254066	08/12/2021	LUNCH ACCT REFUND	REFUND FOR 137541 & 142874	\$ 24.70
254067	08/12/2021	LYMAN & ASH	Special Construction Counsel Inv. #3246	\$ 6,547.50
254068	08/12/2021	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 129.90
254069	08/12/2021	MAGNATAG	NORTH ATHLETICS CARD INSERTS FOR MAGNETIC BOARD	\$ 34.68
254070	08/12/2021	MANVEL PAGE	Final Payment for Empl Expense claim # 4192.	\$ 16.46
254071	08/12/2021	MANWALAMINK WATER COMPANY	SMITHFIELD JULY WATER AND SEWER FEE	\$ 440.10
254072	08/12/2021	MARGARET GREEN	2020 SENIOR REBATE - GREEN, MARGARET	\$ 500.00
254073	08/12/2021	MARSHALLS CREEK PLUMB.&ELECT. SUPPLIES	Inv16450 North Site Water Line	\$ 63.17
254074	08/12/2021	MARY NUGENT	Inv16482 parts for North Site Irrigation	\$ 1,286.36
254075	08/12/2021	MARY STREMMME	2020 SENIOR REBATE - NUGENT, MARY	\$ 250.00
254076	08/12/2021	MATTHEW & ROSARIA SHEA-ALIOTO	2020 SENIOR REBATE - STREMMME, MARY	\$ 250.00
254077	08/12/2021	MEDCO SUPPLY COMPANY	2020 SENIOR REBATE - SHEA-ALIOTO, ROSARIA	\$ 250.00
			MEDICAL BID SY2122 BES	\$ 54.58
			MEDICAL BID SY2122 ESE	\$ 66.51
			MEDICAL BID SY2122 HSN	\$ 22.92
254078	08/12/2021	MEIER SUPPLY CO., INC.	Inv21389891 equipment for HSS Data Center	\$ 4,950.00
			Inv2387083 Duct Flex for HSN	\$ 50.14
			Inv2387209 parts for JTL TLC	\$ 1,735.78
			Inv2387802 for HSS Expansion Tanks	\$ 35.35
			Inv2388211 Remote wired controller-credit memo att	\$ -
			Inv2388225 HSN/LIS Tower parts	\$ 40.54
			Inv2388229 parts for North Tower	\$ 29.22
			Inv2388353 Tank Nitro HSS	\$ 35.00
			Inv2389125 wired remote controller HSN	\$ 683.40
			Inv2389774 sealant and tool for JTL	\$ 32.39
			Inv2389890 parts for new ac in TLC	\$ 4,060.04
			Inv2389894 Data Ctr AC Replacement HSS	\$ 4,950.00
			Inv2389895 tools for HSS Data Center	\$ 1,387.72

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254078	08/12/2021	MEIER SUPPLY CO., INC.	Inv2391589 tools for MSE	\$ 57.49
			Inv2392622 parts and tools for ESE	\$ 60.07
			Inv2393033 Liné Set for ESE	\$ 109.02
			Inv2393334 Caulk for RES	\$ 13.14
			Inv2394230 Tools for ESE	\$ 55.67
			Inv2394231 Rectorseal for North Tower	\$ 39.99
			Inv2394709 parts and tools ESE	\$ 154.62
			Inv2397603 HSN Shop Stock	\$ 68.08
			Inv2398185 gripbelts HSS	\$ 38.22
			Inv2398225 parts for ESE	\$ 200.04
			Inv2398442 slimducts for JTL	\$ 164.80
			Inv2398977 parts for JTL	\$ 435.45
			Inv2399782 District Air Filters	\$ 72.30
			Inv2400816 Vacuum Pump	\$ 32.79
254079	08/12/2021	MESKO GLASS CO., INC	Inv52935 for Dow 795 Gray - HSN	\$ 150.00
254080	08/12/2021	MET-ED	NORTH CAMPUS JULY ELECTRIC 100018255800	\$ 27,163.54
254081	08/12/2021	MODERN GAS SALES, INC.	LEHMAN POOL PROPAIN	\$ 324.00
254082	08/12/2021	MONROE CAREER AND TECHNICAL INSTITUTE	MCTI BUDGETARY RESERVE	\$ 49,910.00
254083	08/12/2021	SWANK MOTION PICTURES INC	Movie Licensing USA - Copyright Compliance & K12	\$ 7,370.00
254084	08/12/2021	NANCY HERR	2020 SENIOR REBATE - HERR, NANCY	\$ 500.00
254085	08/12/2021	NCS PEARSON, INC.	Gifted Testing Response Sheets	\$ 441.00
			Psychologist testing materials	\$ 99.00
254086	08/12/2021	NCS PEARSON, INC.	Almsweb - Progress Monitoring	\$ 7,592.00
254087	08/12/2021	NESTLE WATERS NORTH AMERICA	Inv01MO448132985 RES bottled water	\$ 763.49
254088	08/12/2021	NOT JUST TEE SHIRTS	teacher tee shirts coaching staff	\$ 170.50
			teacher tee shirts coaching staff PO#21004772	\$ 177.50
254089	08/12/2021	OFFICE DEPOT	JTL Sensory Room Whiteboard	\$ 331.98
			WHITE OUT, MACHINE TAPE, JUMBO PAPER CLIPS	\$ 43.47
254090	08/12/2021	OFFICE TECHNOLOGY, LLC	Printer Toner Order Transport: South Lot 7-6-21	\$ 420.00
254091	08/12/2021	ORIENTAL TRADING	KINDERGARTEN ORIENTATION SUPPLIES	\$ 156.17
254092	08/12/2021	OTIS ELEVATOR COMPANY	Inv100400400758 Otis Contract - 7 locations	\$ 54,152.16

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# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254093	08/12/2021	P & S GARAGE	P&S Garage repr to 2014 Ford Sec veh water pump	\$ 1,785.32
254094	08/12/2021	PATRICIA A GARRISON	2020 SENIOR REBATE - GARRISON, PATRICIA	\$ 500.00
254095	08/12/2021	PATRICIA TRACY	2020 SENIOR REBATE - TRACY, PATRICIA	\$ 250.00
254096	08/12/2021	PATRICK CURRY	2020 SENIOR REBATE - CURRY, PATRICK	\$ 250.00
254097	08/12/2021	PATRIOT WORKWEAR	Patriot invoice for Off. Harrison uniform pants	\$ 74.00
254098	08/12/2021	PENNSYLVANIA ONE CALL SYSTEM, INC.	Open PO for PA One Call System	\$ 10.10
254099	08/12/2021	PIONEER MFG. CO/PIONEER ATHLETICS	Spray Paint for Lawn	\$ 1,961.52
254100	08/12/2021	POCONO MOUNTAIN DAIRIES	TO PAY DAIRY INVOICES FOR 2021-2022	\$ 15,946.80
254101	08/12/2021	PP&L	HS SOUTH SOUTH JULY ELECTRIC 67841-29000	\$ 29.60
			HS SOUTH SOUTH JULY ELECTRIC 92422-54001	\$ 29.60
			HS SOUTH SOUTH JULY ELECTRIC 95041-29005	\$ 29.68
			HS SOUTH SOUTH JULY ELECTRIC 98641-29009	\$ 27.36
254102	08/12/2021	PYRAMID SCHOOL PRODUCTS	ATHLETIC BIDS 21-22	\$ 293.72
254103	08/12/2021	QUILL CORPORATION	Classroom Supplies - 5th grade	\$ 24.70
254104	08/12/2021	RANDOLFO & MARIA ASTACIO	2020 SENIOR REBATE - ASTACIO, RANDOLFO & MARIA	\$ 500.00
254105	08/12/2021	REALLY GOOD STUFF	Classroom supplies - Amie Atticks	\$ 31.93
			Classroom Supplies - Julia Iannazzo	\$ 79.69
			Classroom Supplies - Sarah Walsh	\$ 136.44
254106	08/12/2021	REGINA E DICKERSON	2020 SENIOR REBATE - DICKERSON, REGINA	\$ 500.00
254107	08/12/2021	RICHARDS TREE FARM	Black Mulch	\$ 60.80
			modify gray stone 1cu yd driveway	\$ 249.60
254108	08/12/2021	ROBERT M. SIDES FAMILY MUSIC CENTERS	Clarinet Repair	\$ 306.00
254109	08/12/2021	ROBERT PASCH	2020 SENIOR REBATE - PASCH, ROBERT	\$ 283.30
254110	08/12/2021	ROCKLAND BAKERY	TO PAY INVOICES FOR 2021-2022 YEAR	\$ 1,616.87
254111	08/12/2021	RONALD D. STEINMETZ	2020 SENIOR REBATE - STEINMETZ, RONALD	\$ 250.00
254112	08/12/2021	RONDA CONTI	Final Payment for Empl Expense claim # 4195.	\$ 8.57
254113	08/12/2021	RUSSELL & TERRY CRUEL	2020 SENIOR REBATE - CRUEL, RUSSELL & TERRY	\$ 500.00
254114	08/12/2021	SBP CONSULTING, INC	Tact II for Senior Trainer Candidates	\$ 3,000.00
254115	08/12/2021	SCHOOLDUDE	Software	\$ 23,485.02
254116	08/12/2021	SCOTT C. IHLE	Final Payment for Empl Expense claim # 4193.	\$ 110.21
254117	08/12/2021	SHAHIDA JONES	Final Payment for Empl Expense claim # 4188.	\$ 56.45

# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254118	08/12/2021	SHEILA E BROWN	2020 SENIOR REBATE - BROWN, SHEILA	\$ 500.00
254119	08/12/2021	BJP, LLC	Decal for main lobby	\$ 810.00
254120	08/12/2021	SMART FUTURES	Career Planning Portfolio/18.5/Sp Ed	\$ 11,000.00
254121	08/12/2021	STEELE'S HARWARE INC	Inv472204 Oil Line Replacement BES	\$ 101.20
254122	08/12/2021	STEVE WEISS MUSIC	Samba Whistle	\$ 47.94
254123	08/12/2021	STROUDSBURG ELECTRIC MOTOR SERVICE	Inv6198032 Tools for LIS	\$ 55.97
			Inv6199253 part for Boiler Room HSS	\$ 325.00
			Inv6199255 V-Belt HSS	\$ 13.98
			Inv6199265 Tools for HSS	\$ 82.96
			Inv6203921 Tools and Dry Vac- district truck M7	\$ 154.97
254124	08/12/2021	SUSAN E. DAVIS	2020 SENIOR REBATE - DAVIS, SUSAN	\$ 250.00
254125	08/12/2021	TABITHA BRADLEY	Final Payment for Empl Expense claim # 4186.	\$ 43.90
254126	08/12/2021	TAIWO AFOLABI	ESY Colonial IU20 Run-Taiwo Afolabi 7/13-8/5/21	\$ 2,375.47
254127	08/12/2021	THE LIBRARY STORE, INC	Classroom Supplies for Nellianne	\$ 508.93
254128	08/12/2021	THOMAS P RODE	2020 SENIOR REBATE - PRODE, THOMAS	\$ 250.00
254129	08/12/2021	TRANE U.S. INC.	Bushkill TRANE Agreement 2022 (year one)	\$ 4,391.00
			ESE Trane 5 Year Agreement (year one)	\$ 4,184.00
			HSS TRANE 5 year svc agreement (year one 2021)	\$ 7,948.00
			Inv10546458 Module for JMH	\$ 3,320.38
			Inv10556128 Module for JTL	\$ 918.20
			Inv311876528 HSS Chiller	\$ 8,331.75
			JMH TRANE Service Agreement (year one 2021)	\$ 6,346.00
			JTL TRANE 5 year svc agreement (year one 2021)	\$ 9,948.00
			MSE TRANE Service Agreement (year one 2021)	\$ 3,293.00
			RES TRANE 5 Year Svc Agreement (year one 2021)	\$ 5,479.00
			SME TRANE 5 year svc agreement (year one 2021)	\$ 3,293.00
254130	08/12/2021	TRITECH SOFTWARE SYSTEMS	Tritech Software (Metro Alert) File Mgmt. System	\$ 1,593.11
254131	08/12/2021	US FOODS	US FOODS 2021-2022 INVOICES	\$ 18,203.83
254132	08/12/2021	VILMA RAVO	2020 SENIOR REBATE - RAVO, VILMA	\$ 250.00
254133	08/12/2021	WALTER & SHARON HOFFNER	2020 SENIOR REBATE - HOFFNER, WALTER & SHARON	\$ 250.00
254134	08/12/2021	WILLIAM VITULLI	Final Payment for Empl Expense claim # 4190.	\$ 6.50

# East Stroudsburg Area School District

## Date Range 8/7/21 through 8/12/21

245K.

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
254135	08/12/2021	ZESWITZ MUSIC COMPANY	Tuba Mouthpieces and other small items	\$ 648.78
254136	08/12/2021	COPE COMMERCIAL FLOORING & INTERIORS, INC	Bushkill Flooring by Cope Commerical	\$ 125,400.00
<b>Grand Total</b>				<b>\$ 1,658,765.02</b>

## JULY 2021 WIRE PAYMENTS

PAYROLL	\$	2,967,251.20
ACCOUNTS PAYABLE - BENEFITS	\$	2,022,065.69
FLEX SPENDING ACCOUNTS - TASC	\$	17,181.06
WORKER'S COMP - INSERVCO	\$	70,327.93
PROCUREMENT CARD	\$	59,704.59
EBTEP	\$	1,790,054.35
VOLUNTARY LIFE INSURANCE	\$	4,004.56
NEOPOST POSTAGE	\$	2,000.00
GOVERNMENT SOFTWARE SERVICES - POSTAGE TO MAIL PIKE COUNTY TAXES	\$	5,204.55
COMPUTER LEASES	\$	686,776.42
WRIGHT EXPRESS FLEET - GAS CARDS	\$	4,655.13
	<u>\$</u>	<u>7,629,225.48</u>

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EAST STROUDSBURG AREA SCHOOL DISTRICT  
 TREASURER'S REPORT AS OF JULY 31, 2021

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

7/1/21 Balance	\$ 1,514,255.79
Receipts	\$ 12,667,707.33
Interest/Dividends	\$ 160.44
Disbursements	\$ (10,720,414.63)
7/31/21 Balance	\$ 3,461,708.93

PLGIT - GENERAL FUND

7/1/21 Balance	\$ 2,484,818.36
Receipts	\$ 132,175.67
Interest/Dividends	\$ 24.61
Disbursements	
7/31/21 Balance	\$ 2,617,018.64

PSDLAF - GENERAL FUND

7/1/21 Balance	\$ 63,566,523.55
Receipts	\$ 5,201,713.26
Interest/Dividends	\$ 2,744.51
Deferred Interest	
Disbursements	\$ (15,551,704.59)
7/31/21 Balance	\$ 53,219,276.73

ESSA WORKERS COMP SELF INS - GENERAL FUND

7/1/21 Balance	\$ 300,050.58
Receipts	
Interest/Dividends	\$ 12.33
Disbursements	
7/31/21 Balance	\$ 300,062.91

ESSA PAYPAL - GENERAL FUND

7/1/21 Balance	\$ 375.07
Receipts	
Interest/Dividends	\$ 0.02
Disbursements	
7/31/21 Balance	\$ 375.09

ESSA FERNWOOD ESCROW - GENERAL FUND

7/1/21 Balance	\$ 38,565.69
Receipts	
Interest/Dividends	\$ 1.58
Disbursements	
7/31/21 Balance	\$ 38,567.27

ESSA - CAFETERIA FUND

7/1/21 Balance	\$ 94,046.52
Receipts	\$ 110.00
Interest/Dividends	\$ 3.86
Disbursements	\$ (86.21)
7/31/21 Balance	\$ 94,074.17

FIRST KEYSTONE COMMUNITY BANK

7/1/21 Balance	\$ 249,993.77
Receipts	\$ 10.00
Interest/Dividends	\$ 41.44
Disbursements	
7/31/21 Balance	\$ 250,045.21

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EAST STROUDSBURG AREA SCHOOL DISTRICT  
 TREASURER'S REPORT AS OF JULY 31, 2021

PLGIT - CAPITAL RESERVE FUND

7/1/21 Balance	\$ 9,751,858.17
Receipts	
Interest/Dividends	\$ 95.28
Disbursements	
7/31/21 Balance	\$ 9,751,953.45

ESSA - CONCESSION STAND

7/1/21 Balance	\$ 27,918.87
Receipts	
Interest/Dividends	\$ 1.15
Disbursements	
7/31/21 Balance	\$ 27,920.02

ESSA - EXPENDABLE TRUST

7/1/21 Balance	\$ 31,855.57
Receipts	
Interest/Dividends	\$ 1.31
Disbursements	
7/31/21 Balance	\$ 31,856.88

ESSA - NON-EXPENDABLE TRUST

7/1/21 Balance	\$ 18,757.20
Receipts	
Interest/Dividends	\$ 0.77
Disbursements	
7/31/21 Balance	\$ 18,757.97

ESSA - SPECIAL ACTIVITY

7/1/21 Balance	\$ 243,448.08
Receipts	
Interest/Dividends	\$ 10.00
Disbursements	
7/31/21 Balance	\$ 243,458.08

ESSA CD INVESTMENT - SPECIAL ACTIVITY

7/1/21 Balance	\$ 41,708.18
Receipts	
Interest/Dividends	
Disbursements	
7/31/21 Balance	\$ 41,708.18

ESSA - STUDENT ACTIVITY

7/1/21 Balance	\$ 74,802.21
Receipts	
Interest/Dividends	\$ 3.07
Disbursements	
7/31/21 Balance	\$ 74,805.28

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# EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch 7/29/21 - To Diane Kelly for approval 7/29/21

Approved by: *Diane Kelly* 7/29/21

MONTH: Jun-21

ESSA Checking \$ 1,514,255.79 \$ 1,514,255.79

Less:	Outstanding Checks-Treasury Fund	\$ 915,205.16	
	Outstanding Payroll Activity	\$ 57.43	
	Outstanding PA Withholding		
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts		
	Outstanding TSA (Wire Less than Report)		
		\$ 915,262.59	
		\$ 598,993.20	

General Ledger 00-0000-010-000-00-000-000-0000 \$ 594,350.07





Adjustments:	Wire Fee, ESSA Reversed 7/1/21	\$ (12.00)	
	Wex Invoice # 72413858, Processed 7/13/21, Posted to 6/30/21	\$ 4,655.13	
		\$ 4,643.13	
		\$ 598,993.20	

Difference \$ 0.00

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT GENERAL FUND OPERATING  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$3,461,708.93

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$1,514,255.79
	16 Credit(s) This Period	\$12,667,867.77
	63 Debit(s) This Period	-\$10,720,414.63
07/30/2021	Ending Balance	\$3,461,708.93
	Service Charges	\$12.00

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$160.44
Interest Paid Year-to-Date	\$10,488.25

**Deposits**

Date	Description	Amount
07/07/2021	WIRE FROM PSDLAF	\$5,000,000.00
07/08/2021	TRANSFER FROM	\$109.73
07/13/2021	TRANSFER FROM	\$34,535.70
07/15/2021	TRANSFER FROM	\$6,735.51
07/20/2021	TRANSFER FROM	\$40.80
07/21/2021	TRANSFER FROM	\$979,990.07
07/21/2021	WIRE FROM PSDLAF	\$6,500,000.00
07/26/2021	TRANSFER FROM	\$1,558.62
07/28/2021	TRANSFER FROM	\$3,314.48
07/29/2021	TRANSFER FROM	\$203.76
07/30/2021	TRANSFER FROM	\$7,273.42
		11 item(s) totaling \$12,533,762.09

**Electronic Credits**

Date	Description	Amount
07/02/2021	MC Recorder of D SCHOOL DIS PPD	\$130,090.78
07/15/2021	Monroe County - PAY INV PPD	\$3,830.46
		2 item(s) totaling \$133,921.24

**Other Credits**

Date	Description	Amount
07/01/2021	REFUND SERVICE CHARGE	\$12.00
07/22/2021	REFUND SERVICE CHARGE	\$12.00



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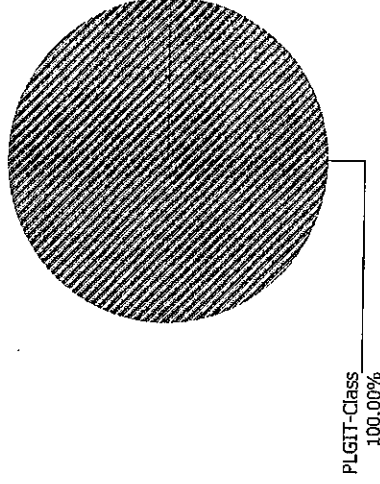
Account Statement - Transaction Summary

For the Month Ending July 31, 2021

East Stroudsburg Area School District - GENERAL FUND

PLGIT-Class	
Opening Market Value	2,484,818.36
Purchases	132,200.28
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$2,617,018.64</b>
Cash Dividends and Income	24.61

Asset Summary	July 31, 2021	June 30, 2021
PLGIT-Class	2,617,018.64	2,484,818.36
<b>Total</b>	<b>\$2,617,018.64</b>	<b>\$2,484,818.36</b>
<b>Asset Allocation</b>		



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**PSDLAF Monthly Statement**  
East Stroudsburg ASD

Please Note:  
PLEASE NOTE, THE FUND WILL BE CLOSED SEPTEMBER 6TH IN  
OBSERVANCE OF THE LABOR DAY HOLIDAY

**Activity Summary**      **General Fund**

7/1/2021 - 7/31/2021

**Investment Pool Summary**

	MAX
Beginning Balance	\$40,324,518.05
Dividends	\$264.43
Purchases	\$1,209,713.26
Redemptions	(\$15,551,704.59)
Ending Balance	\$25,982,791.15
Average Monthly Rate	0.010%
Share Price	\$1.000
Total	\$25,982,791.15

