

EAST STROUDSBURG AREA SCHOOL DISTRICT
2021-2022
LEA Health and Safety Plan

Initial Effective Date: July 20, 2021

Date of Last Review: November 15, 2021

Date of Last Revision: December 20, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

East Stroudsburg Area School District will reopen its classrooms to all students who desire in-person instruction on the first day of school in the 2021-2022 school year. Our district will implement a five (5) days per week schedule as was in place prior to the COVID-19 outbreak. In addition, it is also the intent of our Board of Directors to provide a completely asynchronous cyber program and a remote synchronous learning program as additional options for parents and students not prepared or not interested in returning to in-person instruction.

The Superintendent, along with the Pandemic Coordinator, will continue the current practice of monitoring positive case counts and their origins for the entire district. Building principals, their assistants, and/or other supervisors will assist in gathering all data and contact tracing information needed for each positive case. The Superintendent and Pandemic Coordinator, in cooperation with the Department of Health, will determine if any positive case represents a community spread within the district buildings.

Building and or district closure (short term/long term) will be implemented as required by prevailing guidance from the Pennsylvania Department of Health, the CDC, PDE, and/or any other applicable government authorities.

Staff and students are expected to adhere to the prevailing hygiene practices being set forth by the Pennsylvania Department of Health and the CDC. Handwashing stations and hand sanitizer will be readily available for all staff, students, and visitors. Our district will comply with any universal masking mandates. Students who wish to wear a mask despite the lack of a mandate will be permitted to do so.

Staff and students will be required to stay home when exhibiting symptoms of COVID-19.

District attendance plans and procedures will continue as established pre-pandemic.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

The East Stroudsburg Area School District has a significant number of supports available to all students and staff.

- **The district provides various methods in which students can get their education:**
 - **In-person five (5) days a week**
 - **Asynchronously via the district learning management cyber academy (ESACA)**
 - **Synchronously live via our remote learning system (Grades 3-10)**
 - **All virtual programs have supporting teachers to provide students with guidance in their studies, including access to our blended learning success coaches for our cyber students.**
 - **All students have access to technology with our district's one-to-one computer plan.**
 - **All students have access to the internet with our district's internet assistance plan.**
 - **All students have access to school counselors, school psychologists, and social workers employed by the district.**
 - **All buildings have SAP teams and MTSS procedures in place to address student needs.**
 - **MTSS is present in all buildings and provided to virtual students as well.**
 - **Student Assistance Program (SAP) provided to all students.**
 - **In district social workers provide support in various capacities.**
 - **Student meals to be provided to all students, both in-person and remote.**
 - **All staff have free access to mental health services as provided through our employee benefits plan.**
 - **All staff and students have access to Monroe and Pike County community services.**
3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>Universal and correct wearing of masks;</p>	<p>The East Stroudsburg Area School District will adhere to prevailing Orders from the Pennsylvania Department of Health (PA DOH) or other authorized State or Federal authority regarding face coverings.</p> <p>In the absence of such an Order, the wearing of face coverings is optional for all students, staff and visitors. However, the Board of Education strongly encourages everyone to continue wearing face coverings, even in the absence of an official Order</p> <p>The only exception to the optional wearing of masks will be when 2.5% of a school building's total population (students and staff) are reported to the district's Pandemic Coordinator as testing positive for COVID-19 during a 14-day rolling average.</p> <p>If 2.5% of a building's population tests positive, masks will be required for all students and staff in that building, and will remain as a requirement for that building until the number of positive COVID-19 cases goes below the 2.5% number. The Pandemic Coordinator or Superintendent will issue the masking Order, as well as the discontinuance of the Order for each school based on this direction from the ESASD Board of Directors.</p> <p>If during this masking requirement a student or staff member wishes to be exempt from wearing a mask, they are required to complete a new mask exemption form (any previously completed form does not apply) and submit the form to the building office. (Forms are available at each building).</p> <p>ESASD will continue the practice of placing posters with proper mask fitting and usage throughout the district buildings.</p> <p>Daily announcements supporting these practices will be provided in the buildings during high levels of community spread.</p> <p>As per the Federal Order issued in January 2021, the CDC still requires face coverings, regardless of vaccination status, when on public transportation, including school buses operated by public and private schools. A bus driver does not need to wear a face-covering if they are the only person on the bus. The district will follow the most recent guidance of this order.</p>
<p>Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding);</p>	<p>The East Stroudsburg Area School District will adhere to prevailing orders from the Pennsylvania Department of Health (PA DOH) regarding physical distancing.</p> <p>All district classrooms will provide at least three (3) feet distancing between student seats, where feasible. Should the County move to a substantial or high level of</p>

	<p>community transmission, our district will consider moving to a rotating cohort model of educating students, whereby students would attend school two (2) days a week for in-person learning and three (3) days a week for remote learning.</p> <p>In a substantial or high level of community transmission, our district will request all students remain at least six (6) feet apart when moving within the halls.</p> <p>In a moderate, substantial, or high level of community transmission, school-based meetings that do not allow for six feet of social distancing between employees must be moved to a larger meeting space that permits six feet; otherwise, the meeting must be held virtually.</p> <p>In a moderate, substantial, or high level of community transmission, employees must maintain six feet of social distancing whenever feasible.</p> <p>Daily announcements supporting these practices will be provided in the buildings during high levels of community spread.</p> <p>The district will make use of floor signage providing reminders of physical distancing and directional movements in the halls while in a high level of community spread.</p>
<p>Handwashing and respiratory etiquette:</p>	<p>Students and staff are expected to follow the hygiene practices set forth by the Pennsylvania Department of Health and the CDC. Adequate supplies of hand soap, paper towels, hand air-dryers, and sanitizer, are available at various locations in every building.</p> <p>Students will be reminded to frequently wash their hands, especially before and after lunch, recess, or school activities.</p> <p>Daily announcements promoting these practices will be provided in the buildings during high levels of community spread.</p> <p>Posting of notifications and recommendations on how to prevent the spread of germs will be placed in highly visible locations throughout the district.</p>
<p>Cleaning and maintaining healthy facilities, including improving ventilation:</p>	<p>During moderate, substantial and high levels of community spread, the district will deep clean and sanitize (use of a fogger) all rooms on a nightly basis. Commonly used touchpoints (door handles, light switches, printer/copiers) will receive additional attention with cleanings multiple times a day.</p> <p>All cleaning supplies utilized will be in accordance with local, state, and federal recommendations.</p>

	<p>During low community spread, all rooms will be cleaned at the pre-pandemic level which includes nightly desk cleaning and cleaning of common touchpoints.</p> <p>Staff will utilize natural opportunities (open windows) to ventilate rooms during days where the temperature is appropriate in moderate to high community spread. Classroom doors will remain closed unless we are in substantial or high county spread.</p> <p>In moderate, substantial, or high community spread, water fountain usage will be eliminated with the exception of water bottle filling stations.</p> <p>Classroom teaching staff will receive appropriate supplies for each room which will include: gloves, sanitizer, and wipes when needed.</p> <p>Classrooms known to have had a COVID infected/symptomatic person in them will be deep cleaned and sanitized.</p>
<p>Contact tracing in combination with isolation and quarantine, in collaboration with State and local health departments;</p>	<p>The East Stroudsburg Area School District will adhere to any prevailing orders from the Pennsylvania Department of Health (PA DOH) regarding contact tracing, isolation, and quarantine.</p> <p>All persons identified as a close contact with an infected person will be notified in writing to monitor for symptoms of COVID-19 for 14-days and will be required to wear a mask (no exceptions) for a minimum of 10-days while indoors on school property.</p> <p>The ESASD will require assigned seating in all aspects of school operations to allow for effective and efficient contact tracing of any positive cases of COVID-19.</p> <p>Any student or staff that exhibits symptoms of COVID-19 will be immediately isolated, sent home, and not return to the school setting until meeting proper return protocols as defined by the PA DOH.</p>
<p>Diagnostic and screening testing;</p>	<p>The ESASD will continue to direct any individual who is symptomatic with a recommendation to follow up with their medical provider or a local COVID-19 testing facility.</p>
<p>Efforts to provide COVID-19 vaccinations to school communities;</p>	<p>The ESASD will provide additional vaccination opportunities in conjunction with St. Luke's Hospital when made available. ESASD will remain open to healthcare providers that wish to utilize the district as a POD.</p>

Appropriate accommodations for children with disabilities with respect to health and safety policies; and	Individualized health and safety plans will be developed with families, as needed, for students requiring additional accommodations regarding health and safety measures.
Coordination with state and local health officials	The East Stroudsburg Area School District will maintain our Pandemic Coordinator, who will continue to coordinate with state and local health officials on an as-needed basis regarding all COVID matters.

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for the East Stroudsburg Area School District reviewed and approved the Health and Safety Plan on July 19, 2021, and the revised plan on December 20, 2021.

The plan was approved by a vote of:

_____ Yes

_____ No

Affirmed on: December 20, 2021

By:

(Signature of Board President)*

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase is needed.

	<p>The contract or resolution may include:</p> <ol style="list-style-type: none">1. Beginning compensation.2. Term of employment and work period for which compensation will be paid.3. Statement of fringe benefits entitlement.4. Statement of seniority rights, if any. <p><u>Professional Employees</u></p> <p>Nontenured employees, upon reaching the status of tenure, shall be required to execute a new contract.</p> <p>All contracts with professional employees shall be in writing, in duplicate, and shall be executed on behalf of the Board by the President and Secretary and signed by the professional employee or their collective bargaining unit representatives.</p> <p>The Board shall enter into contracts, in writing, with each professional employee who has satisfactorily completed three (3) years of service in the school district.</p> <p>The contract shall specify those matters contained in statute for certificated administrative, professional and temporary professional employees consistent with this policy. For noncertificated administrative and part-time professional employees, the contract or Board resolution shall be in accordance with established policy and procedures.</p> <p>The contract or resolution may include:</p> <ol style="list-style-type: none">1. Beginning compensation.2. Term of employment and work period for which compensation will be paid.3. Statement of fringe benefits entitlement.4. Statement of seniority rights, if any.
Pol. 313.2	
School Code 1106, 1121	<p>Willful misrepresentation of facts material to employment and determination of salary shall be considered cause for dismissal of the employee.</p> <p>The terms of the collective bargaining agreement may supersede the specifics of an individual employee contract in certain conditions of employment.</p>

<p>School Code 1106, 1121</p>	<p>The Board shall be notified promptly of any misunderstanding arising from the application of a given contract or resolution, or any error in salary paid to the employee.</p> <p><u>Support Employees</u></p> <p>The contract or resolution may include:</p> <ol style="list-style-type: none">1. Hourly Wage/salary at which the person is employed.2. Intervals at which hourly wage/salary will be paid.3. Conditions and length of probationary period.4. Provisions for termination of contract on notice duly given.5. Other matters necessary for a full and complete understanding of the contract or resolution. <p>Each newly employed support employee shall serve a probationary period of not less than ninety (90) work days in compliance with the applicable collective bargaining agreement, during which time the individual shall be subject to discharge without notice.</p> <p>Willful misrepresentation of facts material to the employment and determination of salary level shall be considered cause for dismissal of the employee.</p> <p>The terms of a collective bargaining agreement may supersede the specifics of an individual employee contract in certain conditions of employment.</p> <p>Should an employee terminate without giving the contractually specified notice, the employee shall be paid only for the days worked.</p> <p>The Board shall be notified promptly of any misunderstanding arising from application of a given contract or any error in salary paid to the employee.</p>
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**EAST
STROUDSBURG
AREA
SCHOOL DISTRICT**

SECTION: EMPLOYEES

TITLE: WORKERS' COMPENSATION

ADOPTED: August 19, 2002

REVISED: May 20, 2019
December 20, 2021

<p>1.Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility</p> <p>4. Guidelines</p>	<p style="text-align: center;">346. WORKERS' COMPENSATION</p> <p>Administrative, professional and support employees who suffer work-related injuries or illnesses shall be eligible for workers' compensation benefits.</p> <p>The Board shall ensure that the district abides by all applicable laws regarding compensation of employees for work-related compensation benefits.</p> <p>The Superintendent or designee shall establish detailed and specific procedures and guidelines for the reporting of and compensation for work-related injuries or illnesses. Such procedures and guidelines shall meet all necessary legal requirements and shall address the use of sick and personal leave during the receipt of workers' compensation carrier and physicians.</p> <p>Employees have the responsibility of notifying their immediate supervisor of any work-related incident within twenty-four (24) hours of the incident.</p> <p>Upon notification of an incident, report directly to the building School Nurse for injury assessment, provided one is on duty at the time of the incident. When a non-life threatening injury is determined, the School Nurse shall be responsible to treat the injury and/or recommend next level of treatment care. The School Nurse shall assist the employee in completing the Worker's Compensation Packet and Online First Report of Injury Form. If the School Nurse is not on duty, report directly to the building principal and/or immediate supervisor to complete the Worker's Compensation Packet.</p> <p>All life threatening and/or First Responder injury of care shall immediately be referred to 911 Emergency.</p> <p>The Worker's Compensation Packet is also available on the district website under the "For Employees" > "Workers Compensation" > "Report a Claim".</p> <p>References: Workers' Compensation Act – 77 P.S. Sec. 1 et seq.</p>
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Transportation Department



▶ Home ▶ Students ▶ Trips ▶ Field Trips ▶ Reports ▶ Options

Field Trip: 08557

Main Notes Documents History

*-Required Fields

Requested: **11/22/21 15:10 PM By: Labar, Keith**

Status: **Level 2 - Request Approved**

Change To: [Select New Status]

Comments:

* Field Trip Name: In High Voice Choir Festival

* School: E Stroudsburg HS - N / EHN

* Department: HSN

* Activity: N Choir

Contact

* Contact: Keith LaBar

* Phone: 570-350-1451 *Phone Ext: 19106

* Email: keith-labar@esasd.net

Departure

* Depart Date: 1/29/2022 * Time: 06:30 AM

* Return Date: 1/29/2022 * Time: 07:30 PM

Departure: [Select One]

Notes: We will depart from Middle Smithfield Elementary

Destination

* Destination: Penn State University (201 Old Main University Park)

* Street: 201 Old Main

* City: University Park

* State: Pa * Zip: 16802

Contact:

Title:

Phone: 814-865-4700 Phone Ext:

Fax:

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Email:

Notes:

Members of the North Choir were selected to participate in the "In High Voice" Festival at Penn State University. They will rehearse with other treble voice members from all over PA and NJ as well as members of the College Choir. They

Directions

Directions:

Trip Details

* Equipment: SCHOOL BUS

Classification: [Select One]

* Number of Students: 35

* Number of Adults: 3

* Number of Wheel Chairs: 0

* Number of Vehicles: 1

* Estimated Miles: 168

* Estimated Cost: 478

* Estimated Hours: 13

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
.010-3210-513-000-30-819-121-000-0000	478.00			
[Select One]				
Rows: 1		Total: 478.00		

Delete Request

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2021-2022 SQL

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Transportation Department



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Field Trip: 08534

Main Notes Documents History

*-Required Fields

Requested: **11/15/21 17:23 PM By: Lazowski, Philip**

Status: **Level 2 - Request Approved**

Change To: [Select New Status]

Comments:

* Field Trip Name: Robotics Competition - (2)

* School: J T Lambert Int / JTL

* Department: JTL

* Activity: JT Lambert

Contact

* Contact: Phil Lazowski

* Phone: 570-424-8430 *Phone Ext: 17300or301

* Email: philip-lazowski@esasd.net

Departure

* Depart Date: 1/22/2022 * Time: 05:30 AM

* Return Date: 1/22/2022 * Time: 08:15 PM

Departure: [Select One]

Notes: Trip will begin at Lehman Intermediate School. LIS tech ed stem club students will travel to JT Lambert and pick up JTL tech ed stem club students. Both teams will depart from JTL and travel to Downington

Destination

* Destination: Marsh Creek Sixth Grade Center

* Street: 489 Dorlan Mill Road

* City: Downington

* State: Pa * Zip: 19335

Contact:

Title:

Phone: 610-269-4400 Phone Ext:

Fax:

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Email:

Notes:

Directions

Directions: Travel Info
 The Downingtown Area School District, Marsh Creek Sixth Grade Center (DASD MC6GC) has plenty of parking for cars and buses

Trip Details

* Equipment: SCHOOL BUS
 Classification: JTL
 * Number of Students: * Number of Adults:
 * Number of Wheel Chairs: * Number of Vehicles:
 * Estimated Miles: * Estimated Cost: 344.29C
 * Estimated Hours:

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
10-1110-513-000-30-819-260-000-0000 Nc	<input type="text" value="344.29"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
[Select One]	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rows: 1		Total: 344.29		

Delete Request *Map It! Cancel/Return to List Save

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▶ 2021-2022 SQL

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East Stroudsburg Area School District
Position Description - Director of Federal Programs

Division/Department: Pupil Services

Location: Central Administration

Job Title: Director of Federal Programs

Reports to: Assistant Superintendent of Pupil Services/Chief Financial Officer

Terms of Employment:

Twelve-month work year. Salary and work year are concurrent with the District's fiscal calendar. Salary and benefits shall be in accordance with the current Act 93 agreement.

Evaluation:

Performance of this position will be evaluated in accordance with provisions of Board Policy #312 evaluation of administrative employees.

Qualifications:

- Bachelor's Degree
- Knowledge of ACCESS policies and procedures, experience as an ACCESS Program Coordinator preferred.
- Background in Special Education including knowledge of Individualized Education Plans.
- Experience of PA School Business operations including budget codes, budgeting, analysis and forecasting.
- Experience with technology that is compatible with district-wide systems including data management and financial systems.
- Ability to interact with top-level administrators and support-staff.
- High level of confidentiality.
- Excellent written and oral communication skills.

Primary Function:

- To oversee the district's participation in the state and federal School Based ACCESS Program (SBAP). Direct and supervise all projects associated with the usage of SBAP funds, following state and federal regulations. Lead fiscal operations for the Pupil Services department and related areas including: budgeting, forecasting, analyzing, purchasing and contracts.

Essential Functions:

- Complete all required participation agreements and Medicaid Provider Revalidation application to ensure ongoing participation in the School Based ACCESS Program.
- Develop, supervise and implement SBAP training for related service providers, special education teachers/case managers, administrators and other applicable LEA staff.
- Ensure that all related service providers and contracted staff meet certification requirements for ACCESS billing and maintain documentation.
- Supervise the certification of CPR/First Aid training for Student Aides/PCA and Paraprofessional staff as required.
- Review and confirm accuracy of related services and dates in all Individualized Education Plans (IEPs) and Permissions to Evaluate.
- Prepare eligible IEPs and evaluations for authorization by district physician by ensuring all steps required for Medicaid are completed.
- Supervise staff in usage of district web interface for ACCESS billing which includes data on all special education students and related service provider staff.
- Review ACCESS logs for compliance and submit to Medicaid through the PA state contracted vendor.
- Direct and remediate all non-compliant logs through ongoing communication with related service providers.
- Investigate additional Medicaid eligible services and supervise provider participation in completion of logs for submission.
- Maintain documentation on all health-related services that are reimbursed by Medicaid.
- Complete required monthly Medicaid fraud background checks on all applicable employees and contractors.
- Direct the implementation of the Random Moment Time Study (RMTS) by updating the list of participants quarterly and monitoring responses on an ongoing basis.
- Work in collaboration with the Business Office Bookkeeper to complete the quarterly Medicaid Cost Report for submission to PA state contracted vendor.
- Direct annual cost reconciliation and settlement by completing required ratio calculations and compiling required data.
- Supervise and assist parents to apply for Medicaid benefits by providing guidance and answering questions on the application process as well as appropriate follow-up contacts.
- Communicate a clear understanding of the School Based ACCESS Program and its benefits to school board, parents, taxpayers and district staff through various forms of printed, web based and verbal communications.
- Direct and supervise the development of department budgets for Pupil Services, Special Education, ACCESS, Gifted, Nursing and School Counselors in collaboration with and under advisement from Assistant Superintendent of Pupil Services, Elementary Director of Pupil Services and Secondary Director of Pupil Services. Input all budgets into the district financial system, MUNIS, using appropriate PA School Budget codes.
- Direct and supervise all approved Pupil Services Department budgets to ensure planned usage of funds and compliance to district policies.
- Confirm ACCESS fund usage meets federal guidelines for use through appropriate documentation and approval from the Pennsylvania Department of Education when necessary.
- Direct and supervise all aspects of projects that utilize ACCESS funds including conception, initiation, planning, execution and monitoring through collaboration and teamwork with various district personnel.

Position Specifications

<p><u>Physical Demands:</u> Able to sit for an extended period of time. Able to raise or lower objects from one level to another. Able to push or pull objects as needed Able to carry objects (up to 20 lbs.) in arms or by other appropriate means Able to use hands and arms to reach and pick up objects Able to walk moderate distances inside and outside of facilities and able to climb steps</p> <p><u>Sensory Abilities:</u> Able to see clearly with or without corrective lenses Able to coordinate eyes, hands and fingers rapidly</p>	<p><u>Work Environment:</u> Able to travel inside or outside the District as necessary for work related tasks Able to withstand changes in environmental conditions inside and outside of the work facility, and adapt to these changes</p> <p><u>Temperament:</u> Able to work with others in a courteous and cooperative manner Able to effectively manage various types of situations and personalities Able to effectively respond to deadlines and stressful situations</p> <p><u>Specific Skills:</u> Ability to critically analyze, interpret and project fiscal data for district benefit Ability to guide district financial decisions for cost containment Ability to interact with top-level administrators</p>	<p><u>Cognitive Ability:</u> Able to communicate effectively both orally and in written form Able to perform numerical operations accurately and quickly Able to perform repetitive tasks Able to make appropriate judgments as they pertain to the responsibilities of the position</p>
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East Stroudsburg Property And Confidentiality Requirements:

All property, including intellectual property, materials, equipment or actual products and services developed or accrued as part of the job duties and responsibilities listed above, is the property of East Stroudsburg Area School District. It may not be used for personal profit or gain and will be relinquished to the East Stroudsburg Area School District upon termination of employment from the East Stroudsburg Area School District.

The position specifications described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A) and is not an exhaustive list of the duties performed for the position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Adoptions:

Original adoption by the Board of Directors on :

I, _____, have read and understand the duties and responsibilities as outlined in the above position description.

Employee Signature

Date

East Stroudsburg Area School District is an Equal Opportunity Employment, Educational/Service Organization.

East Stroudsburg Area School District
Position Description - Itinerant Speech and Language Pathologist

Division/Department: Pupil Services

Location: Serving ESASD buildings as assigned by the Director of Pupil Services according to needs.

Job Title: Itinerant Speech Language Pathologist

Reports to: Director of Pupil Services, Supervisors of Special Education, Building Principals, ACCESS Program Coordinator

Terms of Employment:

10 month school year, with a supplemental contract beyond the 184 day school year to be determined on a need basis at a maximum of up to 13 additional days.

Evaluation:

Performance of this position will be evaluated in accordance with Board Policy #412 and/or #413.

Qualifications:

- Valid Pennsylvania Teaching Certificate with Certification in Speech-Language Impairment (K-12)
- Educational Specialist Certificate
- ASHA Certificate of Clinical Competence (CCC) or equivalent educational requirements and work experience necessary for CCC (preferred)

Primary Function:

- Assist and support students with speech and language impairments, which adversely affect their educational performance - K-12+.

Essential Functions:

- Possess knowledge in all areas of speech and language necessary to evaluate, instruct and monitor student learning and progress in the areas of speech and language.
- Conduct timely speech and language screenings and diagnostic evaluations upon request of families, colleagues, and the Director of Pupil Services as requested or directed. Complete screening reports and disseminate reports as per program guidelines and directives.
- Conduct comprehensive child find for students who are suspected of having a speech and/or language impairment and for students who are speech and/or language impaired. Comprehensive child find to include but not be limited to: receptive and expressive language, articulation, phonology, voice, fluency, social pragmatic language, semantics, syntax, review of student records, conduct observations, student academic profile data, obtain input from teacher(s) related service providers and family.
- Seeks appropriate support and involvement of resource personnel to enhance instruction and student welfare.
- Develop, write and provide input for Evaluation Reports (ER's) and Reevaluation Reports (RR's) where the Itinerant Speech-Language Therapist is the case manager, and non-case manager in compliance with Federal and State regulations ESASD guidelines and administrative directives.
- Develop, write and implement comprehensive Individualized Education Plans (IEP's) with IEP Teams in compliance with Federal and State regulations and administrative directives.
- Perform all duties of the case manager.
- Complete requirements of the School Based ACCESS Program. This could include, but is not limited to, completion of Direct Service/Evaluation Logs and participation in the Random Moment Time Study (RMTS).
- Conduct student assessments, develop and implement programming via transdisciplinary approach for children who are exhibiting difficulties, which have a negative impact on their education as a result of their speech-language impairment.

- Employs a variety of instructional techniques to meet the students' goals, objectives, individual needs, interests and abilities of the students.
- Create an environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Arrive at the designated job site according to the established work schedule and adhere to the established work schedule. Report schedule changes as soon as you are aware they need to occur as per program guidelines and directives.
- Prepare for students' lessons and show written evidence of preparation upon request of the program supervisor or Director of Pupil Services.
- Establish, maintain and implement standards of classroom management that support instruction.
- Collect, record, and report student performance data as required.
- Maintain accurate and complete records (e.g.: data on the instructional program, student progress, student attendance, ER/RR/IEP Due Dates, current therapist schedule, student files, screening/evaluation/observation data, etc.) as required by law and district guidelines and policy and administrative directives and regulations.
- Communicate and collaborate on a regular basis with parents and ESASD school district staff regarding student needs, and progress.
- Provide and discuss suggestions for working with students who are speech and language impaired to families and the educational team.
- Attend staff meetings, professional developments and mandated training. Serve on staff committees as required.
- Assume responsibility for materials and equipment and facilities. Keep all instructional materials and equipment secure and in good condition at all times.
- Respond positively to supervision and suggestions for improvement.
- Maintain speech resources and equipment. Collaborate with department members to develop budget requests.
- Work to stay current in subject and/or content area, as well as instructional techniques needed to evaluate and instruct students who are speech-language impaired. Demonstrate evidence of continuous learning in your daily practice.
- Assists with federal and state mandated reporting systems on an annual basis as necessary.
- This job description does not state or imply that these are the only duties to be performed by the employee occupying this position. Employees in this position will be required to perform any other duties assigned by their administrators and/or supervisors.

Position Specifications

<p><u>Physical Demands:</u> Able to sit for an extended period of time. Able to raise or lower objects from one level to another. Able to push or pull objects as needed Able to carry objects (up to 20 lbs.) in arms or by other appropriate means Able to use hands and arms to reach and pick up objects Able to walk moderate distances inside and outside of facilities and able to climb steps</p> <p><u>Sensory Abilities:</u> Able to see clearly with or without corrective lenses Able to coordinate eyes, hands and fingers rapidly</p>	<p><u>Work Environment:</u> Able to travel inside or outside the District as necessary for work related tasks Able to withstand changes in environmental conditions inside and outside of the work facility, and adapt to these changes Ability to commute between buildings/districts throughout the day and week.</p> <p><u>Temperament:</u> Able to work with others in a courteous and cooperative manner Able to effectively manage various types of situations and personalities Able to effectively respond to deadlines and stressful situations</p> <p><u>Specific Skills:</u> Ability to use technology throughout all essential functions Ability to provide virtual instruction when necessary</p>	<p><u>Cognitive Ability:</u> Able to communicate effectively both orally and in written form Able to perform numerical operations accurately and quickly Able to perform repetitive tasks Able to make appropriate judgments as they pertain to the responsibilities of the position Follow and adhere to all program and administrative directives.</p> <p><u>License:</u> Valid Pennsylvania Teaching Certificate with Certification in Speech-Language Impairment (K-12) Educational Specialist Certificate</p>
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East Stroudsburg Property And Confidentiality Requirements:

All property, including Intellectual property, materials, equipment or actual products and services developed or accrued as part of the job duties and responsibilities listed above, is the property of East Stroudsburg Area School District. It may not be used for personal profit or gain and will be relinquished to the East Stroudsburg Area School District upon termination of employment from the East Stroudsburg Area School District.

The position specifications described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A) and is not an exhaustive list of the duties performed for the position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.

Adoptions:

Original adoption by the Board of Directors on :

I, _____, have read and understand the duties and responsibilities as outlined in the above position description.

Employee Signature

Date

East Stroudsburg Area School District is an Equal Opportunity Employment, Educational/Service Organization.

AGREEMENT

BETWEEN

EAST STROUDSBURG
BOARD OF EDUCATION

AND

EAST STROUDSBURG EDUCATION
ASSOCIATION

2021-2022

to

2023-2024

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AGREEMENT

This agreement is entered into on this 4th day of November, 2021, by and between the Board of School Directors, East Stroudsburg Area School District, hereinafter called the "Board", and the East Stroudsburg Education Association, hereinafter called the "Association".

ARTICLE I – RECOGNITION

The Board hereby recognizes the Association as the exclusive representative of its employees in an appropriate bargaining unit, as hereinafter defined, for the purpose of collective bargaining with respect to wages, hours and other terms and conditions of employment in accordance with the provisions of Act 195 of 1970 and Act 88 of 1992.

ARTICLE II – BARGAINING UNIT

The unit deemed appropriate for the purpose of collective bargaining shall consist of all regular full-time professional employees employed by the Board as teachers, nurses, school counselors, librarians, dental hygienists, literacy/math coaches, instructional technology specialists, school psychologists, speech and language pathologists, dean of students, athletic directors, athletic trainers, and special education consultants excluding, however, all managerial, supervisory, confidential, and non-certified employees. Schedule "B" positions and salaries will remain within the Bargaining Unit. Whenever the term "teacher" is used in this Agreement, it shall also mean "bargaining unit member" unless the context of the article/section clearly indicates otherwise.

ARTICLE III – SALARY SCALES

The salaries of all employees covered by this Agreement are set forth in Schedules "A" and "B", which are attached hereto and made a part hereof.

ARTICLE IV – WAIVERS

This Agreement incorporates the entire understanding of the parties on all negotiable matters and no additional negotiations will be conducted on any matters, whether contained herein or not, during the period of this Agreement, except by mutual agreement in writing.

ARTICLE V – STATUTORY SAVINGS CLAUSE

Nothing contained herein shall be construed to deny or restrict to any teacher such rights as he/she may have under the Pennsylvania School Code or other applicable laws and regulations.

ARTICLE VI – NO STRIKE/NO LOCKOUT

Neither the Association nor any of its members shall take part in any strike, as that term is defined in Act 195 of 1970 and Act 88 of 1992, during the term of this Agreement. The Board will not lock-out the employees covered by this Agreement.

ARTICLE VII – MANAGEMENT RIGHTS CLAUSE

The parties recognize the right of the District to manage. Anything to the contrary notwithstanding, nothing in this Agreement shall be deemed to constitute a waiver by the Board, or to deny or restrict the Board in the exercise of, the rights, responsibilities or authority granted to it under applicable statutes.

ARTICLE VIII – JUST CAUSE

No employee shall be disciplined or discharged except for just cause. Any employee asked to attend a meeting with a management representative which the employee reasonably believes may result in discipline or discharge shall be entitled to have an Association representative present at such meeting in accordance with applicable law. An employee who is subject to discipline and/or discharge may elect a hearing as provided by law or may file a grievance, but not both. In the event a grievance is filed, the employee will be required to sign a written waiver of a hearing before the Board. In the event the employee refuses to sign the waiver, the grievance shall be deemed withdrawn without the right to re-file and not be processed.

ARTICLE IX – GRIEVANCE PROCEDURE

A. In the event a grievance arises between the parties, or between the Board and any employee covered by this Agreement, as to the interpretation of any of the provisions of this Agreement, the grievance shall be handled in accordance with the following procedure:

1. Any Bargaining Unit Member that has a grievance shall discuss it first with the administrator directly responsible for the matter being grieved in an attempt to resolve the matter informally at that level. A grievance to be considered under this procedure must be initiated by the grievant within ten (10) business days from the time when the grievant knew or should have known of its occurrence.
2. If, as a result of the discussion, the matter is not resolved to the satisfaction of the grievant within ten (10) business days, he/she shall set forth his/her grievance in writing to the administrator directly responsible for the matter being grieved on a form provided by the Board, a copy of which is attached. The administrator shall communicate his/her decision to the grievant in writing within ten (10) business days of the receipt of the written grievance.
3. If the grievance is not resolved satisfactorily in the foregoing step, the grievant may appeal the decision, within ten (10) business days of its receipt, to the Superintendent of Schools. The appeal to the Superintendent must be made in writing and specify the grievant's dissatisfaction with the decision previously rendered. The Superintendent shall attempt to resolve the matter within ten (10) business days, if practical. The Superintendent shall communicate his/her decision in writing to the grievant.

4. If the grievance is not resolved satisfactorily in the foregoing step, the grievant may request a review by the Board of the Superintendent's decision. The request must be made ten (10) business days of receipt of the decision in the foregoing step and shall be submitted in writing through the Superintendent of Schools, who shall attach all related papers and forward same to the Board. The Board, or a committee thereof, shall review the grievance and render a decision to the grievant in writing within thirty (30) business days of its receipt of the grievance. Copies of the Board's response will also be provided to the Association.

A grievant may be represented at any stage of the grievance procedure by himself/herself, or at his/her option, by a representative selected or approved by the Association.

- B. Disputes or grievances arising out of the interpretation of the provisions of this Agreement which have not been resolved satisfactorily in the foregoing steps of the grievance procedure may be submitted to arbitration by the Association. If arbitration is requested, the Association shall notify the Board within ten (10) business days of receipt of the Board's decision in Step 4 of the grievance procedure. Grievances concerning any matter not specifically part of this Agreement, or any matter for which a specific method of review is prescribed by law or any regulation of the State Secretary of Education, or any matter which according to law is either beyond the scope of Board authority or limited to action by the Board alone, shall not be deemed to be arbitrable.

The following procedure shall be used to secure the services of an arbitrator:

1. A joint request by the parties will be made to the Bureau of Mediation requesting a list of persons qualified to function as an impartial arbitrator in the dispute in question;
2. If the parties are unable to agree upon a mutually satisfactory arbitrator from the submitted list, they will request the Bureau of Mediation submit a second list of names; and,
3. If the parties are unable to agree upon a mutually satisfactory arbitrator after exhausting the second list, either party may request, within ten (10) calendar days of receipt of such list, the Bureau of Mediation to designate an impartial arbitrator.

The arbitrator shall limit himself/herself to the interpretation of the Agreement and shall not add to, nor subtract anything from, the Agreement between the parties. The decision of the arbitrator shall be final and binding.

The cost for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses and the cost of the hearing room, shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

ARTICLE X – SALARIES

A. Salary Notification

Prior to the start of a new school term, the Board agrees to notify each professional employee of his/her salary for that year and the number of total accumulated sick and personal leave days he/she has accrued.

B. Retroactivity Pay

The following bargaining unit members are entitled to all applicable retroactive salary payments for 2021-2022

- a) Bargaining unit members who were employed in the District as of November 4, 2021 (i.e. date of ratification);
- b) Current retirees who were bargaining unit members employed in the District starting in the 2021-2022 school year.

Any former bargaining unit members, except retirees, who left the District prior to the date of ratification, are not entitled to retroactive salary payments except for retirees and Act 93 employees as defined above.

C. Salary Scale: Vertical Step Movement

During each year of this agreement (2021-22, 2022-23, & 2023-24), eligible bargaining unit members (i.e. bargaining unit members who have worked half a school year or more during the previous school year) shall advance one step on the salary schedule (Schedule A).

D. Salary Scale: Horizontal Movement Beyond Bachelor's Degree

Horizontal movement on the salary schedule shall be granted for each six (6) credits earned beyond the Bachelor's Degree to a maximum of thirty (30) credits. Credits may be either undergraduate or graduate level credits and require no prior administrative approval. However, a "Notice of Course Work" form must be submitted to the personnel office at the time of enrollment to insure proper accounting for credits and timely salary adjustments.

E. Salary Scale: Horizontal Movement Beyond Master Equivalency/Master's Degree

All employees who have attained by August 31, 1994, a Master's Equivalency Degree issued by the fall of 1994 based on course work completed prior to August 31, 1994, shall be granted horizontal movement to and beyond the Master's column. After August 31, 1994, employees attaining a Master's Equivalency Degree shall be granted horizontal movement to but not beyond the Master's column. During the term of this Agreement, employees attaining a Master's Equivalency Degree will follow this policy as long as PDE recognized said Degree. Only those employees who have attained a Master's Degree from an accredited college or university shall be granted horizontal movement beyond the Master's column after the aforementioned date. Credits earned after the Master's Degree will be recognized for horizontal movement on the salary schedule only if properly defined and approved by the Superintendent in advance as being relative to the employee's subject area and teaching assignment. Credits will not be recognized if the employee fails to maintain a "B" average. It is the intent of this paragraph that "C" grades will count only if balanced by an "A" in another course.

Horizontal movement on the salary schedule shall be granted for each six (6) graduate credits earned after the Master's Degree to a maximum of forty-eight (48) graduate credits. Horizontal movement shall also be granted for the earned Doctorate as indicated in the detailed salary schedule. These credits must have prior administrative approval.

Effective December 20, 2021, the signing of this CBA:

- 1) newly hired bargaining unit members will no longer be eligible for horizontal movement for IU credits
- 2) all existing bargaining unit members will continue to be eligible for horizontal movement for IU credits Post Masters

Post Baccalaureate/Pre-Masters columns are no longer eligible for horizontal movement for IU credits. This applies to both new and existing staff that have submitted and been approved for the applicable course(s) prior to January 1, 2022.

F. Tuition Reimbursement

The Board agrees to pay tuition reimbursement for graduate credits under the following conditions:

1. Only graduate credits taken beyond those required for permanent certification will be eligible for reimbursement. As of September 1, 2000, the only exception will be those bargaining unit members who are taking credits toward permanent certification (i.e. 24 credits) and who are enrolled in a bona fide masters graduate program may receive tuition reimbursement for up to twelve (12) of those twenty-four credits as provided below in item 3.
2. Credits will be recognized for tuition reimbursement only if properly defined and approved by the Superintendent in advance as being relative to the employee's subject area and teaching assignment. Credits will not be recognized if the employee fails to maintain a "B" average. It is the intent of this paragraph the "C" grades will count only if balanced by an "A" grade in other courses.
3. Effective September 1, 2000, tuition reimbursement for courses taken beyond the first twenty-four (24) credits shall be reimbursed at actual cost not to exceed the cost per credit rate at East Stroudsburg University. Effective September 1, 2010, the annual amount will be based on a maximum of twelve (12) credits annually for credits taken. Those persons on sabbatical leave for the purpose of professional development shall have an annual reimbursable amount based on a maximum of 24 credits taken during the period of the leave. It is understood that if a bargaining unit member takes the above credits elsewhere, the same annual dollar amount allowable will also apply to them.
4. For the duration of this contract, a maximum of nine (9) I.U. credits shall be eligible for tuition reimbursement in a given school year.
5. Requests for reimbursement may be made only by those employees who are in regular, full-time employment at the time the reimbursement request is made.
6. Request for reimbursement must be accompanied by an official transcript and a receipt of payment.
7. Tuition reimbursement for completed coursework will be made within thirty (30) calendar days after the second Board of Education meeting following the submission of documentation listed above in #6 to the personnel office.
8. The employee agrees to repay tuition reimbursement under the following conditions:

- a. Any employee, between zero (0) and less than five (5) years of experience in the East Stroudsburg Area School District, who resigns from the District within four (4) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	100%
48	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- b. Any employee, between five (5) and ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within three (3) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	100%
36	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- c. Any employee, with more than ten (10) years of experience in the East Stroudsburg Area School District, who resigns from the District within two (2) years after receiving tuition reimbursement shall return part or all of the reimbursement received according to the following schedule:

<u>Reimbursement received during the prior number of months:</u>	<u>Percentage of Reimbursement owed back to the District</u>
12	100%
24	50%

Prior to their effective resignation date, a promissory note with a payment plan will be signed by the employee. The first payment will be within fifteen (15) days of the effective resignation date and full payment will be within six (6) months of the effective resignation date. At the request of the employee, payments may be deducted from payroll checks subsequent to a schedule agreeable to the District and the employee.

- d. Any employee who retires from full-time public education will not be required to reimburse the District for credits taken no matter when the credits were taken.

G. Horizontal Movement Effective Date

Horizontal movement on the salary schedule shall become effective on the date of the first (1st), ninth (9th) and seventeenth (17th) pay. In order to have the salary adjustment become effective on those dates, all required documentation must be submitted to the Personnel Office forty-five (45) calendar days prior to either the first (1st), ninth (9th) and seventeenth (17th).

H. Transcripts

Any and all credits submitted for horizontal movement on the salary schedule must be documented by official transcripts.

I. Pay Periods

Pay for all personnel covered by this Agreement shall be distributed in twenty-six (26) bi-weekly periods throughout the calendar year. The pay periods shall be periodically adjusted to account for the odd day (s) encountered each year so that the periods will align with the school year beginning dates. It is intended that these periodic adjustments will be made at approximately five (5) year intervals by adding a one (1) week pay period in December or January of the affected year. The School District shall have the discretion to pay by direct deposit.

J. School Counselors/Pay Increases

It is agreed that the salary year for existing school counselors continue to be on July 1 through June 30 basis with the contractual increases being granted in the first pay of July. The salary for existing school counselors will be based on the salary scale that will begin effective in the following September. All newly hired school counselors beginning employment after July 1, 2000 will have their salary year in accordance with all other bargaining unit members and have their salaries adjusted with the beginning of each new contract year.

K. Travel Expense

The Board agrees to reimburse teachers who are required to drive their personal automobiles on approved school business at the IRS-established rate. If the IRS establishes a new rate, that rate will become the approved rate for reimbursement following the rate change which payments will be paid prospectively. Mileage is subject to approval by the School Superintendent or his designee.

L. Mentor Teachers

Teacher mentors are to be paid in accordance with salary appearing in Schedule "B" for a full year of participation with a pro-rata amount for less than a full year. Participating teacher-mentors are not expected to serve as supervisors.

M. Class Coverage

60

The Board and Association will cooperate in forming a pool of teachers willing to provide coverage for another teacher's class. The compensation for performing these duties shall be as shown under class coverage in Schedule "B". Teachers performing such coverage shall only be paid for actual coverage time. Such class coverage shall apply to coaching responsibilities, advisor duties, illness and other valid reasons as approved by the Superintendent.

ARTICLE XI – HOURS OF WORK – EMPLOYEES

A. Work Day

The normal workday for employees shall be seven and one-half (7½) hours, including a duty-free thirty (30) minute lunch period. However, employees shall devote to their assignments the time necessary to meet their professional responsibilities.

B. Report In – Out Times

The Superintendent shall establish the reporting and leaving times of employees covered by this Agreement within their normal workday. The parties recognize, however, that such times are subject to change to meet the needs of the District. If a change is necessary, the Association will be notified. Also, periodically, teachers may be obliged to extend their teaching day to assist with the supervision of transported pupils and abnormal transportation difficulties or any other unforeseen emergency.

C. Early Dismissal

On days of early closing (inclement weather or other District-wide or building specific emergency situation), the following protocol will be followed:

1. Teachers will remain for no more than thirty (30) minutes after students are released;
2. If student supervision is required in an early dismissal due to inclement weather or an emergency situation, principals will ask for 2 volunteers to stay until all students are picked up. If no one volunteers, then 2 teachers will be selected on a rotating basis of seniority beginning with the least senior teachers that will ensure the health, welfare, and safety of the students.

- a) By September 15, Association Building Representatives shall ask for teachers to sign-up to volunteer to stay in the event of an early dismissal due to inclement weather or an emergency situation. The Association Building Representatives will provide the names of the volunteers to the principal.
- b) If 10 teachers do not volunteer, then Association Building Representatives would identify and notify the least senior teachers in the building (according to District Human Resources Seniority List) that they will be needed in the event of early dismissal. Representatives would give the list to the principal.

D. Faculty Meetings

Teachers may be required to remain after the end of the regular workday, without additional compensation, for the purpose of attending general faculty or departmental meetings. Such meeting shall not exceed three (3) per month, shall begin promptly, and shall run for no more than one (1) hour. So far as practical, such meetings shall not be called on Fridays, on a day preceding a school holiday, or any day following the regular scheduled monthly Board meeting, or on any day upon which teacher attendance is not required.

E. School Year/School Calendar

The school calendar shall consist of one hundred and eighty (180) instructional days for pupils and teachers. Four (4) teacher days are to be added to be used for in-service and/or orientation. The times of these four (4) days are to be established as 8:30 a.m. to 2:00 p.m. with two (2) fifteen (15) minute breaks or equivalent thereof. District may require newly hired bargaining unit members to experience three in-service days in the first year of their employment prior to the start of the work year.

After adoption of the school calendar by the Board and prior to the close of the school term, a copy of said calendar shall be provided to the President of the Association. In the event a new school year begins prior to September 1 of each contract, said bargaining unit members required to work will receive the new rate of pay of the upcoming contract period.

F. IEP Preparation

Pending pre-approval from both the special education supervisor and building principal, release time during the school year in planned, one-half (1/2) day blocks for special education teachers for Individual Educational Program (IEP), re-evaluation preparation, or concomitant conferencing shall be given as follows:

1. A case manager shall receive four (4) work days, or the equivalent of four (4) work days, during the course of the school year;
2. Upon a case manager's request, he/she shall receive one (1) work day, or the equivalent of one (1) work day, during the summer recess. This day shall be paid at the per diem rate.

G. Attending Graduation

Administration and Association will encourage attendance of faculty at graduation.

H. Student/Teacher Ratios

In the interest of promoting good teaching, the Board, recognizing its responsibility concerning optimal student/teacher ratios, will consider faculty suggestions and continue to monitor class size on a regular basis.

I. Elementary/Secondary Planning Time

1. For elementary level teachers, the District shall provide a minimum of 425 minutes of uninterrupted, self-directed time in a six-day cycle. In the event that elementary changes to a five-day cycle, the District shall provide a minimum of 325 minutes of uninterrupted, self-directed time in a five-day cycle.
2. For intermediate school level teachers, the District shall provide a minimum of 504 minutes of uninterrupted, self-directed time in a six-day cycle. In the event that intermediate changes to a five-day cycle, the District shall provide a minimum of 420 minutes of uninterrupted, self-directed time in a five-day cycle.
3. For high school level teachers, the District shall provide a minimum of 420 minutes of uninterrupted, self-directed time in a five-day cycle.
4. Teacher responsibilities during this time may include, but are not limited to planning, preparation, grading, assessing, contacting families, and collaborating with colleagues.

5. Planning time loss may occur due to circumstances such as emergencies, fire drills, IEP meetings, meetings with administration, rotational student arrival/departure duties, short-term monitoring of school programs, and two-hour delays. In cases such as these, teachers would not be owed the lost time or financial compensation for it.

J. Cafeteria Aides

The Board agrees to provide cafeteria aides at all district schools for the student lunch periods.

K. Reduction of Staff

The Board and Association realize that with the contemplated changes caused by school construction, organizational design, etc., that a concern exists regarding a potential layoff of staff.

There is every intent of maintaining the number of full-time staff that are currently employed in the District. If, for some unforeseen reason, it would be necessary to implement the procedures enumerated in the School Code and interpreted by case law for suspension/furlough, the Association shall be notified prior to the implementation of the suspension/furlough.

L. Dress

Members of the bargaining unit will dress professionally in business casual or better as per District policy unless other dress is warranted due to duties as determined by the building principal or Central Administration.

M. Teacher Training

The District agrees to provide adequate training to all professional staff affected by the implementation of a new federal, state, district-wide, or school or department specific initiative. All training shall occur in a reasonable time period prior to the implementation of the initiative.

N. Online Courses

Association's bargaining unit members will have the right of first refusal before the District can use any instructor or vendor outside the bargaining unit for on-line courses. It is the position of both parties that both the instruction and the duty of facilitating the on-line instruction will always be offered to the bargaining unit before any outside instructor/vendor is utilized for these services.

The specifics of the on-line courses are reviewed and outlined in a yearly Memorandum of Understanding signed by the Association and the District.

ARTICLE XII – EMPLOYEE BENEFITS

A. Healthcare Benefits

The Board agrees to provide healthcare benefits for bargaining unit members and their eligible dependents through the Employees Benefit Trust of Eastern Pennsylvania (EBTEP). Medical insurance and prescription coverage for bargaining unit employees and their eligible dependents will be provided by Highmark Blue Cross Blue Shield, PPO Blue, as delineated in the plan documents published by EBTEP on its website as of January 1, 2021. The District shall not make changes to the benefit levels provided to employees. However, the District shall not be responsible for changes to the plan if made unilaterally by EBTEP except for changes that EBTEP is required to make due to applicable federal and/or state laws and regulations. The maximum benefit from all sources for each

employee covered by this Agreement and for his/her eligible dependents covered under the PPO Plan shall be \$2,000,000 annually with a \$1,000,000 lifetime maximum for non-preferred providers and a \$5,000,000 lifetime maximum for preferred providers. Should either the annual or the lifetime maximum benefit from all sources be increased by the Employee Benefit Trust of Eastern Pennsylvania (EBTEP) (as standard) during the term of this Agreement, the Board agrees to increase the annual or lifetime maximum benefit from all sources to the EBTEP level. Should recent Federal laws be repealed the District may revert to the standard noted above if advised to do so by the EBTEP.