Total Fixed Income

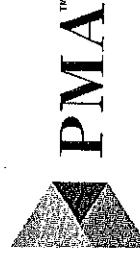
\$27,236,485.58

Account Total

\$53,219,276.73

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**East Stroudsburg ASD**  
Craig Neiman  
50 Vine Street  
East Stroudsburg, PA 18031



**PMA Financial Network**  
2135 CityGate Lane, 7th Floor  
Naperville, IL 60563

**Your PMA Representative**  
Andy Orr  
(717) 519-5960  
aorr@pmanetwork.com



PSDLAF Monthly Statement  
East Stroudsburg ASD

Flex Transaction Activity

General Fund

PSDLAF - Full Flex Pool (Vtx) 7/1/2021 - 7/31/2021

Transaction	Date	Description	Deposit	Withdrawals	Interest/Adjust	Balance
242347	07/07/2021	Deposit	\$2,500,000.00	\$0.00	\$0.00	\$2,500,000.00
242348	07/07/2021	Deposit	\$500,000.00	\$0.00	\$0.00	\$3,000,000.00
243215	07/31/2021	Interest	\$0.00	\$0.00	\$41.00	\$3,000,041.00
			\$3,000,000.00	\$0.00	\$41.00	

Beginning Balance: \$0.00 | Ending Balance: \$3,000,041.00

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**PSDLAF Monthly Statement**  
East Stroudsburg ASD

**Fixed Income Investments**

Purchases 7/1/2021 - 7/31/2021

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
CD	CD-290606-1	07/09/2021	07/09/2021	07/11/2022	CD-290606-1 ALLEGIANCE BANK TEXAS, TX	\$248,000.00	0.051%	\$248,125.92
CD	CD-290633-1	07/14/2021	07/14/2021	07/14/2022	CD-290633-1 GBC INTERNATIONAL BANK, CA	\$248,000.00	0.051%	\$248,125.24
CD	CD-290633-2	07/14/2021	07/14/2021	07/14/2022	CD-290633-2 FIRST NATIONAL BANK, ME	\$248,000.00	0.050%	\$248,124.00
CD	CD-290687-1	07/21/2021	07/21/2021	07/21/2022	CD-290687-1 NEWBANK, NA, NY	\$248,000.00	0.051%	\$248,125.24
						\$992,000.00		\$992,500.40

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# PSDLAF Monthly Statement

East Stroudsburg ASD

## Fixed Income Investments

Type	Holding Id	Trade date	Description	Interest
Flex	Flex-243214-1	07/31/2021	Flex-243214-1 NEXBANK, NJ	\$2,439.08
Flex	Flex-243215-1	07/31/2021	Flex-243215-1 PSDLAF - Full Flex Pool (Vtx)	\$41.00
				\$2,480.08

Interest 7/1/2021 - 7/31/2021





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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 CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$300,062.91

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$300,050.58
	1 Credit(s) This Period	\$12.33
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$300,062.91

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$12.33
Interest Paid Year-to-Date	\$257.26

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$12.33
		1 item(s) totaling \$12.33

**Daily Balances**

Date	Amount
07/30/2021	\$300,062.91

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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT PAYPAL ACCOUNT  
C/O CRAIG NEIMAN  
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](http://essabank.com)
-  Email [contactcenter@essabank.com](mailto:contactcenter@essabank.com)

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$375.09

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$375.07
	1 Credit(s) This Period	\$0.02
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$375.09

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.02
Interest Paid Year-to-Date	\$0.29

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$0.02
		1 item(s) totaling \$0.02

**Daily Balances**

Date	Amount
07/30/2021	\$375.09







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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT ESCROW ACCT FERNWOOD  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$38,567.27

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$38,565.69
	1 Credit(s) This Period	\$1.58
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$38,567.27

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.58
Interest Paid Year-to-Date	\$33.00

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$1.58
		1 item(s) totaling \$1.58





**Daily Balances**

Date	Amount
07/30/2021	\$38,567.27

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT CAFETERIA FUND  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$94,074.17

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$94,046.52
	3 Credit(s) This Period	\$113.86
	2 Debit(s) This Period	-\$86.21
07/30/2021	Ending Balance	\$94,074.17

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$3.86
Interest Paid Year-to-Date	\$162.69

**Electronic Credits**

Date	Description	Amount
07/12/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$32.50
07/12/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$77.50
		2 item(s) totaling \$110.00

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$3.86
		1 item(s) totaling \$3.86

**Electronic Debits**

Date	Description	Amount
07/02/2021	GLOBAL PAYMENTS GLOBAL STL CCD	\$80.48
07/06/2021	HEARTLAND PAYMEN MSB Mnth F CCD	\$5.73
		2 item(s) totaling \$86.21

**Daily Balances**

Date	Amount	Date	Amount
07/02/2021	\$93,966.04	07/12/2021	\$94,070.31
07/06/2021	\$93,960.31	07/30/2021	\$94,074.17



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RETURN SERVICE REQUESTED

>002810 3417192 0001 092731 10Z 211

EAST STROUDSBURG AREA SCHOOL DISTRICT  
50 VINE ST  
EAST STROUDSBURG PA 18301-2150



### Managing Your Accounts

- Customer Service (570)752-3671  
(888)759-2266
- Mailing Address 111 W. Front Street  
PO Box 289  
Berwick, PA 18603
- Online Banking www.fkc.bank
- Email info@fkc.bank
- Telephone Banking (570)759-2265  
(888)759-2265



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www.fkc.bank



### Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$250,045.21

### NOW SPSPD/Government

#### Account Summary

Date	Description	Amount	Interest Summary Description	Amount
07/01/2021	Beginning Balance	\$249,993.77	Annual Percentage Yield Earned	0.20%
	2 Credit(s) This Period	\$51.44	Interest Days	31
	0 Debit(s) This Period	\$0.00	Interest Earned	\$41.44
07/31/2021	Ending Balance	\$250,045.21	Interest Paid This Period	\$41.44
			Interest Paid Year-to-Date	\$45.21

#### Account Activity

Post Date	Description	Debits	Credits	Balance
07/01/2021	Beginning Balance			\$249,993.77
07/14/2021	Deposit		\$10.00	\$250,003.77
07/30/2021	Eff. 07-31 Credit Interest		\$41.44	\$250,045.21
07/31/2021	Ending Balance			\$250,045.21

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**Account Statement - Transaction Summary**

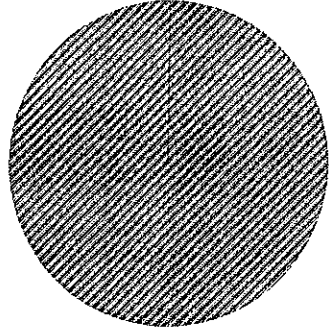
For the Month Ending July 31, 2021

**PLGIT-Class**  
East Stroudsburg Area School District - CAPITAL RESERVE

Opening Market Value	9,751,858.17
Purchases	95.28
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

**Closing Market Value**  
Cash Dividends and Income 95.28  
**\$9,751,953.45**

<b>Asset Summary</b>		
	<b>July 31, 2021</b>	<b>June 30, 2021</b>
<b>PLGIT-Class</b>	9,751,953.45	9,751,858.17
<b>Total</b>	<b>\$9,751,953.45</b>	<b>\$9,751,858.17</b>
<b>Asset Allocation</b>		



PLGIT-Class  
100.00%





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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT CONCESSION STAND FUND  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$27,920.02

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$27,918.87
	1 Credit(s) This Period	\$1.15
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$27,920.02

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.15
Interest Paid Year-to-Date	\$23.88

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$1.15
		1 item(s) totaling \$1.15

**Daily Balances**

Date	Amount
07/30/2021	\$27,920.02







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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT EXPENDABLE SCHOLARSHIP  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$31,856.88

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$31,855.57
	1 Credit(s) This Period	\$1.31
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$31,856.88

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.31
Interest Paid Year-to-Date	\$27.26

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$1.31
		1 item(s) totaling \$1.31

**Daily Balances**





Date	Amount
07/30/2021	\$31,856.88

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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT NON-EXPENDABLE  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$18,757.97

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$18,757.20
	1 Credit(s) This Period	\$0.77
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$18,757.97

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.77
Interest Paid Year-to-Date	\$16.04

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$0.77
		1 item(s) totaling \$0.77

**Daily Balances**

Date	Amount
07/30/2021	\$18,757.97

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT SPECIAL ACTIVITY FUND  
C/O CRAIG NEIMAN  
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](http://essabank.com)
-  Email: [contactcenter@essabank.com](mailto:contactcenter@essabank.com)

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$243,458.08

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$243,448.08
	1 Credit(s) This Period	\$10.00
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$243,458.08

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$10.00
Interest Paid Year-to-Date	\$208.34

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$10.00
		1 item(s) totaling \$10.00

**Daily Balances**

Date	Amount
07/30/2021	\$243,458.08

245



07-02-2021  
Smallace  
Manager

Savings

Account Number

Statement Date

07/02/2021

Page 1

Date	Transaction Description	Amount	Ending Balance
03/30/2021	Interest Deposit - INTEREST PAID 01/01 THROUGH 03/31	71.74	41,635.52
06/29/2021	Interest Deposit - INTEREST PAID 04/01 THROUGH 06/30	72.66	41,708.18

EAST STROUDSBURG AREA  
SCHOOL DISTRICT  
C/O CRAIG NEIMAN  
50 VINE ST  
EAST STROUDSBURG PA 18301





2466

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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT STUDENT ACTIVITY FUND  
C/O CRAIG NEIMAN  
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	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$74,805.28

**Government Checking**

**Account Summary**

Date	Description	Amount
07/01/2021	Beginning Balance	\$74,802.21
	1 Credit(s) This Period	\$3.07
	0 Debit(s) This Period	\$0.00
07/30/2021	Ending Balance	\$74,805.28

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$3.07
Interest Paid Year-to-Date	\$64.02

**Other Credits**

Date	Description	Amount
07/30/2021	INTEREST PAID 7/01 THROUGH 7/30	\$3.07
		1 item(s) totaling \$3.07

**Daily Balances**

Date	Amount
07/30/2021	\$74,805.28

# East Stroudsburg Area SD, PA

## NEXT YEAR BALANCE SHEET POSITION

DETAIL TO 07/31/2021

ACCOUNT	ACCOUNT DESCRIPTION		2021 BALANCE	2022 BALANCE	TOTAL BALANCE
	DEBITS	CREDITS			
00-0000-001-000-00-000-000-0000-0000-	Due To/Due From General Fund	-746,356.14	-2,459,093.73	-3,205,449.87	
00-0000-002-000-00-000-000-0000-0000-	Due To/Due From Special Activi	1,013.10	5,107.81	6,120.91	
00-0000-003-000-00-000-000-0000-0000-	Reserv	26,500.54	687,885.18	714,385.72	
00-0000-004-000-00-000-000-0000-0000-	Due To/Due From Cafeteria Fun	216,628.46	-78,070.46	138,558.00	
00-0000-005-000-00-000-000-0000-0000-	Due To/Due From Student Activi	27,118.93	4,451.27	-22,667.66	
00-0000-006-000-00-000-000-0000-0000-	Due To/Due From Concession Sta	.00	600.00	-11,862.51	
00-0000-007-000-00-000-000-0000-0000-	Due To/Due From Private - Purp	7,214.92	-6.02	7,208.90	
00-0000-008-000-00-000-000-0000-0000-	Due To/Due From Investment Tru	59,769.51	-63.86	-59,833.37	
00-0000-010-000-00-000-000-0000-0000-	AP Cash - TREASURY FUND	594,350.07	1,839,189.81	2,433,539.88	
00-0000-038-000-00-000-000-0000-0000-	PNC-Procurement Card Liability	.00	.00	.00	
10-0000-010-000-00-000-000-0000-0000-	AP Cash - GENERAL FUND	746,356.14	2,062,093.88	2,808,450.02	
10-0000-031-000-00-000-000-0000-0000-	Estimated Revenues	160,104,718.00	.00	160,104,718.00	
10-0000-032-000-00-000-000-0000-0000-	Revenue Control	1,156,642.58	-1,156,642.58	-168,084,518.02	
10-0000-042-000-00-000-000-0000-0000-	Accounts Payable	2,515,842.43	550,991.54	-40,701.13	
10-0000-061-000-00-000-000-0000-0000-	Appropriations Control	.00	.00	-165,285,625.49	
10-0000-062-000-00-000-000-0000-0000-	Expend Control	8,812,421.26	-617,275.54	161,278,307.93	
10-0000-063-000-00-000-000-0000-0000-	Encumbrance Control	3,008,889.99	4,622,289.80	4,646,747.64	
10-0000-078-000-00-000-000-0000-0000-	Budgetary Fund Bal Unreserved	.00	.00	5,180,907.49	

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# East Stroudsburg Area SD, PA



## NEXT YEAR BALANCE SHEET POSITION

DETAIL TO 07/31/2021

ACCOUNT	ACCOUNT DESCRIPTION	2021 BALANCE	2022 BALANCE	TOTAL BALANCE
	DEBITS	CREDITS		
10-0000-080-00-000-000-0000-	Fund Balance Unreserved	.00	-760.00	.00
10-0000-081-00-000-000-0000-	Fund Balance Reserved For Encu	.00	-16,198.50	.00
10-0000-086-00-000-000-0000-	Budgetary Fund Bal Reserved fo	7,631,179.79	-24,457.84	-4,622,289.80
10-0101-020-00-000-000-0019-	Cash ESSA PayPal	.02	375.07	.02
10-0101-020-00-000-000-0025-	Cash ESSA w/C Escrow	12.33	300,050.58	12.33
10-0101-020-00-000-000-0028-	Cash ESSA Fernwood Escrow	1.58	38,565.69	1.58
10-0101-020-00-000-000-0200-	Cash- 1st. Keystone Comm. Bank	41.44	250,003.77	41.44
10-0103-020-00-000-000-0000-	Cash Petty Cash	.00	350.00	.00
10-0111-011-000-00-000-0003-	Investment PLGIT	132,200.28	2,484,818.36	132,200.28
10-0111-011-000-00-000-0009-	Investment Liquid Asset PSDLAF	1,212,457.77	63,566,523.55	-10,347,246.82
10-0121-012-000-00-000-0013-	Delinquent Taxes Receivable	.00	14,065,588.24	.00
10-0121-012-000-00-000-0014-	Delinquent Taxes Interim	.00	7,353.25	.00
10-0121-012-000-00-000-0015-	Taxes Receivable Tax Claim Dif	.00	-2,519,211.47	.00
10-0121-012-000-00-000-0016-	Taxes Receivable 60 Day Rule	.00	1,001,310.52	-1,001,310.52
10-0121-012-000-00-000-0013-	Assessed Appeal Taxes Rec	.00	1,659,930.04	.00
10-0141-014-000-00-000-0020-	Due from other Gov't unit	.00	235,148.77	-235,148.77
10-0142-014-000-00-000-0023-	State Subsidies Receivable	.00	2,514,671.39	.00
10-0143-014-000-00-000-0026-	Federal Subsidies Receivable			

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# East Stroudsburg Area SD, PA



## YEAR-TO-DATE BUDGET REPORT JULY 2021

FOR 2022 01

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COLO
10 General Fund							
1110 Regular	57,291,316	57,291,316	-3,263,098.92	-3,263,098.92	655,261.74	59,899,153.59	-4.6%
1190 Federal	2,280,155	2,280,155	-136,185.27	-136,185.27	.00	2,416,340.27	-6.0%
1191 Federal Wages	0	0	2,434.13	2,434.13	.00	-2,434.13	100.0%
1192 Summer Program	0	0	41,756.88	41,756.88	447.97	-42,204.85	100.0%
1200 Special	71,823	71,823	12,616.99	12,616.99	101,053.05	-11,847.24	158.3%
1211 LifeskillSupp	2,745,534	2,745,534	-30,247.26	-30,247.26	30,292.08	2,745,489.18	.0%
1221 Deaf/Hearing	187,000	187,000	.00	.00	.00	187,000.00	.0%
1224 Blind/Visually	117,402	117,402	8.25	8.25	.00	117,393.75	.0%
1225 SpeechLang	1,114,452	1,114,452	-29,174.69	-29,174.69	.00	1,143,626.69	-2.6%
1231 EmtSupp	4,248,903	4,248,903	-83,689.21	-83,689.21	7,633.93	4,324,958.28	-1.8%
1233 AutisticsSupp	1,108,000	1,108,000	.00	.00	.00	1,108,000.00	.0%
1241 LearningSupp	13,774,533	13,774,533	-557,599.68	-557,599.68	27,394.14	14,304,738.54	-3.8%
1243 GiftedSupp	349,007	349,007	-27,705.61	-27,705.61	2,153.51	374,559.10	-7.3%
1260 PhysicalSupp	460,000	460,000	.00	.00	.00	460,000.00	.0%
1270 Handicap	618,000	618,000	.00	.00	.00	618,000.00	.0%
1280 Intervent	88,708	88,708	-11,078.28	-11,078.28	.00	99,786.28	-12.5%
1281 DevelopDelaySupport	2,500	2,500	.00	.00	.00	2,500.00	.0%
1290 OspecProg	5,502,000	5,502,000	.00	.00	.00	5,502,000.00	.0%
1360 BusinessEd	933,122	933,122	-61,544.33	-61,544.33	.00	994,666.33	-6.6%
1390 OthvoEdProg	2,000,000	2,000,000	164,528.00	164,528.00	1,859,718.00	-24,246.00	101.2%
1410 Drivers'Ed	249,184	249,184	-18,407.77	-18,407.77	.00	267,591.77	-7.4%
1430 Homebound Instruction	35,314	35,314	.49	.49	.00	35,313.51	.0%
1441 Adjudicated Court Place	275,000	275,000	.00	.00	.00	275,000.00	.0%
1442 Alt Edu Program	600,000	600,000	.00	.00	.00	600,000.00	.0%
1500 Nonpublic School Prog	18,000	18,000	.00	.00	.00	18,000.00	.0%
1801 Pre-K Instruction	3,278	3,278	2,028.64	2,028.64	.00	1,249.36	61.9%
2111 Dir of Pupil Svc	365,329	365,329	14,209.40	14,209.40	9,695.00	341,424.60	6.5%
2119 Spvstuservother	431,854	431,854	12,992.58	12,992.58	7,959.74	410,901.68	4.9%
2120 Guidance	3,629,020	3,629,020	-108,481.23	-108,481.23	115.01	3,737,386.17	-3.0%
2140 Psychological Services	933,701	933,701	-46,043.93	-46,043.93	22,111.54	957,633.39	-2.6%
2144 Psychotherapy Service	930,000	930,000	.00	.00	.00	930,000.00	.0%
2160 Social Work Services	613,069	613,069	10,921.41	10,921.41	.00	602,147.59	1.8%
2170 Student Acct Services	646,936	646,936	24,882.38	24,882.38	.00	622,054.07	3.8%
2190 Oth Pupil Per	252,920	252,920	-10,063.89	-10,063.89	.00	262,983.89	-4.0%
2250 Library	1,659,751	1,659,751	-46,656.98	-46,656.98	40,185.91	1,666,221.87	-4.4%
2260 Instr&CurrDev	941,858	941,858	8,300.96	8,300.96	30.02	933,527.02	.9%
2271 StaffDevCert	179,918	179,918	1,009.71	1,009.71	3,800.00	175,108.29	2.7%
2280 NonPublicsuppservice	300	300	.00	.00	.00	300.00	.0%
2310 BoardSvc	132,016	132,016	72,614.35	72,614.35	161,198.20	-101,796.55	177.1%
2330 TaxAssess&Collect	471,013	471,013	8,048.59	8,048.59	100.00	462,864.41	1.7%
2350 Legal Services	480,000	480,000	.00	.00	13,361.25	466,638.75	2.8%
2360 Office Superintendent	1,069,727	1,069,727	38,247.86	38,247.86	4,252.04	1,027,227.10	4.0%
2370 Community Relations Svc	127,403	127,403	.00	.00	.00	127,403.00	.0%
2380 Principa	6,303,481	6,303,481	222,567.42	222,567.42	25,396.95	6,035,516.80	3.9%

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# East Stroudsburg Area SD, PA