Employees shall contribute the following amounts toward healthcare:

- A bargaining unit member with single coverage will pay \$55 per pay period
- A bargaining unit member with couple coverage will pay \$60 per pay period.
- A bargaining unit member with "parent with a single child" coverage will pay \$60 per pay period.
- A bargaining unit member with "parent with multiple children" coverage will pay \$65 per pay period.
- A bargaining unit member with family coverage will pay \$70 per pay period.

Bargaining unit employees who choose healthcare benefits will pay the following deductibles:

Healthcare Deductibles:

Calendar Year	In Network	
	Single	Family
January 1, 2022	\$400	\$1,200
January 1, 2023	\$400	\$1,200
January 1, 2024	\$500	\$1,500

The District will offer a \$2,500 hearing aid benefit to active teachers once every two (2) years.

The District shall adopt a 125 plan prior to any employee contribution towards benefits so that the employee contribution may be paid before taxes are deducted from the gross pay.

Retirees shall not be made to contribute towards the purchase of their healthcare.

B. Dental Insurance

The Board agrees to pay the monthly premiums for equal to or better than dental coverage for each employee covered by this Agreement and his/her eligible dependents as set by the standard as provided by United Concordia, or an equivalent plan except that payment under the program shall be limited to a maximum of \$1,250 per person for all services rendered in any calendar year, except for orthodontics which specifies a \$1,500 lifetime maximum. There will be fifty (50%) percent coverage for periodontics and orthodontics riders including adult non-cosmetic orthodontic care.

C. Vision Insurance

The Board agrees to pay the monthly premiums for equal to or better than vision care coverage for each employee covered by this Agreement and his/her eligible dependents as set by the standards as provided by Vision Benefits of America.

1. Each member or eligible dependent will be able to receive reimbursement from the District once every two (2) years for the twenty-five dollar (\$25) co-payment.
2. The member will submit to the District's Business Office, either the original vision provider's receipt or original Vision Benefits of America's (VBA's) explanation of benefits if the vision service or corrective eyewear paid for was applicable to the co-payment.
3. Reimbursement for the member or eligible dependent co-pay will be made within thirty (30) calendar days after the second Board of Education meeting following submission of the documentation listed above in #2 to the business office.
4. The member will have six (6) calendar months after the date of service/purchase to submit the eligible receipt(s) or explanation of benefits as outlined above to the business office.
5. The total allowance for contacts under the VBA Managed Vision Care Option I Program will be increased to \$150 per member and per his/her eligible dependents.

D. Disability Insurance

The Board agrees to pay the monthly premiums for the PSBA III Long-Term Disability Insurance plan that provides for a payment of 60% salary with an elimination period of the greater of an employee's accumulated sick time or 90 days with a maximum of \$5,000 per month for each employee covered by this Agreement. The standard as set for in this plan will be as provided by Assurant Employee Benefits.

E. Group Term Life Insurance

The Board agrees to pay the premium cost of group life insurance and accidental death and dismemberment insurance in an amount equal to fifty thousand dollars (\$50,000). The Board will permit payroll deductions for additional life insurance coverage beyond the \$50,000 level contingent upon the rates and terms and conditions of the underwriter being used by the district.

F. Health Insurance/Retirees

The Board agrees to pay the monthly premiums for health insurance for any employee who retires from the District through the Public School Employees Retirement System after July 1, 1983 (except as modified below), and who meets the following conditions:

1. Is age 60 or older with at least 25 years of service (of which at least 15 must have been with the East Stroudsburg Area School District); or,
2. Whose age plus years of service exceeds the sum of 83 while the retirement system 53/30 window is in effect, or 84 under the basic retirement system plan (of which at least 15 years of service must be in the East Stroudsburg Area School District).

This coverage shall be provided for the employee only until the end of the month when said employee reaches the normal age of Medicare eligibility. It shall be provided at the same level of coverage that is in effect for other employees covered by this agreement. The employee will be required to pay the difference between this individual coverage and any dependent coverage that he/she elects to carry in accordance with Board Policy #349.

G. Payment for Unused Sick Leave at Retirement Eligibility

Unused sick leave at retirement shall be paid at the current daily substitute rate for sick day reimbursement at the time of his/her retirement. This payment shall be made in one lump sum as a non-elective contribution to a qualified 403(b) tax sheltered account with the employee not having the option for cash payment and shall not be construed to apply to the final average salary for purposes of retirement. Only those employees who are eligible for retirement either by years of service, or by attaining the age of sixty-two (62) or more years of age are eligible.

An official letter of retirement is due on or before whatever regularly-scheduled Tax Day for Pennsylvania that year.

- 1) In the 2021-2022 school year, the District agrees to send notification to all staff on February 1, March 1, and April 1 or the closest day to it notifying all staff of the impending due date of the official letter of retirement.
- 2) In the 2022-2023 year, the District agrees to send notification to all staff on February 1 and March 1.
- 3) In every year beyond this, the District agrees to send notification every March 1.

However, the Board may waive this requirement in special cases. Payment for unused sick days, as identified above, shall be subject to the following limitations:

- A. In order to be eligible for said payment, an employee must have twenty (20) years of service in the East Stroudsburg Area School District upon retirement.
- B. Days transferred from another governmental entity will not be eligible for reimbursement but may be used for sick leave for illness.
- C. Eligible bargaining unit members who qualify based on the above provisions shall be paid for each day of unused sick leave but not to exceed a maximum of two hundred twenty (220) sick days. The only exception will be for those employees who have, prior to June 30, 1995, have accumulated more than two hundred twenty (220) days. Those employees will be paid the new rate for all such accumulated sick days as of June 30, 1995.

H. Activity Passes

Activity passes shall be granted to each member of this bargaining unit and one (1) guest.

ARTICLE XIII – TRANSFERS & LEAVES OF ABSENCE

A. Transfers

1. Posting of Positions

The School District will post notices of all professional vacancies which it desires to fill; and teachers who desire to apply for such vacancies shall submit an application in writing to the Superintendent, or his designee, within the time limit specified in the notice. The District agrees to e-mail postings of all professional vacancies to all bargaining unit members as they occur.

2. Teaching Assignments

Tentative assignments will be given to teachers by the end of the school year, i.e., grade level to elementary teachers and specific courses within subject areas to secondary teachers. If there is any change in such assignment during the summer recess, or after the beginning of the school year, the teacher will be notified of the change and given the opportunity to discuss same with the Administration

3. Involuntary Transfers

If the Administration initiates a transfer without following the procedures enumerated in the preceding paragraph, the following procedures will be followed:

- a. At the request of the employee, a conference will be held between the employee, building principal, the Assistant Superintendent for Personnel and, if requested, a member of the Association.
- b. Reasons for the transfer will be discussed and, if requested, reduced to writing and given to the employee within three (3) working days after the conclusion of the conference.
- c. Should the employee disagree with the reasons enumerated in letter b. above, he/she may respond specifically to those reasons and request that both the reasons, and the response, be placed in his/her personnel file.
- d. When the District opens a new school and staffs positions at that school from current employees, consideration shall be given to:
 1. the overall needs of the District,
 2. credentials held,
 3. the desire of the employee to transfer,
 4. the years of experience in the District; and
 5. whether or not the transfer was involuntary for other than disciplinary reasons.
- e. In the event a bargaining unit member is involuntarily transferred for reasons other than disciplinary reasons from one building to another, said bargaining unit member will have the right to transfer back to their former building if and when a position becomes available in his/her area of certification. Such right to return is rendered void once bargaining unit members exerts that right and is returned to their former building from which they were transferred. In the event that two (2) or more Bargaining Unit Members have been involuntarily transferred as listed above

and only one (1) vacancy occurs, the Bargaining Unit Member with the greatest seniority in that area of certification will be awarded the position. The remaining such Bargaining Unit Members will retain their right to transfer as positions become available.

Elementary school professional staff (Employee A) who have been involuntarily transferred due to necessary staff restructuring will be offered the first available position in their previous building up to and including the first teacher day of the new school year. Should a position become available after the first teacher day, the District will hire a new employee (Employee B) to fill that vacancy with the understanding that Employee A will be allowed the right to transfer to that position for the next school year. The District shall notify all professional staff (Employee A's) of any such available positions and the date of their availability (upcoming school year or next school year) as soon as possible.

Should Employee B successfully complete the school year and be invited to return he/she will be reassigned based on the anticipated need of the District. Employee A will be allowed to return to his/her previous school should a vacancy arise, however, the District does not guarantee that a desired grade level will be offered

- f. In the event a bargaining unit member is involuntarily transferred for reasons other than disciplinary reasons, said bargaining unit member shall have the right to bump any properly certified bargaining unit member with less seniority within the District. If the bargaining unit member exercises this bumping right, the bargaining unit employee who is then involuntarily transferred shall retain all contractual rights afforded him/her. This language is not applicable in the event that the District must staff a new building.
- g. It is understood that the reasons for transfers, except as noted in section "e" above, will not be subject to the grievance procedure.

B. Leaves of Absence

1. Sick Leave

Full time professional employees covered by this Agreement shall be credited with ten (10) days' sick leave at the beginning of each new school year. The District may account for sick leave in hours equivalent to the days accumulated for each employee. Any unused days of sick leave remaining at the end of a given year shall be credited as additional days of sick leave for the following year and shall be cumulative from year to year. Sick leave and personal leave will be prorated for employees working part time or for less than a full year.

Employee sick days may be used for illness of spouse, parent, child, and an immediate family member as defined in Bereavement Leave below.

When a professional employee's sick leave is gone, he/she will be paid the difference between his/her daily salary and the substitute's daily wage for five (5) days for each year of service. The lifetime maximum number of days for such payment shall not exceed ninety (90).

The Board may require the employee to furnish a certificate from a physician or other practitioner certifying that said employee was unable to perform his/her duties during the period of absence claimed as sick leave.

2. Bereavement Leave

Death of Spouse, Parent, Child

Up to five (5) consecutive or non-consecutive work days leave of absence will be allowed by this agreement for a husband, wife, mother, father, son, daughter, step-father, step-mother, step-son, or step-daughter.

Death of Immediate Family

Up to three (3) consecutive or non-consecutive work days leave of absence will be allowed by this Agreement. Members of the immediate family (inclusive of step) shall be defined as brother, sister, parent-in-law, son-in-law, daughter-in-law, grandchild, grandfather, grandmother or near relative who resides in the same household, or any person with whom the employee has made his/her home. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

Death of Near Relative

One (1) day leave of absence will be allowed in the event of the death of a near relative by this Agreement. A near relative (inclusive of step) shall be defined as first cousin, aunt, uncle, niece, nephew, brother-in-law, or sister-in-law. This leave can only be used to attend the funeral and/or attend to the affairs of the deceased.

3. Sabbatical and Military Leave

The provisions of the Pennsylvania School Code, as amended, shall be deemed to apply in the case of sabbatical leaves, leaves for professional study, and leaves of absence for military service.

For the Purpose of Study, determination of full-time requirements shall be based on a statement of acceptance for full-time study from the institution offering the program.

4. Leave without Pay

May be granted to teachers, for the purposes of full-time study in his/her field of specialization, who have served the District for a minimum of three (3) years. This leave will be limited to one (1) full-year period: the first day of the school year through the last day of the school year.

Members of the bargaining unit may be granted unpaid leave upon the approval of the Superintendent or designee. Such leave shall not be approved in an arbitrary or capricious manner.

5. Child Rearing Leave

Childrearing Leave without pay shall be equally available to the natural or adoptive parent of a newborn child, or an infant to the age of forty-eight (48) months, in the event of adoption. Childrearing leave shall be for a maximum period of one calendar year, and the employee shall return at the beginning of a semester, unless otherwise approved by the Superintendent or designee at his discretion. A return at the beginning of a quarter may be requested and would be approved by the Superintendent or designee. Whenever possible written application for leave must be made at least sixty (60) days prior to the proposed effective date of leave. The Board must approve all leaves of absence.

Return to service prior to the originally approved dates requires a written request sixty (60) days before the requested date of return, unless such period is waived at the discretion of the Administration in extenuating circumstances.

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Payment of premiums for life and health insurance may be made at employee expense or, at the employee's option, by the Board to the same extent that such premium payments are made for current active employees, provided that such benefit payments must be repaid to the District if the employee fails to return to full time service for a period of at least equal to the length of leave.

Sick leave for disabilities caused or contributed to by pregnancy prior to the date of the unpaid childrearing leave may be utilized on the same basis as sick leave for any other disabilities.

Upon return from Child Rearing Leave, the bargaining unit member will be returned to his/her previous teaching assignment which includes building, grade level and subject areas, where applicable.

6. Personal Leave

Three (3) days of personal leave of absence for all professional employees shall be provided per school year. Bargaining unit members will be allowed to carry over a maximum to two (2) personal leave days into a subsequent school year for a total of up to five (5) days cumulative with reasons unnecessary. Reasonable notice must be given. Leave will not be granted on an in-service day or at the start of or at the end of the school term.

At the end of the school year, any unused personal leave days exceeding two (2) days, which can be carried over into a subsequent year as explained above, will be added to the employee's sick leave accumulation in a subsequent school year.

Use of personal leave to extend a regularly scheduled school holiday shall be limited to five percent (5%) of the district faculty on any given day before or after school holiday.

In all other cases, teachers' absence for personal reasons will be limited to no more than 10% of the District's teachers on any one day. Approvals will be made in the order of receipt of leave requests.

7. Jury Duty

Employees who are required to serve on jury duty shall be paid their regular pay and shall pay over to the School District any compensation received for such jury duty.

8. Appearance in Court

An employee subpoenaed or otherwise required to appear in court as a witness on behalf of the East Stroudsburg Area School District during a regular work day will be paid their regular pay without loss of sick leave or personal leave. If such court appearance on behalf of the District occurs during times when school is not in session, the employee will be paid the curriculum rate.

9. Injury on the Job

An employee who is absent due to injury on the job incurred in the course of an employee's employment and who receives worker's compensation payments shall have the option to continue on the payroll just as if he/she were reporting for his/her regular work assignment and be paid the difference by the Board between any benefits received under Worker's Compensation and his/her salary. In such case, sick leave will be deducted on a pro rata basis. Alternatively, the employee may elect to utilize sick leave and return all worker's compensation payments to the District. Sick leave under this option will also be deducted on a pro rata basis. The injury must be reported to the

school nurse or, in the absence of the school nurse, to the immediate supervisor or building administrator, within the timeframes outlined in the worker's compensation law. The employee has the duty to obtain treatment for work-related injuries and illnesses from one or more of the designated health care providers for ninety (90) days from the date of first visit to a designated provider. A list of such designated health care providers will be supplied to each employee.

ARTICLE XIV - MEMBER/ASSOCIATION RIGHTS

A. Use of Facilities

The Association may have, in each school building, the use of a bulletin board in the faculty lounge for the posting of information of professional interest.

Also, the Association may use physical and/or electronic school mailboxes for correspondence with all bargaining unit members.

B. Payroll Deductions

The Board will permit payroll deductions for tax-sheltered annuities for employees covered by this Agreement. All companies presently approved by the Board shall be permitted to solicit the employees with one (1) company distributing all deductions to the balance of the participating companies. Additional companies shall be authorized to solicit employees only upon petition from the Association and approval by the Board. The Association agrees to save the Board harmless from any claim, loss or damage which may arise in connection with this Agreement.

The Board agrees to make payroll deductions available for those employees who desire to participate in any federal credit union. The Association agrees to save the Board harmless from any claim which may arise in connection with this Agreement.

C. Dues Deduction

The Board agrees to make payroll deductions of professional dues in the East Stroudsburg Education Association with the written authorization of each employee and to forward amounts deducted to the treasurer of the Association.

D. Personnel File

No derogatory material will be placed in a teacher's file unless the employee has been given the opportunity to read same and file an answer. The teacher shall sign the material to indicate that he/she has seen it, but such signature shall not signify agreement with the contents thereof.

E. Contents Available

A teacher will be afforded the opportunity, upon request, of inspecting his/her personnel file in the presence of the Superintendent or his/her designee, except for confidential material such as pre-employment information. The teacher may make reproductions of non-confidential file materials at his/her own expense. The amount charged will be minimal and not the same charged to non-employees.

F. Bomb Threat

In the event of a bomb scare or threat, teachers who participate in a bomb search shall do so on a voluntary basis.

ARTICLE XV - FAIR SHARE

Should this provision be considered lawful, each nonmember in the bargaining unit represented by the Association shall be required to pay a fair share fee as provided by law (Act. No. 1988-84).

The School District and the Association agree to comply with all provisions of said law.

If any legal action is brought against the School District as a result of any actions it is requested to perform by the Association pursuant this Article the Association agrees to provide for the defense of the School District at the Association's expense and through counsel selected the Association. The School District agrees to give the Association immediate notice of any such legal action brought against it, and agrees to cooperate fully with the Association in the defense of the case. If the School District does not fully cooperate with the Association, any obligation of the Association to provide a defense under this Article shall cease.

Notwithstanding anything herein to the contrary, full cooperation shall not be deemed to include the furnishing of any confidential, privileged or other records or information, the release or furnishing of which is prohibited or precluded by law.

The Association agrees in any action so defended to indemnify and hold the School District harmless for any monetary damages the School District might be liable for as a consequence of its compliance with this Article; except that it is expressly understood that this save harmless provision will not apply to any legal action which may arise as a result of any willful misconduct by the School District or as a result of the School District's failure to properly perform its obligations under this Article.

ARTICLE XVI - SEVERABILITY CLAUSE

If any provision of this Agreement, or any application of this Agreement to any employee or group of employees, is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law; but all other provisions or applications shall continue in full force and effect.

ARTICLE XVII - DURATION OF AGREEMENT

This Agreement shall become effective as of September 1, 2021 and shall continue in full force and effect until midnight, August 31, 2024

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their proper officers on this the 20th day of December, 2021.

ATTEST: _____

BY: _____

Richard Schlameuss
President, Board of Education

ATTEST: _____

BY: _____

Paul Kernan
President, East Stroudsburg Education Association

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SCHEDULE "A" - SALARY SCHEDULE

East Stroudsburg Area School District 2021-2022 Salaries

Step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	B	B-6	B-11	B-18	B-24	B-30	M	M-6	M-12	M-18	M-24	M-30	M-36	M-42	M-48	DR
1	\$47,230	\$47,691	\$48,152	\$48,573	\$50,114	\$50,534	\$51,638	\$57,576	\$57,922	\$58,494	\$59,092	\$59,716	\$60,366	\$61,041	\$61,743	\$62,471
2	\$47,530	\$47,791	\$48,252	\$48,673	\$50,214	\$50,634	\$51,738	\$57,476	\$58,022	\$58,594	\$59,192	\$59,816	\$60,466	\$61,141	\$61,843	\$62,571
3	\$47,430	\$47,891	\$48,352	\$48,773	\$50,314	\$50,734	\$51,838	\$57,576	\$58,122	\$58,694	\$59,292	\$59,916	\$60,566	\$61,241	\$61,943	\$62,671
4	\$47,530	\$47,991	\$48,452	\$48,873	\$50,414	\$50,834	\$51,938	\$57,676	\$58,222	\$58,794	\$59,392	\$60,016	\$60,666	\$61,341	\$62,043	\$62,771
5	\$50,235	\$50,697	\$51,138	\$51,580	\$53,121	\$53,563	\$54,647	\$57,776	\$58,322	\$58,894	\$59,492	\$60,116	\$60,766	\$61,441	\$62,143	\$62,871
6	\$52,961	\$53,403	\$53,845	\$54,287	\$55,829	\$56,271	\$57,357	\$57,876	\$58,422	\$58,994	\$59,592	\$60,216	\$60,866	\$61,541	\$62,243	\$62,971
7	\$55,667	\$56,109	\$56,551	\$56,994	\$58,536	\$58,979	\$60,066	\$60,586	\$61,133	\$61,705	\$62,303	\$62,928	\$63,579	\$64,255	\$64,958	\$65,686
8	\$58,372	\$58,815	\$59,258	\$59,701	\$61,244	\$61,687	\$62,775	\$63,296	\$63,843	\$64,417	\$65,015	\$65,641	\$66,292	\$66,969	\$67,673	\$68,402
9	\$61,078	\$61,521	\$61,965	\$62,408	\$63,952	\$64,395	\$65,483	\$66,006	\$66,554	\$67,128	\$67,727	\$68,353	\$69,005	\$69,685	\$70,388	\$71,118
10	\$63,783	\$64,227	\$64,671	\$65,115	\$66,659	\$67,103	\$68,194	\$68,716	\$69,264	\$69,839	\$70,439	\$71,066	\$71,719	\$72,397	\$73,105	\$73,834
11	\$66,489	\$66,933	\$67,378	\$67,822	\$69,367	\$69,811	\$70,903	\$71,426	\$71,975	\$72,550	\$73,151	\$73,778	\$74,432	\$75,111	\$75,818	\$76,549
12	\$69,194	\$69,639	\$70,084	\$70,529	\$72,074	\$72,519	\$73,612	\$74,136	\$74,685	\$75,261	\$75,863	\$76,491	\$77,145	\$77,825	\$78,533	\$79,265
13	\$71,900	\$72,346	\$72,791	\$73,236	\$74,782	\$75,227	\$76,322	\$76,845	\$77,396	\$77,972	\$78,575	\$79,205	\$79,858	\$80,540	\$81,247	\$81,981
14	\$74,606	\$75,052	\$75,498	\$75,944	\$77,490	\$77,936	\$79,031	\$79,555	\$80,106	\$80,684	\$81,286	\$81,916	\$82,572	\$83,254	\$83,962	\$84,697
15	\$77,311	\$77,758	\$78,204	\$78,651	\$80,197	\$80,644	\$81,740	\$82,265	\$82,817	\$83,395	\$83,998	\$84,628	\$85,285	\$85,968	\$86,677	\$87,412
16	\$81,022	\$81,469	\$81,916	\$82,363	\$83,910	\$84,357	\$85,455	\$85,981	\$86,535	\$87,111	\$87,716	\$88,346	\$89,004	\$89,687	\$90,398	\$91,133

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East Stroudsburg Area School District 2022-2023 Salaries

Step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	B	B-6	B-12	B-18	B-24	B-30	M	M-6	M-12	M-18	M-24	M-30	M-36	M-42	M-48	DR.
1	\$50,186	\$50,628	\$51,070	\$51,512	\$54,154	\$54,596	\$55,882	\$58,676	\$59,222	\$59,794	\$60,392	\$61,016	\$61,666	\$62,341	\$63,043	\$63,771
2	\$50,286	\$50,728	\$51,170	\$51,612	\$54,254	\$54,696	\$55,982	\$58,776	\$59,322	\$59,894	\$60,492	\$61,116	\$61,766	\$62,441	\$63,143	\$63,871
3	\$50,386	\$50,828	\$51,270	\$51,712	\$54,354	\$54,796	\$56,082	\$58,876	\$59,422	\$59,994	\$60,592	\$61,216	\$61,866	\$62,541	\$63,243	\$63,971
4	\$50,486	\$50,928	\$51,370	\$51,812	\$54,454	\$54,896	\$56,182	\$58,976	\$59,522	\$60,094	\$60,692	\$61,316	\$61,966	\$62,641	\$63,343	\$64,071
5	\$50,586	\$51,028	\$51,470	\$51,912	\$54,554	\$54,996	\$56,282	\$59,076	\$59,622	\$60,194	\$60,792	\$61,416	\$62,066	\$62,741	\$63,443	\$64,171
6	\$52,961	\$53,403	\$53,845	\$54,287	\$56,929	\$57,371	\$58,657	\$59,176	\$59,722	\$60,294	\$60,892	\$61,516	\$62,166	\$62,841	\$63,543	\$64,271
7	\$55,667	\$56,109	\$56,551	\$56,994	\$59,636	\$60,079	\$61,566	\$61,886	\$62,433	\$63,005	\$63,603	\$64,228	\$64,879	\$65,555	\$66,258	\$66,986
8	\$58,372	\$58,815	\$59,258	\$59,701	\$62,344	\$62,787	\$64,075	\$64,596	\$65,143	\$65,717	\$66,315	\$66,941	\$67,592	\$68,269	\$68,973	\$69,702
9	\$61,078	\$61,521	\$61,963	\$62,408	\$65,052	\$65,495	\$66,785	\$67,306	\$67,854	\$68,428	\$69,027	\$69,653	\$70,305	\$70,983	\$71,688	\$72,418
10	\$63,783	\$64,227	\$64,671	\$65,115	\$67,759	\$68,203	\$69,494	\$70,016	\$70,564	\$71,139	\$71,739	\$72,366	\$73,019	\$73,697	\$74,405	\$75,134
11	\$66,489	\$66,933	\$67,378	\$67,822	\$70,467	\$70,911	\$72,203	\$72,726	\$73,275	\$73,850	\$74,451	\$75,078	\$75,732	\$76,411	\$77,118	\$77,849
12	\$69,194	\$69,639	\$70,084	\$70,529	\$73,174	\$73,619	\$74,912	\$75,436	\$75,985	\$76,561	\$77,165	\$77,791	\$78,445	\$79,125	\$79,833	\$80,565
13	\$71,900	\$72,346	\$72,791	\$73,236	\$75,882	\$76,327	\$77,622	\$78,145	\$78,696	\$79,272	\$79,875	\$80,503	\$81,158	\$81,840	\$82,547	\$83,281
14	\$74,606	\$75,052	\$75,498	\$75,944	\$78,590	\$79,036	\$80,331	\$80,855	\$81,406	\$81,984	\$82,586	\$83,216	\$83,872	\$84,554	\$85,262	\$85,997
15	\$77,311	\$77,758	\$78,204	\$78,651	\$81,297	\$81,744	\$83,040	\$83,565	\$84,117	\$84,695	\$85,298	\$85,928	\$86,585	\$87,268	\$87,977	\$88,712
16	\$81,022	\$81,469	\$81,916	\$82,363	\$85,010	\$85,457	\$86,755	\$87,281	\$87,835	\$88,411	\$88,916	\$89,446	\$90,004	\$90,587	\$91,198	\$91,833

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East Stroudsburg Area School District 2023-2024 Salaries

Step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	B	B-6	B-12	B-18	B-24	B-30	M	M-6	M-12	M-18	M-24	M-30	M-36	M-42	M-48	DR.
1	\$52,985	\$55,427	\$58,869	\$62,312	\$65,754	\$69,197	\$72,640	\$76,083	\$79,526	\$82,969	\$86,412	\$89,855	\$93,298	\$96,741	\$100,184	\$103,627
2	\$55,085	\$57,527	\$60,969	\$64,412	\$67,854	\$71,297	\$74,740	\$78,183	\$81,626	\$85,069	\$88,512	\$91,955	\$95,398	\$98,841	\$102,284	\$105,727
3	\$57,185	\$59,627	\$63,069	\$66,512	\$69,954	\$73,397	\$76,840	\$80,283	\$83,726	\$87,169	\$90,612	\$94,055	\$97,498	\$100,941	\$104,384	\$107,827
4	\$59,285	\$61,727	\$65,169	\$68,612	\$72,054	\$75,497	\$78,940	\$82,383	\$85,826	\$89,269	\$92,712	\$96,155	\$99,598	\$103,041	\$106,484	\$109,927
5	\$61,385	\$63,827	\$67,269	\$70,712	\$74,154	\$77,597	\$81,040	\$84,483	\$87,926	\$91,369	\$94,812	\$98,255	\$101,698	\$105,141	\$108,584	\$112,027
6	\$63,485	\$65,927	\$69,369	\$72,812	\$76,254	\$79,697	\$83,140	\$86,583	\$90,026	\$93,469	\$96,912	\$100,355	\$103,798	\$107,241	\$110,684	\$114,127
7	\$65,585	\$68,027	\$71,469	\$74,912	\$78,354	\$81,797	\$85,240	\$88,683	\$92,126	\$95,569	\$99,012	\$102,455	\$105,898	\$109,341	\$112,784	\$116,227
8	\$67,685	\$70,127	\$73,569	\$77,012	\$80,454	\$83,897	\$87,340	\$90,783	\$94,226	\$97,669	\$101,112	\$104,555	\$107,998	\$111,441	\$114,884	\$118,327
9	\$69,785	\$72,227	\$75,669	\$79,112	\$82,554	\$85,997	\$89,440	\$92,883	\$96,326	\$99,769	\$103,212	\$106,655	\$110,098	\$113,541	\$116,984	\$120,427
10	\$71,885	\$74,327	\$77,769	\$81,212	\$84,654	\$88,097	\$91,540	\$94,983	\$98,426	\$101,869	\$105,312	\$108,755	\$112,198	\$115,641	\$119,084	\$122,527
11	\$73,985	\$76,427	\$79,869	\$83,312	\$86,754	\$90,197	\$93,640	\$97,083	\$100,526	\$103,969	\$107,412	\$110,855	\$114,298	\$117,741	\$121,184	\$124,627
12	\$76,085	\$78,527	\$81,969	\$85,412	\$88,854	\$92,297	\$95,740	\$99,183	\$102,626	\$106,069	\$109,512	\$112,955	\$116,398	\$119,841	\$123,284	\$126,727
13	\$78,185	\$80,627	\$84,069	\$87,512	\$90,954	\$94,397	\$97,840	\$101,283	\$104,726	\$108,169	\$111,612	\$115,055	\$118,498	\$121,941	\$125,384	\$128,827
14	\$80,285	\$82,727	\$86,169	\$89,612	\$93,054	\$96,497	\$99,940	\$103,383	\$106,826	\$110,269	\$113,712	\$117,155	\$120,598	\$124,041	\$127,484	\$130,927
15	\$82,385	\$84,827	\$88,269	\$91,712	\$95,154	\$98,597	\$102,040	\$105,483	\$108,926	\$112,369	\$115,812	\$119,255	\$122,698	\$126,141	\$129,584	\$133,027
16	\$84,485	\$86,927	\$90,369	\$93,812	\$97,254	\$100,697	\$104,140	\$107,583	\$111,026	\$114,469	\$117,912	\$121,355	\$124,798	\$128,241	\$131,684	\$135,127

SCHEDULE "B"- EXTRA-RESPONSIBILITY PAY SCHEDULE

Athletics Category

LEVEL I POSITIONS HS	2021-22	2022-23	2023-24
Athletic Director*	12,200	12,444	12,693
(Associate) Athletic Director*	9,030	9,211	9,395
Athletic Trainer*	12,305	12,551	12,802
Assistant Athletic Trainer*	7,383	7,531	7,681
(Associate) Int Athletic Director* (formerly Level V Associate Int Director)	8,853	9,030	9,211
Football			
Football Head Coach* <small>replaces Football Head Coach (0-10 yrs) and Football Head Coach (11 or more yrs)</small>	9,448	9,637	9,830
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Varsity Assistant*	6,207	6,331	6,458
Freshman Head Coach*	5,583	5,695	5,809
Freshman Assistant*	4,380	4,468	4,557
Basketball - Boys			
Head Coach*	8,064	8,225	8,390
Varsity Assistant*	5,237	5,342	5,449
Varsity Assistant*	5,237	5,342	5,449
Freshman Coach*	4,224	4,308	4,395
Basketball - Girls			
Head Coach*	8,064	8,225	8,390
Varsity Assistant*	5,237	5,342	5,449
Varsity Assistant*	5,237	5,342	5,449
Freshman Coach*	4,224	4,308	4,395
Wrestling			
Head Coach*	7,716	7,870	8,028
Varsity Assistant*	5,100	5,202	5,306
<i>*longevity eligible</i>			

LEVEL II POSITIONS HS	2021-22	2022-23	2023-24
Baseball			
Head Coach*	6,183	6,307	6,433
Varsity Assistant*	4,237	4,322	4,408
Junior Varsity*	4,154	4,237	4,322
Softball			
Head Coach*	6,183	6,307	6,433
Varsity Assistant*	4,237	4,322	4,408
Junior Varsity*	4,154	4,237	4,322
Soccer - Boys			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
Junior Varsity*	4,095	4,177	4,260
Soccer - Girls			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
Junior Varsity*	4,095	4,177	4,260
Field Hockey			
Head Coach*	5,844	5,961	6,080
Varsity Assistant*	4,015	4,095	4,177
Track and Field - Boys			
Head Coach*	6,311	6,437	6,566
Varsity Assistant*	4,107	4,189	4,273
Varsity Assistant*	4,107	4,189	4,273
Track and Field - Girls			
Head Coach*	6,311	6,437	6,566
Varsity Assistant*	4,107	4,189	4,273
Varsity Assistant*	4,107	4,189	4,273
Swimming			
Head Coach*	7,906	8,064	8,225
Varsity Assistant*	5,134	5,237	5,341
Volleyball - Girls			
Head Coach*	5,729	5,844	5,960
Varsity Assistant*	4,015	4,095	4,177
*longevity eligible			

LEVEL III POSITIONS HS	2021-22	2022-23	2023-24
Cheerleading - Fall			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
Cheerleading - Winter			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
LEVEL IV POSITIONS HS			
Rifle			
Head Coach*	4,436	4,525	4,615
Varsity Assistant*	3,100	3,162	3,225
Cross Country			
Head Coach*	4,525	4,616	4,708
Varsity Assistant*	3,100	3,162	3,225
Golf			
Head Coach*	3,884	3,962	4,041
Tennis - Boys			
Head Coach*	3,884	3,962	4,041
Tennis - Girls			
Head Coach*	3,884	3,962	4,041
Junior Varsity*	2,278	2,324	2,370
LEVEL V POSITIONS INT			
Football			
Int School Head Coach*	5,000	5,100	5,202
Int School Asst*	3,650	3,723	3,797
Int School Asst*	3,650	3,723	3,797
Int School Asst*	3,650	3,723	3,797
Wrestling			
Junior High Head Coach (7-9)* <small>formerly HS Varsity Asst.</small>	5,100	5,202	5,306
Junior High Assistant Coach (7-9) <small>formerly Inter. Asst.*</small>	3,723	3,797	3,873
Basketball - Boys			
Int School Head Coach*	3,771	3,846	3,923
Int School Asst Coach*	3,028	3,089	3,150
Basketball - Girls			
Int School Head Coach*	3,771	3,846	3,923
Int School Asst Coach*	3,028	3,089	3,150
*longevity eligible			

LEVEL VI POSITIONS INT	2021-22	2022-23	2023-24
Field Hockey			
Int School Head Coach*	2,894	2,952	3,011
Int School Asst*	2,403	2,451	2,500
Soccer - Boys			
Int School Head Coach*	2,894	2,952	3,011
Int School Assistant*	2,403	2,451	2,500
Soccer - Girls			
Int School Head Coach*	2,894	2,952	3,011
Int School Assistant*	2,403	2,451	2,500
Cross Country			
Int School Head Coach*	2,894	2,952	3,011
Baseball			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Softball			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Track and Field - Boys			
Int School Head Coach*	2,894	2,952	3,011
Track and Field - Girls			
Int School Head Coach*	2,894	2,952	3,011
Volleyball - Boys			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
Volleyball - Girls			
Int School Head Coach*	2,894	2,952	3,011
Assistant Coach*	2,356	2,403	2,451
*longevity eligible			

Activities Category

POSITION	2021-22	2022-23	2023-24
Chess Team Coach*	2,198	2,242	2,287
Class Coverage -- per hour	30.15	30.75	31.37
Class Advisor			
Freshman	1,232	1,257	1,282
Sophomore	1,232	1,257	1,282
Junior	1,328	1,355	1,382
Senior	1,508	1,538	1,569
Club Advisor	1,135	1,158	1,181
Computer Assistant	956	975	995
Department Heads (Elem/Sec)			
3 or less	3,386	3,454	3,523
4 to 6	3,583	3,655	3,728
7 or more	4,004	4,084	4,166
Detention Supervisor -- per hour	30.15	30.75	31.37
Intramural Advisors -- per hour	24.95	25.45	25.96
Mentors	675	689	702
National Honor Society Advisor	1,229	1,254	1,279
Newspaper Advisor High School	2,637	2,690	2,744
Stage Manager High School*	3,938	4,017	4,097
Stage Manager Intermediate*	2,979	3,039	3,099
Student Council Advisor HS	2,347	2,394	2,442
Student Council Advisor INT	1,671	1,704	1,739
Band Director High School*	6,809	6,945	7,084
Assistant*	4,286	4,372	4,459
Band Director Intermediate*	2,327	2,374	2,421
*longevity eligible			

POSITION	2021-22	2022-23	2023-24
Color Guard Advisor*	3,166	3,229	3,294
Band Jazz Director High School*	1,965	2,004	2,044
Band Jazz Director Intermediate*	1,965	2,004	2,044
Marching Band Instructor*	1,938	1,977	2,016
Band Advisor (Summer) -- per hour	30.15	30.75	31.37
Choral Directors			
High School*	3,763	3,838	3,915
Intermediate*	2,509	2,559	2,610
Elementary*	1,792	1,828	1,864
Elementary Band Director*	1,792	1,828	1,864
Director of School Productions HS (Fall)*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Director of School Productions HS (Spring)*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Director of School Productions Intermediate*	2,694	2,748	2,803
Assistant*	1,660	1,693	1,727
Drama Musical Director High School*	1,558	1,589	1,621
Drama Musical Director Intermediate*	1,519	1,549	1,580
Mock Trial Head Coach*	2,585	2,637	2,689
Scholastic Scrimmage Head Coach*	2,352	2,399	2,447
Speech/Debate Team Advisor - HS*	2,021	2,061	2,103
Summer Curriculum Writing, Planning - per hr	30.15	30.75	31.37
Development and Research Night School, Summer School, and Homebound (includes mileage)			
Summer Weight Training Coach	2,858	2,915	2,973
Yearbook Advisors			
Editor Advisor High School	2,707	2,761	2,816
Assistant	1,571	1,602	1,634
Business Advisor	1,785	1,821	1,857
Editor Advisor Intermediate	1,938	1,977	2,016
Assistant	1,429	1,458	1,487
*longevity eligible			

- A. Any individual who has held one of the qualifying schedule B positions listed above with an asterisk (*) for 5 or more years shall receive a \$250 longevity stipend above his/her base salary. In addition, the individual must have held the same schedule B position for the stated number of years (years served in that position do not have to be consecutive) to qualify for the longevity stipend.
- B. Individuals starting their fifth year will be eligible for the stipend.
- C. The District agrees to begin keeping annual records of all individuals serving schedule B positions for the purposes of awarding longevity stipends.

EAST STROUDSBURG AREA SCHOOL DISTRICT
GRIEVANCE REPORT FORM

The Grievance Report Form will be available electronically as agreed upon by the East Stroudsburg Area School District and the East Stroudsburg Area Education Association.

**AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE WITH
EAST STROUDSBURG AREA SCHOOL DISTRICT AND MARYWOOD UNIVERSITY**

THIS AGREEMENT is made the 10th day of **DECEMBER 2021** by **MARYWOOD UNIVERSITY** (hereinafter referred to as "the College/University"), a non-profit institution incorporated under the laws of the Commonwealth of Pennsylvania, and **EAST STROUDSBURG AREA SCHOOL DISTRICT** (hereinafter referred to as "the School District"). The parties intend to be legally bound by the following terms:

I. **DUTIES AND RESPONSIBILITIES OF THE COLLEGE/UNIVERSITY**

- a. *Selection of Students.* The College/University shall be responsible for the selection of qualified student(s) (hereinafter "Student") to participate in the practicum or student teaching experience. The Student must have an appropriate educational background to participate in the program offered by the School District.
- b. *Education of Student.* The College/University shall assume full responsibility for the classroom education of the Student. The College/University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading and graduation.
- c. *Submission of Candidates.* The College/University shall submit the name of the Student to the School District or a designated representative prior to the practicum assignment or student teaching.
- d. *Advising Student of Rights and Responsibilities.* The College/University will be responsible for advising the Student of his or her own responsibilities under this Agreement. The Student shall be advised of his or her obligations to abide by the policies and procedures of the School District and should any student fail to abide by any policy and/or procedure, he or she may be expelled from the program.
- e. *Professional Liability Insurance.* The Student shall be responsible for procuring Professional Liability Insurance at his/her own expense. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$3,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the practicum or student teaching assignment.
- f. *Clearances and Records.* The College/University shall require the Student to provide the School District necessary clearances as required by law of individuals working in the School District, including but not limited to a TB test, state and federal Criminal History reports, and a Pennsylvania Child Abuse Clearance.

II. DUTIES AND RESPONSIBILITIES OF EAST STROUDSBURG AREA SCHOOL DISTRICT

- a. *Establishment of Internship.* The School District authorizes the use of its site, as the location for the practicum or student teaching experience herein contemplated. This practicum/student teaching experience is for a student enrolled in an undergraduate degree program in education at the University.
- b. *Policies of the School District.* The School District will provide the University with all applicable information regarding its policies at least two (2) weeks in advance of the Student's participation. The College/University will review with the Student, prior to the assignment, any and all applicable policies, codes or confidentiality issues related to the experience.
- c. *Designation of School District Representative.* The School District shall designate a qualified staff member to function as an on-site supervisor for the Student. The supervising staff member will be responsible, with the approval of the Superintendent of the School District or his/her designee, for providing opportunities for the Student to engage in a variety of counseling activities under supervision, for evaluating the Student's performance, and for meeting periodically with representatives of the College/University in order to discuss, plan and evaluate the internship experience of the Student. The on-site supervisor, or his/her designee, shall provide the Student with an orientation to the School District's specific services necessary for the implementation of the student teaching experience.
- d. *Administration.* The School District will have the sole authority and control over all aspects of the delivery of pupil services. The School District will be responsible for and retain control over the organization and operation of its programs.
- e. *Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal occurs, the School District shall immediately contact the designated College/University representative.
- f. *Reporting of Student Progress.* The School District shall provide all reasonable information requested by the College/University on a student's work performance. If there are any student evaluations, they will be completed and returned according to a reasonable schedule agreed to by the College/University and the School District.
- g. *Student Records.* The School District shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the Student unless required to do so by law or as dictated by the terms of this Agreement.

III. MUTUAL TERMS AND CONDITIONS

- a. *Number of Participating Students.* The parties mutually agree that one Student shall be assigned to East Stroudsburg Area School District for this student teaching experience.
- b. *Term of Agreement.* The term of this Agreement shall be five (5) years from the date of execution.
- c. *Termination of Agreement.* The College/University or the School District may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the School District terminate this Agreement prior to the completion of an academic semester for other than a substantial breach, the Student enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.
- d. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 with regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972, and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. *Interpretation of Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- h. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- i. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist with regard to this relationship.

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

East Stroudsburg Area School District:

Authorized Signature

Date

Printed Name

Title

MARYWOOD UNIVERSITY:

Sister Mary Persico, IHM
Authorized Signature

December 10, 2021
Date

Sister Mary Persico, IHM
Printed Name

President
Title

**AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE WITH
EAST STROUDSBURG AREA SCHOOL DISTRICT AND WALDEN UNIVERSITY**

THIS AGREEMENT is made the 28th day of February, 2022 by the (hereinafter referred to as **Walden University, LLC** "the College/University"), a non-profit institution incorporated under the laws of the Commonwealth of Pennsylvania, and EAST STROUDSBURG AREA SCHOOL DISTRICT (hereinafter referred to as "the School District"). The parties intend to be legally bound by the following terms:

I. **DUTIES AND RESPONSIBILITIES OF THE COLLEGE/UNIVERSITY**

- a. *Selection of Students.* The College/University shall be responsible for the selection of qualified student(s) (hereinafter "Student") to participate in the practicum or student teaching experience. The Student must have an appropriate educational background to participate in the program offered by the School District. The parties understand that the College/University is an online Institution therefore there will be no faculty presence from College/University on School Districts premises.
- b. *Education of Student.* The College/University shall assume full responsibility for the classroom education of the Student. The College/University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading and graduation.
- c. *Submission of Candidates.* The College/University shall submit the name of the Student to the School District or a designated representative prior to the practicum assignment or student teaching.
- d. *Advising Student of Rights and Responsibilities.* The College/University will be responsible for advising the Student of his or her own responsibilities under this Agreement. The Student shall be advised of his or her obligations to abide by the policies and procedures of the School District as provided by School District and should any student fail to abide by any policy and/or procedure, he or she may be expelled from the program.
- e. *Professional Liability Insurance.* The Student shall be responsible for procuring Professional Liability Insurance at his/her own expense. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$3,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the practicum or student teaching assignment.
- f. *Clearances and Records.* The College/University shall require the Student to provide the School District necessary clearances as required by law of individuals working in the School District, including but not limited to a TB test, state and federal Criminal History reports, and a Pennsylvania Child Abuse Clearance. The Student shall arrange for and provide to the School District any required information including, but not limited to, criminal background checks, health information, verification of certification and/or licensure, insurance information and information relating to participation in federally funded insurance programs.

II. DUTIES AND RESPONSIBILITIES OF EAST STROUDSBURG AREA SCHOOL DISTRICT

- a. *Establishment of Internship.* The School District authorizes the use of its site, as the location for the practicum or student teaching experience herein contemplated. This practicum/student teaching experience is for a student enrolled in an undergraduate degree program in education at the University.
- b. *Policies of the School District.* The School District will provide the University with all applicable information regarding its policies at least two (2) weeks in advance of the Student's participation. The College/University will review with the Student, prior to the assignment, any and all applicable policies, codes or confidentiality issues related to the experience.
- c. *Designation of School District Representative.* The School District shall designate a qualified staff member to function as an on-site supervisor for the Student. The supervising staff member will be responsible, with the approval of the Superintendent of the School District or his/her designee, for providing opportunities for the Student to engage in a variety of counseling activities under supervision, for evaluating the Student's performance, and for meeting periodically with representatives of the College/University in order to discuss, plan and evaluate the internship experience of the Student. The on-site supervisor, or his/her designee, shall provide the Student with an orientation to the School District's specific services necessary for the implementation of the student teaching experience.
- d. *Administration.* The School District will have the sole authority and control over all aspects of the delivery of pupil services. The School District will be responsible for and retain control over the organization and operation of its programs.
- e. *Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal occurs, the School District shall immediately contact the designated College/University representative.
- f. *Reporting of Student Progress.* The School District shall provide all reasonable information requested by the College/University on a student's work performance. If there are any student evaluations, they will be completed and returned according to a reasonable schedule agreed to by the College/University and the School District.
- g. *Student Records.* The School District shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent written consent of the Student unless required to do so by law or as dictated by the terms of this Agreement.
- h. *Insurance.* The School District shall maintain general and professional liability insurance (or comparable coverage under a program of self-insurance) for itself and its employees with a single limit of no less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) annual aggregate. The School District shall provide College/University with proof of coverage upon request.
- i. *Telehealth.* In the event that The School District allows students to participate in activities that are conducted virtually outside of the School District's facilities, such as allowing virtual visits, telehealth services, or other activities that do not involve in-

person interaction, The School District acknowledges that College/University does not control the performance, reliability, or security of the devices or networks used by students for these activities and The School District shall be responsible for ensuring that such devices or networks meet The School District's requirements.

III. MUTUAL TERMS AND CONDITIONS

- a. *Number of Participating Students.* The parties mutually agree that one Student shall be assigned to East Stroudsburg Area School District for this student teaching experience.
- b. *Term of Agreement.* The term of this Agreement shall be five (5) year from the date of execution.
- c. *Termination of Agreement.* The College/University or the School District may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the School District terminate this Agreement prior to the completion of an academic semester for other than a substantial breach, the Student enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.
- d. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 with regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972, and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. *Interpretation of Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- h. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- i. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist with regard to this relationship.

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

East Stroudsburg Area School District:

Authorized Signature

Date

Printed Name

Title

Walden University, LLC:



Authorized Signature

12/14/21

Date

Susan Carmichael

Printed Name

Field Experience Director

Title

**EAST STROUDSBURG AREA SCHOOL DISTRICT,
Monroe and Pike Counties, Pennsylvania**

RESOLUTION

INCURRING NONELECTORAL DEBT TO BE EVIDENCED BY ONE OR MORE SERIES OF GENERAL OBLIGATION NOTES IN THE MAXIMUM COMBINED AGGREGATE PRINCIPAL AMOUNT OF EIGHT MILLION DOLLARS (\$8,000,000), TO REFUND ALL OR A PORTION OF THIS SCHOOL DISTRICT'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES OF 2016 AND GENERAL OBLIGATION BONDS, SERIES OF 2017; ACCEPTING A NOTE PURCHASE PROPOSAL; SETTING FORTH THE PARAMETERS, SUBSTANTIAL FORM OF AND CONDITIONS FOR ISSUING THE NOTES; PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THIS SCHOOL DISTRICT TO SECURE THE NOTES; APPOINTING A PAYING AGENT AND SINKING FUND DEPOSITORY; PROVIDING FOR THE REDEMPTION OF THE REFUNDED OBLIGATIONS; AND AUTHORIZING RELATED DOCUMENTS AND ACTIONS.