## YEAR-TO-DATE BUDGET REPORT JULY 2021

FOR 2022 01

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10 General Fund							
2390 Other Admin Svcs	40,000	40,000	.00	.00	1,229.03	38,770.97	3.1%
2420 MedicalSvs	1,739,654	1,739,654	-82,096.97	-82,096.97	34,027.91	1,787,723.06	-2.8%
2430 DentalSvs	150,976	150,976	-11,105.76	-11,105.76	3,326.37	158,755.19	-5.2%
2450 NonpubHlthsvs	56,389	56,389	-3,121.86	-3,121.86	137.85	59,373.01	-5.3%
2490 Other Health Service	117,747	117,747	5,526.51	5,526.51	.00	112,220.49	4.7%
2511 Supervisor Of Fiscal	198,732	198,732	9,131.99	9,131.99	.00	189,600.01	4.6%
2514 Payroll Services	238,653	238,653	9,905.52	9,905.52	.00	228,747.48	4.2%
2515 Financial Acct Service	1,240,843	1,240,843	202,829.92	202,829.92	2,456.84	1,035,556.24	16.5%
2611 Supervision-Op/Maint	407,079	407,079	17,604.97	17,604.97	.00	389,474.03	4.3%
2620 OperBldg	11,540,843	11,540,843	787,045.66	787,045.66	821,005.61	9,932,791.29	13.9%
2630 Grounds	414,500	414,500	30.40	30.40	9,143.09	405,326.51	2.2%
2660 Security	2,814,894	2,814,894	50,998.93	50,998.93	13,092.62	2,750,802.16	2.3%
2711 Adm-Trans -Head	133,912	133,912	6,113.27	6,113.27	.00	127,798.73	4.6%
2719 Spv-Trans -Other	426,853	426,853	11,255.30	11,255.30	.00	415,597.70	2.6%
2720 Vehicle Operation Svc	8,360,856	8,360,856	240,431.54	240,431.54	353,881.26	7,766,543.20	7.1%
2740 Vehiclesvc&Maint	427,947	427,947	17,522.81	17,522.81	101,946.70	308,477.49	27.9%
2750 Nonpublic Trans	465,200	465,200	6,817.83	6,817.83	.00	458,382.17	1.5%
2831 SPV of Staff Services HR	214,238	214,238	9,184.26	9,184.26	.00	205,053.74	4.3%
2832 Recruit & Place	200	200	.00	.00	.00	200.00	.0%
2833 StaffAcsvr	365,249	365,249	33,866.29	33,866.29	23,798.02	307,584.69	15.8%
2834 SdevNonInstCert	71,050	71,050	.00	.00	.00	71,050.00	.0%
2836 SdevNonCert	51,230	51,230	.00	.00	125.00	51,105.00	.2%
2840 DataProcess	263,634	263,634	172,917.38	172,917.38	24,493.60	66,223.36	74.9%
2841 Supervisor Itec	234,547	234,547	8,918.82	8,918.82	.00	225,628.18	3.8%
2844 OperationsVcs	3,685,536	3,685,536	765,837.71	765,837.71	284,289.18	2,635,408.84	28.5%
2850 Liaison SVCS	141,492	141,492	6,324.43	6,324.43	.00	135,167.57	4.5%
2910 UNDEFINED	50,000	50,000	.00	.00	.00	50,000.00	.0%
3210 StudentActivity	489,976	489,976	6,187.84	6,187.84	8,245.04	475,543.12	2.9%
3250 Athletics	2,539,927	2,539,927	-8,210.65	-8,210.65	47,429.28	2,500,708.77	1.5%
3310 CommRecreation	87,097	87,097	1,511.16	1,511.16	576.95	85,008.89	2.4%
5110 Debt Service	15,846,179	15,846,179	554,315.95	554,315.95	.00	15,291,863.00	3.5%
5130 Refund Prior Yr Rev	260,000	260,000	.00	.00	.00	260,000.00	.0%
5800 Suspense Account	0	0	355,790.22	355,790.22	10,000.00	-365,790.22	100.0%
5900 Budgetary Reserve	11,000,000	11,000,000	.00	.00	.00	11,000,000.00	.0%
6111 Current Real Estate Tax	-90,744,021	-90,744,021	-11,962.90	-11,962.90	.00	-90,732,058.10	.0%
6112 Interim Real Estate Tax	-65,000	-65,000	.00	.00	.00	-65,000.00	.0%
6113 Public Utility Realty	-125,000	-125,000	.00	.00	.00	-125,000.00	.0%
6114 Pay In Lieu -St/Local	-100,000	-100,000	-3,830.46	-3,830.46	.00	-96,169.54	3.8%
6143 Local Service Tax - LST	-75,000	-75,000	-1,664.70	-1,664.70	.00	-73,335.30	2.2%
6151 Current Act 511 EIT	-3,800,000	-3,800,000	-121,159.85	-121,159.85	.00	-3,678,840.15	3.2%
6153 Curr Act 511 Real Est	-1,000,000	-1,000,000	.00	.00	.00	-1,000,000.00	.0%
6411 Delinquent Real Estate	-9,000,000	-9,000,000	.00	.00	.00	-9,000,000.00	.0%
6510 Interest on Invest	-100,000	-100,000	-2,984.93	-2,984.93	.00	-97,015.07	3.0%
6710 Admissions	-35,000	-35,000	-1,245.69	-1,245.69	.00	-33,754.31	3.6%

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# East Stroudsburg Area SD, PA

## YEAR-TO-DATE BUDGET REPORT

### JULY 2021



FOR 2022 01

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
6740 Fees	-2,000	-2,000	.00	.00	.00	-2,000.00	.0%
6830 Rev From Intermed-Fed	-5,000	-5,000	.00	.00	.00	-5,000.00	.0%
6832 Federal Idea Revenue	-1,033,806	-1,053,806	-19,383.72	-19,383.72	.00	-1,034,422.28	1.8%
6910 Rentals	-55,000	-55,000	-2,280.19	-2,280.19	.00	-52,719.81	4.1%
6941 Regular Sch Tuition	-15,000	-15,000	.00	.00	.00	-15,000.00	.0%
6942 Summer School Tuition	-12,000	-12,000	.00	.00	.00	-12,000.00	.0%
6944 Tuition from Other Lea	-40,000	-40,000	.00	.00	.00	-40,000.00	.0%
6991 RefundPriorYrReceipt	-20,000	-20,000	.00	.00	.00	-20,000.00	.0%
6999 Other Revenues Misc	-100,000	-100,000	-520.32	-520.32	.00	-99,479.68	.5%
7111 Basic Education	-18,274,681	-18,274,681	.00	.00	.00	-18,274,681.00	.0%
7112 Basic Ed Fund-Social Security	-2,798,677	-2,798,677	.00	.00	.00	-2,798,677.00	.0%
7160 Tuition Orphans & Child	-900,000	-900,000	.00	.00	.00	-900,000.00	.0%
7240 Driver Ed-Student	-20,000	-20,000	.00	.00	.00	-20,000.00	.0%
7271 Special Ed School Aged	-4,993,638	-4,993,638	-747,890.00	-747,890.00	.00	-4,245,748.00	15.0%
7311 Pupil Transportation Subsidy	-2,900,000	-2,900,000	.00	.00	.00	-2,900,000.00	.0%
7312 NonPublicCharterTransp	-100,000	-100,000	.00	.00	.00	-100,000.00	.0%
7320 Rent & Sink Fund Pymt	-1,375,500	-1,375,500	.00	.00	.00	-1,375,500.00	.0%
7330 Health Services/ Act 25	-155,000	-155,000	.00	.00	.00	-155,000.00	.0%
7340 State Prop Tax Reduction Allo	-4,345,813	-4,345,813	.00	.00	.00	-4,345,813.00	.0%
7505 Ready To Learn Grant	-1,248,758	-1,248,758	.00	.00	.00	-1,248,758.00	.0%
7820 State Share Retire Cont	-12,790,467	-12,790,467	.00	.00	.00	-12,790,467.00	.0%
8110 Payments Fed Impacted	-625,000	-625,000	.00	.00	.00	-625,000.00	.0%
8514 NCLB-Title I	-2,103,914	-2,103,914	-134,271.50	-134,271.50	.00	-1,969,642.50	6.4%
8515 NCLB-Title II	-263,596	-263,596	-16,037.23	-16,037.23	.00	-247,558.77	6.1%
8516 NCLB-Title III	-25,574	-25,574	-1,826.77	-1,826.77	.00	-23,747.23	7.1%
8517 NCLB-Title IV	-143,402	-143,402	.00	.00	.00	-143,402.00	.0%
8732 Arra-Qscbs	-54,900	-54,900	.00	.00	.00	-54,900.00	.0%
8733 UNDEFINED	-25,100	-25,100	.00	.00	.00	-25,100.00	.0%
8741 ESSER - COVID-19	-10,000,000	-10,000,000	-91,533.00	-91,533.00	.00	-9,908,467.00	.9%
8810 Med Assit Reimb Access	-1,563,694	-1,563,694	.00	.00	.00	-1,563,694.00	.0%
8820 Med Assi Reimb Trans	-80,000	-80,000	.00	.00	.00	-80,000.00	.0%
9210 Capital Lease Equipment	-1,528,602	-1,528,602	.00	.00	.00	-1,528,602.00	.0%
9400 Sale of Fixed Assets	-125,000	-125,000	-51.32	-51.32	.00	-124,948.68	.0%
TOTAL General Fund	4,528,817	4,528,817	-1,773,918.12	-1,773,918.12	4,711,364.63	1,591,370.76	64.9%
TOTAL REVENUES	-172,788,143	-172,788,143	-1,156,642.58	-1,156,642.58	.00	-171,631,500.42	
TOTAL EXPENSES	177,316,960	177,316,960	-617,275.54	-617,275.54	4,711,364.63	173,222,871.18	

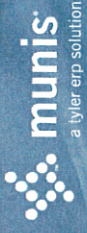
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# East Stroudsburg Area SD, PA

## YEAR-TO-DATE BUDGET REPORT

JULY 2021

FOR 2022 01



	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	4,528,817	4,528,817	-1,773,918.12	-1,773,918.12	4,711,364.63	1,591,370.76	64.9%

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

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V.I.D.I



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

**INVOICE**

No. 53161  
06/25/2021

**East Stroudsburg Area School District**

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

**East Stroudsburg Area School District - Additional Retainer Tasks**  
**287001.01**  
For Services Rendered From May 29, 2021 To June 25, 2021

**01 - Middle Smithfield Elementary School Leaks**

**Professional Services**

	Date	Task	Reg Hours	OT Hours	Amount
Rifendler, David MSE Roof leak investigation	6/2/2021	Site Visit	4.50	.00	\$427.50
Rifendler, David leak investigation with ESASD and Garland	6/8/2021	Site Visit	3.50	.00	\$332.50
Rifendler, David Roof Leak Repair with ESASD and Ganter Roofing	6/16/2021	Project Administration	2.00	.00	\$190.00
<b>Total Professional Services for 01</b>					<b>\$950.00</b>

**Reimbursables**

	Date	Unit Rate	Qty	Markup	Amount
Mileage	6/2/2021	0.56	40.00	1.00	\$22.40
Mileage	6/8/2021	0.56	40.00	1.00	\$22.40
Mileage	6/16/2021	0.56	10.00	1.00	\$5.60
<b>Total Reimbursables for 01</b>					<b>\$50.40</b>

**Total Charges for 01**

**\$1,000.40**

**INVOICE TOTAL \$1,000.40**

**Prior Billing Information**

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
52991	5/28/2021	\$1,274.82	\$0.00	\$0.00	\$0.00	\$1,274.82
<b>Total Prior Billing</b>		<b>\$1,274.82</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,274.82</b>

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V.L.D.2



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

**INVOICE**

No. 53162  
06/26/2021

**East Stroudsburg Area School District**

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

<p><b>Resica E.S. &amp; Middle Smithfield E.S. Water Filtration</b></p> <p><b>287016</b></p> <p>For Services Rendered From May 29, 2021 To June 25, 2021</p> <p>DEI Fee = \$17,500 (7.5% of Estimated Construction Cost \$200,000 + \$2,500)</p>
--

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$17,500.00	\$17,500.00	100.00	\$0.00

**01 - DEP Application for Public Water Service**

**Professional Services**

<u>Task</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Engineer In Training Report Preparation	5.00	90.00	\$450.00
<b>Total Professional Services for 01</b>			<b>\$450.00</b>
<b>Total Charges for 01</b>			<b>\$450.00</b>

**INVOICE TOTAL      \$450.00**

**Prior Billing Information**

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
52992	5/28/2021	\$2,425.00	\$0.00	\$0.00	\$0.00	\$2,425.00
<b>Total Prior Billing</b>		<b>\$2,425.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,425.00</b>

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V.I.D.3



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

**INVOICE**

No. 53163  
06/25/2021

**East Stroudsburg Area School District**

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

<p><b>High School North &amp; Lehman I.S. Window Replacement</b></p> <p><b>287025</b></p> <p>For Services Rendered From May 29, 2021 To June 25, 2021</p> <p>DEI Fee: \$4,000 + 7% of \$560,000 = \$43,200</p>
--

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$43,200.00	\$23,219.96	60.00	\$2,700.04

**INVOICE TOTAL \$2,700.04**

**Prior Billing Information**

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
62995	5/28/2021	\$1,619.96	\$0.00	\$0.00	\$0.00	\$1,619.96
<b>Total Prior Billing</b>		\$1,619.96	\$0.00	\$0.00	\$0.00	\$1,619.96

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V.I.D.4



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

**INVOICE**

No. 53164  
06/25/2021

**East Stroudsburg Area School District**

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

<p><b>Lehman I.S. &amp; Bushkill E.S. Flooring Replacement</b></p> <p><b>287026</b></p> <p>For Services Rendered From May 29, 2021 To June 25, 2021</p> <hr/> <p>DEI Fee: 7% of \$873,178 = \$61,122.46</p>
---

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$61,122.46	\$40,013.57	70.00	\$2,772.15

**INVOICE TOTAL \$2,772.15**

**Prior Billing Information**

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
52996	5/28/2021	\$3,340.09	\$0.00	\$0.00	\$0.00	\$3,340.09
<b>Total Prior Billing</b>		<b>\$3,340.09</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,340.09</b>

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V.I.D.S



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

**INVOICE**

No. 53165  
08/25/2021

**East Stroudsburg Area School District**

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

<p><b>J.M. Hill Entrance Vestibule Renovation</b></p> <p><b>287028</b></p> <p>For Services Rendered From May 29, 2021 To June 26, 2021</p> <p>DEI Fee: \$2,500 + 7.5% of \$138,286 = \$12,871</p>
---

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$12,871.00	\$10,296.80	85.00	\$643.55

**INVOICE TOTAL      \$643.55**

**Prior Billing Information**

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
52997	5/28/2021	\$420.17	\$0.00	\$0.00	\$0.00	\$420.17
<b>Total Prior Billing</b>		<b>\$420.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$420.17</b>

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V.L.E.1

# Contractor's Application For Payment No. 1

To (Owner): <b>East Stroudsburg Area School Dist.</b> Project: <b>Bushkill Elementary</b> Owner's Contract No.: _____	Application Period: <b>May, 2021</b> From (Contractor): <b>Cope Commercial Flooring</b> Contract: _____ Contractor's Project No.: <b>5461</b> Via (Engineer): <b>D'Huy Engineering Inc.</b> Engineer's Project No.: _____
---	--

APPLICATION FOR PAYMENT		
Change Order Summary		
Approved Change Orders	Additions	Deductions
1. ORIGINAL CONTRACT PRICE.....		\$ 299,995
2. Net change by Change Orders.....		\$
3. CURRENT CONTRACT PRICE (Line 1 ± 2).....		\$ 299,995
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....		\$ 125,000
5. RETAINAGE:		
a. % x \$ Work Completed.....		\$
b. 10 % x \$ 125,000 Stored Material.....		\$ 12,500
c. Total Retainage (Line 5a + Line 5b).....		\$ 12,500
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....		\$ 112,500
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....		\$ 0
8. AMOUNT DUE THIS APPLICATION.....		\$ 112,500
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....		\$ 187,495
TOTALS		
NET CHANGE BY CHANGE ORDERS		

**CONTRACTOR'S CERTIFICATION**

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

Payment of: \$ 112,500.00  
(Line 8 or other - attach explanation of other amount)

is recommended by: Joshua Grice (Engineer) 5/27/21 (Date)

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

is approved by: \_\_\_\_\_ (Owner)

Approved by: \_\_\_\_\_ Funding Agency (if applicable) \_\_\_\_\_ (Date)

By: **Lorie L. Farina** Date: **5/25/2021**

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**Progress Estimate**

**Contractor's Application**

For (contract): Bushkill Elementary School		Application Number: 1					
Application Period: May 2021		Application Date: 5/25/2021					
A		Work Completed		E	F	G	
Specification Section No.	Description	B	C		Total Completed and Stored to Date (C + D + E)	% (F) B	Balance to Finish (B - F)
			From Previous Application (C + D)	D This Period			
	Material - Carpet	75,000			25,000	33	50,000
	Material - LVT	104,895			100,000	95	4,895
	Accessories	10,000					10,000
	Project Allowance	50,300					50,300
	Labor - Carpet	14,488					14,488
	Labor - LVT	25,000					25,000
	Labor - Demo	14,312					14,312
	Dumpster	6,000					6,000
	<b>Totals</b>	<b>299,995</b>			<b>125,000</b>	<b>42</b>	<b>174,995</b>

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**Progress Estimate**

**Contractor's Application**

For (contract): Bushkill Elementary School		Application Number: 3						
Application Period: JULY 2021		Application Date: 7/13/2021						
A		Work Completed		E	F	G		
Specification Section No.	Description	B	C		Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) (B - F)	Balance to Finish (B - F)
			From Previous Application (C + D)	D This Period				
	Carpet	75,000	25,000		50,000	75,000	100	0
	LVT	104,895	104,895			104,895	100	0
	Accessories	10,000	2,000	2,000		4,000	40	6,000
	Project Allowance	50,300		0		0	0	50,300
	Labor - Carpet	14,488		0		0	0	14,488
	Labor - LVT	25,000	5,000	10,000		15,000	60	10,000
	Labor - Demo	14,312	10,000	2,000		12,000	84	2,312
	Dumpster	6,000	2,000	2,000		4,000	67	2,000
Totals		298,995	148,895	16,000	50,000	214,895	72	85,100

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**Progress Estimate**

**Contractor's Application**

For (contract):		Lehman I.S. Flooring Replacement		Application Number: 3					
Application Period:		July 1 - 25, 2021		Application Date: 07.23.21					
Specification Section No.	Description	B		Work Completed		E	F		G
		Scheduled Value		C	D		Total Completed and Stored to Date (C+D+E)	% (E) B	
	Item			From Previous Application (C + D)	This Period	Materials Presently Stored (not in C or D)			
	LVT Material	185,000		92,500	92,500		185,000	100	0
	Patching Material	35,000		14,000	21,000		35,000	100	0
	Cove Base Material	15,000		6,000	9,000		15,000	100	0
	Carpet Material	55,000				55,000	55,000	100	0
	Walk Off Mat Material	12,000				12,000	12,000	100	0
	Existing Floor Removal	35,200		14,080	17,600		31,680	90	3,520
	LVT Installation	75,300		37,650	33,885		71,535	95	3,765
	Floor Patching/Slab Preparation	35,200		14,080	17,600		31,680	90	3,520
	Cove Base/Accessory Installation	30,250		12,100	12,100		24,200	80	6,050
	Carpet Installation	28,200		0	0		0	0	28,200
	Walk Off Mat Installation	3,833		0	0		0	0	3,833
	Project Allowance	63,200			0	8,875	8,875	0	54,325
	<b>Totals</b>	<b>573,183</b>		<b>190,410</b>	<b>203,685</b>	<b>75,875</b>	<b>469,970</b>		<b>103,213</b>

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**Progress Estimate**

**Contractor's Application**

For (contract):		Lehman I.S. Flooring Replacement		Application Number: 4				
Application Period:		July 1 - 25, 2021		Application Date: 07.23.21				
Specification Section No.	Description	A Item	B Scheduled Value	Work Completed		E Materials Presently Stored (not in C or D)	F Total Completed and Stored to Date (C + D + E)	G Balance to Finish (B - F)
				C From Previous Application (C + D)	D This Period			
	LVT Material		185,000	92,500	92,500		185,000	0
	Patching Material		35,000	14,000	21,000		35,000	0
	Cove Base Material		15,000	6,000	9,000		15,000	0
	Carpet Material		55,000			55,000	55,000	0
	Walk Off Mat Material		12,000			12,000	12,000	0
	Existing Floor Removal		35,200	14,080	17,600	3,520	31,680	3,520
	LVT Installation		75,300	37,650	33,885	3,765	71,535	3,765
	Floor Patching/Slab Preparation		35,200	14,080	17,600	3,520	31,680	3,520
	Cove Base/Accessory Installation		30,250	12,100	12,100	6,050	24,260	6,050
	Carpet Installation		28,200		0		0	28,200
	Walk Off Mat Installation		3,833		0		0	3,833
	Project Allowance		63,200		0	8,875	8,875	54,325
	Totals		573,183	190,410	203,685	75,875	469,970	103,213

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VII. A.1

ESASD Emergency Generator Replacement Cycle

Building	Qty	KW	Run Time Hours	Make	Model	Serial Number	Fuel	Year Installed	Anticipated Replacement Year
Bus Garage	1	80	80	Kohler	80REOZJF	SGM3273XP	Diesel	2012 (2018 MOTOR)	2042
Bushkill Elementary	1	80	509	Kohler	80ROZJ71	391506	Diesel	1997	2027
East Stroudsburg Elementary	1	350	365	Kohler	350REOZDD	2179767	Diesel	2012	2042
High School North	1	250	1,606	Kohler	250ROZD	608976	Diesel	2000	2030
High School South	1	250	300	Kohler	250RZDB	2132924	Natural Gas	2008	2038
High School South	1	250	262	Kohler	250RZDB	2132925	Natural Gas	2008	2038
High School South Stadium	1	35	327	Kohler	35RZG	2130114	Natural Gas	2008	2038
J.T. Lambert Bus Garage	1	150	264	Kohler	150REZGC	SGM32728J	Natural Gas	2012	2042
J.T. Lambert Intermediate	1	60	1,029	Kohler	60RZ72	285429	Natural Gas	1993	2023
J.T. Lambert Intermediate (freezer)	1	25	243	Kohler	25REZG	SGM3273W3	Natural Gas	2012	2042
JM Hill Elementary	1	100	320	Kohler	100REOZJF	SGM326NPR	Diesel	2012	2042

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ESASD Emergency Generator Replacement Cycle

Building	Qty	kW	Run Time Hours	Make	Model	Serial Number	Fuel	Year Installed	Anticipated Replacement Year
Lehman Intermediate	1	180	1,344	Kohler	180ROZJ	612285	Diesel	2000	2030
Middle Smithfield Elementary	1	300	554	Cummins/Onan	300DQHAB-A029K6	F090007981	Diesel	2009	2039
North Water Tower	1	30	504	Kohler	30RPZJ	391938	Diesel	1998	2028
Resica Chiller/Freezer	1	25	400	Kohler	25REZG	SGM3273W2	Propane	2012	2042
Resica Elementary	1	80	1,093	Kohler	80RZ72	335758	Propane	1994	2024
Sewer Treatment Plant	1	135	894	Kohler	135ROZJ	392875	Diesel	1998	2028
Smithfield Elementary	1	300	863	Kohler	300REOZV	2072083	Diesel	2006	2036

\*Expected Life: 30 Years\*

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**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**East Stroudsburg, Pennsylvania 18301**

**TRANSPORTATION PERSONNEL**

**RECEIPT OF INFORMATION RELATIVE TO THE 2021 - 2022 SCHOOL TERM**

As of the date indicated below, I, the undersigned, have received instruction on how to locate and read all of the following documents online at [esasd.net](http://esasd.net). I understand that it is my responsibility to read and understand the policies listed below and all of the policies listed on the school district website.