WHEREAS, East Stroudsburg Area School District, located in Monroe and Pike Counties, Pennsylvania (the "School District"), is a school district of the Commonwealth of Pennsylvania (the "Commonwealth"), and a "Local Government Unit" within the meaning of the Local Government Unit Debt Act, 53 Pa.C.S. Chs. 80-82 (the "Debt Act"), governed by its Board of School Directors (the "School Board"); and

WHEREAS, the School Board, by its resolution adopted on May 16, 2016 (the "2016 Bonds Enabling Resolution"), authorized and secured this School District's General Obligation Bonds, Series of 2016, dated June 22, 2016, in the original aggregate principal amount of \$9,500,000 (the "2016 Bonds"), to advance refund a portion of the School District's General Obligation Bonds, Series of 2008, and which 2016 Bonds are currently subject to optional redemption in whole or in part upon 30 days' notice; and

WHEREAS, the Department of Community and Economic Development of the Commonwealth (the "Department") approved the debt proceedings of this School District related to the 2016 Bonds, as evidenced by Certificate of Approval No. GOB-160608-02, dated June 8, 2016; and

WHEREAS, the School Board, by its resolution adopted on May 16, 2016 (the "2017 Bonds Enabling Resolution"), authorized and secured this School District's General Obligation

Bonds, Series of 2017, dated January 12, 2017, in the original aggregate principal amount of \$7,270,000 (the "2017 Bonds"), to advance refund a portion of the School District's General Obligation Bonds, Series of 2008, and which 2017 Bonds are subject to optional redemption in whole or in part on or after March 1, 2022 upon 30 days' notice; and

WHEREAS, the Department approved the debt proceedings of this School District related to the 2017 Bonds, as evidenced by Certificate of Approval No. GOB-170103-01, dated January 3, 2017; and

WHEREAS, the School Board has determined to retire all or a portion of the outstanding 2016 Bonds and the 2017 Bonds (the "Refunded Obligations"), as described in a refunding report (the "Refunding Report") prepared for this School District by its financial advisor PFM Financial Advisors LLC (the "Financial Advisor"), at such time as the debt service savings to this School District resulting from refunding any of the Refunded Obligations, net of any resulting reduction in Commonwealth reimbursement, and after using proceeds of the Notes (hereinafter defined) to pay the costs of issuing such Notes, equals at least \$140,000 (the "Required Savings"); and

WHEREAS, the School Board may issue one or more series of general obligation notes in the maximum aggregate principal amount of Eight Million Dollars (\$8,000,000) (the "Notes"), to undertake the current refunding of the Refunded Obligations, and to pay the costs and expenses of issuance of the Notes (the "Project"), all in accordance with the Debt Act; and

WHEREAS, the School Board has considered the possible manners of selling the Notes provided for in the Debt Act, at public sale or private sale by negotiation; and

WHEREAS, the School Board has determined that the Notes shall be offered in a private sale by negotiation, at a net purchase price of not less than 95.0% nor more than 130.0% of the aggregate principal amount of the Notes issued, plus any accrued interest (the "Purchase Price"); and

WHEREAS, a "Proposal for the Purchase of Notes," dated December 20, 2021 (the "Proposal"), has been received from the Financial Advisor, containing the financial parameters for, and conditions to, the issuance of the Notes (the "Note Parameters"), which will be supplemented by one or more addendums (each an "Addendum") containing the final terms and identifying the purchaser of the Notes (the "Purchaser"), consistent with the Note Parameters; and

WHEREAS, the School Board desires to accept the Proposal, to award the sale of the Notes, to authorize the issuance of nonelectoral debt and to take and authorize appropriate action, all in connection with the Project, and in accordance with the Debt Act; and

WHEREAS, the School Board has determined to appoint Manufacturers and Traders Trust Company (the "Paying Agent"), having a corporate trust office in Harrisburg, Pennsylvania and Buffalo, New York, as paying agent and sinking fund depository for the Notes, or such other paying agent and sinking fund depository as shall be acceptable to the School District.

NOW, THEREFORE, BE IT RESOLVED, by the School Board, as follows:

SECTION 1. The School Board hereby authorizes the issuance of the Notes pursuant to this Resolution, in accordance with the Debt Act, to undertake the Project.

SECTION 2. The School Board finds that it is in the best financial interests of this School District to sell the Notes in a private sale by negotiation and determines that the debt to be incurred pursuant to this Resolution shall be nonelectoral debt.

SECTION 3. The Project is authorized by Section 8241(b)(1) of the Debt Act (reduction in total debt service over the life of the issue). The capital projects or facilities originally financed or refinanced by the Refunded Obligations have remaining useful lives of at least eight (8) years and the aggregate principal amount of the Notes equal to the separate costs of each project financed or refinanced shall be stated to mature prior to the end of each useful life. The first maturity of principal of the Notes is not being deferred beyond two years.

SECTION 4. The Notes shall be awarded to the Purchaser in accordance with terms and conditions of the Proposal, including the Purchase Price. This School District's Chief Financial Officer or its Superintendent is hereby authorized to approve the final terms and conditions of the Notes, and each Addendum to be presented by the Financial Advisor, within the Note Parameters and Required Savings. Each Addendum so approved shall be executed and delivered by the President or Vice President of the School Board and included as a part of the Proposal accepted by this Resolution.

SECTION 5. The Notes, when issued, will be general obligation notes of this School District.

SECTION 6. The Notes shall be stated to mature not later than September 1, 2029 and shall mature, or be payable upon mandatory redemption prior to stated maturity, in the maximum annual amounts set forth in **Exhibit A**, which is attached hereto and made part hereof.

Each of the Notes shall bear interest at a rate or rates not to exceed 5.50%, per annum.

The Notes shall bear interest and be payable as further described in the substantial form of the Notes attached hereto as **Exhibit B**, with appropriate insertions, omissions and variations.

Notes within a series shall be numbered consecutively, as issued, without regard to denomination or maturity.

The Notes may be subject to optional redemption by this School District prior to maturity, on such date or dates and under such terms as may be determined in the manor described in Section 4 hereof. The Notes may be subject to mandatory redemption prior to maturity, determined in the

manner described in Section 4 hereof, not in excess of any annual principal payment amount set forth in **Exhibit A** hereof.

SECTION 7. This School District and the Paying Agent may deem and treat the persons in whose names the Notes shall be registered as the absolute owners thereof for all purposes, whether such Notes shall be overdue or not, and payment of the principal of, premium, if any, and interest on the Notes shall be made only to or upon the order of the registered owners thereof or their legal representatives, but registration of a transfer of ownership may be made as herein provided. All such payments shall be valid and effectual to satisfy and discharge the liability upon the Notes, to the extent of the sum or sums so paid, and neither this School District nor the Paying Agent shall be affected by any notice to the contrary.

SECTION 8. Registration of the transfer of ownership of Notes shall be made upon surrender of any of the Notes to the Paying Agent, accompanied by a written instrument or instruments in form, with instructions, and with guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner thereof or his attorney-in-fact or legal representative. The Paying Agent shall enter any transfer of ownership of any of the Notes in the registration books and shall authenticate and deliver, at the earliest practicable time, in the name of the transferee or transferees, a new fully registered note or notes of authorized denominations of the same series, maturity and interest rate for the aggregate principal amount that the registered owner is entitled to receive. Notes may be exchanged for a like aggregate principal amount of Notes of other authorized denominations of the same series, maturity and interest rate.

SECTION 9. If Notes shall be subject to optional redemption or mandatory redemption prior to stated maturity, this School District and the Paying Agent shall not be required to register the transfer of or exchange any of the Notes then considered for redemption during the period beginning at the close of business on the fifteenth (15th) day next preceding any date of selection of such Notes to be redeemed and ending at the close of business on the day of mailing of the notice of redemption, as hereinafter provided, or to register the transfer of or exchange any portion of any of the Notes selected for redemption in whole or in part until after the redemption date.

SECTION 10. This School District shall cause to be kept, and the Paying Agent shall keep, books for the registration, exchange and transfer of Notes in the manner provided herein and therein so long as Notes shall remain outstanding. Such registrations, exchanges and transfers shall be made without charge to noteholders, except for actual costs, including postage, insurance and any taxes or other governmental charges required to be paid with respect to the same.

SECTION 11. This School District appoints the Paying Agent as the paying agent with respect to the Notes and directs that the principal of, premium, if any, and interest on the Notes shall be payable at a designated corporate trust office of the Paying Agent, in lawful money of the United States of America.

Any corporation or association into which the Paying Agent, or any appointed successor to it, may be merged or converted or with which it, or any appointed successor to it, may be consolidated, or any corporation or association resulting from any merger, conversion or consolidation to which the Paying Agent shall be a party, or any corporation or association to which the Paying Agent, or any appointed successor to it, sells or otherwise transfers all or substantially all of its corporate trust business, including its functions under this Resolution, shall be the successor paying agent hereunder, without the execution or filing of any paper or any further act on the part of this School District, and thereafter references herein to the "Paying Agent" shall refer to such resulting corporation or association, or to such transferee, as the case may be.

If the Paying Agent at any time shall resign or shall be removed by this School District, the School Board shall appoint a successor paying agent that is duly qualified in accordance with the Act to serve as paying agent for the Notes and sinking fund depository with respect to the Sinking Fund created herein, and the principal of, redemption premium, if any, and interest on the Notes shall be payable, when due, at a designated office of the successor paying agent located in the Commonwealth and at such additional payment offices as the successor paying agent shall designate. Upon acceptance of such appointment and the transfer by the Paying Agent to the successor paying agent of the appropriate documents, records, and funds, references herein to the "Paying Agent" shall thereafter refer to such successor paying agent.

SECTION 12. The Notes shall be executed in the name of and on behalf of this School District by the manual or facsimile signature of the President or Vice President of the School Board, and the official seal or a facsimile of the official seal of this School District shall be affixed thereto and the manual or facsimile signature of the Secretary or Assistant Secretary of the School Board shall be affixed thereto in attestation thereof; and said officers are authorized to execute and to attest the Notes.

SECTION 13. No note constituting one of the Notes shall be entitled to any benefit under this Resolution nor shall it be valid, obligatory or enforceable for any purpose until such note shall have been registered and authenticated by the Certificate of Authentication endorsed thereon duly signed by the Paying Agent; and the Paying Agent is authorized to register and authenticate the Notes in accordance with the provisions hereof.

SECTION 14. This School District covenants to and with registered owners, from time to time, of the Notes that shall be outstanding, from time to time, pursuant to this Resolution, that this School District shall: (i) include the amount of the debt service on the Notes, for each fiscal year of this School District in which the sums are payable, in its budget for that year, (ii) appropriate those amounts from its general revenues for the payment of the debt service, and (iii) duly and punctually pay or cause to be paid from the Sinking Fund (hereinafter identified) or any other of its revenues or funds the principal of and interest on each of the Notes at the dates and places and in the manner stated therein, according to the true intent and meaning thereof; and, for such budgeting, appropriation and payment, this School District shall and does pledge, irrevocably, its full faith, credit and taxing power. As provided in the Debt Act, the foregoing covenant of this School District shall be specifically enforceable.

SECTION 15. There is created, pursuant to the requirements of the Debt Act, one or more sinking funds for the Notes (collectively, the "Sinking Fund") including, if applicable, multiple series, or a mandatory sinking fund. The Sinking Fund shall be administered in accordance with applicable provisions of the Debt Act.

SECTION 16. This School District appoints the Paying Agent as the sinking fund depository with respect to the Sinking Fund.

SECTION 17. This School District covenants to make payments out of the Sinking Fund, or out of any other of its revenues or funds, at such times and in such annual amounts, as shall be sufficient for prompt and full payment of all obligations of the Notes when due.

SECTION 18. The School Board hereby authorizes the preparation of a Preliminary Official Statement for use in the marketing of the Notes and authorizes the Superintendent of this School District, or the President or Vice President of the School Board, to approve the form of such Preliminary Official Statement and a final Official Statement with respect to the Notes of this School District, with such insertions and amendments as shall be necessary or appropriate to reflect the final terms and provisions of the Notes, the accepted Proposal and this Resolution. The President of the School Board shall affix his or her signature to the Official Statement, as such officer, and such execution of the Official Statement shall constitute conclusive evidence of the approval of the Official Statement by the School Board.

SECTION 19. The President or Vice President and the Secretary or Assistant Secretary, respectively, of the School Board are authorized and directed, as required, necessary and/or appropriate: (a) to prepare, to certify and to file with the Department the debt statement required by the Debt Act; (b) to prepare and to file with the Department any statements required by the Debt Act that are necessary to qualify all or any portion of the debt of this School District that is subject to exclusion as self-liquidating or subsidized debt for exclusion from the appropriate debt limit of this School District as self-liquidating or subsidized debt; (c) to prepare and to file the application with the Department, together with a complete and accurate transcript of the proceedings for the required approval relating to the debt, of which debt the Notes, upon issue, will be evidence, as required by the Debt Act; (d) to pay or to cause to be paid to the Department all proper filing fees required in connection with the foregoing; and (e) to take other required, necessary and/or appropriate action.

The School Board authorizes and directs that an appropriate borrowing base certificate be prepared for filing with the Department as required by the Debt Act. The President or Vice President and the Secretary or Assistant Secretary, respectively, of the School Board are hereby authorized to prepare and to execute, or to authorize the preparation and execution of such borrowing base certificate.

SECTION 20. If applicable, as determined from the Proposal, the School Board authorizes and directs the purchase of municipal bond insurance with respect to the Notes. The

officers and agents of this School District are authorized and directed to take all required, necessary and/or appropriate action with respect to such insurance, as contemplated in the Proposal, including the payment of the premium of such insurance.

SECTION 21. The President or Vice President and the Secretary or Assistant Secretary, respectively, of the School Board are authorized and directed to contract with the Paying Agent for its services as paying agent for the Notes and as sinking fund depository in connection with the Sinking Fund established for the Notes.

SECTION 22. It is declared that the debt to be incurred hereby, together with any other indebtedness of this School District, is not in excess of any limitation imposed by the Debt Act upon the incurring of debt by this School District.

SECTION 23. The officers and agents of this School District are authorized to deliver the Notes and to authorize payment of all costs and expenses associated with the issuance of the Notes as provided for in the Proposal, but only after the Department has certified its approval pursuant to the provisions of the Debt Act or at such time when the filing authorized to be submitted to the Department pursuant to the Debt Act shall be deemed to have been approved pursuant to applicable provisions of the Debt Act.

SECTION 24. This School District covenants to and with purchasers of the Notes that it will make no use of the proceeds of such Notes, or of any other obligations deemed to be part of the same "issue" as the Notes under applicable Federal tax regulations, that will cause such Notes to be or become "arbitrage bonds" within the meaning of Section 103(b)(2) and Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations implementing said Sections of the Code.

This School District further covenants to and with purchasers of the Notes that it will make no use of the proceeds of the Notes, of the proceeds of any other obligations deemed to be part of the same "issue" as the Notes under applicable federal tax regulations, or of any property or facilities financed with the proceeds of the Notes or of any such other obligations deemed to be part of the same "issue" as the Notes, that will cause the Notes to be or become "private activity bonds" within the meaning of Section 141 of the Code and the Treasury Regulations implementing said Sections of the Code. This School District shall comply with all other requirements of the Code, if and to the extent applicable, to maintain continuously the Federal income tax exemption of interest on the Notes.

The President or Vice President of the School Board is authorized to represent in a certificate delivered when the Notes are issued, that this School District does not then reasonably expect to issue tax-exempt obligations that, together with all tax-exempt obligations reasonably expected to be issued by all entities that issue notes or bonds on behalf of this School District and all "subordinate entities" (within the meaning of Section 265(b)(3)(E) of the Code) of this School District, in the aggregate, will exceed Ten Million Dollars (\$10,000,000) (excluding obligations issued to refund (other than to advance refund) any obligation to the extent that the amount of the

refunding obligation does not exceed the outstanding amount of the refunded obligation) in the calendar year of issuance and, accordingly, thereby designate the Notes (to the extent they are not "deemed designated" under Section 265(b)(3)(D)(ii) of the Code), on behalf of this School District, as "qualified tax-exempt obligations," as defined in Section 265(b)(3)(B) of the Code, for the purposes and effect contemplated by Section 265 of the Code.

SECTION 25. This School District does hereby authorize the optional redemption of the Refunded Obligations on the earliest respective dates authorized by the 2016 Bonds Enabling Resolution or the 2017 Bonds Enabling Resolution (each a "Redemption Date"), in accordance with the rights and privileges reserved to this School District in the Refunded Obligations, *following the acceptance of the final terms and conditions of the applicable series of the Notes as described in section 4 hereof.*

Officers and agents of the School Board are hereby authorized and directed to give irrevocable instructions to the paying agent and bond registrar for the Refunded Obligations to redeem the Refunded Obligations in accordance with this election of the School Board, following the acceptance of the final terms and conditions of the Bonds and Addendum as described in Section 4 hereof.

If applicable, this School District, simultaneously with delivery of the Notes, shall enter into one or more bond retirement agreements or escrow agreements (collectively, the "Bond Retirement Agreement") with the appropriate paying agent of the Refunded Obligations (each an "Escrow Agent"), acting as escrow agent for the appropriate Refunded Obligation. The Bond Retirement Agreement shall provide for a deposit of Note proceeds into one or more escrow accounts with the Escrow Agent sufficient to pay the debt service due on the Refunded Obligations through the applicable Redemption Date. The President or Vice President and the Secretary or Assistant Secretary, respectively, of the School Board are authorized and directed to execute, to attest, and to seal, as appropriate, and to deliver such Bond Retirement Agreement simultaneously with such delivery of the Notes. This School District approves the Bond Retirement Agreement in form satisfactory to the Solicitor and Bond Counsel for this School District and as shall be approved by the officers of the School Board executing the same. Such approval of such officers shall be conclusively presumed to have been given by their execution of the Bond Retirement Agreement.

If applicable, the President, Vice President or Treasurer of the School Board, or the Superintendent or Chief Financial Officer, respectively, of this School District is each hereby authorized and directed to execute and deliver agreements, orders or subscriptions for purchase of United States Treasury Certificates of Indebtedness, Notes, Bonds, State and Local Government Series ("SLGS") or other securities of the United States of America, collateralized certificates of deposit or other investments satisfying the requirements of 53 Pa.C.S. §8250, as described in updates to the Refunding Report, from proceeds of the Notes and, if applicable, other funds to be deposited under the Bond Retirement Agreement, and to do, to take and to authorize such other acts as shall be necessary or appropriate to provide for retirement of the payment of principal and interest on the Refunded Obligations, as described in the Refunding Report and this Resolution.

The officers and agents of this School District are hereby authorized and directed to take all such actions and provide all such documentation as may be necessary and appropriate to accomplish the redemption and retirement of the Refunded Obligations.

SECTION 26. The Secretary or Assistant Secretary of the School Board is hereby authorized and directed to execute and to submit to the Pennsylvania Department of Education, promptly following settlement for the Notes, the appropriate application and other documents and information necessary to obtain state reimbursement with respect to the debt service on the Notes (including the filing of the appropriate PLANCON Parts, as applicable).

SECTION 27. This School District shall enter into, and hereby authorizes and directs the President or Vice President of the School Board to execute, a Continuing Disclosure Certificate (the "Certificate") on behalf of this School District on or before the date of issuance and delivery of the Notes. Such Certificate shall be executed and delivered to satisfy the terms and conditions of the accepted Proposal for sale of the Notes and Securities and Exchange Commission Rule 15c2-12, and shall be substantially in the form previously utilized by this School District, together with any changes therein made and approved by the executing officer of the School Board, whose execution and delivery thereof shall constitute conclusive evidence of such approval. A copy of the Certificate shall be filed with the Secretary of the School Board and shall be and hereby is made part of this Resolution.

This School District hereby covenants and agrees that it will comply with and carry out all of the provisions of the Certificate. Notwithstanding any other provision of this Resolution, failure of this School District to comply with the Certificate shall not be considered an event of default with respect to the Notes; however, any registered owner of the Notes may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance by court order, to cause this School District to comply with its obligations under this Section and such Certificate.

SECTION 28. The Notes shall be made available for purchase under a book-entry only system available through The Depository Trust Company, a New York corporation ("DTC"). If applicable, at or prior to settlement for the Notes, this School District and the Paying Agent shall execute or signify their approval of a Representation Letter in substantially the form on file with DTC (the "Representation Letter"). The appropriate officers of this School District and the Paying Agent shall take such action as may be necessary from time to time to comply with the terms and provisions of the Representation Letter, and any successor paying agent for the Notes, in its written acceptance of its duties under this Resolution, shall agree to take any actions necessary from time to time to comply with the requirements of the Representation Letter.

SECTION 29. Notwithstanding the foregoing provisions of this Resolution, the Notes shall initially be issued in the form of one fully-registered note for the aggregate principal amount of the Notes of each maturity, and the following provisions shall apply with respect to the registration, transfer and payment of the Notes:

(a) Except as provided in subparagraph (g) below, all of the Notes shall be registered in the name of Cede & Co., as nominee of DTC; provided that if DTC shall request that the Notes be registered in the name of a different nominee, the Paying Agent shall exchange all or any portion of the Notes for an equal aggregate principal amount of Notes of the same series, interest rate and maturity registered in the name of such nominee or nominees of DTC.

(b) No person other than DTC or its nominee shall be entitled to receive from this School District or the Paying Agent either a Note or any other evidence of ownership of the Notes, or any right to receive any payment in respect thereof, unless DTC or its nominee shall transfer record ownership of all or any portion of the Notes on the registration books (the "Register") maintained by the Paying Agent in connection with discontinuing the book-entry system as provided in subparagraph (g) below or otherwise.

(c) So long as any Notes are registered in the name of DTC or any nominee thereof, all payments of the principal or redemption price of or interest on such Notes shall be made to DTC or its nominee in accordance with the Representation Letter on the dates provided for such payments under this Resolution. Each such payment to DTC or its nominee shall be valid and effective to fully discharge all liability of this School District or the Paying Agent with respect to the principal or redemption price of or interest on the Notes to the extent of the sum or sums so paid. In the event of the redemption of less than all of the Notes outstanding of any maturity, the Paying Agent shall not require surrender by DTC or its nominee of the Notes so redeemed, but DTC (or its nominee) may retain such Notes and make an appropriate notation on the Note certificate as to the amount of such partial redemption; provided that DTC shall deliver to the Paying Agent, upon request, a written confirmation of such partial redemption and thereafter the records maintained by the Paying Agent shall be conclusive as to the amount of the Notes of such maturity which have been redeemed.

(d) This School District and the Paying Agent may treat DTC (or its nominee) as the sole and exclusive owner of the Notes registered in its name for the purposes of payment of the principal or redemption price of or interest on the Notes, selecting the Notes or portions thereof to be redeemed, giving any notice permitted or required to be given to holders of Notes under this Resolution, registering the transfer of Notes, obtaining any consent or other action to be taken by holders of Notes and for all other purposes whatsoever; and neither this School District nor the Paying Agent shall be affected by any notice to the contrary. Neither this School District nor the Paying Agent shall have any responsibility or obligation to any participant in DTC, any person claiming a beneficial ownership interest in the Notes under or through DTC or any such participant, or any other person which is not shown on the Register as being a registered owner of Notes, with respect to (1) the Notes, (2) the accuracy of any records maintained by DTC or any such participant, (3) the payment by DTC or any such participant of any amount in respect of the principal or redemption price of or interest on the Notes, (4) any notice which is permitted or required to be given to holders of the Notes under this Resolution, (5) the selection by DTC or any such participant of any person to receive payment in the event of a partial redemption of the Notes, and (6) any consent given or other action taken by DTC as holder of the Notes.

(e) So long as the Notes or any portion thereof are registered in the name of DTC or any nominee thereof, all notices required or permitted to be given to the holders of such Notes under this Resolution shall be given to DTC as provided in the Representation Letter.

(f) In connection with any notice or other communication to be provided to holders of Notes pursuant to this Resolution by this School District or the Paying Agent with respect to any consent or other action to be taken by holders of Notes, DTC shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action, provided that this School District or the Paying Agent may establish a special record date for such consent or other action. This School District or the Paying Agent shall give DTC notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

(g) The book-entry only system for registration of the ownership of the Notes may be discontinued at any time if either (1) after notice to this School District and the Paying Agent, DTC determines to resign as securities depository for the Notes, or (2) after notice to DTC and the Paying Agent, this School District determines that continuation of the system of book-entry transfers through DTC (or through a successor securities depository) is not in the best interests of this School District. In either of such events (unless in the case described in clause (2) above, this School District appoints a successor securities depository), the Notes shall be delivered in registered certificate form to such persons, and in such maturities and principal amounts, as may be designated by DTC, but without any liability on the part of this School District or the Paying Agent for the accuracy of such designation. Whenever DTC requests this School District and the Paying Agent to do so, this School District and the Paying Agent shall cooperate with DTC in taking appropriate action after reasonable notice to arrange for another securities depository to maintain custody of certificates evidencing the Notes.

SECTION 30. The President and Vice President and the Secretary or Assistant Secretary, respectively, of the School Board are authorized and directed to perform such acts as may be necessary to facilitate the marketing and settlement of the Notes and the retirement of the Refunded Obligations.

SECTION 31. Any reference in this Resolution to an officer or member of the School Board shall be deemed to refer to his or her duly qualified successor in office, or other authorized representative, if applicable.

SECTION 32. In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of this School District that such remainder shall be and shall remain in full force and effect.

SECTION 33. All resolutions or parts of resolutions, insofar as the same shall be inconsistent herewith, shall be and the same expressly are repealed.