1. School Bus Drivers' Handbook for the 2021-2022 School Year
2. Policy #104 --- Nondiscrimination in Employment/Contract Practices
3. Policy #204.2 --- Non-School District Sponsored Educational Trip or Tour
4. Policy #207 ----Confidential Communications of Students
5. Policy #218.1 --- Weapons
6. Policy #237 ---- Electronic Communication Devices
7. Policy #511---- Suspensions and Furloughs
8. Policy #512 --- Evaluation of Support Employees
9. Policy #517 --- Conduct/Disciplinary Procedures
10. Policy #520 --- Freedom of Speech in Non-school Settings
11. Policy #523 --- Tobacco Use
12. Policy #525AR -- Administrative Regulations for Dress and Grooming Policy
13. Policy #534 ---- Sick Leave
14. Policy #535 ---- Family and Medical Leaves
15. Policy #536 --- Personal Necessity Leave
16. Policy #536.1 ----Leaves for Short-Term Absences for Extreme Emergencies/Days w/o Pay
17. Policy #548 --- Support Employees Unlawful Harassment
18. Policy #548 Attachment --- Report Form for Complaints of Unlawful Harassment
19. Policy #551 --- Drug and Substance Abuse
20. Policy #705 --- Safety
21. Policy #710 --- Use of Facilities by Staff
22. Policy #803 --- School Calendar
23. Policy #806 --- Child/Student Abuse
24. Policy #810.1 --Drug/Alcohol Testing-Covered Drivers
25. Policy #810.2 --- Eligibility to operate District-Owned Motor Vehicles
26. Policy #815 ---- Acceptable Use for Technology Resources
27. Policy #816 --- Social Media Policy
28. Policy #817 --- Workplace Threats and Violence
29. Policy #826 --- Audio and Video Recording
30. Insert

SIGNATURE: \_\_\_\_\_ PRINTED NAME: \_\_\_\_\_

POSITION: School Bus Driver DATE: \_\_\_\_\_

**ALL PAPERWORK MUST BE TURNED IN BEFORE YOU LEAVE TODAY  
TO ASSIGNED PERSON SO YOU'RE NAME CAN BE CHECKED OFF**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**East Stroudsburg, Pennsylvania 18301**

**2021 - 2022**  
**TRANSPORTATION**  
**POLICIES AND PROCEDURES**  
**FOR**  
**SCHOOL BUS DRIVERS**

The following policies and procedures are to be considered as part of the total District Transportation Policy.

**A. USING AESOP**

When calling out in advance of 2 hours or more please access the Aesop system using your individual personal pin following the system prompts to schedule your day off. There is no need to call the dispatcher after you have submitted your request off in Aesop.

When calling out from your PM run, call dispatch immediately and then place in Aesop.

In case of an emergency or late illness that is less than the 2-hour period, please call the dispatcher immediately, must speak to staff member, do not leave message and then place your day off in the Aesop system

Mary Ann Moore, South Transportation Dispatcher	570- 424-8500 x10810 or 570-242-9295
Patrick Schantzen, Head Mechanic	570-421-4841 x17850 or 570-656-4294
Angela Nevin, Secretary	570- 424-8500 x10803
Judy Sourwine, Secretary	570- 424-8500 x10802
Jennifer Butz, North Transportation Dispatcher	570-424-8500 x 10801 or 570-460-6987
Damaris Robins, Director of Transportation	570-424-8500 x 10820

**B. LICENSE UPKEEP**

Any expiration of licensing will result in immediate suspension without pay. Further discipline may occur at the discretion of the district, up to and including termination for job abandonment.

**It is the responsibility of each driver** to keep his/her bus driver's license up-to-date and valid at all times. Remember to carry all licensing documentation with you at all times while driving the bus. This is especially important now with CDL regulations. At the start of each school term, and whenever a **change** in licensing takes place, the Transportation Office **must be notified** and will photocopy all licensing documentation

for each full-time, part-time and substitute school bus driver and will keep this information in a file for State audit purposes for that particular school term. **Each driver will be required to take the annual physical examination from the school appointed "transportation physician," prior to driver's physical card expiration date. If a driver fails to meet ALL licensing requirements, he/she will not be permitted to drive until said requirements are corrected. Driver will also be placed on progressive discipline at this time.**

Reminder:

**If you have a D.O.T. physical every time you renew you need to self-certify. When dropping a D.O.T. physical you need to self-certify that you do not need a D.O.T. physical any longer.**

### C. DRIVERS' CHILDREN ON BUSES

Drivers who bring their own children with them on their bus routes must be responsible for those children at all times. **This means those children are not to be unattended while with the driver during the workday, including the bus lot and lounge areas.** While on the bus, all drivers' children are to remain seated and follow the same bus rules as the students assigned to that bus. **All drivers' children must be at least 4 years old but not over the age of 18 years to ride a 72-passenger bus.**

**Failure to abide by these guidelines may result in loss of the privilege of drivers' children riding on bus routes with parents.**

### D. BUS ROUTES

The routes assigned to drivers have been established under the guidelines and policies set forth by the Board of Education. **Route changes of any proportion are not to be made by the drivers without prior administrative approval.** Special Ed drivers must follow the pick-up and drop off points as per the child's IEP. Drivers are encouraged to make any recommendation(s) for the improvement and safety of a run in total and/or specific stops along the run. Any such suggestions will be welcomed in an effort to improve the overall transportation system. Suggestions such as these should be brought to the attention of the Transportation Dispatcher. Action will be taken on these suggestions when possible and where appropriate.

Pickup times for stops shown on the route descriptions are meant as a "guide" for parents, students, and drivers. After the first few days of school, drivers with consultation of Director/Dispatcher may need to adjust times so that the students are arriving at their respective schools in accordance with the specific time schedules required at the

particular school. Always inform students of even a minor time change **before** it is enacted.

In the afternoons, the main areas of concern deal with punctuality and the shuttle system. Shuttle buses must be prompt and ready to receive students at the designated spot and time. Because of these shuttle buses, the regular departure buses must make certain that all these buses have arrived so that no students are missed and left behind.

#### **E. LOADING AND UNLOADING AT SCHOOL AREAS**

Please wait until the next bus in line is pulled in before opening the door. The Transportation Dispatcher and the Principals at the various schools are charged with developing loading and unloading plans for buses at their respective schools. Specific instructions will be given for each school at the start of the school term. Please cooperate and follow the instructions given to you.

##### **ARRIVAL TIMES:**

**7:05AM – HIGH SCHOOL NORTH & 7:15AM HIGH SCHOOL SOUTH**

**7:35AM - NOTRE DAME**

**7:10AM – INTERMEDIATE**

**8:45AM – ELEMENTARY FOR BREAKFAST**

#### **F. CARE OF EQUIPMENT**

You have been issued the following equipment to be kept in your bus:

- a) Wrecking Bar
- b) Fire Extinguisher
- c) First Aid Kit
- d) Cleanup Kit
- e) Tire Chains and Expanders where needed
- f) One Spray Bottle per bus

Please keep this equipment in the proper place while operating the bus. If you are missing any of this equipment, report it to the bus mechanic who will get a replacement for you. **CHECK YOUR FIRE EXTINGUISHER ON A REGULAR BASIS.** If it gets near the "CHARGE" area, report it in writing to the bus mechanic and a replacement unit will be issued. ALL buses are to be equipped with chains on an 'early closing' unless otherwise instructed. Drivers are to assume that all roadways are hazardous. Chains are also to be used at any other time a directive is given to do so.

Take care of this equipment the same way that you take care of your bus. Do not let it get away from you or get into such bad shape that you cannot use it when you need it.

#### **BUS VIDEOS**

1. Must be removed by school security or school administrator **ONLY**
2. When writing up a student and using the video as a part of the investigation please make note on student write up the time and the date of the incident.



## G. VEHICLE CARE, MAINTENANCE & REPAIRS

The bus assigned to you represents a large investment on the part of the School District. Its condition is vitally important to you and your passengers. Treat it as though your money had made the purchase. No alterations of any kind (including the installation of radios or drilling holes) are to occur to your bus.

The District and more specifically, the drivers are responsible for a preventative maintenance program that will help assure the ultimate condition of the buses. At any time, you suspect that a problem is developing with your bus, fill out a repair sheet providing ALL the information on the suspected problem that is possible. Repair sheets are available at the mailboxes or from the mechanics in the Garages. Do not allow minor problems to develop into major problems. Repairs are accomplished generally on a first-come, first-served basis. However, when safety and/or reliability are involved, the mechanics will schedule the work priorities as they see necessary. Included in the material supplied is a copy of the Pre Trip check list. As you are doing your daily "bus walk-around examination" of the bus assigned to you, give attention to the items outlined on this form. **Because of the CDL regulations, the pre-trip inspection MUST be performed every morning before the bus leaves the parking lot. A daily post-trip inspection at the completion of all runs is also required. See Amend "A" SPOTTED LANTERN FLY**

In the hours that you are being paid, time has been allotted for the cleaning of your assigned bus. You are expected to keep the inside of your bus reasonably clean at all times. This is not anyone's responsibility but your own. **Sweep and disinfect the inside of your bus daily and discard all garbage daily.** A clean bus is also a safer bus to operate.

## H. MAINTENANCE & REPAIR RECORDS

The District will be keeping an accurate per month record of all maintenance and/or repair work done to the buses. By using this method, the Bus Mechanics will be able to keep a running record of everything done to each bus. This, along with the "ZONAR REPORT" will give us a more than adequate report for our budgetary planning for the following years.

## I. DISCIPLINE

**Get control of your bus from the very beginning** and discipline throughout the year will be easier to control.

**\*\*\* Make it a point to learn the names of the students on your bus this, in turn, will help you in maintaining order on your bus. \*\*\***

When a driver has a student problem that he/she cannot handle, the driver should fill out a "Bus Conduct Report" and give it to the Principal of the school that the student attends. If possible, explain the incident to the Principal or his designee. This will provide the driver with the opportunity to discuss the incident in person with the person or persons who will have the responsibility for determining the discipline measures to be taken.

Fill out the "Report" as **COMPLETELY AS POSSIBLE** giving specific details of the incident(s) (**facts only**) and date(s) and time(s) along with the names of other students who could offer additional information relative to the incident(s). USE the lined area for details of the incident(s). It is not an acceptable practice to indicate on these "Reports" that 'this has been going on all year and I am not going to take it anymore.'

**Do not take it upon yourself to remove a student from your bus.** The policy of student discipline that is currently in place was reviewed by the District Solicitor to meet all legal intent of prevailing laws. It must be followed. If at any time you do not believe that you are getting the proper support from a particular school building administration, either make an appointment with the administrator to calmly and logically discuss the matter and/or notify your supervisor who will help you in this matter. Again, if after a period of time, you don't hear anything, don't assume that something is being done and don't 'just let it go this time' --CHECK with your supervisor. The use of assigned seats is a discipline and control procedure. **All drivers are required to assign seats.** Bus seating charts will be made available for this purpose or you may use your own 'chart.' Drivers are to keep one (1) copy of the seating chart on the bus at all times so that any substitute driver could have access to it if necessary and in the event of an accident where a listing of student names would be readily needed. A second copy should be given to the Transportation Dispatcher within the first 10 days of school.

**THE PRACTICE OF "PUNISHING" AN ENTIRE BUSLOAD OF STUDENTS FOR THE ACTIONS OF A FEW IS NEITHER DESIRABLE NOR EFFECTIVE. FIND THE PROBLEM STUDENTS, KNOW WHO THEY ARE, AND SEE THAT THEY ARE DISCIPLINED ALONG THE ACCEPTED GUIDELINES AS REFERENCED ABOVE.**

**J. FUEL – ALL BUSES MUST MAINTAIN ½ TANK OF FUEL AT ALL TIMES**

The fueling stations will record each bus's total number of gallons used. Please make sure all fuel data is correct before fueling, Employee #, Bus #, Mileage. It is important that we have an accurate figure for fuel usage.

The buses are to be used for school related activities ONLY. Do not use the bus for personal business. This would include such things as going to breakfast, stopping at the grocery store, and the like. Buses are not to be taken home or used for personal reasons without prior approval from a director. Driver found doing this without approval will be placed on progressive discipline. We must conserve the fuel provided to us for use in these buses, and, more importantly, we must keep the mileage as low as possible since there is a yearly mileage limitation on each bus. District image is also an important aspect of the use of school buses. When a "taxpayer" sees a bus off route or being used in what they consider to be an inappropriate manner, the administration will certainly hear about it as "wasting my hard earned tax dollars." This is not a desirable image.

When you are assigned a "SPARE" bus you are required to **FILL UP THE FUEL TANK AND SWEEP OUT THE BUS.** It is very frustrating for a driver to come to work and find that someone has used all the fuel in the bus. This serves no other purpose than to create hard feelings. Please also keep the Spare buses as clean as possible.

**\*\*Do not start the engine of any other driver's assigned bus as a favor to them.\*\***

Propane buses will heat up in 8 minutes

#### **K. INSURANCE & ACCIDENTS**

**Report ALL accidents (including what may be considered a minor incident) via radio NOT cell phone whether there are students on the bus or not to the transportation office or director before leaving the scene wait for their direction.**

#### **L. UHF RADIOS (TWO-WAY RADIOS)**

Two-Way Radios have been installed in each of the school buses. Included within this Handbook is a Two-Way Radio Service Acceptable Use 'Policy.' Please familiarize yourself with these guidelines. This system is licensed by the Federal Communications Commission to operate on specific frequencies and in a specific manner. Failure to operate the radio systems within this specific manner could result in a fine or a loss of licensing. With these Radios, our communication for safety and emergency usage should improve greatly because of the clarity, security, and range of operation offered by these units. Training and operational procedure will be provided to all full-time, part-time, and substitute school bus drivers as well as all other key personnel in this operation. **Please remember you must have radio silence during any accident.**

##### Examples of Radio Phrases

10-4 - Understood message

Landline – Phone call

20 – What is your ETA?

## **M. TIME CLOCK**

The time clock is meant to capture the hours that a particular individual works. Every individual who works for the District is assigned an employee number and identification card that is specific to that individual. **It is illegal for anyone else to use that number or card for any reason which would include swiping in or out at the time clock for anyone else.**

Policy #517 prohibits any support employee from engaging in conduct that may obstruct, or interfere with administrative functions of the school district. This policy can be found on the district website. It clearly states the discipline involved in abusing this policy, including termination.

**Punches must equal hours according to the current collective bargaining agreement Appendix A, #1. All drivers must adhere to the punch in and out times (6, 7, or 8 hour) that are issued to them at the beginning of the school year. All driver OT must be preapproved by your supervisor.**

**Please see attached schedule of timesheet paperwork.**

Trip sheets must be turned in to Judy Sourwine for payment to be made. Out-of-pocket expenses must be documented on an employee mileage incidental expense report with receipts attached in order to be reimbursed

**Vacation Forms** must be completed and turned into Angela. Personal days must be requested in advanced in the Frontline reporting system. We can only approve up to 5% of **TOTAL** number of Full Time drivers (**no more than 5 drivers per day**) for personal leave on any one day. **Missed punches** – All time clock adjustments must be made up the day of the occurrence or if absent upon your return. ie: sick, vacation, personal, funeral or missed punched.

## **N. FIELD TRIPS**

When equipment is to be carried on field trips, it is to be stored in as safe a fashion as possible. Care should be taken to avoid equipment from shifting and/or damaging the bus in any fashion. There may also be instances where equipment and students may have to ride on the same bus; hence, the importance of proper storage. Utilize outside storage bins when available on your trip bus.

Any expense experienced by a driver on a field trip such as tolls, parking, and fuel will be reimbursed after the driver has completed a district Expense Form accompanied with valid receipts. In that case, a check will be written to reimburse the driver on the day after the nearest board meeting. Reimbursement will be authorized according to District guidelines. The Transportation Director **MUST** give prior approval. No reimbursement

will be made without the appropriate receipts. All receipts must be itemized. There will be no reimbursement for meals unless it is an overnight trip or extenuating circumstances.

## O. PAPERWORK

ALL paperwork (trip sheets, Time Sheets, seating charts, rosters, mileage information, etc.) must be completed and returned in the time allotted.

**Failure to do so will result in disciplinary action.**

- Trip Sheets –**Must be turned in immediately after trip**
  
- Seating Charts/Rosters/Maps/ Turn by Turn Directions – All paperwork must be turned in by **September 13, 2021**. Copies need to be made and one stays in bus and one needs to be sent to the Transportation Office.
- Mandatory updates done at the beginning of every marking period.
  - Please see Judy Sourwine to have your name checked off.

- **Change of student from one bus to another because of Administrative decision.**

In this situation, the Principal will provide the driver with a completed and signed form detailing the student's name and the time period the student will be assigned to the bus. This form shall be kept with the roster/seating chart.

- **Temporary change of student transportation requested by parent or guardian.**

In this situation, notes from parents will not be accepted by drivers in any situation. The driver should request Administrative assistance to determine the action to be taken.

- **Directive for discharging students**

Students cannot be dropped off at an unassigned bus stop unless the Bus Driver has in his/her possession a "Bus Driver Pass" signed by applicable building principal or designee or unless the Bus Driver has received verbal approval from the Bus Driver's Dispatch Supervisor.

If a Bus Driver does not possess said form or does not have approval from the Bus Driver's Dispatch Supervisor, the Bus Driver must drop the student off at the assigned bus stop or take the student back to applicable school

- **Breakdown, accident, safety threat.**

In this situation, all drivers follow Administration and/or emergency personnel instructions.

- **Maps/Directions – Must be completed and turned in before you leave on**

#### **P. PARKING**

Parking for personal vehicles of bus drivers will be located in a lot reserved for drivers located outside the bus parking compound at the “South Lot” at the J. T. Lambert Intermediate School or at the “North Site” School Bus Maintenance Garage.

**All buses are to stay in assigned space until you leave for your run. DO NOT PULL BUSES UP TO GARAGE OR OTHER SPOTS JUST TO BE CLOSE.**

**No Buses or Personal Vehicles are to be Stopped, Parked or Standing in front of the TLC Lounge for any reason.**

#### **Q. HEADLIGHTS**

Section 4308 of the Vehicle Code requires that every school bus display lighted headlamps while in operation.

#### **R. "CLEAN-UP PACKETS"/PERSONAL PROTECTION EQUIPMENT**

Each bus should have a "clean-up packet" of materials for use in the cleaning of bodily fluids. Each packet should contain enough materials for the proper clean up and disposal of one (1) spill. Please keep this packet on the bus for use by you or any other driver needing to use that particular bus. Extra kits or refills will be available in the Garage from the mechanics in the event that you use the initial kit provided. All necessary personal protection equipment will be available for driver use.

#### **S. DRIVER DISCIPLINE PROCEDURES**

As a general procedure, if it is found that a District employee involved with the Transportation operations must be disciplined for some action, the procedures as outlined in District Policy # 517 will be utilized.

**THE TRANSPORTATION OFFICE RESERVES THE RIGHT TO ENFORCE THE FOLLOWING Progressive Disciplinary Actions, based upon the particular offense:**

1. First Offense - Verbal Warning in file
2. Second Offense - Written Reprimand in File
3. Third Offense – Suspension w/wo pay
4. Termination

○ **DRUG AND ALCOHOL POLICY**

Transportation department will conduct random drug and alcohol test every quarter. A positive Drug and Alcohol test will result in immediate suspension pending investigation and possible termination.

**T. PROCEDURAL GUIDELINES FOR SCHOOL BUS ACCIDENTS**

Please see accompanying information within this handbook.

**U. OTHER INFORMATION**

All items found in the current Agreement between the East Stroudsburg Area School Educational Support Personnel Association pertaining to Bus Drivers (directly or indirectly) will apply. Bus drivers must abide by all district policies.

The District Transportation Office can be contacted by dialing 570-424-8500.

**FINES AND CITATIONS**

If you are cited or fined for any reason within the scope of your job, i.e.: spot inspections, **YOU** are responsible for paying them. The East Stroudsburg Area School District has provided instruction and training that is reviewed every school year. There is no reason for fines or citations associated with doing your job. **If you are issued a moving violation citation and are found or plead guilty, this will result in immediate suspension pending investigation.**

**V. NON PUBLIC SCHOOL BUS DRIVERS**

You are required by your contract to fulfill the non-public school calendar. Once you have completed your required school days with the non-public school you drive for, you may be asked to drive for East Stroudsburg Area School District to help fill in for driver call outs.