SECTION 34. This Resolution shall be effective in accordance with the Debt Act.

DULY ADOPTED, by the School Board, in lawful session duly assembled, this 20th day of December, 2021.

EAST STROUDSBURG AREA SCHOOL
DISTRICT,
Monroe and Pike Counties, Pennsylvania

By: _____
(Vice) President of the Board of
School Directors

ATTEST:

Secretary of the Board of
School Directors

(SEAL)

EXHIBIT A

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Monroe and Pike Counties, Pennsylvania
\$8,000,000 Maximum Aggregate Principal Amount
General Obligation Notes
Maximum Annual Principal Payment Schedule**

<u>Date</u>	<u>Max Principal</u>	<u>Max Rate</u>
9/1/2022	250,000	5.500
3/1/2023		
9/1/2023	250,000	5.500
3/1/2024		
9/1/2024	250,000	5.500
3/1/2025		
9/1/2025	250,000	5.500
3/1/2026		
9/1/2026	250,000	5.500
3/1/2027		
9/1/2027	250,000	5.500
3/1/2028		
9/1/2028	4,500,000	5.500
3/1/2029		
9/1/2029	2,000,000	5.500
3/1/2030		
TOTALS	8,000,000	

EXHIBIT B (CONT'D)

EXHIBIT B

(FORM OF NOTE)

[The following Legend is to be printed on any Notes registered in the name of The Depository Trust Company or Cede & Co., its nominee: "Unless this certificate is presented by an authorized representative of The Depository Trust Company, a New York corporation ("DTC"), to the Issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL in as much as the registered owner hereof, Cede & Co., has an interest herein."]

Number

\$

UNITED STATES OF AMERICA
COMMONWEALTH OF PENNSYLVANIA
COUNTIES OF MONROE AND PIKE
EAST STROUDSBURG AREA SCHOOL DISTRICT
GENERAL OBLIGATION NOTE, SERIES OF 2022

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATED DATE OF THE NOTES</u>	<u>CUSIP NUMBER</u>
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REGISTERED OWNER: CEDE & CO.

PRINCIPAL SUM: _____ DOLLARS (\$ _____)

EAST STROUDSBURG AREA SCHOOL DISTRICT, Monroe and Pike Counties, Pennsylvania (the "School District"), a school district existing under laws of the Commonwealth of Pennsylvania (the "Commonwealth"), for value received, promises to pay to the order of the registered owner named hereon, or registered assigns, on the maturity date stated hereon, upon presentation and surrender hereof, the principal sum stated hereon, unless this General Obligation Note, Series of 2022 (the "Note"), shall be redeemable and duly shall have been called for earlier redemption and payment of the redemption price shall have been made or provided for, and to pay initially on _____, _____, and thereafter semiannually on _____ and _____ of each year, to the registered owner hereof, interest on said principal sum, at the rate per annum stated hereon, until said principal sum has been paid or provision for payment thereof duly has been made.

EXHIBIT B (CONT'D)

Interest on this Note shall be payable from the interest payment date next preceding the date of registration and authentication of this Note, unless: (a) this Note is registered and authenticated as of an interest payment date, in which event this Note shall bear interest from such interest payment date; or (b) this Note is registered and authenticated after a Record Date (hereinafter defined) and before the next succeeding interest payment date, in which event this Note shall bear interest from such interest payment date; or (c) this Note is registered and authenticated on or prior to the Record Date next preceding _____, _____, in which event this Note shall bear interest from _____, _____; or (d) as shown by the records of the Paying Agent (hereinafter defined), interest on this Note shall be in default, in which event this Note shall bear interest from the date to which interest was last paid on this Note. The interest on this Note is payable by check drawn on _____ (the "Paying Agent"), or its successor. The principal of and premium, if any, on this Note, when due, are payable upon surrender hereof at the designated corporate trust office of the Paying Agent. Payment of the interest hereon shall be made to the registered owner hereof whose name and address shall appear, at the close of business on the fifteenth (15th) day next preceding each interest payment date (the "Record Date"), on the registration books maintained by the Paying Agent, irrespective of any transfer or exchange of this Note subsequent to such Record Date and prior to such interest payment date, unless the School District shall be in default in payment of interest due on such interest payment date. In the event of any such default, such defaulted interest shall be payable to the person in whose name this Note is registered at the close of business on a special record date for the payment of such defaulted interest established by notice mailed by the Paying Agent to the registered owner of this Note not less than fifteen (15) days preceding such special record date. Such notice shall be mailed to the person in whose name this Note is registered at the close of business on the fifth (5th) day preceding the date of mailing. Principal, premium, if any, and interest with respect to this Note are payable in lawful money of the United States of America.

This note is one of a series of notes of the School District, known generally as the "General Obligation Notes, Series of 2022" (the "Notes"), all of like date and tenor, except as to numbers, denominations, dates of maturity, rates of interest, and provisions for redemption, in the aggregate principal amount of Eight Million Dollars (\$8,000,000).

The Notes have been authorized for issuance in accordance with provisions of the Local Government Unit Debt Act, 53 Pa.C.S. Chs. 80-82 (the "Act") of the Commonwealth, and by virtue of a duly adopted resolution (the "Resolution") of the School District. The Act, as such shall have been in effect when the Notes were authorized, and the Resolution shall constitute a contract between the School District and registered owners, from time to time, of the Notes.

The School District has covenanted, in the Resolution, to and with registered owners, from time to time, of the Notes that shall be outstanding, from time to time, pursuant to the Resolution, that the School District: (i) shall include the amount of the debt service for the Notes, for each fiscal year of the School District in which such sums are payable, in its budget for that year, (ii) shall appropriate such amounts from its general revenues for the payment of such debt service, and (iii) shall duly and punctually pay or cause to be paid, from the sinking fund established under the Resolution or any other of its revenues or funds, the principal of and interest on each of the Notes at the dates and place and in the manner stated therein, according to the true intent and meaning thereof; and, for such budgeting, appropriation and payment, the School District has pledged and does pledge, irrevocably, its full faith, credit and taxing power.

EXHIBIT B (CONT'D)

This Note shall not be entitled to any benefit under the Resolution, nor shall it be valid, obligatory or enforceable for any purpose, until this Note shall have been authenticated by the Paying Agent.

The Notes are issuable only in the form of registered Notes, without coupons, in the denominations of \$_____ principal amount or any integral multiple thereof. Notes may be exchanged for a like aggregate principal amount of Notes of other authorized denominations of the same maturity and interest rate upon surrender of such Notes to the Paying Agent, with written instructions satisfactory to the Paying Agent.

The School District and the Paying Agent may deem and treat the registered owner hereof as the absolute owner hereof (whether or not this Note shall be overdue) for the purpose of receiving payment of or on account of principal hereof, redemption premium, if any, and interest due hereon and for all other purposes, and the School District and the Paying Agent shall not be affected by any notice to the contrary.

This Note may be transferred by the registered owner hereof upon surrender of this Note to the Paying Agent, accompanied by a written instrument or instruments in form, with instructions, and with guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner of this Note or his attorney-in-fact or legal representative. The Paying Agent shall enter any transfer of ownership of this Note in the registration books and shall authenticate and deliver at the earliest practicable time in the name of the transferee or transferees a new fully registered Note or Notes of authorized denominations of the same series, maturity and interest rate for the aggregate principal amount that the registered owner is entitled to receive.

The School District and the Paying Agent shall not be required to issue or to register the transfer of, or exchange, any Notes then considered for redemption during a period beginning at the close of business on the fifteenth (15th) day next preceding any date of selection of Notes to be redeemed and ending at the close of business on the day of mailing of the applicable notice of redemption, as hereinafter provided, or to register the transfer of, or exchange, any portion of any Note selected for redemption until after the redemption date.

The Notes stated to mature on or after _____, _____, are subject to redemption prior to maturity, at the option of the School District, as a whole, on _____, _____, or on any date thereafter, upon payment of the principal amount thereof, together with accrued interest to the date fixed for redemption.

The Notes stated to mature on or after _____, _____, are subject to redemption prior to maturity, at the option of the School District, from time to time, in part, in any order of maturity selected by the School District, on _____, _____, or on any date thereafter. If less than all Notes of any particular maturity are to be redeemed, the Notes of such maturity to be redeemed shall be drawn by lot by the Paying Agent. Any such redemption shall be upon payment of the principal amount to be redeemed, together with accrued interest thereon to the date fixed for redemption.

The Notes stated to mature on _____, _____, and on _____, _____ (the "Term Notes"), are subject to mandatory redemption prior to maturity, in the amounts and on _____

EXHIBIT B (CONT'D)

of the years set forth in the following schedules as drawn by lot by the Paying Agent in behalf of the School District:

Notes Maturing on _____, ____ :

<u>Year</u>	<u>Amount</u>
-------------	---------------

\$; and

Notes Maturing on _____, ____ :

<u>Year</u>	<u>Amount</u>
-------------	---------------

\$.

Any such redemption shall be upon application of money available for the purpose in the Mandatory Sinking Fund established under the Resolution and shall be upon payment of the principal amount to be redeemed, together with accrued interest thereon to the date fixed for redemption. In lieu of such mandatory redemption, the Paying Agent, on behalf of the School District, may purchase from money in the Sinking Fund established under the Resolution, at a price not to exceed the principal amount plus accrued interest, or the School District may tender to the Paying Agent, all or part of the Term Notes subject to being drawn for redemption on any such date.

In the case of any partial, optional redemption of Term Notes, the School District shall be entitled to designate whether the amount to be redeemed shall be credited against the principal amount of such Term Notes due at maturity or credited against the principal amount of such Term Notes scheduled to be called for mandatory sinking fund redemption on any particular date or dates, in each case in an integral multiple of \$ ____ principal amount.

If this Note is of a denomination larger than \$ ____, a portion of this Note may be redeemed, but only in an integral multiple of \$ ____ principal amount. For the purpose of redemption, this Note shall be treated as representing the number of Notes that is equal to the principal amount hereof divided by \$ ____, each \$ ____ portion of this Note being subject to redemption. In the case of partial redemption of this Note, payment of the redemption price will be made only upon surrender of this Note in exchange for Notes of authorized denominations of the same maturity and interest rate in aggregate principal amount equal to the unredeemed portion of the principal amount hereof; *provided, however*, that if this Note is registered in the name of The Depository Trust Company ("DTC") or Cede & Co., as nominee for DTC, or any other nominee of DTC, or any other successor securities depository or its nominee, this Note need not be surrendered for payment and exchange in the event of a partial redemption hereof and the records of the Paying Agent shall be conclusive as to the amount of this Note which shall have been redeemed.

EXHIBIT B (CONT'D)

Notice of redemption shall be deposited in first class mail not less than thirty (30) days prior to the date fixed for redemption and shall be addressed to the registered owners of the Notes to be redeemed at their addresses shown on the registration books kept by the Paying Agent as of the day such Notes are selected for redemption. Failure to mail any such notice of redemption or any defect therein or in the mailing thereof shall not affect the validity of any proceeding for redemption of other Notes so called for redemption as to which proper notice has been given.

On the date designated for redemption, notice having been provided as aforesaid, and money for payment of the principal, redemption premium, if any, and accrued interest being held by the Paying Agent, interest on the Notes or portions thereof so called for redemption shall cease to accrue and such Notes or portions thereof so called for redemption shall cease to be entitled to any benefit or security under the Resolution, and registered owners of such Notes or portions thereof so called for redemption shall have no rights with respect thereto, except to receive payment of the principal to be redeemed and accrued interest thereon to the date fixed for redemption, together with the redemption premium, if any.

If the redemption date for any Notes shall be a Saturday, Sunday, legal holiday or a day on which banking institutions in the Commonwealth are authorized or required by law or executive order to close, then the date for payment of the principal, redemption premium, if any, and interest upon such redemption shall be the next succeeding day that is not a Saturday, Sunday, legal holiday or a day on which such banking institutions are authorized or required to close, and payment on such date shall have the same force and effect as if made on the nominal date of redemption.

The School District, in the Resolution, has established a sinking fund with the Paying Agent, as the sinking fund depository, into which funds for the payment of the principal of and the interest on the Notes shall be deposited not later than the date fixed for the disbursement thereof. The School District has covenanted, in the Resolution, to make payments from such sinking fund or from any other of its revenues or funds, at such times and in such annual amounts, as shall be sufficient for prompt and full payment of all obligations of this Note.

It hereby is certified that: (i) all acts, conditions and things required to be done, to happen or to be performed as conditions precedent to and in issuance of this Note or in creation of the debt of which this Note is evidence have been done, have happened or have been performed in due and regular form and manner, as required by law; and (ii) the debt represented by this Note, together with any other indebtedness of the School District, is not in excess of any limitation imposed by the Act upon the incurring of debt by the School District.

[This Note is a "qualified tax-exempt obligation", as defined in Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended (the "Code"), for the purposes and effect contemplated by Section 265 of the Code (relating to expenses and interest relating to tax-exempt income of certain financial institutions).]

IN WITNESS WHEREOF, the School District has caused this Note to be executed in its name by the manual or facsimile signature of the President of the Board of School Directors, and its official seal to be affixed hereto or a facsimile thereof to be printed hereon and the manual or

EXHIBIT B (CONT'D)

facsimile signature of the Secretary of the Board of School Directors to be affixed hereto in attestation thereof, all as of the Dated Date of the Notes set forth above.

**EAST STROUDSBURG AREA SCHOOL
DISTRICT,**
Monroe and Pike Counties, Pennsylvania

By: _____
President of the Board of School Directors

ATTEST:

Secretary of the Board of School Directors

(SEAL)

EXHIBIT B (CONT'D)

**CERTIFICATE OF AUTHENTICATION; CERTIFICATE AS TO
OPINION; AND CERTIFICATE OF INSURANCE**

It is certified that:

(i) This note is one of the notes described in the within-mentioned Resolution;

(ii) Attached to this note is the text of an original Opinion issued by Eckert Seamans Cherin & Mellott, LLC, dated and delivered on the date of the original delivery of, and payment for, such notes, a copy of which Opinion is on file at our corporate trust office, where the same may be inspected; and

(iii) _____ has issued its municipal bond insurance policy as stated in the Statement of Insurance printed upon this note, a copy of which policy is on file at our corporate trust office, where the same may be inspected.

as paying agent

By: _____
Authorized Representative

Date of Registration and Authentication: _____

EXHIBIT B (CONT'D)

STATEMENT OF INSURANCE

[INSERT TEXT AS PROVIDED BY INSURER]

EXHIBIT B (CONT'D)
ASSIGNMENT

FOR VALUE RECEIVED, _____, the undersigned, hereby sells, assigns and transfers unto

_____ (the Transferee")
Name

Address

Social Security or Federal Employer Identification No. : _____

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, as attorney, to transfer the within Note on the books kept for registration thereof with full power of substitution in the premises.

Date: _____

Signature(s) Guaranteed:

NOTICE: Signature(s) must be guaranteed by an institution that is a participant in a signature guarantee program recognized by the Securities Transfer Association.

NOTICE: No transfer will be made in the name of the Transferee unless the signature(s) to this assignment correspond(s) with the name(s) appearing upon the face of the within Note in every particular, without alteration or enlargement or any change whatever and the Social Security or Federal Employer Identification Number of the Transferee is supplied. If the Transferee is a trust, the names and Social Security or Federal Employer Identification Numbers of the settlor and beneficiaries of the trust, the Federal Employer Identification Number and date of the trust and the name of the trustee must be supplied.

CERTIFICATE

I, the undersigned, (Assistant) Secretary of the Board of School Directors of EAST STROUDSBURG AREA SCHOOL DISTRICT, located in Monroe and Pike Counties, Pennsylvania (the "School District"), certify that: the foregoing is a true and correct copy of a Resolution that duly was adopted by affirmative vote of a majority of all members of the Board of School Directors of this School District at a meeting duly held on December 20, 2021; said Resolution duly has been recorded in the minute book of the Board of School Directors of this School District; a notice with respect to the intent to adopt said Resolution has been published as required by law; said Resolution was available for inspection by any interested citizen requesting the same in accordance with the requirements of the Local Government Unit Debt Act of the Commonwealth of Pennsylvania and such notice; and said Resolution has not been amended, altered, modified or repealed as of the date of this Certificate.

I further certify that the Board of School Directors of the School District met the requirements of Act No. 1998-93 of the General Assembly of the Commonwealth of Pennsylvania, approved October 15, 1998, as amended by Act 2021-65 of the General Assembly of Pennsylvania, approved June 30, 2021.

I further certify that: the total number of members of the Board of School Directors of this School District is nine (9); the vote of members of the Board of School Directors of this School District upon said Resolution was called and duly was recorded upon the minutes of said meeting; and members of the Board of School Directors of this School District voted upon said Resolution in the following manner:

Richard Schlameuss	-
Lisa VanWhy	-
George Andrews	-
Rebecca Bear	-
Dr. Damary Bonilla	-
Jason Gullstrand	-
Debbie Kulick	-
Steven Lurry	-
Wayne Rohner	-

IN WITNESS WHEREOF, I set my hand and affix the official seal of this School District, this 20th day of December, 2021.

(Assistant) Secretary of the Board
of School Directors

(SEAL)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS**

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, known as the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by the index, as defined by Act 1, unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act allows a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than the index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the East Stroudsburg Area School District index for the 2022-2023 fiscal year is 4.8% as calculated by the Department of Education;

WHEREAS, the East Stroudsburg Area School District Board of Education wishes to express its intention that it shall not raise the real estate property tax rate for the support of the East Stroudsburg Area School District for the 2022-2023 fiscal year by more than the index.

WHEREAS, this Resolution does not require that the East Stroudsburg Area School District Board of School Directors raise the real estate property tax rate for the 2022-23 fiscal year.

AND NOW, on this 20th day of December, 2021, it is hereby RESOLVED by the East Stroudsburg Area School District (hereinafter "District") Board of Education (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2022-2023 school year at a rate that exceeds the index as calculated by the Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of the District's proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2022-2023 fiscal year.

4. The Administration of the District is directed to submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District is directed to send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2022-2023 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Richard Schlameuss, Board President

Date

ATTEST:

Patricia Rosado, Board Secretary

Date

PandaDoc (eSignature Tool) for Special Ed/Pupil Services

A. Why are you requesting the service/needs?

Why: The district is in need of an e-signature document signing tool specifically for IEP's, GIEP's and 504 plans.

Need: At the onset of the COVID pandemic, the district needed a way to obtain signatures for legal documents for gifted and special education students. The district special education and pupil services employees began utilizing the free version of PandaDocs in the interim but ultimately, a more scalable solution is needed.

Suggested equipment: Replace the free version of PandaDocs with the paid version. The paid version of PandaDocs provides centralized accounts for all users in the district, is HIPPA compliant, has unlimited storage, and documents are stored forever.

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts. No, however, the district looked at 3 other eSignature programs in collaboration with the Colonial Intermediate Unit #20. The district feels as though transitioning to a new program (other than PandaDocs) at this juncture would require considerable professional development at additional hard (training fees) and soft (staff time) costs.

- PandaDocs – \$20,950.00. \$18,000 for 16 months, plus \$2,950 premium onboarding (one-time fee).

C. Procurement Method:

- Knowing the free version of PandaDocs had limitations, the district looked at 3 additional programs. Staff have successfully utilized the free version for nearly 19 months. The natural progression of an upgrade pathway due to familiarity of the existing program merits the continual use of the current tool due to staff and parental familiarity.

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

- Yes – 2021-2022 Fiscal Year
- ACCESS Fund (75%), Special Education Account (15%), Pupil Services (10%)
- Account codes
10-1211-650-891-10-000-310-000-9891-
10-1211-650-891-20-000-310-000-9891-
10-1211-650-891-30-000-310-000-9891-
10-1231-650-891-10-000-310-000-9891-
10-1231-650-891-20-000-310-000-9891-
10-1231-650-891-30-000-310-000-9891-
10-1241-650-891-10-000-310-000-9891-
10-1241-650-891-20-000-310-000-9891-
10-1241-650-891-30-000-310-000-9891-

Procurement Summary Sheet

Form 611

10-2111-650-000-10-000-009-000-0000-
10-2111-650-000-20-000-009-000-0000-
10-2111-650-000-30-000-009-000-0000-
10-1243-650-000-10-000-390-000-0000-
10-1243-650-000-20-000-390-000-0000-
10-1243-650-000-30-000-390-000-0000-

E. Selection of winning proposal

- PandaDoc
- \$20,950.00

Licensing Proposal

for East Stroudsburg Area School District

Prepared for

Brian Borosh
Director of Technology
East Stroudsburg Area School District
brian-borosh@esasd.net
(570) 424-8060

Prepared by

Reid Anderson
Enterprise Sales
PandaDoc
reid@pandadoc.com
+14159999999
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Licensing Proposal for East Stroudsburg Area School District

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The PandaDoc Impact

Trusted & Proven

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Onboarding Timeline

Safe & Secure

Sign Here to Subscribe



PandaDoc, Inc. 3739 Balboa St. #1083, San Francisco, CA 94121

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Proposal for
East Stroudsburg Area School District

The PandaDoc Impact

VerifiedFirst



Verified First is the premier background and drug screening company in North America. Their robust, customizable search solutions help thousands of companies validate and verify potential employees. Verified First is 100% compliant with the Fair Credit Reporting Act (FCRA), and as a Consumer Reporting Agency are held to the highest standards for information reporting.

Competitor used

DocuSign

Previous software used

Microsoft Word, PDFs

CRM used

Salesforce

[Read full case study](#)



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Proposal for
East Stroudsburg Area School District

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Trusted & Proven

Thousands of companies choose PandaDoc to power their businesses worldwide.

Award-winning Proposal, Contract, and eSignature software

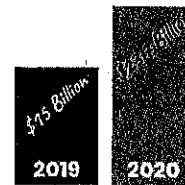


In 2020, PandaDoc continues to dominate the proposal, contract, and eSignature software categories of G2. These awards are entirely based on customer feedback and experience.

Don't take our word for it, read what our customers have to say on [G2Crowd](#) and [TrustRadius](#).

Over \$23 Billion in sales transactions in 2020

In 2020, PandaDoc empowered organizations to close more than \$23.7 billion in deals, representing an 58% increase in deal volume over 2019.



Proudly serving 30,000+ companies

TATA STEEL



AUTODESK

TOMTOM

riverbed

SGS

Drift

Bonusly

Hilton

KONICA MINOLTA

JONES Club Software

calendly

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Pricing Overview

Contract Start Date January 1, 2022
Contract End Date June 30, 2023

Proposal Expires: December 21, 2021

Document Volume Subscription Plan	Users	Documents	Subtotal
Enterprise Volume Plan -18000 Documents <ul style="list-style-type: none"> Unlimited Storage for Templates, Documents & Certificates Unlimited Documents Sent by Admin via PandaDoc Interface Access to PandaDoc API, SDK & Webhooks Document Tracking Analytics & Advanced Reporting Custom Branding (incl. White-Labeled Email Delivery) Manager Approval Workflows & Content Locking Single Sign-On (SAML 2.0), Multiple Teams & Workspaces Custom Roles & Granular Permissions Up to 18000 Documents Generated Purchased Documents Do Not Roll Over 200User Logins are Included at No Extra Cost Add'l Documents/Bundles Generated: Prorated Monthly at \$1/ea. Soft Caps: Account Continuity Ensured for 30 Days 	200	18000	\$18,000.00
End of Year Incentive: 25% Document Buffer (Minimum 18k docs) <ul style="list-style-type: none"> Additional 4.5k documents at no added cost 	NA	4500	\$0.00
Implementation Services	Units	Timeframe	Subtotal
Premium Onboarding Includes: <ul style="list-style-type: none"> Kickoff Call w/PandaDoc Customer Success Team Onboarding Timeline & Deliverables Private Team Launch Training (1 hour) Virtual Group Training (1 hour) Advanced Admin Training Template Conversion for up to 100 pages (\$15/page after) API/SSO Assistance and Testing Onboarding services expire after 60 days 	1	2-6 Weeks	\$2,950.00
Discount (exp. December 21, 2021)			-\$4,500.00



PandaDoc, Inc. 3739 Balboa St. #1083, San Francisco, CA 94121

Proposal for East Stroudsburg Area School District

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Total (USD) \$20,950.00

All costs quoted in this proposal are exclusive of any sale or other applicable tax



PandaDoc

PandaDoc, Inc. 3739 Balboa St. #1083, San
Francisco, CA 94121

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Proposal for
East Stroudsburg Area School District

Onboarding Timeline

Welcome Document

After an email introduction of your Customer Success Team, East Stroudsburg Area School District will receive a Welcome document from your Onboarding Specialist.

This document includes:

- Information on signing up for the virtual group admin training
- A link to schedule your kick-off call with your specialist
- Information on content conversion, what it is, what we do, and areas to upload your content.