## INSERT

### Appropriate Shoes for Bus Drivers

Types of shoes should comply with school district safety recommendations. This typically eliminates wearing open-toed shoes, sandals, clogs, wooden-soled shoes of any type, or heels of more than two-inch height. The best driving shoe is one that has a flat sole, covers the entire foot and fastens securely. The type of shoe you wear could affect your ability to perform in a safe manner during an emergency situation.



East Stroudsburg  
380,000  
85.00%  
323,000

Jul 1, 2020 thru June 30, 2020

85% of Contracted Gallons 323,000  
Gallons Delivered 235,310  
Gallons Remaining **87,690**

July No Deliveries

Aug	8/27/20	East Stroudsburg	26	588	1636680	775921	247249	8,822	\$0.6756
Sept	9/3/20	East Stroudsburg	26	616	1636680	776576	247883	8,650	\$0.6756
	9/17/20	East Stroudsburg	26	544	1636680	779020	249371	8,685	\$0.6756
	9/21/20	East Stroudsburg	26	81	1636680	779682	71374	9,021	\$0.6756
Oct	10/2/20	East Stroudsburg	26	77	1636680	781427	2.01E+08	9,025	\$0.6756
	10/12/20	East Stroudsburg	26	334	1636680	783153	1012742	9,000	\$0.6756
	10/19/20	East Stroudsburg	26	329	1636680	784086	1019897	8,999	\$0.6756
	10/30/20	East Stroudsburg	26	535	1636680	786191	256012	8,660	\$0.6756
Nov	11/2/20	East Stroudsburg	26	969	1636680	786353	2000049	9,799	\$0.6756
	11/12/20	East Stroudsburg	26	734	1636680	788451	2000239	9,501	\$0.6756
	11/23/20	East Stroudsburg	26	256	1636680	790372	259648	9,063	\$0.6756
Dec	12/10/20	East Stroudsburg	26	132	1636680	793073	262683	9,126	\$0.6756
Jan	1/26/21	East Stroudsburg	26	892	1636680	802031	271195	9075	\$0.6756
	1/29/21	East Stroudsburg	26	848	1636680	802751	271846	9241	\$0.6756
Feb	2/26/21	East Stroudsburg	26	91	1636680	815095	2002593	8901	\$0.6756
March	3/5/21	East Stroudsburg	26	670	1636680	816526	278568	9295	\$0.6756
	3/12/21	East Stroudsburg	26		1636680	818295	57420122	9205	\$0.6756
	3/30/21	East Stroudsburg - Milford	26	729	1636680	820979	2003389	9251	\$0.6756
	3/30/21	East Stroudsburg - Milford	26	729	1636680	820979	2003388	2	\$0.6756
April	3/30/21	East Stroudsburg - Bushkill	26	443	1636680	820985	282358	9288	\$0.6756
	4/19/21	East Stroudsburg - Milford	26	151	1636680	824353	2003691	9003	\$0.6756
May	4/22/21	East Stroudsburg - Bushkill	26	900	1636680	825106	285165	9005	\$0.6756
	5/3/21	East Stroudsburg - Milford	26	169	1636680	826601	286391	8790	\$0.6756
	5/13/21	East Stroudsburg - Bushkill	26	765	1636680	828469	287372	9104	\$0.6756
June	5/17/21	East Stroudsburg - Milford	26	257	1636680	828945	287655	9108	\$0.6756
	6/1/21	East Stroudsburg - Milford	26	922	1636680	831413	289115	9055	\$0.6756
	6/7/21	East Stroudsburg - Bushkill	26	727	1636680	832586	289813	8636	\$0.6756

235,310

**87,690**

\$0.6756 \$59,243 380,000 \$0.15590

2021-2022

\$0.7092 \$0.1559 \$0.8651

If want to add to next years volume

\$ (325,299.90) Total Rebates Applied  
\$ 6,528.19 7/18/21 Delivery  
\$ (318,771.71) Current Balance as of 8/4/21  
\$59,243 Underlift Penalty  
\$ (259,528.35) Remaining Credit Due

**\*If you choose to apply to credit balance, otherwise, \$0.15590 per gallon could be added to the 2021-2022 price per gallon, bringing your per gallon price to \$0.8651 as indicated above**

303



**Agency for Community  
EmPOWERment OF NEPA**  
Helping People Prosper

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

ACE of NEPA  
Early Learning Program  
123 Wyoming Ave. Suite 311  
Scranton, PA. 18503

**HSSAP Letter of Agreement**

This Letter of Agreement is subject to the terms and conditions below and is contingent upon the receipt from the PA Department of Education of the full amount of funding requested in the Grant Application presented by the Agency for Community Empowerment of NEPA Early Learning Program to that Department under the Head Start Supplemental Assistance Program (HSSAP).

It is understood that this funding, and therefore this Agreement, is valid from July 1, 2021 to June 30, 2022.

A new Agreement will be negotiated if there should be any change in funding. In such case, if no Agreement can be reached, the Program will not be implemented.

This Agreement can be deemed void at any time by either party by providing the other party with sixty (60) days written notification.

In such case, that service cannot be provided as deemed in this contract, it is the responsibility of the contractor to contact ACE of NEPA with a written plan of action immediately.

- 1) **Staffing** – Teacher and Teacher Aide hired by ACE of NEPA, Inc. and paid with HSSAP Funds. Teachers are required to have a minimum of a Bachelor's Degree in Early Childhood Education or a related field from an accredited college or university. Teacher Aides must have a minimum of a Child Development Associate (CDA).
  - a) Staff time includes classroom time, classroom planning for each teacher and aide, collaborating with ACE of NEPA family engagement worker, and in-service training.
  - b) Substitutes are the responsibility of the ACE of NEPA. Class size is sixteen children with a teacher and aide or two teachers.
  - c) Students will receive 3.5 hours of service per day. Group size staffing requirements must be met at all times.
  - d) ACE of NEPA will assure that all staff has appropriate background checks, health appraisal, and TB test prior to initial date of service.
  
- 2) **Curriculum** – The Creative Curriculum will be implemented. Pre-k programs must implement developmentally appropriate research-based early childhood curriculum, including additional curricular enhancements, as appropriate. Curriculum must be fully aligned with the Pennsylvania Early Learning Standards.

- a) Curriculum shall be content-rich to promote measurable progress toward development and learning outlined in the frameworks.
  - b) Programs must support staff to effectively implement curriculum and, at a minimum, monitor curriculum implementation and fidelity to provide support, feedback, and supervision for continuous improvement of its implementation.
- 3) **Outcomes** – Pre-k programs will follow the Head Start standards, specifically 1302.102 (c) titled Using data for continuous improvement, ACE of NEPA policies and procedures (1302.90). Pre-k programs will provide and maintain a supportive learning environment both indoors and outdoors to assure optimal growth and development for future success. Pre-k programs will provide a language rich environment and curriculum to promote language and literacy at school and at home. Pre-k programs will provide opportunities for daily gross motor both indoors and outdoors. Pre-k programs will ensure continuous growth utilizing ongoing documentation of all children in the classroom
- a) Child assessments will be completed three times a year to aid the teaching team in making programmatic, classroom, and instructional changes to ensure continuous optimal individual growth with guidance from the ACE of NEPA Coordinator/Manager.
  - b) If continuous growth does not occur in any of the domains of development, the referral guidelines set forth by ACE of NEPA to refer will be followed.
- 4) **Rating Scales and Assessments** - will be administered by ACE of NEPA staff under the direction of the Head Start Coordinator/Manager. These will include one of the following tools at least two times per year and shared with all involved staff. (ECERS, TPOT, and/or CLASS)
- 5) **Health Services** – All required Head Start Health Services and Screenings will be monitored by the Head Start Health Manager.
- a) Immunization and physical records - Parents have 60 days from the first day of school to produce immunization records and child health assessment. After the 60 days, a child may not be able to return to school until immunization records and/or health assessment are received by the school. If a child is behind on immunizations, s/he will still be able to attend school if acceptable medical documentation is provided explaining the reason for the delay. Parents have 90 days from the first day of school to produce a child dental assessment. Immunization records, dentals and physicals will be kept on file at ACE of NEPA.
  - b) Health component staff and/or consultants will be allowed on site to complete all required screenings (vision, blood lead, dental, hearing).
- 6) **Nutrition** – Breakfasts and lunches will be provided by the school district and billed to the School Lunch Program. Snacks and adult meals will be provided by the school district and billed to ACE of NEPA. The School District will ensure all children funded by HSSAP receive meals and snacks that meet the nutritional needs and accommodate the feeding requirements of each child. ACE of NEPA staff is expected to be sitting with and engaging children in conversation and teaching self- help skills such as set up and clean up. ACE of NEPA Nutrition Consultant and Nutrition Coordinator will provide additional assistance to ensure all requirements are met. The District will notify ACE of NEPA of any changes that involve receiving funding from the School Lunch Program within 24 hours of the change.
- 7) **Special Services**-The program must ensure enrolled children with disabilities and their families receive all applicable services delivered in the least restrictive possible environment and that they fully participate in

all program activities. The ACE of NEPA Special Services staff will assist in the coordination for referral and provision of early intervention services.

- 8) **Mental Health** – ACE of NEPA staff agree to promote children’s mental health, social and emotional well-being by providing supports for effective classroom management and a positive learning environment, supportive teaching practices and strategies for supporting children with challenging behaviors and/or other social, emotional and mental health concerns. ACE of NEPA will provide the services of a Mental Health Consultant to staff and families through scheduled classroom observations and consultation, as well as the weekly Helpline.
- 9) **Suspension and Expulsion**- The program must prohibit or severely limit the use of suspension due to a child’s behavior. Such suspensions may only be temporary in nature and used only as a last resort in extraordinary circumstances where there is a serious safety threat that cannot be reduced or eliminated by the provision of reasonable modifications. The program must engage with mental health resources, collaborate with parents, utilize appropriate community resources and develop a written plan to document the action and support needed to help the child return to full participation in all program activities as quickly as possible while ensuring child safety. Ultimately, the program cannot expel a child from the program because of a child’s behavior.
- 10) **Family Engagement** – Recruitment will be the joint responsibility of the School District and ACE of NEPA. Eligibility determination and selection will be the responsibility of the ACE of NEPA ERSEA coordinator
- 11) **Training and Professional Development** – Pre-Service and In-Service Training including, Child Development Associate (CDA) Credential, and college courses for credit are the responsibility of ACE of NEPA. In-service trainings offered by the ACE of NEPA Inc. or the School District will be open to staff of the partnering agency, whenever topics are appropriate.
- 12) **Monitoring**- ACE of NEPA Early Learning Programs monitor the required tasks and requirements of the program in alignment with the HSSAP program and other Federal, State and local regulations. Monitoring protocols are established at the center/site level, coordinator level, management level and administrative level for all service areas.
  - a) Districts will utilize a system of ongoing monitoring for staff and facility safety and maintenance.
  - b) Additional monitoring tools used by ACE of NEPA Early Learning Programs include: Child Outcome Planning and Administration (COPA) data system, Teaching Strategies GOLD Child Assessment, Center Compliance Checklist, Health and Safety Checklist, Family Engagement Checklist, Indoor/Outdoor Safety Checklist, as well as observation tools such as, CLASS, ECERS, and TPOT. Results will be shared with District staff.
  - c) Assigned Preschool Program Specialist will conduct Site Visits and Monitoring using the Program Review Instrument.
- 13) **Data Management** - ACE of NEPA uses the COPA (Child Outcome, Planning & Administration) database designed for Head Start, Early Head Start and Community Actions Agencies and specifically geared to program and data management. COPA is a secure online, 100% web-based program, customizable to the needs of the Agency and is able to aggregate data for reporting needs. It offers real-time data collection, assessments, monitoring, reporting, referral and organizational work-flow with the ability to be accessed from any location. ACE of NEPA’s COPA database has been configured for seamless reporting of:

- a) The National Association for State Community Service Programs (NASCS's) Community Service Block Grant (CSBG) Report.
- b) Head Start's Program Information Report (PIR)

**14) Data Monitoring** - On a monthly basis, data is reviewed by ACE of NEPA's Data and Education Managers for program performance, data captured/reported and progress toward agency goals. Specific data points have been identified for the purposes of monthly monitoring and are necessary for standard program compliance and to identify needed areas of improvement to improve service to children/families. By monitoring these data points monthly, ACE of NEPA is able to accurately assess the needs of the community while internally identifying the status of data collection, data entry and outcomes. Monitoring on a monthly basis also lends for seamless reporting to funding sources. Data that is monitored includes, but is not limited to:

- a) Enrollment Information including daily attendance
- b) Child and Family Demographics
- c) Child and Family Health Demographic Information is collected by program staff at different points in the program enrollment process:
  - i) At time of application
  - ii) Reviewed/updated during orientation
  - iii) Reviewed/updated throughout the program year for goals, referrals for services and case notes.

15) **Age Appropriate Equipment** - (Classroom and Playground) Provided by the district and ACE of NEPA.

16) **Age Appropriate Supplies** - Toothbrushes and toothpaste will be provided by ACE of NEPA for each child. Diapers and/or pull ups will be provided by ACE of NEPA, if necessary. Other supplies provided by the district and ACE of NEPA.

17) **Space** – provided by the district at no cost to ACE of NEPA.

18) **Utilities** – provided by the district and ACE of NEPA.

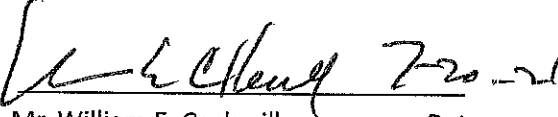
19) **Maintenance** – Including snow plowing, lawn care and garbage removal provided by the district.

20) **Repairs to Facility and Equipment** - provided by the district and ACE of NEPA.

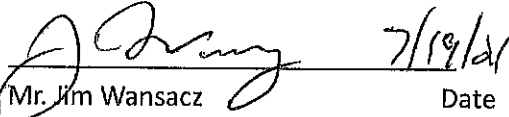
21) **Classes** - will be provided utilizing a combination of the school district and ACE of NEPA calendars (160 days) at 3.5 hours per class.

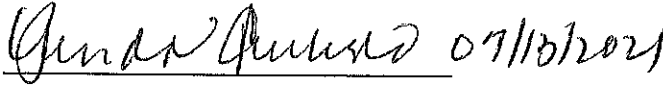
22) **School Closings**- Closings due to inclement weather will be at the discretion of the Superintendent. Sessions will be rescheduled, if needed, in order to meet the 160 day requirement. The School District will inform ACE of NEPA immediately of any unscheduled long term closing. The ACE of NEPA staff will ensure weekly contact is made with all families during unforeseen closures. ACE of NEPA will contact families in accordance with the ACE of NEPA *Home Connections Implementation Plan*. The School District will submit a plan for reopening along with weekly progress updates to ACE of NEPA.

\_\_\_\_\_  
Mr. Richard Schlameuss                      Date  
President, Board of Education

  
Mr. William E. Cockerill                      Date  
Chairman, Board of Directors

\_\_\_\_\_  
Mr. William Riker                              Date  
Superintendent of Schools

  
Mr. Jim Wansacz                              Date  
Executive Director

  
Ms. Linda Prutisto                              Date  
Early Learning Program Director



**BEHAVIORAL HEALTH ASSOCIATES**

**AND THE**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

This contract between Behavioral Health Associates (BHA) and the East Stroudsburg Area School District (ESASD) effective for the 2021-2022 school year, subsequent school years, and extending through written notice of cancellation by either party and shall address the procedures to be followed with implementation of the general education or special education programs by Behavioral Health Associates for ESASD. Behavioral Health Associates and ESASD, intending to be legally bound, agree to the following terms and conditions:

**Section 1: Services**

This contract will outline several different services that are available to the ESASD. Each of the services has specific language which is covered in attached appendices. **This contract between BHA and ESASD shall only cover the services which are specifically requested and physically utilized by ESASD.**

**Section 2: Physical Attendance at BHA Educational Facilities**

If ESASD chooses to utilize BHA's General Education Programming / Special Education Programming both parties shall be bound by the terms outlined in Appendix A.

**Section 3: Career Employment Services**

If ESASD chooses to utilize the Career Employment Services offered by BHA both parties shall be bound by the terms outlined in Appendix B.

**Section 4: eBridge Academy Online Education**

If ESASD chooses to utilize eBridge Academy Online Education Services offered by BHA both parties shall be bound by the terms outlined in Appendix C.

**Section 5: Other Services**

If ESASD chooses to utilize other services available to them the services and prices are addressed in Appendix D.

Behavioral Health Associates and ESASD, intending to be legally bound, sign this contract on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**East Stroudsburg Area School District**

**Behavioral Health Associates Licensed Private Academic School**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Behavioral Health Associates – Administrative Offices  
200 Beaver Run Rd.  
Lehighton PA 18235



## SCHOOLS AMENDED APPENDIX A

### GENERAL EDUCATION / SPECIAL EDUCATION

#### LICENSED PRIVATE ACADEMIC

##### **Section 1**

Behavioral Health Associates shall operate a general education and/or special education program for ESASD and adhere to all Pennsylvania (PA) and Federal laws governing special and general education programs.

##### **Section 2**

Behavioral Health Associates is and shall continue to be a licensed facility and/or program by the Pennsylvania Department of Education (PDE). Educational programming will serve grade levels K-12. Behavioral Health Associates is an approved Act 48 Provider through the Pennsylvania Department of Education.

##### **Section 3**

Behavioral Health Associates shall operate five days a week, Monday through Friday, starting at 8:00 a.m. and concluding at 2:30 p.m., according to the Lehigh Area School District's calendar year and shall provide no less than 990 hours of instruction per year for secondary and 900 hours per year for elementary levels.

##### **Section 4**

Behavioral Health Associates shall employ Pennsylvania professional certified general and special education staff. Staff shall have current Pennsylvania Act 34 Criminal History clearance, Act 151 Child Abuse clearance and Act 24 of 2011 form as per state requirements. Behavioral Health Associates employees hired on or after April 1<sup>st</sup>, 2007 shall also meet the requirement of Act 114 of 2006, which additionally requires the employee to provide to the agency a current Federal Criminal History Record.

##### **Section 5**

Behavioral Health Associates shall determine if a student's special education needs can be met by reviewing the student records, and meeting with appropriate district personnel, parents, and others from outside agencies with a vested interest in the student including but not limited to MHDS, County Probation, County Children and Youth Services, and private service providers. Behavioral Health Associates shall become members of ESASD multidisciplinary team (MDT) and Individualized Education Program (IEP) Teams.

The IEP team shall review each enrolled student's program every 45 school days to review whether the student's needs are being met or if a change in the student's IEP is necessary.

##### **Section 6**

Any significant changes in the IEP or placement shall occur only after a MDT reevaluation is performed and an Evaluation Report (ER) with recommendations to the IEP team is completed, and an IEP team meeting is held. The IEP team shall determine and make any necessary changes to the student's IEP.

##### **Section 7**

Behavioral Health Associates shall provide ESASD with general education and/or the appropriate special education documentation, utilizing ESASD forms and formats as required by PDE, Bureau of Special Education (BSE). Behavioral Health Associates can also provide the documentation necessary for ESASD with regard to Act 48 educational placements.

##### **Section 8**

Behavioral Health Associates shall provide ESASD with daily attendance reports and shall assist in the enforcement of PA compulsory attendance laws pursuant to ESASD policy and procedures.

##### **Section 9**





ESASD agrees to provide Behavioral Health Associates with the appropriate curriculum guides and planned courses when appropriate. In the absence of curriculum guides and planned courses, the IEP requirements shall prevail and/or Behavioral Health Associates will utilize its state approved curriculum.

ESASD shall provide access to their facilities for all ESASD students enrolled at Behavioral Health Associates as required by PDE special education law regarding participation in the general education curriculum and extracurricular activities.

#### **Section 10**

ESASD shall provide transportation for its students to and from Behavioral Health Associates. The cost of transportation will be borne by the district.

#### **Section 11**

Behavioral Health Associates shall provide the following education programs and services:

##### **Programs**

- General education placement
- Special education placement
- Accelerated learning program
- 30 to 60 day educational appropriateness program
- Special education services
- Academic assessment
- Behavioral assessment
- Behavioral programming
- Social assessment
- Social skills training
- Psycho-educational group instruction three (3) times per week for a minimum one (1) hour
- Technology-based research

#### **Section 12**

ESASD shall pay the current daily rate of \$110.00 for each day a general education ESASD student is enrolled at Behavioral Health Associates.

ESASD shall pay the current daily rate of \$160.00 for each day a ESASD student is enrolled at Behavioral Health Associates who is a special education student.

ESASD shall pay the current daily rate of \$242.00 for each day a ESASD student is enrolled in the BHA ISST Program (Intensive Social Skill Training for children diagnosed with an Autism Spectrum Disorder).

ESASD shall pay the current daily rate of \$338.00 for each day a ESASD student is enrolled in the BHA MVA-DD Program (Dual Diagnosis).

ESASD shall pay the current daily rate of \$359.00 for each day a ESASD student is enrolled in the BHA MVA-ISM Program (Intensive Self-Management).

ESASD shall pay the current daily rate of \$385.50 for each day a MCASD student is enrolled in BHA MVA-Enhanced Program.

ESASD shall pay the current daily rate of \$242.00 for each day a ESASD student is enrolled in the BHA PRIDE Program (Positively Reinforced Individually Directed Education).

ESASD shall pay the current daily rate of \$242.00 for each day a ESASD student is enrolled in the BHA Journey Program.

ESASD shall pay the current daily rate of \$242.00 for each day a ESASD student is enrolled in BHA Partial Hospitalization Program.



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**Section 13**

ESASD shall pay Behavioral Health Associates on a monthly basis for its services, by the 15<sup>th</sup> day of the month following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due Behavioral Health Associates, however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and Behavioral Health Associates.

**Section 14**

Behavioral Health Associates and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by Behavioral Health Associates and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

**Section 15**

This contract can be terminated without cause by either party by giving 30 days advance written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be abided by both Behavioral Health Associates and ESASD.

**End of Appendix A**



## APPENDIX B

### CAREER EMPLOYMENT PROGRAM

This contract between Behavioral Health Associates (BHA) and the East Stroudsburg Area School District (ESASD) effective for the 2021-2022 school year, subsequent school years, and extending through written notice of cancellation by either party shall address the procedures to be followed with the implementation of the Career Employment Program by BHA for ESASD. BHA and ESASD, intending to be legally bound, agree to the following terms and conditions:

#### Section 1

BHA shall provide a Career Employment Program for each referred student with supervised work placement. This program will provide vocational, academic, and job-skill instruction as well as hands-on job placement experience to prepare the student for the workforce.

#### Section 2

All students will be supervised by a Job Coach who will be accompanying the student to the work site. This Job Coach will remain with the student for the entire length of the daily work experience. The Job Coach and student will be supervised regularly by a Career and Training Consultant as well as the work site employees/supervisor.

#### Section 3

All BHA employees are subject to the licensing requirements from the PA Department of Education. As such, all BHA staff must have all clearances in place before commencing work with BHA. Every Job Coach is certified in First Aid, CPR, and CPI (Crisis Prevention & Intervention). Each Job Coach completes trainings in Ethics and Boundaries, Mandated Reporting, Special Education Practices and Procedures, Emergency and Evacuation Drills and Progress Monitoring throughout the school year. Every Job Coach must possess a valid driver's license.

#### Section 4

BHA shall provide round-trip transportation for each student from their current school district placement to their work/instruction site. This cost is included in the monthly rate for the Career Employment Program. All liability for the program is covered by BHA's liability insurance.

#### Section 5

ESASD shall pay the current daily rate of \$82.00 per student per session. The amount of days per week is dictated by each child's IEP, or based on a team meeting for students who are not IEP students. If the IEP team determines that a one-on-one job coach is needed, then the district will be charged an additional \$30.00 per hour the student utilizes the services.

#### Section 6

The cost of the Career Employment Program as outlined in Section 5 is an additional cost. Daily tuition rates will also apply to all students who are simultaneously enrolled in a BHA educational placement.

#### Section 7

BHA shall invoice, and ESASD shall pay BHA on a monthly basis for its services, by the 15<sup>th</sup> day of the month following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due BHA, however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and BHA.

#### Section 8

The Career Employment Program will be open to all students. BHA, in accordance with its license by the Department of Education, shall grade the performance of all participants. Credit hours will be granted by BHA and accepted by ESASD. Program attendance will be documented and reported to ESASD on a regular basis.

#### Section 9

Behavioral Health Associates shall retain the right to refuse a referral or to discharge a student if the program is determined inappropriate for the student. The safety of all students and the driver of students shall never be compromised by the behavior of a fellow student. Immediate suspension from the program will occur if a student places themselves or



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any other student, teacher, job coach, driver, or coworker at risk of harm or injury. A student shall not be discharged from the program without a meeting between BHA and ESASD administration.

**Section 10**

BHA and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by BHA and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

**Section 11**

This contract can be terminated without cause by either party by giving 60 days advanced written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be followed by both BHA and ESASD.

**End of Appendix B**



## APPENDIX C

### EBRIDGE ACADEMY ONLINE EDUCATION

This contract between Behavioral Health Associate's Licensed Private Academic School (Behavioral Health Associates) and the East Stroudsburg Area School District (ESASD) effective for the 2021-2022 school year, subsequent school years, and extending through written notice of cancellation by either party and shall address the procedures to be followed with implementation of the general education or special education online school programs by Behavioral Health Associates for ESASD. Behavioral Health Associates and ESASD, intending to be legally bound, agree to the following terms and conditions:

#### Section 1

Behavioral Health Associates shall operate an online general education and/or special education program for ESASD and adhere to all Pennsylvania (PA) and Federal laws governing special and general education programs.

#### Section 2

Behavioral Health Associates is and shall continue to be a licensed facility and/or program by the Pennsylvania Department of Education (PDE). Educational programming will serve grade levels K-12.

#### Section 3

Behavioral Health Associates shall provide no less than 990 hours of instruction per year for secondary and 900 hours per year for elementary levels. The instruction time is logged and documented and will be made available to ESASD upon request.

#### Section 4

Behavioral Health Associates shall employ Pennsylvania professional certified general and special education staff. Staff shall have current Pennsylvania Act 34 Criminal History clearance, Act 151 Child Abuse clearance and Act 24 of 2011 form as per state requirements. Behavioral Health Associates employees hired on or after April 1<sup>st</sup>, 2007 shall also meet the requirement of Act 114 of 2006, which additionally requires the employee to provide to the agency a current Federal Criminal History Record.

#### Section 5

Behavioral Health Associates shall determine if a student's special education needs can be met by reviewing the student records, and meeting with appropriate district personnel, parents, and others from outside agencies with a vested interest in the student including but not limited to MHDS, County Probation, County Children and Youth Services, and private counselors. Behavioral Health Associates shall become members of ESASD multidisciplinary team (MDT) and Individualized Education Program (IEP) Teams.

The IEP team shall review each enrolled student's program every 45 school days to review whether the student's needs are being met or if a change in the student's IEP is necessary.

#### Section 6

Any significant changes in the IEP or placement shall occur only after a MDT reevaluation is performed and an Evaluation Report (ER) with recommendations to the IEP team is completed, and an IEP team meeting is held. The IEP team shall determine and make any necessary changes to the student's IEP.

#### Section 7

Behavioral Health Associates shall provide ESASD with general education and/or the appropriate special education documentation, utilizing ESASD forms and formats as required by PDE, Bureau of Special Education (BSE).

#### Section 8

Behavioral Health Associates shall provide ESASD with attendance reports and shall assist in the enforcement of PA compulsory attendance laws pursuant to ESASD policy and procedures. Every student's participation is logged: time, date, and duration of services and will be provided to the district in a format and frequency mutually agreed upon by Behavioral Health Associates and ESASD.

**Section 9**

Behavioral Health Associates will use industry-standard curriculum, which is approved by the PA Dept. Of Education and is aligned to the PA educational standards.

ESASD shall provide access to their facilities for all students enrolled in a Behavioral Health Associates program as required by PDE special education law regarding participation in the general education curriculum and extra-curricular activities.

**Section 10**

Behavioral Health Associates shall provide the following education programs and services:

**Programs**

- General education online instruction
- Special education online instruction
- Accelerated learning program online
- Technology-based research
- Participation in IEP/MDE meetings, evaluations, revisions, and implementation.

**Section 11**

ESASD shall pay the current daily rate of \$26.00 for each day a ESASD student is enrolled at eBridge Academy.

**Section 12**

ESASD shall pay Behavioral Health Associates on a monthly basis for its services, by the 15<sup>th</sup> day of the month following the provision of services. Disagreements and/or discrepancies on a specific billing figure shall not hinder compensation due Behavioral Health Associates; however, ESASD shall not pay any amount in question or dispute until satisfactory agreement can be reached between ESASD and Behavioral Health Associates.

**Section 13**

Behavioral Health Associates and ESASD agree that this contract can be modified at any time by mutual consent of both parties in writing, signed by Behavioral Health Associates and ESASD. No modifications or waiver of any of the terms of this contract shall be valid unless in writing and signed by both parties.

**Section 14**

This contract can be terminated without cause by either party by giving 30 days advance written notice. Termination can be immediate if either party violates the conditions of this contract and no amicable solution can be reached by the parties. If this contract is terminated by either party, all Pennsylvania special education laws regarding a significant change in program/placement must be abided by both Behavioral Health Associates and ESASD.

**Section 15**

One laptop computer, one all in one scanner/printer/copier and one set of headphones/microphone will be provided to each student by eBridge Academy and assigned to the student for use limited to the eBridge Academy.com curriculum.

eBridge Academy will monitor the location of the hardware ID to ensure the student is participating in cyber school as a resident within the boundaries of the home school district.

Replacement value of above laptop, scanner/printer/copier and headphones/microphone is \$450 if damaged, lost or not returned within seven days of internet inactivity and/or disenrollment. It will be the responsibility of the student's parent/guardian to ensure the equipment is returned. If the equipment is not returned, BHA will directly bill the parents/guardian for the costs.



## Section 16

The following programs are available to the district at an additional cost.

### *Credit Recovery Program*

- Offering 4 Math classes, 4 English classes, 4 Science classes, 2 Social Studies classes, and 1 Music Appreciation class
- Cost \$110 per course
- Computers will not be provided by eBridge Academy
- Students must have internet access
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.

### *AP Classes*

- AP classes in English, Math, Science and Social Studies
- Cost - \$500/year per course plus the cost of a book if necessary (not to exceed \$100)
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.
- Computers will not be provided by eBridge Academy
- Students must have internet access

### *Foreign Language Classes*

- Nine Foreign Language classes are offered: Russian, Arabic, Japanese, Chinese, Hindi, French, Spanish, German and Latin
- Cost - \$850/year per course
- Courses are 2.5 hours of synchronous and 2.5 hours asynchronous by the student
- All necessary documentation will be provided to the school district to award credits based on the passing completion of each course.
- Computers will not be provided by eBridge Academy
- Students must have internet access

**End of Appendix C**



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## APPENDIX D

### OTHER SERVICES AND COSTS

#### Section 1

BHA is able to provide the following services to ESASD. Each of these services will be billed at the end of the month that the services were used.

- **One-on-One Instructional Assistant** \$30.00 per hour
- **Interpreter – Deaf / Hearing Impaired** \$65.00 per hour
- **Interpreter – Spanish** \$60.00 per hour
- **Interpreter – Other Foreign Languages** Rate determined by availability
- **Psychiatric Evaluation** \$350.00 per evaluation
- **Psychological Evaluation** \$300.00 per evaluation
- **Occupational Therapy** – Cost is district specific upon analysis of current usage
- **Physical Therapy** – Cost is district specific upon analysis of current usage
- **Speech Therapy** – Cost is district specific depending upon availability and upon analysis of current usage

End of Appendix D



**MEMORANDUM OF UNDERSTANDING BETWEEN Carbon Monroe Pike  
Mental Health and Developmental Services and East Stroudsburg Area  
School District**

This is a Memorandum of Understanding between Carbon Monroe Pike Mental Health and Developmental Services (hereinafter referred to as "CMP MH/DS"), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). CMP MH/DS and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between CMP MH/DS, 724 Phillips St # 202, Stroudsburg, PA 18360 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide Student Assistance Program (SAP) Mental Health Liaison services to children and families in the East Stroudsburg Area School District.

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Carbon Monroe Pike Mental Health and Developmental Services[AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

**II. Program Sites**

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. East Stroudsburg Elementary

3. J.M. Hill Elementary
4. Middle Smithfield Elementary
5. Resica Elementary
6. Smithfield Elementary
7. J.T. Lambert Intermediate
8. Lehman Intermediate
9. East Stroudsburg High School North
10. East Stroudsburg High School South
11. East Stroudsburg Area Cyber Academy

### **III. AGENCY Responsibilities/Scope of Services**

A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions

1. A brief description of the type of services your program generally provides.

The SAP Mental Health Liaison provides mental health screenings for students that have been referred and Student Assistance Program (SAP) team approved. Liaisons attend SAP team meetings, SAP parent conferences, and SAP parent phone calls as needed or requested. SAP liaisons offer guidance to the SAP team, in relation to mental health supports that exist in the community. Liaisons can link families and children to community based services. The SAP Mental Health Liaison works to bridge gaps between the school and community agencies by providing information regarding mental health community resources and services.

2. The relevant experience of the AGENCY personnel that will be providing the services:

Carbon Monroe Pike Mental Health and Developmental Services (CMP MHDS) Student Assistance Program (SAP) liaisons have over 25 years of experience, combined, as CASSP (Child and Adolescent Service System Program) Coordinators for the county joinder. Mental Health Liaisons hold a Bachelor's degree or higher and have experience working in the mental health field.

3. Please check all of the expectations or goals below that are in agreement with your program's services.

- Ensure a high quality instructional core
  - Develop student's social health/skills
  - Develop student's emotional health
  - Develop student's physical health
  - Develop student's cognitive and academic skills
  - Create equitable opportunities for learning
  - Ensure, maintain, or support high quality and effective instruction
  - Prepare students for success in college and careers
  - Help ensure, create, and/or sustain safe, healthy and supportive schools
  - Create accountability for quality
  - Help create full service community schools in ESASD
  - Increase, raise graduation rates
  - Other: \_\_\_\_\_
- 
- 

B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:

1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY, or subcontractors are to use drugs on these School(s).
2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the

Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.

3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see **Section IV** for the relevant documentation that is required.
- D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program’s ability, that the AGENCY’S services are aligned with the School(s) and ESASD’s mission and objectives and are adequately meeting student’s needs. At the request of School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY ’s program.
- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

##### A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation
  - Pennsylvania Child Abuse History Certification.—Attach documentation

#### V. Responsibilities of East Stroudsburg Area School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.

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C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.

1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY's program and to evaluate the impact of its program on students at School(s).

## VI. Duration

This MOU is for the July 1, 2021 -- June 30, 2022 school year.

## VII. Termination

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

## VIII. Hold Harmless/Indemnity

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By: Jennifer Williams

Digitally signed by Jennifer Williams  
DN: cn=Jennifer Williams, o=CHOP, ou=DC, ou=Mental Health  
Program Director, email=jwilliams@chop.edu, c=US  
Date: 2021.07.15 07:36:21 -0400

Dated: 07/15/2021 (MM/DD/YYYY)

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Carbon Monroe Pike Mental Health and Developmental Services

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District

**PAYMENT AUTHORIZATION FORM**

I acknowledge that I am in receipt of the rates and terms for scheduling interpreting services through the Sign Language Interpreter Referral Service (SLIRS) of the Lehigh Valley Center for Independent Living (LVCIL). I further acknowledge that I am the authorized person to agree to the terms set forth and to guarantee payment for said services.

Name: Brian D. Baddick Signature: \_\_\_\_\_

Title: Asst. Supt. for Pupil Svc. Date: \_\_\_\_\_

**Client Information**

Business Name: East Stroudsburg Area S.D.

Address: 50 Vine St.

City, State, Zip: E. Stroudsburg, PA 18301

**Billing Information**

Name: John Rosado Title: Accts. Payable

Phone: 570-424-8500 Fax: \_\_\_\_\_

*Note: You will receive an invoice for services and it is due upon receipt. You may choose to pay by credit card. Upon receipt of your invoice, call the SLIRS Fiscal Coordinator at 610-770-9781, ext. 112 to make those arrangements. Invoices that are 30 days in arrears may be charged a late fee of \$10 per month.*

**Guarantee of Payment (Select one below)**

**Credit Card Guarantee (ONLY MASTER CARD AND VISA ACCEPTED)**

VISA \_\_\_\_\_ MASTER CARD \_\_\_\_\_

Your credit card will be charged after 60 days of the date of the invoice, if payment is not received.

Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CUV# \_\_\_\_\_

Name on Card/Phone Number: \_\_\_\_\_

**X Purchase Order Guarantee**

A valid purchase order will be accepted as guarantee of payment. You may submit one purchase order with each job or send a blanket purchase order to cover future jobs.

PO Number: \_\_\_\_\_ PO Amount Authorized: \_\_\_\_\_

Dates in effect: From 7/14/21 To 8/27/21

**PLEASE FAX THIS COMPLETED FORM AND ANY APPLICABLE PURCHASE ORDER(S) TO  
LVCIL SLIRS AT 610-770-9801.**

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**THANK YOU FOR YOUR BUSINESS!**

LVCIL

# Estimate

713 N. 13th Street  
Allentown, PA 18102

Estimate #	Date
	7/14/2021

Name / Address
East Stroudsburg Area S D Brian Baddick 50 Vine Street East Stroudsburg, Pa 18301

Description	Qty	Rate	Total
<b>MONDAY JULY 5, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>WEDNESDAY JULY 7, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>MONDAY JULY 12, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>WEDNESDAY JULY 14, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>MONDAY JULY 19, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>WEDNESDAY JULY 21, 2021 INTERPRETER KELLY</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.75	74.00	55.50
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.75	100.00	75.00
326		<b>Total</b>	



LVCIL

# Estimate

713 N. 13th Street  
Allentown, PA 18102

Estimate #	Date
	7/14/2021

Name / Address
East Stroudsburg Area S D Brian Baddick 50 Vine Street East Stroudsburg, Pa 18301

Description	Qty	Rate	Total
<b>MONDAY JULY 26, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
<b>WEDNESDAY JULY 28, 2021 INTERPRETER RACHAEL</b>			
Interpreting during regular hours in an educational setting TRAVEL IN	0.5	74.00	37.00
Interpreting during regular hours in an educational setting 4:45PM TO 5PM	0.25	74.00	18.50
Interpreting during night hours in an educational setting 5PM TO 2HR MINIMUM	1.75	100.00	175.00
Interpreting during night hours in an educational setting TRAVEL OUT	0.5	100.00	50.00
TOTAL REGULAR HOURS ARE 6.25 X \$74.00 = \$462.00			
TOTAL NIGHT HOURS ARE 18.25 X \$100.00 = \$1825.00			
TOTAL REGULAR HOURS ARE 2.00 X \$74.00 = \$ 148.00 Practice			
TOTAL REGUALR HOURS ARE 4.25 X \$74.00 = \$ 314.50 Travel			
TOTAL NIGHT HOURS ARE 14.00 X \$100.00 = \$1400.00 Practice			
TOTAL NIGHT HOURS ARE 4.25 X \$100.00 = \$ 425.00 Travel			
<b>327</b>		<b>Total</b>	<b>\$2,287.50</b>

COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide Occupational Therapy evaluations for Early Intervention students who attend the East Stroudsburg Area School District.

The rate for this service is \$132.94 per hour. The total amount of this contract will be based on the total number of hours requested for each student. This contract will be in effect from August 10, 2021 through August 27, 2021.

East Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.

  
\_\_\_\_\_  
Mr. Jon Wallitsch  
Director of Fiscal Affairs

8/9/21  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

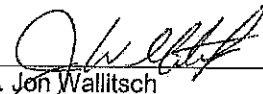
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide online professional development for technology staff with CBT Nuggets Online Training Subscription.

The cost for said services is \$554.00 per license, for 8 licenses. This contract shall not exceed \$4,432.00 and will be in effect from August 8, 2021 through August 7, 2022.

East Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.

  
\_\_\_\_\_  
Mr. Jon Wallitsch  
Director of Fiscal Affairs

7/28/21  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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

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

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**THIS AGREEMENT** is made this 6<sup>th</sup> day of July, 2021 by and between:

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

**AND**

**Ian Flint** (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 43<sup>rd</sup> 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. Flint will be responsible for writing the drill (coordinated movement) for the South High School Marching Band for the Fall 2021 season. This drill should fit the style of the music and the basic abilities of the band, as described by the band director.

The first tune of the drill should be delivered by the first day of band camp 2021, and all drill should be completed by mid-September.

Location of Services:

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

Effective Date: August – September, 2021

Professional Fee:

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

b) Fixed Rate: \$ 1750.00

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

Budget Code: 10-3210-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Katye N. Clogg

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

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**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 27 day of July, 2021, by and between:

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

**AND**

Frankie Carll Productions (the "Contractor") of East Stroudsburg Senior High School South - Class of 2022.

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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement

**4. Notices**



407 Davis Street  
Clarks Summit, PA 18411  
P: 570-587-2740 • F: 570-586-7189  
www.FrankieCarll.com  
fcprod@frankiecarll.com

*"Your One-Stop-Shop for Entertainment, Videography, & Photography"*

Thursday, July 15, 2021

DEAR Martha Kiesling

ENCLOSED PLEASE FIND YOUR COPY OF THE CONTRACT  
FOR THE DATE LISTED BELOW :

DATE: Saturday, May 14, 2022

PRICE: \$2,000.00

DEPOSIT: \$750.00

PLEASE SIGN THE ENCLOSED CONTRACTS AND RETURN ONE  
COPY ALONG WITH YOUR DEPOSIT IN THE FORM OF A MONEY  
ORDER OR CHECK BY : Sunday, October 17th, 2021

PLEASE MAKE DEPOSIT PAYABLE TO FRANKIE CARLL. WE  
ALSO ACCEPT ALL MAJOR CREDIT CARDS.

THANK YOU IN ADVANCE FOR YOUR IMMEDIATE ATTENTION.

SINCERELY,

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407 Davis Street  
 Clarks Summit, PA 18411  
 P: 570-587-2740 • F: 570-586-7189  
 www.FrankieCarll.com  
 fcprod@frankiecarll.com

*"Your One-Stop-Shop for Entertainment, Videography, & Photography"*

It is hereby agreed by and between the undersigned that Frankie Carll Productions, inc. will provide a service for your engagement as listed below:

- 1. TYPE OF SERVICE - TEAM ODYSSEY
- 2. DATE OF EVENT - Saturday, May 14, 2022
- 3. LOCATION OF EVENT - The Palace Center
- EXACT ADDRESS - 623 Hanover Avenue Allentown, Pa. 18109
- 4. HOURS OF EVENT - 5:00 PM - 10:00 PM
- 5. TYPE OF EVENT - Prom
- 6. SERVICES PROVIDED - Ultimate DJ Team Prom Package including Props,  
Monitor Screens, Photo Booth (Omitted Storybook)
- 7. FULL PRICE AGREED UPON - \$2,000.00

DEPOSIT - \$750.00

FINAL BALANCE OF - \$1,250.00 DUE AT FINAL APPOINTMENT BEFORE ENGAGEMENT

In the event the purchaser cancels this agreement for any reason whatsoever, the amount on deposit will be retained as liquidated damages. Frankie Carll Productions takes the utmost care with regards to providing entertainment, shooting, editing, duplicating and delivering the photography and video services offered. Agreement of our service is subject to proven detention by sickness, accidents, or accidents to means of transportation, riots, strikes, epidemics, acts of God, technical failures, or any other legitimate conditions beyond their control.