Kick-off Call

For the kick-off call we will align on objectives for this deployment and map out steps to achieve them, confirm the information we have for items such as use case, CRM, number of seats & more. We will go over:

- Roles and Responsibilities
- Our Understanding
- Onboarding Milestones
- Next Steps

Admin Training

Depending on the Onboarding Package, this will include at minimum:

- 30 min Advanced Training: workflow, template setup, CRM assistance, etc.
- Tailored end-user training guide
- 30 min Session for expert assistance: you have questions, we can help.

Content Conversion Review

The content conversion review will be a chance to review the converted template(s), get an understanding on how your templates work, review the overall look of the templates which includes proper branding and functionality:

- Content Conversion
- Workflow Review
- User Training Preparation

Team Training & PandaDoc Deployment

Company-wide training for East Stroudsburg Area School District, covering your specific use case. This call can be lead by either the Account Admin, Onboarding Specialist or a combination.

Week 1

* Not all items need to be completed to book the kick-off call, or attend the virtual group admin training. Content conversion typically takes 4-8 business days depending on amount of pages, layout, branding, and adapting existing design elements.

Week 1

Who should attend?

Only users with admin level permissions.

* Depending on schedules and content readiness, this first phase could be as short as 3 days or up to a week.

Week 2

Who should attend?

Only users with admin level permissions.

Week 2-3

Who should attend?

Admins & users that may manage content.

Week 3-4

Who should attend?

All users and your CSM.



Safe & Secure

Your document security is a top priority at PandaDoc. Your business documents contain information that only you and your clients need to see, and we intend to keep it that way.



HIPAA compliant

PandaDoc is fully committed to helping healthcare providers protect patients' healthcare information when sending ePHI via PandaDoc.

[Learn more](#)



Certification

PandaDoc is SOC II Type II certified. We can provide an SSAE 16 SOC 2 report and attestations of compliance, upon request.

[Learn more](#)



GDPR compliance

We've completed extensive research and created a resources page with detailed information explaining how PandaDoc is compliant.

[Learn more](#)



Physical security

PandaDoc data centers (handled by Amazon AWS) are state of the art, utilizing innovative architectural and engineering approaches.

[Learn more](#)



Third-party Subprocessors

PandaDoc currently uses third-party Subprocessors to provide various business functions after due diligence to evaluate their defensive posture.



FERPA

PandaDoc helps schools facilitate electronic communication between educators, administrators, and school districts and parents and students in full compliance with FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) as to protect the privacy of student education records.

Sign Here to Subscribe

OR "FORWARD" THIS DOCUMENT
TO A LEGAL SIGNATORY

I hereby acknowledge I am authorized to enter into this contract and that I have read this Proposal and understand and agree to the terms and conditions of PandaDoc's Master Services Agreement.

PandaDoc account owner name

PandaDoc account owner email

Billing address

Billing contact email

Accepted by (customer)

Date of acceptance

Payment Terms & Instructions

Payment due Net 30 days after signing. Discounts will apply only this contract term. Please send all billing inquiries to invoices@pandadoc.com.

Annual plans automatically renew every year. If you cancel ninety (90) days prior to an upcoming renewal date, you will not be charged on the following renewal date and henceforth.

This agreement is subject to:
[Master Services Agreement](#)
[Privacy Policy](#)

All costs quoted in this proposal are exclusive of any sale or other applicable tax

Pay by credit card

PandaDoc account Go to Settings > Billing > Payment & Account details

Pay by check

Company PandaDoc, Inc.
Address Dept. LA 24920, Pasadena, CA 91185-4920

Pay by wire or ACH

Bank name Silicon Valley Bank
Bank address 3003 Tasman Drive, Santa Clara, CA 95054
Routing & transit # 121140399
For the credit of PandaDoc, Inc.
Address 101 California St. STE 3975, San Francisco, CA 94111
Credit account # 3300825108
SWIFT ID SVBKUS6S



PandaDoc, Inc. 3739 Balboa St. #1083, San Francisco, CA 94121

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Proposal for
East Stroudsburg Area School District



PandaDoc

Paid Plan vs. Free Plan

East Stroudsburg Area School District

Free Plan

Paid Plan

Single User Accounts Only

Centralized account for all users for the District - full visibility & tracking for Admins into documents sent out, etc (free plans everyone has their own independent, individual account)

Not HIPAA Compliant

HIPAA Compliance

File Upload only

Re-usable templates for documents with pre-set fields

Single User Accounts Only

Workspaces for each school and/or different teams/departments

-

Auto-reminders & Auto-expirations for documents

-

In App Document Editor

-

Custom Branding

-

Email Whitelabeling

-

Single Sign On (SSO)

-

Custom Roles & User Permissions

-

Passcodes for documents

-

Access to API

-

Automated Approval Workflows

-

Unlimited Storage

-

Documents are stored forever

-

Document Analytics with Status Tracking

154

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 *

Craig Neiman

Untitled Title

Department *

Business Office

Building *

Admin

155

What service or item are requesting *

Touchpoint Time Clock Replacement

Why are you requesting the service or item *

Current Touchpoint Time Clocks have reached the end of useful life and are malfunctioning

Suggested replacement *

New Touchpoint Time Clocks

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

Cost Analysis not completed

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

No - sole source provider

What is the total cost of the purchase? *

\$80,558.31

156

Procurement Method: *

- Quote Received only one Proposal
- 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

157

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

N/A

Which Fund will be charged? *

32

What account will be charged? *

Capital Reserve account will be established

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

Sole source provider

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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East Stroudsburg ASD - Updated Quote

Quote created on December 7, 2021 - Reference: 20211207-112815537

**East Stroudsburg Area
School District**
Business Office Att: A/P, 50
Vine Street
East Stroudsburg,
Pennsylvania 18301
United States

Diane Kelly
Assistant Financial Officer
diane-kelly@esasd.net
(570) 424-8500 Ext. 10121

Craig Neiman
CFO
craig-neiman@esasd.net
(570) 424-8500 Ext. 10101

Deana Morabito
Accountant, Business Office
deana-morabito@esasd.net

Dave Cooper
Network Analyst
david-cooper@esasd.net
570-424-8500 ext. 10613

Products & Services

Touchpoint Standard Time Clock with Proximity Scanning and Biometrics 21 x ~~\$3,450.00~~
\$441.89 discount **\$63,170.31**

SKU TCS-230

Touchpoint Standard Time Clock - 10" Best Value, Plug and Play Timeclock with AC Power, Remote Access for IT, WiFi, Ethernet Hardwire, Proximity Scanning, and Biometrics

AnyPlace PoE 21 x \$0.00

SKU POE

AnyPlace PoE included with Time Clock Standard

3 Year White Glove Service & Support 21 x \$828.00

SKU TCWG-3YR

for 3 years

3 Year White Glove Service & Support

Shipping & Handling 21 x ~~\$50.00~~

SKU Shipping & Handling

\$50.00 discount **\$0.00**

159

Shipping & Handling

Trade-In Rebate

21 x \$0.00

Trade-In Rebate for sending back existing Time Clocks (Limit 1/unit purchased) with a value of \$230/unit sent back to Touchpoint by 90 days after invoice date.

One-time discount \$10,329.69

One-time subtotal \$80,558.31

Total **\$80,558.31**

This quote expires on December 31, 2021.

Signature

Signature

Date

Printed name

Questions? Contact me



Wes Madocks

National Account Manager
wesley@touchpointk12.com



Touchpoint Industries

202 Bridge St
Phoenixville, PA 19460
United States

160



Touchpoint Industries
202 Bridge Street
Phoenixville, PA 19460

Proven. Effortless. Secure.

December 8th, 2021

East Stroudsburg ASD
50 Vine St,
East Stroudsburg, PA 18301
United States

To Whom It May Concern,

This letter serves to establish the proprietary nature of the products manufactured by Touchpoint Industries LLC. The Touchpoint Timeclocks were developed and are distributed solely by Touchpoint Industries LLC. Each Timeclock is uniquely designed to work with specific customer needs and integrate seamlessly with Frontline Time and Attendance software. No other vendor manufactures and distributes these Timeclocks or any Timeclocks that integrate with Frontline Time and Attendance.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Johnson".

Jon Johnson
CEO

Form 611

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

The respondent's email (jessica-newberry@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 & Instruction

Building *

district

162

What service or item are requesting *

Vista Higher Learning-ESL

Why are you requesting the service or item *

to be used by the ESL teachers

Suggested replacement *

n/a

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

n/a

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

single provider

What is the total cost of the purchase? *

\$6,063.49

143

Procurement Method: *

Quote Received only one Proposal

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

164

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

Which Fund will be charged? *

50 ▼

What account will be charged? *

10-1190-640-471-10-000-000-000-9197 and 10-1190-650-471-30-000-000-000-9197

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.

funds coming from Title III grants

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

Google Forms

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COST PROPOSAL

Quote Prepared On November 9, 2021
 Quote Valid Through December 31, 2021
 Quote No. 211179073
 Version No. 1

Prepared For
East Stroudsburg Area School District 50 Vine Street East Stroudsburg, PA 18301

Prepared By
Lauren Bennett lbennett@vistahigherlearning.com Vista Higher Learning 500 Boylston St, Suite 620 Boston, MA 02116-3736

Get Ready					
Qty	Item Number	Description	Unit Price	Total Value	Total Cost
1	978-1-54332-134-0	Get Ready 2021 6-8 National TRB	\$169.00	\$169.00	\$169.00
6	978-1-54331-619-3	Get Ready Workbook (Gr 9-12)	\$24.95	\$149.70	\$149.70
1	978-1-54331-867-8	Get Ready 9-12 Workbook (10-Pack)	\$209.95	\$209.95	\$209.95
6	978-1-54331-620-9	Get Ready Workbook (Gr 6-8)	\$24.95	\$149.70	\$149.70
16	978-1-54332-685-7	Get Ready 2021 9-12 Student Edition + Prime (1 year license)	\$59.95	\$959.20	\$959.20
6	978-1-54332-684-0	Get Ready 2021 6-8 Student Edition + Prime (1 year license)	\$59.95	\$359.70	\$359.70
1	978-1-54332-134-0	Get Ready 2021 6-8 National TRB	\$169.00	\$169.00	\$0.00
1	978-1-54332-142-5	Get Ready 2021 9-12 National TRB	\$169.00	\$169.00	\$169.00
1	978-1-54332-142-5	Get Ready 2021 9-12 National TRB	\$169.00	\$169.00	\$0.00

Get Ready Sail / Soar					
Qty	Item Number	Description	Unit Price	Total Value	Total Cost
5	978-1-54333-556-9	Get Ready Sail Teacher Edition	\$74.95	\$374.75	\$374.75
1	978-1-54333-556-9	Get Ready Sail Teacher Edition	\$74.95	\$74.95	\$0.00
26	978-1-54334-093-8	Get Ready Sail Student Edition + Supersite Plus + Online Workbook(1 year license)	\$49.95	\$1,298.70	\$1,298.70
4	978-1-54333-557-6	Get Ready Soar Teacher Edition	\$74.95	\$299.80	\$299.80
2	978-1-54333-557-6	Get Ready Soar Teacher Edition	\$74.95	\$149.90	\$0.00
16	978-1-54334-100-3	Get Ready Soar Student Edition + Supersite Plus + Online Workbook(1 year license)	\$49.95	\$799.20	\$799.20
2	978-1-54334-089-1	Get Ready Sail Practice Book(10-pack)	\$189.95	\$379.90	\$379.90
1	978-1-54334-096-9	Get Ready Soar Practice Book(10-pack)	\$189.95	\$189.95	\$189.95
6	978-1-54334-095-2	Get Ready Soar Practice Book	\$19.95	\$119.70	\$119.70
6	978-1-54334-088-4	Get Ready Sail Practice Book	\$19.95	\$119.70	\$119.70

Total Value	\$6,310.80
Total Grants	\$562.85
Total Cost	\$5,747.95
Est. Shipping (5%)	\$315.54
Est. Grand Total Cost	\$6,063.49



COST PROPOSAL

Quote Prepared On November 9, 2021
Quote Valid Through December 31, 2021
Quote No. 211179073
Version No. 1

Special Instructions

- Please include a copy of your signed and dated tax exemption certificate when sending in your purchase order.
- Shipping rates shown here are only estimates and may be different than the actual charges invoiced for your shipment.

To Order Contact Customer Support

Phone (800) 269-6311 ext. 3 | Fax (617) 426-5215

Email orders@vistahigherlearning.com

Vista Higher Learning

500 Boylston St. Suite 620 Boston, MA 02116

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Thank you for your business!

Form 611

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

The respondent's email (**matthew-krauss@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 *

Brian Baddick/Matthew Krauss/Damaris Robins

Untitled Title

Department *

Special Education/Transportation

Building *

Administration

168

What service or item are requesting *

2 - 30 passenger school buses

Why are you requesting the service or item *

To provide Special Transportation services to Special Education students in an out-of-district placement.

Suggested replacement *

New

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

\$65,000 each x 2 = \$130,000

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

No, 2 quotes were received. Additionally, National Bus Sales and Bluebird buses were contacted. No response was received from them.

What is the total cost of the purchase? *

\$121,508.00

1169

Procurement Method: *

- Quote Received only one Proposal
- 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

170

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

Sourcewell pricing is used. Cooperative purchasing agreement

Which Fund will be charged? *

10

What account will be charged? *

10-2720-752-891-00-000-310-000-9891

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

The lowest proposal from Brightbill Body Works was selected. Rohrer School & Commercial Bus Sales was the only other company to respond. Other companies that were contacted were: National Bus Sales & Blue Bird. No response was received from either to our quote request.

Any additional information you would like to provide.

This purchase was not budgeted, but funds in the ACCESS budget can be used to make this purchase. Adjustment on other purchases will be made to make sure the ACCESS budget is still met and does not go over. These buses are needed to transport Special Education students to out of district placements. IU20 was unable to provide this service when asked.

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

Google Forms

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Mason Hemphill

School Bus Sales Representative

Office - (800) 932-4625 Voice Mail Ext. 319

Mobile - (215) 868-9783

2701 E. Cumberland Street * Lebanon PA 17042

Fax: (717) 272-0970 * email: mason@brightbill.com

Damaris Robins
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Damaris,

The enclosed proposal is for two 2020 Micro-Bird, 30 Passenger School Buses. These buses have specifications outlined in the enclosed and can be delivered now for use. The AC installation has to be ordered and can be installed when it gets in about 8 weeks.

This is one of the same bus that I showed you a few weeks ago on your lot. We look forward to and seek the opportunity to serve you.

Sincerely,

Mason G. Hemphill

Enc:



2701 E. Cumberland St. Lebanon PA 17042 - P 1/800-932-4625 F 717/272-0970
 www.brightbill.com

Customer: East Stroudsburg Area School District ID# 10790

Address: 50 Vine Street East Stroudsburg, PA 18301

Contact Name: Craig Nelman / Damaris Robins

Phone#: (570) 424-8500

Cell#:

FAX #

EMAIL: craig-nelman@esasd.net

Stk/Bdy#: 2021 VIN: _____
 Stk/Bdy#: _____ VIN: _____
 Stk/Bdy#: _____ VIN: _____
 Stk/Bdy#: _____ VIN: _____

QTY	DESCRIPTION	EACH	TOTAL AMOUNT
2	2020 "NEW" Micro-Bird 30 Pass. School Bus	55,954.00	111,908.00
	Chevy 6.0L V8 Gas Engine		0.00
	159" WB - G5; Automatic Transmission; Disc Brakes (See Specs)		0.00
	12,300 GVW, Dash AC, Tilt Wheel, Tinted Glass; 1 Roof vent, Gray floor		0.00
	Seats all have lap belts - Seat Color is Maroon		0.00
	See link:https://www.brightbill.com/inventory_details.cfm?InvID=41		0.00
2	Rear AC - Roof Mount System ACT-4CR2HD- Allow 8 weeks for comp sys)	4,800.00	9,600.00
			0.00
			0.00
	TIRE 1. ea /TRANSFER w/Llen \$ 84./NEW w/Llen 119./ Process 51/Tax6-7-8		0.00
TOTAL INVESTMENT:			\$121,508.00

TRADE PAYOFF TO: NA Please attached Trade payoff form!!

PAYOFF AMOUNT: _____

TOTAL ORDER AMOUNT AFTER TRADE PAYOFF: \$121,508.00

THIS ORDER FINANCED BY: Open

REQUESTED delivery date: 11/30/21

SPECIAL INSTRUCTIONS / PREOWNED WARRANTY TERMS:

PO required to order; Subject to prior Sale; Allow 8 weeks for AC Components
 Sourcewll pricing held over; Bus can be delivered and used now and we will up to AC install

*Dealer not responsible for Supply chain interruptions
 *Dealer will not pay District imposed penalties for delays

Mason Hemphill 11-15-21
 Sales Rep. & Date

Customer Accepted & Date

Window sheet attached? **YES**

Lettering sheet attached? **YES**

East Stroudsburg Area School District

Chassis Specifications for 30 Passenger Type A School Bus
New 2020 or Newer

The chassis shall meet or exceed all Commonwealth of Pennsylvania and Federal requirements, regulations and revisions for school buses in addition to the specifications herein.

Current Mileage for previously owned units should be included in response.

Exceptions: List any exceptions to the specifications in the area to the right of each item. Failure to note any deviations will indicate compliance.

Chassis Manufacturer Chevy

Body Manufacturer Microbird

A. New/Model Year 2020 NEW

B. All welds in the body must meet specifications of being at least 60% as strong as a non-welded joint.

C. Flat floor design- Not a Flat Floor Design

Delivery _____

Gross Vehicle Weight

A. 14,050 GVW Plate Rating; 12,300 GVWR

Wheelbase

A. 158" Wheelbase Maximum 159" WB

Axles

A. Front axle with 4,300 lb. capacity, minimum 4300lbs

B. Rear axle with 8300 lb. capacity, minimum 8300 lbs

C. Axle ratio 4:10 3.73

Wheels

A. Six (6) Disc-type wheels, Dual Rear

Tires

- A. Front two (2) tires, LT225/75R16E radials, all season tread
- B. Rear four (4) tires, LT225/75R16E radials, all season tread
- C. Dual rear wheels only, no exceptions
- D. Single rear tire chains must be supplied.
- E. One (1) Spare tire and wheel, steering tread/mounted

Suspension

- A. Front springs: 4,600 lb. minimum with front stabilizer bar
- B. Rear springs: Heavy duty, 9,450 lb., minimum
- C. Front & rear direct double-action piston type, heavy duty shock absorbers, compatible with manufacturer's rated axle capacity.

Brakes

- A. Front & rear disc brakes. No exceptions.
- B. Parking brake with a cable to the rear wheels.

Steering

- A. Hydraulic power steering

Fuel Tank

- A. 55 gallons, minimum capacity 33 Gallon Standard
- B. Tank mounted between the frame rails and in front of the rear wheels.

Engine

- A. Eight (8) cylinder V8 gasoline. 6.0L Gas
- B. Alternator shall be the low cut-in type with minimum capacity of 130 amperes. 220 AMP
- C. Heavy duty wiring throughout
- D. All wiring shall be loomed, encased, or concealed whenever possible

Cooling System

- A. System shall be equipped with a heavy duty radiator core.

Instruments

- A. Headlight, dimmer, and hazard switches; key starter, high beam indicator; temperature and oil gauges; speedometer, and odometer, volt meter, tachometer

Transmission

- A. 4 Speed automatic transmission with overdrive and electrical control; four (4) forward and on-reverse speeds. No exceptions. 6 – Speed Trans
- B. Control lever to be located on the column ONLY.

Accessory Power Supply

- A. Power supply for cellular phone hook-up

Bus Capacity

- A. 30 Passenger
 - 1. First row of seats 1-39" right and 1-39" left
 - 2. Second row of seats 1-39" right and 1-39" left
 - 3. Third row of seats 1-39" right and 1-39" left
 - 4. Fourth row of seats 1-39" right and 1-39" left
 - 5. Fifth row of seats 1-39" right and 1-39" left
- B. Seats to be DOT school bus seats with seat belts
- C. Seat centers to be 28"
- D. Aisle width 12" at cushion level and 18" at hip level
- E. Seat barriers installed in front of the first row of seats on both sides of the bus.

Dimensions

- A. 74" headroom. No exceptions.
- B. 5/8" thick, 5-ply plywood subfloor meeting or exceeding the properties as specified in Standard PS1-83 issued by the United States Department of Commerce.
- C. Subfloor installed over 0.080 gauge aluminum. No exceptions.
- D. 96" exterior width
- E. 90.75" interior width

Windshield

- A. Van type, one piece, tinted

Interior Requirements

- A. Side Panels are to be aluminized steel from the side windows to the seat rails.
- B. Interior Panes are to be Astro White.
- C. Interior lamps: One row of interior lamps shall be installed on the ceiling directly over each longitudinal row of seats.
- D. Stepwell light shall be switch controlled by the entrance door. "On" when opened and "Off" when closed.
- E. Separate driver dome light shall be supplied
- F. Interior floor to be covered with heavy duty smooth tan rubber over 5/8" thick, 5-ply plywood subfloor meeting or exceeding Standard PS1-83 issued by the United States Department of Commerce.
- G. The aisle to be covered with heavy duty ribbed rubber.
- H. Full length acoustical head liner panels.

Mirrors

- A. Left outside mirror to be Rosco Avia style single head. No exceptions.
- B. Right outside mirror to be Rosco Avia style single head. No exceptions.
 - 1. Right outside mirror to be viewed through the right hand upper corner of the windshield.
- C. Two (2) Rosco Hawk-Eye safety cross view mirrors with tinted band and mounted on the left and right front corners of the bus. No exceptions.

Heater & Air Conditioning

- A. Hot water type front heater located on the right front fire wall. Hot water type as supplied by the chassis manufacturer and to have maximum capacity.
- B. Front fresh air heater with a regulator valve controlled from the driver's area.
- C. Under seat recirculating hot water heater, 50,000 BTU minimum. Complete with heater core and blowers to be located under seat, suspended from the seat frame, not mounted on the floor. No exceptions.
- D. All heater motors and switches are to be two-speed. All are to be maximum capacity.

- E. Defroster shall be of sufficient capacity to keep windshield clear of fog, ice, and snow. This shall be an approved defroster that will operate by circulating heater air without heating the bus.
- F. Factory installed front and rear air conditioning.

Doors

- A. Driver's door to be on the left side as supplied by chassis manufacturer. To have outside JAL tread step with built-in mudguard.
- B. Entrance door shall be outward opening type only. Door opening to be 26.5" x 76.6" high, minimum clear opening of 2,030 square inches. Driver's manual door control with safe latch handle. No exceptions. Door is Electric controlled.
- C. Emergency door shall be a single door in the rear center of the bus with a single point bar latch. School bus type door with an opening at least 37.7" wide x 52" high and to have upper and lower glass (see "Glass" below). No exceptions to rear door width for safety requirements. Piano type hinges are not acceptable.
- D. Recessed exterior chrome plated emergency door handle.

Seats

- A. All seat backs are to be a maximum of 24.5" high. Seats are to be covered with a minimum of 42 oz heavy duty vinyl upholstery.
- B. Seats are to be tapered hip to knee level to permit easier loading and unloading of students. No exceptions.
- C. The seat frames must be 14-gauge, square tubular steel, double strength at stress points and securely anchored to the floor. Rounded steel frames will not be accepted.
- D. The driver's seat to be supplied by the chassis manufacturer. The seat must be a high back design, bucket-type seat with retractable seat belt lap or 3-point and fabric upholstery.
- E. Seats are to be equipped with color-coded seat belt restraints for each passenger position.
- F. The first two seats in the front; one seat on the left and one seat on the right shall be equipped with two (2) child restraint inserts for a total of four (4) child restraints.

Windshield Wipers

- A. Wipers must be intermittent, electric as supplied by the chassis manufacturer.
- B. Wipers shall be mounted below the windshield with a separate switch.
- C. Wipers must have approved electric windshield washers.

Glass

- A. Driver's window shall be supplied by the chassis manufacturer.
- B. Tinted windows.
- C. Side windows will be two piece split sash of which the bottom half is stationary and the top half is capable of being lowered. The frame will be an extruded aluminum frame and will be removable from inside the bus. The windows must be supplied with individual rain visors painted to match the bus exterior. No exceptions.
- D. Each half of the side windows will be 12" high for maximum driver visibility.
- E. Push out rear windows to be mounted in rubber.
- F. Emergency door glass, top and bottom, to be mounted in rubber and capable of being pushed out.
- G. A 12" x 38" right view window will be mounted forward of the entrance door. Minimum 423 square inches of visibility. No exception.

Ventilation

- A. Embossed and painted rain visors to be provided for all side windows and will be an integral part of the roof panels and not individually attached. Static ventilator to be located in the roof at the front end over the driver area.