- 1. It is understood that Frankie Carll Productions is the Exclusive DJ, Photographer or Videographer.
- 2. Frankie Carll Productions reserves the right to use the Original Images or footage for display or other purposes.
- 3. Original Images Video Footage remain the exclusive property of Frankie Carll Productions.
- 4. No Photography albums, Images or videos, either in progress or completed may be taken off the studio premises unless balance for the above service is paid in full.

SERVICE - TEAM ODYSSEY

BY - [Signature]

PURCHASER - Martha Kiesling East  
Stroudsburg High School South

BY - Martha B. Kiesling

ADDRESS - 279 North Courtland St  
East Stroudsburg PA 18301

PHONE - (570) 424-8500

DATED - 7/15/2021

REMEMBER – CONTACT OUR OFFICE FOUR (4) WEEKS PRIOR TO YOUR PARTY.  
 Please sign both copies of the contract and return one copy with your deposit.

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EAST STROUDSBURG AREA SCHOOL DISTRICT  
Independent Contractor Agreement

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

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THIS AGREEMENT is made this 17 day of August 2021, by and between:

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

AND

Brett Klinetop (the "Contractor") of School Psychological Services

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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

**SCHEDULE A**

Description of Service to be performed (be specific):

The contractor, Brett Klinetop, will perform school psychoeducational evaluations. These evaluations will consist of the following: cognitive testing, achievement testing, parent input, behavior rating scales (if needed) summary, and recommendations. The contractor will review the findings with the parent. The report will comply with the PA Department of Education Evaluation/Reevaluation Report guidelines.

Location of Services:

Primarily East Stroudsburg Elementary; other district schools as needed

Effective Date: August 17, 2021- June 30th, 2022

Professional Fee:

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

**b) Fixed Rate: \$700.00 per testing/report; \$650.00 for gifted testing/report; \$400.00 report writing only.**

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

Budget Code: \_\_\_\_\_ Department: Pupil Services

District Initiator: Mary Olszewski

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

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EAST STROUDSBURG AREA SCHOOL DISTRICT  
Independent Contractor Agreement

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

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THIS AGREEMENT is made this July day of 14, 2021, by and between:

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

AND

Patty McLain (the "Contractor") of Plan Be, LLC

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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

The Tools for Tired Teachers presentation focuses on supporting and encouraging teachers with calm, creativity, compassion, connection and celebration. Through reflection and interaction in each of these areas, educators will be reminded of ways that they can feel more empowered in and out of the classroom.

Location of Services: High School - South - Auditorium

Effective Date: August 24, 2021

Professional Fee:

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

b) Fixed Rate: \$ 800.00

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

*BW*  
*8/24/21 III*

Budget Code: 102271 330 988 30 820 000 0008742 Department: ATSI ~~UNSAFE~~

District Initiator: (P. Maurice)

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

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# **MEMORANDUM OF UNDERSTANDING**

**(MOU)**

*between*

***East Stroudsburg Area School District***

*and*

***MotaWord LLC.***

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This is an agreement between East Stroudsburg Area School District and MotaWord.

## **I. PURPOSE & SCOPE**

The purpose of this MOU is for MotaWord to provide translation services to the East Stroudsburg Area School District.

In particular, this MOU is intended to extend MotaWord's translation services as defined in the Lee's Summit R-7 School District's terms and conditions to (re:Translation Services R-20/21-01) East Stroudsburg Area School District.

## **II. BACKGROUND**

Lee's Summit School District, MO and MotaWord LLC. have signed an agreement on October 23, 2020 for MotaWord to provide Translation Services. The signed Translation Services Agreement R-20/21-01 can be found at the following URL:

[http://pds.lsr7.org/wp-content/uploads/sites/52/2020/11/R-20-21-02-Translation-Serv-Agrmt-MotaWord.docx\\_.pdf](http://pds.lsr7.org/wp-content/uploads/sites/52/2020/11/R-20-21-02-Translation-Serv-Agrmt-MotaWord.docx_.pdf)

MotaWord currently extends the use of the above mentioned agreement's terms and conditions with the same pricing\* to any public school district in the United State and in this MoU to East Stroudsburg Area School District.

\*Please note that we add new languages to our MotaWord platform and they may be priced differently than shown in the above referenced agreement. For example, we have added Hakha Chin, Chuukese, Somali, and Tibetan after the agreement was signed as per our other School

Districts' request and the pricing is different from our \$0.14/word pricing. MotaWord keeps the right to add new languages and price them depending on the market.

### **III. East Stroudsburg Area School District RESPONSIBILITIES UNDER THIS MOU**

East Stroudsburg Area School District shall order any translation document through MotaWord's website under the same terms and conditions described in the R-20/21-01 agreement.

### **IV. MotaWord RESPONSIBILITIES UNDER THIS MOU**

MotaWord shall deliver all the translation work ordered by East Stroudsburg Area School District under the same terms and conditions described in the R-20/21-01 agreement. MotaWord also agrees to keep the same prices submitted to Lee's Summit R-7 School District.

### **VII. EFFECTIVE DATE AND SIGNATURE**

This MOU shall be effective upon the signature of East Stroudsburg Area School District and MotaWord authorized officials. It shall be in force from 07/27/2021 until it is terminated by either party.

Both Parties indicate agreement with this MOU by their signatures.

#### **Signatures and dates**

East Stroudsburg Area School District

MotaWord LLC.

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

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

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

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

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

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

## Price Proposal for Lee's Summit

Below you may find the price proposal for the top 4 languages mentioned in the RFQ, along with all other languages that may be needed for a seamless service to Lee's Summit.

Please note that compared to any other translation solution, MotaWord is 20x faster in project completion. We are also the sole provider with speed, ease of ordering, 24/7 availability and customer service, Translation Memory discounts and accurate translation service with translation & proofreading provided at each project.

Language	Per Word Rate	Additional Discounts	Notes
<b>English into Spanish</b>	<b>\$0.10 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges
<b>English into Arabic</b>	<b>\$0.12 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges
<b>English into Vietnamese</b>	<b>\$0.12 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges
<b>English into Chinese</b>	<b>\$0.12 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges
<b>English into All Other Languages</b>	<b>\$0.14 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges
<b>Any Language into English</b>	<b>\$0.14 cents</b>	Repetitive text & TM matches	Free formatting service and no minimum charges

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**2021-2022 AGREEMENT FOR SERVICES ADDENDUM**

Approved Private Provider: **PA Treatment & Healing (PATH)**

This ADDENDUM is effective for the 2021-2022 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:

<b>PATH CENTER</b>	<b>Days of instruction are in accordance with the following public school calendar:</b>	<b>2021-2022 DAILY TUITION RATE</b>
East Stroudsburg	East Stroudsburg Area School District	\$90

<b>PATH CENTER</b>	<b>Days of instruction are in accordance with the following public school calendar:</b>	<b>2021-2022 Special Education AEDY rate per day</b>
East Stroudsburg	East Stroudsburg Area School District	\$95



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

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

AND NOW, this 18th day of June, 2021, **PA Treatment & Healing – East Stroudsburg**, 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:

- A. “TERM” For purposes of this Agreement, “Term” shall be defined as the 2021-2022 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 Smithfield Township 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

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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 is 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, trancies 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.

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- 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 attorney's 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 ensure 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 Monroe 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 – East Stroudsburg**

*Stephen Gaito*

Stephen Gaito  
Regional Director

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

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

AND NOW, this 18th day of June, 2021, **PA Treatment & Healing – East Stroudsburg**, 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:

- A. "TERM" For purposes of this Agreement, "Term" shall be defined as the 2021-2022 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.

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### 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 Smithfield Township 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 is 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, trancies 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 attorney's 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 ensure 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 Monroe 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.

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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 – East Stroudsburg**

*Stephen Gaito*

Stephen Gaito  
Regional Director

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**MEMORANDUM OF UNDERSTANDING BETWEEN Preventive Measures  
Inc. and East Stroudsburg Area School District**

This is a Memorandum of Understanding between Preventive Measures Inc (hereinafter referred to as Preventive Measures), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). Preventive Measures and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between Preventive Measures, 429 N Courtland St, East Stroudsburg, PA 18301 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide psychiatric outpatient services.

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Preventive Measures Inc. [AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

**II. Program Sites**

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. Lehman Intermediate
3. East Stroudsburg High School North

**III. AGENCY Responsibilities/Scope of Services**

A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions

1. A brief description of the type of services your program generally provides.

Outpatient Mental Health Services that consist of the following modalities:

- Initial psychosocial assessments and treatment recommendations
- Psychiatric evaluation and diagnosis
- Individual/Family/Group psychotherapy
- Provide Psychoeducation
- Medication management
- Community referrals

Services will be provided on school property and on a weekly/biweekly schedule. The client will be identified and referred by appropriate school staff only and with the consent of the parents.

2. The relevant experience of the CONTRACTOR personnel that will be providing the services:

Preventive Measures, will use only Master level licensed mental health clinicians that have current FBI and PA State criminal clearances and a PA Child Abuse Clearance. Their

concentration and specialization will be with families and children. All clinicians will be supervised by both the Program and Medical Director assuring services are provided in accordance with the State and ESASD policies and standards.

3. Please check all of the expectations or goals below that are in agreement with your program's services.

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- Ensure a high quality instructional core
  - Develop student's social health/skills
  - Develop student's emotional health
  - Develop student's physical health
  - Develop student's cognitive and academic skills
  - Create equitable opportunities for learning
  - Ensure, maintain, or support high quality and effective instruction
  - Prepare students for success in college and careers
  - Help ensure, create, and/or sustain safe, healthy and supportive schools
  - Create accountability for quality
  - Help create full service community schools in ESASD
  - Increase, raise graduation rates
  - Other: \_\_\_\_\_
- 

B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:

1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY, or subcontractors are to use drugs on these School(s).
2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see Section IV for the relevant documentation that is required.

D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program's ability, that the AGENCY'S services are aligned with the School(s) and ESASD's mission and objectives and are adequately meeting student's needs. At the request of School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY 's program.

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- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation
  - Pennsylvania Child Abuse History Certification.—Attach documentation

#### V. Responsibilities of East Stroudsburg Area School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.
1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY 's program and to evaluate the impact of its program on students at School(s).

#### VI. Duration

This MOU is for the July 1, 2021 -- June 30, 2022 school year.

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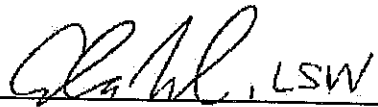
**VII. Termination**

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

**VIII. Hold Harmless/Indemnity**

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By:  LSW Dated: 07/12/2021 (MM/DD/YYYY)

Preventive Measures Inc.

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District

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

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**THIS AGREEMENT** is made this 16<sup>th</sup> day of August, 2021, by and between:

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

**AND**

**Michael Story** (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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

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**SCHEDULE A**

Description of Service to be performed (be specific):

- Mr. Story will compose a new piece for the North Combined 5<sup>th</sup> Grade Band
- Mr. Story will rehearse the North Bands, grades 5-12 on February 22 and 23, 2022
- Mr. Story will be the guest composer and conductor for the 2022 North Instrumental Music Department Concert on February 23, 2022

Location of Services:

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

Effective Date: August 16, 2021 – February 23, 2022

Professional Fee:

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

b) Fixed Rate: \$ 2,000.00

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

Budget Code: 10-1110-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Rose Perkins

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

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

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

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**THIS AGREEMENT** is made this **17** day of August 2021, by and between:

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

**AND**

**Moniqua Santiago** (the "Contractor") of School Psychological Services

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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

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**SCHEDULE A**

Description of Service to be performed (be specific):

The contractor, Moniqua Santiago, will perform school psychoeducational evaluations. These evaluations will consist of the following: cognitive testing, achievement testing, parent input, behavior rating scales (if needed) summary, and recommendations. The contractor will review the findings with the parent. The report will comply with the PA Department of Education Evaluation/Reevaluation Report guidelines.

ESASD will provide testing protocols for each case.

Location of Services:

Primarily Middle Smithfield Elementary; Lehman Intermediate; other district schools as needed

Effective Date: August 17, 2021- July 30th, 2022

Professional Fee:

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

b) Fixed Rate: \$700.00 per report; \$650.00 for gifted

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

Budget Code: \_\_\_\_\_ Department: Pupil Services

District Initiator: Mary Olszewski

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

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

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

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**THIS AGREEMENT** is made this 1st day of July 20, 2021, by and between:

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

**AND**

Chuck Thomas(the " Contractor") of Chuck Walks

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 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific): All programs will be completed prior to the September 30, 2021 deadline. East Stroudsburg High School South Social Emotional Learning District Initiative/South's ATSI COVID Grant

*ESSER III*

Chuck Thomas will guide both staff and students in Mindful Outdoor Experiences as part of the Social Emotional Learning District Initiative. These experiences will involve staff and students in hands-on outdoor awareness to promote healing and a deep connection with the more than human world. All activities and programs will be designed to encourage a lifelong and consistent connection between humans and the natural environment in their community. Program dates and times are as follows: Student Mindful Outdoor Experiences will be held during September 2021.

Location of Services: All Mindful Outdoor Experiences will take place on the East Stroudsburg High School South Campus along the Levee Loop at the rear of High School South Property (by the creek and baseball fields).

Effective Date: August 23, 2021


Professional Fee:

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

b) Fixed Rate:

\$ 500.00 for 2 Mindful Outdoor Programs including staff and students in September 2021.

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

*APPROVED*  


Grant Coordinator Approval: *Angela Byrne*

Budget Code: 10-1190-330-988-30-820-000-000-8742 Department: A-TSI Grant

District Initiator: Patricia Tiernan *P. Tiernan* *M. Byrne*

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING BETWEEN Victims' Intervention  
Program and East Stroudsburg Area School District**

This is a Memorandum of Understanding between Victim's Intervention Program (hereinafter referred to as VIP), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). VIP and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between Victims' Intervention Program, P.O. Box 986, Honesdale, PA 18431 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide awareness and prevention education, counseling and supportive services.

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Victims' Intervention Program [AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

**II. Program Sites**

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. Lehman Intermediate
3. East Stroudsburg High School North
4. Middle Smithfield Elementary

### III. AGENCY Responsibilities/Scope of Services

A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions

1. A brief description of the type of services your program generally provides.

VIP provides victim-centered, trauma informed services at no cost to the client. All services are completely confidential, except what rises to the level of a child abuse mandated report. We provide services to women, men and children ages five and older. We provide services for domestic violence, sexual assault/abuse, human trafficking and other serious crimes. We work with anyone effected by these issues, excluding the offenders and perpetrators. Our staff have the following degrees: Bachelors, Masters, JDs and PhD pending dissertation.

The following includes our 24-hour services:

- 24-hour crisis hotline
- Crisis intervention Emergency shelter and pet shelter for those in our emergency shelter
- Medical accompaniment
- Legal accompaniment « Law enforcement accompaniment

Services during business hours include, but are not limited to, the following:

All of those above plus --

- Individual counseling
- Group counseling
- Counseling in the prisons Counseling in the schools
- Counseling at the Human Resource Center
- Prevention programming in the schools
- Civil legal representation (divorce, custody, child support)
- Legal advocacy and assistance with PFAS
- Legal representation for PFAs
- Medical Advocacy Project - training to health care professionals
- Rural advocacy project - Outreach and counseling in the rural areas
- Community awareness events
- Economic Empowerment classes
- Relocation assistance

Training for professionals such as:

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- Sexual harassment prevention for the workplace
- Mandated reporting
- Human trafficking

All of VIP's services are voluntary,

2. The relevant experience of the AGENCY personnel that will be providing the services:

All of the staff at VIP have a Bachelor's, Master's, JD or PhD. All staff, regardless of their degree will receive our 80-hour training that is supported and approved by the Pennsylvania Coalition Against Domestic Violence, Pennsylvania Coalition Against Rape and the Pennsylvania Commission on Crime and Delinquency.

3. Please check **all** of the expectations or goals below that are in agreement with your program's services.

- Ensure a high quality instructional core
- Develop student's social health/skills
- Develop student's emotional health
- Develop student's physical health
- Develop student's cognitive and academic skills
- Create equitable opportunities for learning
- Ensure, maintain, or support high quality and effective instruction
- Prepare students for success in college and careers
- Help ensure, create, and/or sustain safe, healthy and supportive schools
- Create accountability for quality
- Help create full service community schools in ESASD
- Increase, raise graduation rates
- Other: \_\_\_\_\_

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- B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:
1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY, or subcontractors are to use drugs on these School(s).
  2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
  3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see **Section IV** for the relevant documentation that is required.
- D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program's ability, that the AGENCY'S services are aligned with the School(s) and ESASD's mission and objectives and are adequately meeting student's needs. At the request of School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY's program.
- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation

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- Pennsylvania Child Abuse History Certification.—Attach documentation

**V. Responsibilities of East Stroudsburg Area School District**

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.
  1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY 's program and to evaluate the impact of its program on students at School(s).

**VI. Duration**

This MOU is for the July 1, 2021 -- June 30, 2022 school year.

**VII. Termination**

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

**VIII. Hold Harmless/Indemnity**

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

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By: Michele Minor Wolf Dated: 07/01/2021 (MM/DD/YYYY)

Victims' Intervention Program  
Michele Minor Wolf, Executive Director

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District

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**MEMORANDUM OF UNDERSTANDING BETWEEN Weller Health  
Education at Lehigh Valley Reilly Children's Hospital and East Stroudsburg  
Area School District**

This is a Memorandum of Understanding between Weller Health Education at Lehigh Valley Reilly Children's Hospital (hereinafter referred to as "Weller"), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). Weller and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between Weller Health Education at Lehigh Valley Reilly Children's Hospital, 1401 N Cedar Crest Blvd #100, Allentown, PA 18104 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide preventive health education for students, parents and/or faculty.

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Weller Health Education at Lehigh Valley Reilly Children's Hospital [AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

**II. Program Sites**

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. East Stroudsburg Elementary

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3. J.M. Hill Elementary
4. Middle Smithfield Elementary
5. Resica Elementary
6. Smithfield Elementary
7. J.T. Lambert Intermediate
8. Lehman Intermediate
9. East Stroudsburg High School North
10. East Stroudsburg High School South
11. East Stroudsburg Area Cyber Academy

### **III. AGENCY Responsibilities/Scope of Services**

A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions

1. A brief description of the type of services your program generally provides.

Weller Health Education provides Health Education programs to students in a classroom setting on a variety of health related topics.

2. The relevant experience of the AGENCY personnel that will be providing the services:

Weller staff is made up of specially trained Health Educators who have a background in Public Health, Health Education or related field.

3. Please check all of the expectations or goals below that are in agreement with your program's services.

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- Ensure a high quality instructional core
  - Develop student's social health/skills
  - Develop student's emotional health
  - Develop student's physical health
  - Develop student's cognitive and academic skills
  - Create equitable opportunities for learning
  - Ensure, maintain, or support high quality and effective instruction
  - Prepare students for success in college and careers
  - Help ensure, create, and/or sustain safe, healthy and supportive schools
  - Create accountability for quality
  - Help create full service community schools in ESASD
  - Increase, raise graduation rates
  - Other: \_\_\_\_\_
- 
- 

B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:

1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY, or subcontractors are to use drugs on these School(s).
2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see **Section IV** for the relevant documentation that is required.

D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program's ability, that the AGENCY'S services are aligned with the School(s) and ESASD's mission and objectives and are adequately meeting student's needs. At the request of

School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY 's program.

- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation
  - Pennsylvania Child Abuse History Certification.—Attach documentation

#### V. Responsibilities of East Stroudsburg Area School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.
1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY 's program and to evaluate the impact of its program on students at School(s).

#### VI. Duration

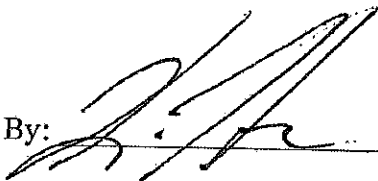
**VII. Termination**

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

**VIII. Hold Harmless/Indemnity**

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By:  \_\_\_\_\_ Dated: 7/2/21 (MM/DD/YYYY)

Weller Health Education at Lehigh Valley Reilly Children's Hospital

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District





## **Memorandum of Understanding**

Between  
Women's Resources of Monroe County  
and  
East Stroudsburg Area School District

This is a Memorandum of Understanding between the Women's Resources of Monroe County (hereinafter referred to as "WRMC"), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). WRMC and ESASD shall be hereinafter jointly referred to as the "parties." The duration of this MOU is for the July 1, 2021 -- June 30, 2022 school year.

This Memorandum of Understanding (MOU) sets for the terms and understanding between Women's Resources of Monroe County and the East Stroudsburg Area School District to provide prevention education, counseling and supportive services. These services will be in place in order to prevent intimate partner violence, sexual assault and harassment, enhance safety of students, and provide appropriate support to victims of sexual assault and domestic violence.

### **Background**

This Memorandum of Understanding sets forth the respective roles and responsibilities of Women's Resources of Monroe County and the East Stroudsburg Area School District related to the prevention of and response to sexual assault, domestic violence, and other crimes.

Both parties are mandated child abuse reporters and are required by Pennsylvania's Child Protective Services Law 23 Pa. C.S. § 6301 to make a report of suspected abuse when they have reasonable cause to suspect that a child is a victim of child abuse.

Women's Resources of Monroe County Counselor/Advocates maintain confidentiality when working with clients. If a victim requests that confidential information be released, the Counselor/Advocate must obtain an informed, written, specific and reasonably time-limited consent. The Counselor Advocate should discuss potential unintended consequences of disclosure with the victim so that she or he is fully informed about the possible benefits and consequences of disclosure.

### **Partners**

**Women's Resources of Monroe County** is a nonprofit tax-exempt [501(c)3], community based agency in Monroe County, Pennsylvania that provides free and confidential comprehensive support services to victims of domestic and/or sexual violence, their families and significant others; prevention and education programs, and training to the professionals who work with the victims of these crimes. Our mission is to provide a safe and caring environment that encourages



Women's Resources of  
Monroe County, Inc.

healing and empowerment for anyone whose life has been impacted by domestic and sexual violence. We strive to engage our community through awareness, advocacy, and prevention.

**East Stroudsburg Area School District** is a public school district located in Monroe and Pike Counties. Their mission is to foster within all students a commitment to excellence, service and life-long learning which prepares students to be creative, productive and responsible citizens with a global perspective.

### **Purpose**

This MOU will certify that Women's Resources of Monroe County is meaningfully involved in a cooperative intervention effort with the East Stroudsburg Area School District to provide counseling and supportive services to enhance safety for students and provide appropriate support to victims of sexual assault and domestic violence.

The above goals will be accomplished by undertaking the following activities:

Women's Resources of Monroe County agrees to:

- Provide prevention and intervention services and activities free of charge to children, youth, young adults, and non-offending caregivers experiencing domestic and/or sexual assault.
- Provide crisis and individual counseling, prevention strategies, crisis intervention, safety planning, mobile advocacy, and information and referrals.
- Provide prevention education and training on domestic violence, sexual assault, dating violence, and/or stalking to students, faculty, staff, and/or parents. Curricula used may include but is not limited to the Healthy Relationships Project developed by Prevent Child Abuse Vermont.
- Collaborate with area agencies when referrals are necessary for quality services.

East Stroudsburg Area School District agrees to:

- Connect students and non-offending caregivers who have experienced domestic violence, sexual assault, and/or dating violence, to Women's Resources of Monroe County Victim Services Counselor Advocates to schedule appointments for services.
- Provide the opportunity for prevention and intervention education to students, faculty, staff and interested parents.
- Permit Women's Resources of Monroe County to provide a confidential setting on-site in their school facility for the provision of victim services in accordance with Women's Resources of Monroe County confidentiality standards and to protect the privacy of the student receiving services whenever possible.

Neither party intends for this Memorandum to alter in any way their respective legal rights or their legal obligations to one another or to any third party.

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## **Service Definitions**

For the purpose of this MOU, and understanding of services and terms for both parties, Women's Resources of Monroe County shall provide definitions of the services listed above.

Confidentiality Standard ensures confidential communication exists between the client and a counselor in compliance with the requirements of 42 PA C.S.A. §5945.1, 23 Pa. C.S. § 6116, and 23 Pa. C.S. § 6102

Confidential Communication shall be defined for sexual assault cases as, all oral and written information transmitted between a victim of sexual assault and a sexual assault counselor in the course of their relationship. Confidential Communication includes any advice, reports, statistical data, memoranda, working papers, or records given or made during the sexual assault counselor-victim relationship. The Protection From Abuse (PFA) Act provides that confidential communications exchanged between a victim of domestic violence, and a domestic violence Counselor Advocate are confidential. Confidential communications exchanged in a group counseling session or in the presence of a linguistic interpreter or significant other are also protected.

A signed release is required under both federal and state law, and ensures that the disclosure is limited and protected from future disclosure requests or demands. Without a release, a Counselor Advocate may not release information about the victim – even to an attorney or other individual working on behalf of the victim. To do so would be a breach of the victim's confidentiality.

Crisis Counseling, as defined in the Pennsylvania Coalition Against Rape (PCAR) Organizational Standards for PA Centers, refers to short-term intervention that is action focused, client-centered, trauma-informed, and based in active/reflective listening. Crisis counseling may take place during individual in-person sessions, or while accompanying a client through the legal, medical, or other community system.

## **Funding**

MOU is not a commitment of funds.

## **Further Understandings**

1. This Memorandum of Understanding may be amended at any time by mutual written agreement of the parties. It may also be canceled at any time by any party upon no fewer than five (5) days written notice to the other party.
2. This Memorandum of Understanding should be reviewed on an annual basis.
3. WRMC and ESASD acknowledge and agree that no party shall be responsible for any



Women's Resources of  
Monroe County, Inc.

loss, injury or other damage to the person or property of any employee or volunteer participating in this agreement unless such loss, injury or damage results from the negligence or willful misconduct of that party, its agents, officers, or employees.

4. This relationship is intended solely for the mutual benefit of the parties hereto, and there is no intention, express or otherwise, to create any rights or interests for any party or person other than WRMC and ESASD
5. No party is an agent of the others. No party has the right or authority to bind the other parties through its actions or any other contracts or communications.
6. This Memorandum of Understanding shall be governed by, construed, and applied in accordance with the laws of the Commonwealth of Pennsylvania.
7. This Memorandum of Understanding shall supersede any and all previously executed Memoranda of Understanding between the parties concerning the content of the agreement.

We, the undersigned, approve this Memorandum of Understanding and commit our organizations to its contents.

*Lauren Peterson*

\_\_\_\_\_  
Lauren Peterson  
Executive Director  
Women's Resources of Monroe County

7/12/2021

Date

\_\_\_\_\_  
Date

East Stroudsburg Area School District

386

COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500. East Stroudsburg Area School District will utilize Colonial Intermediate Unit 20 to provide an associate teacher for direct, one-on-one services at the following location:

Middle Smithfield Elementary School - Therapeutic Emotional Support

The total cost for said services shall not exceed \$43,968.60. This contract will be in effect for the 2021-2022 school year.

East Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.

  
Mr. Jon Wallitsch  
Director of Fiscal Affairs

8/9/21  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 615-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email (**lynette-grimaldi@esasd.net**) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

Name of Requestor \*

Benjamin Brenneman

Untitled Title

Department \*

Administrator

Building \*

Hight School North

388

What service or item are you requesting \*

Motivational Speaking via The Spainard

Why are you requesting the service or item \*

Motivational program geared towards youth to inspire learning and social and emotional growth that helps counteract bullying and prevent suicide

Suggested replacement \*

None

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Charlie Brenneman The Spainard

What is the total cost of the purchase? \*

\$6000.00

389

Procurement Method: \*

- Quote
- Request for Proposal (RFP)
- Bid
- Other: \_\_\_\_\_

Was this purchase budgeted? \*

No ▼

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

- Yes
- Pennsylvania State Contract
- COSTARS
- Keystone Purchasing Network
- PEPPM National Contract Program (Technology Bidding and Purchasing)
- US Communities
- NO

390



If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

Which Fund will be charged? \*

10 ▼

What account will be charged \*

ATSI grant

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

For this type of program speaking arrangement this is a sole source vendor

Any additional information you would like to provide.

This form was created inside of East Stroudsburg Area School District.

Google Forms

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# INVOICE

Charlie Brenneman  
PO Box 135  
Hershey, PA 17033-0135  
United States

814-204-2245  
charliespaniard.com

**BILL TO**  
Amanda Parrish - Assistant Principal, East Stroudsburg High School North

**Invoice Number:** 00061  
**Invoice Date:** August 2, 2021  
**Payment Due:** August 2, 2021  
**Amount Due (USD):** \$3,000.00

Items	Quantity	Price	Amount
Spaniard Assembly Program Aug. 31 - 2 presentations, 1 lunch session	1	\$3,000.00	\$3,000.00

**Total:** \$3,000.00

**Amount Due (USD):** \$3,000.00

**Notes / Terms**

\*Includes \$500 multi-day discount.

*W9 use L.I.N. social  
818-*

Please make all checks payable to Charlie Brenneman

392

*AT&T proof sheet  
per PJB  
Ref # 20220839*



# INVOICE

Charlie Brenneman  
PO Box 135  
Hershey, PA 17033-0135  
United States

814-204-2245  
charliespaniard.com

**BILL TO**  
Amanda Parrish - Assistant Principal, East Stroudsburg High School North

Invoice Number: 00062  
Invoice Date: August 2, 2021  
Payment Due: August 2, 2021  
Amount Due (USD): \$3,000.00

Items	Quantity	Price	Amount
<b>Spaniard Assembly Program</b> Sept. 2 - 2 presentations, 1 lunch session	1	\$3,000.00	\$3,000.00
<b>Total:</b>			\$3,000.00
<b>Amount Due (USD) :</b>			\$3,000.00

**Notes / Terms**

\*Includes \$500 multi-day discount.

Please make all checks payable to Charlie Brenneman

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ATSI  
great  
great  
PB/B

# Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$5,000.00

The respondent's email ([shahida-jones@esasd.net](mailto:shahida-jones@esasd.net)) was recorded on submission of this form.

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**Procurement Form**

Name of Requestor \*

Shahida Jones

Untitled Title

Department \*

Pupil Services

Building \*

Admin

394

What service or item are you requesting \*

Mental Health Professionals (IU-20 Social Workers)

Why are you requesting the service or item \*

As we become a trauma-informed school, we are aware of how important a student's mental health is. Due to the pandemic, many of our community members, families and students have struggled with mental health, grief and loss. It is reported that trauma has increased in our schools from 1 in 5 students to over 50% pre-pandemic. Many of our students are having a difficult time adjusting to all the "new normal" and need additional mental health support. With having mental health services in schools, we eliminate barriers around transportation, stigma, scheduling conflicts and cost to the families. Another barrier at this time with outside providers are the wait lists, most outpatient agencies currently have a wait list of at least six months, while others will not continue to wait list new patients at this time.

Two elementary schools will receive two days of service with the mental health professional and one elementary school will receive one and a half days of service. ESACA will receive a half day from this MHP and another half day from one of our established MHPs.

The Mental Health Professional/Social Worker will provide individual counseling and group therapy to students. The MHP will also facilitate parent education groups.

Suggested replacement \*

None

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

Cost Estimate: If over \$5,000, were three (3) quotes obtained? If yes, Please list the vendor's information and quoted amount. \*

Contracted Service with the IU-20

395

What is the total cost of the purchase? \*

91,925 IU-20

Procurement Method: \*

Quote

Request for Proposal (RFP)

Bid

Other: \_\_\_\_\_

Was this purchase budgeted? \*

Yes

Was this purchased through a PA State Contract or Approved Consortiums? If yes, select group.

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

NO

If item was purchased through a Pa State Contract or approved Consortium, please include contract number.

PA

Which Fund will be charged? \*

10

What account will be charged \*

10-2160-322-000-20-000-025-000-0000

Selection of the winning proposal, was the lowest price selected? If not, please explain why and the process of selecting the vendor. \*

We used the CIU-20 for this contracted service.

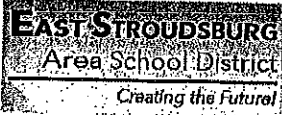
Any additional information you would like to provide.

We are waiting for the written contract from the IU-20 which will be provided after their August board meeting. The IU-20 does not have a July board meeting.

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Shahida Jones <shahida-jones@esasd.net>

**Cost**

McDonald, Jim <jmcdonald@ciu20.org>  
To: Shahida Jones <shahida-jones@esasd.net>

Thu, Jul 1, 2021 at 10:43 AM

Not a problem Shae. The cost per LSW is \$91,925 and for all four the cost would be \$367,700.  
Take care!  
Jim

[Quoted text hidden]

[Quoted text hidden]

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# 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<br>HMRM | 01 | 02 | 03  | 04 | 05 | 06  | 07  | 08  | 09  | 10  | 11  | 12  | HmRm<br>Total |     |      |
|------|---------------|----|----|-----|----|----|-----|-----|-----|-----|-----|-----|-----|---------------|-----|------|
|      |               | EI | KF | 01  | 02 | 03 | 04  | 05  | 06  | 07  | 08  | 09  | 10  |               | 11  | 12   |
| 21CC | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 3   | 1   | 2   | 3   | 3             | 12  |      |
|      | 21CC Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 3   | 1   | 2   | 3   | 3             | 12  |      |
| AACS | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 1   | 1   | 0   | 0   | 0             | 2   |      |
|      | AACS Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 1   | 1   | 0   | 0   | 0             | 2   |      |
| ADM  | All           | 16 | 1  | 2   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0             | 19  |      |
|      | ADM Total     | 16 | 1  | 2   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0             | 19  |      |
| AGCC | All           | 0  | 0  | 1   | 3  | 0  | 4   | 0   | 1   | 1   | 2   | 2   | 2   | 3             | 6   |      |
|      | AGCC Total    | 0  | 0  | 1   | 3  | 0  | 4   | 0   | 1   | 1   | 2   | 2   | 2   | 3             | 6   |      |
| AHCC | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1             | 1   |      |
|      | AHCC Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 1             | 1   |      |
| BES  | All           | 0  | 39 | 40  | 54 | 48 | 59  | 69  | 0   | 0   | 0   | 0   | 0   | 0             | 309 |      |
|      | BES Total     | 0  | 39 | 40  | 54 | 48 | 59  | 69  | 0   | 0   | 0   | 0   | 0   | 0             | 309 |      |
| CCAC | All           | 0  | 2  | 11  | 11 | 14 | 8   | 16  | 9   | 7   | 4   | 8   | 9   | 7             | 4   | 110  |
|      | CCAC Total    | 0  | 2  | 11  | 11 | 14 | 8   | 16  | 9   | 7   | 4   | 8   | 9   | 7             | 4   | 110  |
| CPDL | All           | 0  | 0  | 0   | 1  | 1  | 0   | 2   | 0   | 0   | 1   | 0   | 0   | 0             | 5   |      |
|      | CPDL Total    | 0  | 0  | 0   | 1  | 1  | 0   | 2   | 0   | 0   | 1   | 0   | 0   | 0             | 5   |      |
| EAAC | All           | 0  | 0  | 1   | 0  | 1  | 4   | 1   | 2   | 0   | 0   | 0   | 0   | 0             | 9   |      |
|      | EAAC Total    | 0  | 0  | 1   | 0  | 1  | 4   | 1   | 2   | 0   | 0   | 0   | 0   | 0             | 9   |      |
| ECCS | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 4   | 2   | 0   | 1   | 2   | 2             | 3   |      |
|      | ECCS Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 4   | 2   | 0   | 1   | 2   | 2             | 3   |      |
| EHN  | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 237 | 218 | 245           | 232 | 932  |
|      | EHN Total     | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 237 | 218 | 245           | 232 | 932  |
| EHS  | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 286 | 315 | 322           | 347 | 1270 |
|      | EHS Total     | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 286 | 315 | 322           | 347 | 1270 |
| ESE  | All           | 0  | 52 | 100 | 86 | 94 | 108 | 123 | 0   | 0   | 0   | 0   | 0   | 0             | 563 |      |
|      | ESE Total     | 0  | 52 | 100 | 86 | 94 | 108 | 123 | 0   | 0   | 0   | 0   | 0   | 0             | 563 |      |
| HOME | All           | 0  | 1  | 15  | 19 | 22 | 13  | 12  | 9   | 8   | 8   | 14  | 4   | 9             | 5   | 139  |
|      | HOME Total    | 0  | 1  | 15  | 19 | 22 | 13  | 12  | 9   | 8   | 8   | 14  | 4   | 9             | 5   | 139  |
| IPCC | All           | 0  | 0  | 3   | 5  | 0  | 2   | 5   | 2   | 6   | 5   | 3   | 5   | 2             | 2   | 40   |
|      | IPCC Total    | 0  | 0  | 3   | 5  | 0  | 2   | 5   | 2   | 6   | 5   | 3   | 5   | 2             | 2   | 40   |
| IU20 | All           | 0  | 0  | 3   | 12 | 8  | 7   | 10  | 10  | 5   | 8   | 7   | 8   | 8             | 11  | 97   |
|      | IU20 Total    | 0  | 0  | 3   | 12 | 8  | 7   | 10  | 10  | 5   | 8   | 7   | 8   | 8             | 11  | 97   |
| JMH  | All           | 0  | 43 | 53  | 72 | 61 | 56  | 80  | 0   | 0   | 0   | 0   | 0   | 0             | 365 |      |
|      | JMH Total     | 0  | 43 | 53  | 72 | 61 | 56  | 80  | 0   | 0   | 0   | 0   | 0   | 0             | 365 |      |
| JTL  | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 301 | 293 | 311 | 0   | 0   | 0             | 905 |      |
|      | JTL Total     | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 301 | 293 | 311 | 0   | 0   | 0             | 905 |      |
| LIS  | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 177 | 195 | 214 | 0   | 0   | 0             | 586 |      |
|      | LIS Total     | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 177 | 195 | 214 | 0   | 0   | 0             | 586 |      |
| LLAC | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 2   | 1   | 1   | 1             | 6   |      |
|      | LLAC Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 2   | 1   | 1   | 1             | 6   |      |
| LVAR | All           | 0  | 0  | 0   | 0  | 1  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0             | 1   |      |
|      | LVAR Total    | 0  | 0  | 0   | 0  | 1  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0             | 1   |      |
| LVCS | All           | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 1   | 1   | 2             | 4   |      |
|      | LVCS Total    | 0  | 0  | 0   | 0  | 0  | 0   | 0   | 0   | 0   | 0   | 1   | 1   | 2             | 4   |      |
| MSE  | All           | 0  | 39 | 40  | 49 | 61 | 68  | 71  | 0   | 0   | 0   | 0   | 0   | 0             | 328 |      |
|      | MSE Total     | 0  | 39 | 40  | 49 | 61 | 68  | 71  | 0   | 0   | 0   | 0   | 0   | 0             | 328 |      |

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| BLDG                       | GRADE<br>HMRM | El        | KF         | 01         | 02         | 03         | 04         | 05         | 06         | 07         | 08         | 09         | 10         | 11         | 12         | HmRm<br>Total |
|----------------------------|---------------|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|---------------|
|                            |               |           |            |            |            |            |            |            |            |            |            |            |            |            |            |               |
| NPUB                       | All           | 0         | 2          | 11         | 14         | 15         | 13         | 22         | 26         | 15         | 24         | 13         | 21         | 21         | 18         | 215           |
|                            | NPUB Total    | 0         | 2          | 11         | 14         | 15         | 13         | 22         | 26         | 15         | 24         | 13         | 21         | 21         | 18         | 215           |
| OOD                        | All           | 0         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 2          | 3             |
|                            | OOD Total     | 0         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 2          | 3             |
| PACC                       | All           | 0         | 0          | 1          | 3          | 3          | 1          | 3          | 1          | 3          | 2          | 4          | 1          | 5          | 0          | 27            |
|                            | PACC Total    | 0         | 0          | 1          | 3          | 3          | 1          | 3          | 1          | 3          | 2          | 4          | 1          | 5          | 0          | 27            |
| PADL                       | All           | 0         | 0          | 0          | 2          | 1          | 0          | 1          | 2          | 2          | 2          | 1          | 1          | 1          | 0          | 13            |
|                            | PADL Total    | 0         | 0          | 0          | 2          | 1          | 0          | 1          | 2          | 2          | 2          | 1          | 1          | 1          | 0          | 13            |
| PALC                       | All           | 0         | 0          | 4          | 3          | 4          | 3          | 3          | 3          | 10         | 5          | 1          | 2          | 0          | 5          | 43            |
|                            | PALC Total    | 0         | 0          | 4          | 3          | 4          | 3          | 3          | 3          | 10         | 5          | 1          | 2          | 0          | 5          | 43            |
| PAVC                       | All           | 0         | 1          | 2          | 1          | 2          | 2          | 0          | 0          | 0          | 3          | 3          | 0          | 1          | 0          | 15            |
|                            | PAVC Total    | 0         | 1          | 2          | 1          | 2          | 2          | 0          | 0          | 0          | 3          | 3          | 0          | 1          | 0          | 15            |
| RCCS                       | All           | 0         | 2          | 4          | 2          | 4          | 6          | 4          | 7          | 5          | 7          | 11         | 3          | 2          | 8          | 65            |
|                            | RCCS Total    | 0         | 2          | 4          | 2          | 4          | 6          | 4          | 7          | 5          | 7          | 11         | 3          | 2          | 8          | 65            |
| RES                        | All           | 0         | 41         | 53         | 63         | 68         | 77         | 61         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 363           |
|                            | RES Total     | 0         | 41         | 53         | 63         | 68         | 77         | 61         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 363           |
| SMI                        | All           | 0         | 24         | 50         | 47         | 63         | 51         | 63         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 298           |
|                            | SMI Total     | 0         | 24         | 50         | 47         | 63         | 51         | 63         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 298           |
| <b>Total All Buildings</b> |               | <b>16</b> | <b>247</b> | <b>394</b> | <b>447</b> | <b>471</b> | <b>482</b> | <b>546</b> | <b>554</b> | <b>552</b> | <b>603</b> | <b>594</b> | <b>595</b> | <b>633</b> | <b>650</b> | <b>6784</b>   |

NOTES:

- {NA} indicates students not assigned to any homeroom.
- Student homeroom assignments are based on current enrollment.