Construction

- A. Body to be completely undercoated before mounting on chassis. No exceptions.
- B. Four (4) double-ribbed 16 gauge steel rub rails are to be installed along both sides of the body. The rub rails are to be installed as follows:
 - a. One at the passenger seat level
 - i. The seat rail shall extend from the bow, both right and left hand, to around the rear corner radius and will continue to the rear emergency door posts.
 - b. One at the window level

- c. One near the floor level
 - i. The floor rail extends from the front bow, both right and left hand to the rear corner radius.
- d. One at the skirt level
- C. The outside side panels are constructed of smooth 0.050 hardened aluminum. Side panels extend from below the side window to a distance of 17" below the floor creating a 17" skirt.
- D. Rear corner panels are constructed of 0.32" aluminum and include a license plate emboss, both right and left. Emboss includes nylon nuts and slot head screws for license plate mounting.
- E. The front and rear roof caps are formed from composite fiberglass. One-piece roof sheets are constructed of 0.040 hardened aluminum and span the entire width of the bus, window header to window header.
- F. Roof sheets include a rain visor over the side windows. The floor shall be 5/8" plywood with a 0.080 aluminum supported by a 14-gauge welded steel frame.
- G. A 0.32" aluminum front upper under panel to be provided.
- H. A removable 0.32" aluminum rear inner panel to be provided to allow access to the rear roof cap area.
- I. Removable 0.025" aluminum wire molding, right and left, will be provided to allow access to body wiring harnesses.
- J. The wire molding will be constructed in sections to allow easy removal.
- K. 0.025" aluminum inside side panels will be provided. They will extend from window sill down to the floor gusset seat ledge for the entire length of the body on both left and right sides.
- L. Standard interior panels shall span the entire width of the bus window header. They shall be constructed of 0.032" aluminum, double-hemmed for additional joint strength.
- M. Front and rear roof bows are to be one piece from the floor line.
- N. Body must be totally a unit-type construction
- O. The rear bumper is to be Die-formed 3/15" thick minimum, with 14" wraparound. It must have two (2) A-frame designed braces at each corner for added strength.
- P. Front bumper shall be installed as recommended by the chassis manufacturer.
 - a. Shall extend beyond the forward most part of the body, grille, hood and fenders and shall extend to the outer edges of the fenders at the bumper top line.

- b. The front bumper, except breakaway bumper ends, shall be of sufficient strength to permit pushing a vehicle of equal gross vehicle weight without permanent distortion to the bumper, chassis or body.
- c. If equipped with an energy-absorbing front bumper, the bumper manufacturer, upon request, shall furnish certification to the PA Department of Transportation verifying the bumper complies with 49 CFR 581.
- Q. Molded rear exterior rubber fender flares.
- R. Body to be mounted to chassis with rubber isolators. Solid mounting is not acceptable.
- S. Full length 16 gauge side gusset to be 12'5" above the floor and 4.25" below the floor. No exceptions.

Electrical

- A. Stepwell light will operate when the passenger door is opened.
- B. Two (2) LED stop lights, 7" each.
- C. Two (2) LED tail lights, 7" each.
- D. Two (2) LED back up lights, 7" each.
- E. Approved Pennsylvania roof warning light with painted background and lamps. Lamps shall be sealed beam type. System must meet Commonwealth of Pennsylvania Regulation # 209, effective September 1, 1971. Self-cancelling directional signals, 7" amber rear, indicator lights on dash.
- F. Buzzer for emergency door to indicate when the door is opened.
- G. Side mounted directional lights mounted below the belt line.
- H. Electrically operated stop arm and crossing arm with poly rod.
- I. Back-up alarm.
- J. Color and number, every 8" coded wiring with two (2) extra 14 gauge wires. All circuits protected with circuit breakers.
- K. Electrical access through the back of the driver's overhead compartment.
- L. All switches to be rocker type and mounted on the driver's door control. Mounting above the windshield is not acceptable.

Accessories

- A. First Aid Kit. A removable moisture and dustproof first aid kit, mounted in an accessible place within the driver's compartment. The first aid kit shall be mounted

as directed by the manufacturer. The first aid kit shall be labeled and visible to the driver or its location shall be marked.

a. The first aid kit shall contain, at minimum the following items:

- (1) Two 1 inch x 2 1/2 yards rolls of nonlatex adhesive tape.
- (2) Twenty-four sterile gauze pads, 3 inches x 3 inches
- (3) One hundred 3/4 inch x 3 Inches adhesive bandages.
- (4) Eight 2 inch bandage compresses.
- (5) Ten 3 inch bandage compresses.
- (6) Two 2 inches x 6 yards sterile gauze roller bandages.
- (7) Two nonsterile triangular bandages approximately 40 inches x 36 inches x 54 inches with 2 safety pins.
- (8) Three sterile gauze pads, 36 inches x 36 inches.
- (9) Three sterile eye pads.

B. Body fluid clean-up kit. Every school bus shall have a removable and moisture proof body fluid clean-up kit. It shall be securely placed or mounted in an easily accessible location and labeled as a body fluid clean-up kit.

C. Surgical gloves and mouth barriers. Either the first aid kit or the body fluid cleanup kit shall contain:

- (a) One pair of non-latex surgical gloves
- (b) One mouth barrier.

D. Wrecking/pry bar.

E. ICC reflectors.

F. Fire extinguisher. One pressurized, multipurpose, dry chemical fire extinguisher, mounted in a bracket in the driver's compartment and readily accessible to the driver. The fire extinguisher shall be mounted as directed by the manufacturer. The fire extinguisher shall have a hose and nozzle and be in good and usable condition. A pressure gauge shall be mounted on the extinguisher so as to be easily read without removing the extinguisher from its mounted position.

Mud Flaps

A. Rubber flaps on the right side, mud shield to be built into JAL -- tread and on the driver's step on the left side.

- B. Rear mud flaps.

Tow Hooks

- A. Front and rear tow hooks must be installed on the frame.

Insulation

- A. Full 1.5" insulation of roof, side, and rear to floor lining.
- B. Mineral wool insulation in side walls only, a fire resistant material of a type approved by the Underwriters Laboratories, inc. Standard 723 Fiberglass is not acceptable.

Undercoating/Rust Proofing

- A. The entire underside of the school bus body, including floor sections, cross members and below floor line side panels, including the fenders below floor level. Shall be coated with a petroleum or rubber based compound to prevent rust which meets or exceeds Federal Specification TT-C-520b.
- B. Coating to be applied by spray method.
- C. Care must be taken to be certain that no water drain holes designed by the chassis manufacturer are closed with the undercoating material.
- D. Undercoating shall be applied before the body mount
- E. Chassis rust proofing shall be provided with warranty.

Painting

- A. The school bus body shall be painted a uniform National School Bus Yellow, including belt panel, except as noted below. Roof is painted White.
- B. Front and rear bumpers, rub rails, and wheels to be painted black.
- C. Paint shall be applied as a hot sprayed base urethane process. Paint must be baked on and not air dried. Five (5) year warranty shall be supplied on the paint.

Header Pads

- A. Header pads shall be mounted over the front and rear exit doors.

Lettering

- A. Bus to be lettered on both sides at belt line in 5" tall x _____, black letters, all capitals:
EAST STROUDSBURG AREA SCHOOL DISTRICT
- B. Numbering to be determined. # xx
- C. Bus shall be lettered SCHOOL BUS at the front and rear in 3M grade reflective tape.

Miscellaneous

- A. All repair and service manuals for each vehicle must be provided.
- B. Complete parts inventory for all chassis and body items shall be available within 24 hours from the selling dealer at the location
- C. Manufacturer's specifications. Each bidder shall be required to include with the bid form a complete and detailed list of specifications and exceptions on the vehicle he intends to supply. Manufacturer's brochures describing the vehicle on which the bid is based must also be included.

ROHRER

School & Commercial Bus Sales

1515 State Road, P.O. Box 100, Duncannon, PA 17020

Rich Tarapchak
ACCOUNT MANAGER



CELL 717.418.4442

TOLL FREE 800.735.3900

EXT 4153

FAX 717.957.4884

rtarapchak@rohrerbus.com

www.rohrerbus.com



Prepared For:
 EAST STROUDSBURG AREA SCHOOL
 DISTRICT
 50 VINE STREET
 EAST STROUDSBURG, PA 18301

Prepared By :
 Rich Tarapchak
 1515 State Road
 Duncannon, PA 17020
 717-418-4442

Quote Number:
 382518

Quote Date:
 11/18/2021

Customer Order No:
 ESASD 051MS

Model Profile: Minotour DRW 051MS

Product Type: School Transportation
 Year: 2022 CHASSIS - 2023 BODY
 Chassis Model: CG33803
 Chassis MFG: CHEV
 GVWR: GVWR
 Passenger Capacity: 80
 Headroom: 73
 Wheelbase: 159
 Brake Type: HYDRAULIC
 Engine Type: GM V8 GASOLINE, 8 Cyl, 401 HP, 5200 RPM
 Fuel Type: GASOLINE
 Fuel Tank Capacity: 33
 Transmission Type: AUTOMATIC
 Axle, Front: 4600-lb Capacity
 Axle, Rear: 9600-lb Capacity
 Tires, Front: LT225/75R16E
 Tires, Rear: LT225/75R16E

Includes the Following Equipment:

BODY

ACCESSORIES

- 1 [B212006000] ACCESSORY COMPT LOCATED OVER WDSHLD W/GLASS NO LOC (DRW)
- 1 [B552300000] PROP ROD - ACCESS DOOR ABOVE WINDSHIELD
- 1 [B553003000] HINGED SIGN - FRONT, "SCHOOL BUS"
- 1 [B553004000] HINGED SIGN - REAR, "SCHOOL BUS"
- 1 [B583000000] CERTIFICATE HOLDER - 4" X 6"

CERTIFICATION/SAFETY

- 1 [B202001000] FIRE EXTINGUISHER - 5 LB.
- 1 [B209006000] REFLECTORIZED TRIANGLES-(3) ON DRIVER'S COMPARTMENT FLOOR
- 1 [B216000000] WRECKING BAR
- 1 [B281300000] INTERIOR REAR SURVEILLANCE MIRROR
- 1 [B283615002] ACCUSTYLE - DRW, HEATED, POWER REMOTE MIRRORS - GM
- 1 [B287101007] GM-SRW/DRW, HEATED, HAWKEYE MIRRORS
- 1 [B293046000] SIGN-STOP, ELECTRIC LED FRONT SE1-7970
- 1 [B583175000] LABEL - U.S. CERTIFICATION
- 1 [B585731000] CROSSING CONTROL ARM, ELECTRIC 7-SERIES KIT #78800
- 1 [B599900001] APPLICATION - SCHOOL

DOORS

- 1 [B502003001] ELECTRIC DOOR CONTROL-MINO, W/EXTERNAL ROTARY KEYED RELEASE
- 1 [B50360M004] ELECTRIC ENTRANCE DOOR - W/VANDALOCK
- 1 [B518502000] VANDALOCK - REAR EMERGENCY DOOR WITH INTERLOCK & BARREL BOLT

ELECTRICAL - BODY

- 1 [B200113000] PASSENGER ADVISORY SYSTEM - HORN ACTIVATION (MINOTOUR)
- 1 [B231013000] BACKING ALARM - HEAVY DUTY - 97DB
- 1 [B259118001] GPS-ZONAR SYSTEM, DRW
- 1 [B259300000] VIDEO CAMERA POWER SUPPLY
- 1 [B260306002] PREMIUM SPEAKERS - TWO (2)
- 1 [B260404000] RADIO - AM/FM DEA700 DELPHI, MINOTOUR

186

- 1 [B329002000] STEP LIGHT SWITCH (IGNITION ON)
- 1 [B329608000] LIGHT - LED STEPWELL - MINOTOUR
- 1 [B336002000] LAMPS-STOP/TAIL/DIRECTIONAL AMBER/REVERSE LED
- 1 [B339302000] LAMPS-STOP/TAIL 4"FLUSH-MOUNT LED
- 1 [B339501000] LAMPS-LICENSE PLATE ILLUMINATION LED
- 1 [B343100002] SIDE DIRECTIONAL-PIN AMBER TURN,FRONT,FLOOR LINE
- 1 [B349020000] TAIL LAMPS/DAYTIME RUNNING LIGHTS
- 1 [B357605000] STROBE LGT(S) OPERATIONS W/IGNITION&SWITCH
- 1 [B358037000] HALOGEN 8-LIGHT WARNING SYSTEM
- 1 [B364053000] MARKER/ID LAMPS - LED PIN TYPE
- 1 [B371503006] STROBE-SPEC 4.5"H 2ND SEC RR
- 1 [B371600000] STROBE LIGHT GUARD

EXTERIOR

- 1 [B151300000] EXTERNAL STEP DRIVER'S SIDE
- 1 [B543000051] BOTTOM RAIL
- 1 [B548605000] 051 - UNDER FLOOR REINFORCEMENT
- 1 [B564103000] MUD FLAPS - REAR (MINOTOUR) - WITHOUT LOGO
- 1 [B567000000] TOW HOOKS - TWO (2)
- 1 [B570703000] BUMPER - REAR, 3/16" THICK (DRW)
- 1 [B571000100] FENDERETTES - TWO (2), MINOTOUR

HVAC

- 1 [B412017030] 50,000 BTU HEATER - 17TH SECTION RIGHT SIDE (MINOTOUR)
- 1 [B815903200] CARRIER AC-5W/13T-53,000 BTU SYSTEM-IN WALL, (GM OEM/IN-DASH)

INTERIOR

- 1 [B150605023] GRAY KORSEAL STEP TREADS - OUTWARD OPENING ENTRANCE DOOR
- 1 [B152401051] STAINLESS STEEL AISLE STRIPS
- 1 [B153520051] DARK GRAY VINYL FLOOR WITH 13" CENTER AISLE
- 1 [B158012051] PLYWOOD FLOOR 1/2" THICKNESS

MISC

- 1 [A200100000] PDI IDENTIFIER-DEALER PERFORMED
- 1 [B595911000] GMC DEALER PDI
- 1 [TB-001-384] MINOTOUR DRW

PAINT/LETTERING

- 1 [A000000058] DECAL-UNITED AUTO WORKERS
- 1 [B132401000] PAINT STANDARD SASH FLAT BLACK
- 1 [B134501000] PAINT BLACK EYES - 3" MINIMUM
- 1 [B144100000] LABEL-PASSENGER ADVISORY FRENCH/ENGLISH
- 1 [B147515000] YELLOW REFLEXITE - PERIMETER OF REAR EMERGENCY DOOR
- 1 [B583178000] DECAL - TRADEMARK LOGO - MINOTOUR
- 1 [D50601F051] PAINT-EXTERIOR ROOF WHITE G
- 1 [D5061SC051] PAINT-EXT WDO AREA SAME AS BODY
- 1 [D506347000] PAINT-EXT GRD RAIL @ WINDOW BLACK
- 1 [D506447000] PAINT-EXT GRD RAIL @ SEAT BLACK
- 1 [D506547000] PAINT-EXT GRD RAIL @ FLOOR BLACK
- 1 [D506647000] PAINT-EXT GRD RAIL @ SKRT BLACK
- 1 [D506747002] PAINT-EXT BUMPERS FRT/RR BLACK
- 1 [D510646051] PAINT-SOLID COLOR YELLOW

SEATS

- 1 [B214501000] SEAT BELT CUTTER - TIE TECH
- 1 [B620039090] KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,RT SIDE
- 1 [B620039091] KICK PLATE/MODESTY PANEL-39"VERT, WALL-MTD BARRIER,LT SIDE
- 1 [B640139200] 39" BARR-VERT,WALL MT 45"H RS 2009
- 1 [B640239000] 39"8DEG BARR-REV. WALL-MT 45"H 2009
- 2 [B660019121] SPANISH GRAY UPHOLSTERY-45"HIGH RECESSED BARRIER
- 10 [D980419166] 42 OZ GREY UPHOLSTERY - S3C PASSENGER SEAT
- 5 [D981139000] S3C 39"LS 3-PASSENGER WALL MOUNT W/LAP SEATBELTS
- 5 [D981239000] S3C 39"RS 3-PASSENGER WALL MOUNT WITH LAP SEATBELTS
- 10 [D989001000] S3C WALL MOUNT HARDWARE - MINOTOUR

WINDOWS/GLASS

- 1 [B161101051] TINTED TEMPERED GLASS - COMPLETE
- 1 [B183018000] GLASS-ENTRANCE DOOR, CLEAR TEMPERED,UPPER & LOWER
- 8 [B700701002] TINT TEMP GLASS-COMP (28.5")
- 2 [B700702002] TINT TEMP GLASS-COMP(28.5")+10

- 1 [B700900003] WINDOW STOPS (12")

OTHER

- 1 [A000015051] SURCHARGE-RAW MATERIAL (STEEL)
- 1 [B413017051] HEATER HOSE - BLUE STRIPE, UNDER FLOOR, RR WALL RS
- 1 [B548987002] MINOT DRW 14,200 GVWR(GMC/CHEVY)6.6L GASOLINE 159"WB
- 1 [B599370001] BODY ADJUSTMENT - MY2022 GM DRW- GAS

CHASSIS

WHEELS AND TIRES

- 1 [A000000124] TIRE- SPARE NONE

DEALER ADD On's

EQUIPMENT

- 1 CHECK TIRES
- 1 ENHANCED PDI
- 1 FIRE EXTINGUISHER INSPECTION
- 1 FIRST AID & BODY FLUID KITS
- 1 INSTALL TBB SUPPLIED SEAT BELT CUTTER
- 1 LETTERING
- 1 PA STATE INSPECTION
- 1 PERFORM FEA IF NEEDED
- 1 ROHRER DECAL

Meets all FMVSS requirements in effect at the time of manufacture.

Total for 2 complete unit(s): \$128,209.80 (\$64,104.90 each)

Terms and Conditions:

Quote Expires: 12/23/2021

Customer Signature: _____ Date: _____

Dealer Signature: _____ Date: _____

East Stroudsburg Area School District - 2 units

Standard Equipment - Body:

Accessory Switch	100 amp continuous duty solenoid relay
Assist Rail	Stainless steel step rail at entrance door, left side* * Other types optional
Body Panels	Exterior - 16 gauge smooth aluminum Interior Sidewalls - 22 gauge stucco patterned aluminum from window line to floor Interior Roof Headlining - 18 gauge aluminum
Bumper	Front - chassis supplied Rear - full width of body and wraps around
Circuit Protectors	Fuses* * Breakers optional
Color	Exterior - high solids polyurethane Interior - high-baked enamel with flat black trim
Dimensions	Exterior - 108" high (empty), 96" wide Interior - 73" high at aisle center, 90" wide at belt line
Door - Driver's	Standard van door supplied by chassis manufacturer
Door - Emergency	Two (2) glass type located in center rear with slide bar lock, buzzer signal and recessed handle. Includes 4" header pad upholstered with Proform fire block material
Door - Entrance	Manually operated outward opening* Includes padded door header * Other types optional
Driver's Seat	Adjustable bucket-type seat and lap/shoulder belt with retractor supplied by chassis manufacturer
Driveshaft Guards	Three (3) driveshaft guards - one (1) at rear axle location; two (2) rear of transmission
Fenderettes - Rear	16 gauge aluminum flush-mounted with body side sheet
Floor	16 gauge aluminum corrugated floor sheets over 16 gauge C-channel joists. Includes 1/2" exterior grade plywood
Floor Covering	1/8" smooth rubber with 3/16" ribbed aisle. Steps ribbed with white nosing
Fuel Tank Opening	Exterior - supplied by chassis manufacturer
Guard Rails	One 4 1/4" 16-gauge applied below window One 4 1/4" 16-gauge applied at seat cushion level and extends around rear corners One 4 1/4" 16-gauge applied at floor level and extends around rear corners Two 2 15/16" 16-gauge applied at roof extending length of passenger compartment
Heater	In-dash heater/defroster supplied by chassis manufacturer
Insulation	2" thick thermalbonded polyester fiber in headlining, side and rear walls. R-value is 6 (nominal)
Interior Mirror	2" x 10" supplied by chassis manufacturer
Lettering	Vinyl block style letters
Lights	Back-up - two (2) with clear lens Cluster Three (3) amber lights with metal protective shields mounted on upper front body hood Three (3) red lights without shields mounted on upper rear body hood Directional Front - chassis supplied Rear - 7" round plain amber - one (1) right and one (1) left* * Other types optional Dome Three (3) interior dome lights One (1) in center of vestibule headliner On 040 and 041 body, two (2) over seats in 3rd window section On 050 and 051 body, two (2) over seats in 4th window section Marker Front - One (1) amber per side on top corners Rear - One (1) red per side on top corners Stepwell - quantity one (1) Stop/Tail - 7" plain red dual element and 4" plain red mounted one (1) left and one (1) right* * Other types optional Switch Cabinet - One (1) in cabinet upper left of driver
Maintenance Manual	Owner/operator maintenance manual
Reflectors	Four (4) round red, one (1) per side on side rear corners and one (1) per corner on rear
Rustproofing	Primer applied to both side of all painted metal panels prior to assembly
Stepwell	Two (2) steps
Storage	Compartment located over windshield with quick release latches
Sun Visor	Supplied by chassis manufacturer
Switches	Rocker type, LED back-lighting with international symbols
Undercoating	Floor, skirts, rear wheelhouses, chassis frame risers and rear bumper mounting brackets and braces
Ventilator	Static exhaust located in roof
Windows - Side	Split aluminum sash with tempered glass* * Other types optional
Windshield	Supplied by chassis manufacturer
Windshield Washers	Supplied by chassis manufacturer
Windshield Wipers	Supplied by chassis manufacturer
Wiring	Color coded and numbered



Patricia Rosado <patricia-rosado@esasd.net>

Fwd: Micro-Bird Propane

1 message

Damaris Robins <damaris-robins@esasd.net>
To: Patricia Rosado <patricia-rosado@esasd.net>

Wed, Dec 15, 2021 at 3:50 PM

Sent from my iPhone

Begin forwarded message:

From: Mason Hemphill <mason@brightbill.com>
Date: December 15, 2021 at 12:48:03 PM EST
To: Damaris Robins <damaris-robins@esasd.net>
Subject: Re: Micro-Bird Propane

Damaris, thank you.

Mason

Get Outlook for iOS

From: Damaris Robins <damaris-robins@esasd.net>
Sent: Wednesday, December 15, 2021 10:40:45 AM
To: Mason Hemphill <mason@brightbill.com>
Subject: Re: Micro-Bird Propane

I will forward the quote to Matt and Craig so they are aware of the price difference.
I will be in touch soon. Thank you.

On Wed, Dec 15, 2021 at 10:37 AM Mason Hemphill <mason@brightbill.com> wrote:

Damaris,

Here is the same bus figured on a propane chassis. Micro-Bird does have a pool of stock chassis but so this is ordered already. However, it is not fulfilled so best case is probably Sept of next year. It also is a 28 passenger because of a weight issue. This is for your information for your meeting.

As far as supply chain delays, yes the antilock brake chip has been an issue as well as other components. We expect this to get better but this year nothing seems normal so it is difficult to pinpoint delivery. Hope this helps.

Sincerely,

Mason G. Hemphill

Representative

190

215-858-9783

www.brightbill.com



--
With gratitude,
Damaris Robins
Director of Transportation
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg P.A 18301
(570) 424-8500 Ext - 10820
(570)420-2626 Fax



"Our anxiety does not empty tomorrow of its sorrows, but only empties today of its strengths" C.H. Spurgeon

CONFIDENTIALITY NOTICE: This email message, including any attachments, is for the sole use of the intended recipient(s) and contains confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email, and destroy all copies of the original message.

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2701 E. Cumberland St. Lebanon PA 17042 - P 1/800-932-4625 F 717/272-0970

www.brightbill.com

Customer: East Stroudsburg Area School District ID# 10790

Address: 50 Vine Street East Stroudsburg, PA 18301

Contact Name: Craig Neiman / Damaris Robins

Phone#: (570) 424-8500

Cell#:

FAX #

EMAIL: craig-neiman@esasd.net

Stk/Bdy#: 2021

VIN: _____

Stk/Bdy#: _____

VIN: _____

Stk/Bdy#: _____

VIN: _____

Stk/Bdy#: _____

VIN: _____

QTY	DESCRIPTION	EACH	TOTAL AMOUNT
2	2023 "NEW" Micro-Bird 28 Pass. School Bus	98,843.00	197,686.00
	Ford 7.3 LPG Engine		0.00
	158" WB - G5; Automatic Transmission; Disc Brakes (ESASD Specs)		0.00
	14,500 GVW, Dash AC, Tilt Wheel, Tinted Glass; 1 Roof vent, Gray floor		0.00
	Seats all have lap belts - Seat Color is Maroon		0.00
	See link: https://www.brightbill.com/inventory_details.cfm?invID=41		0.00
2	Rear AC - Roof Mount System ACT-4CR2HD- Allow 8 weeks for comp sys)	4,000.00	8,000.00
			0.00
			0.00
	TIRE 1. ea /TRANSFER w/Lien \$ 84./NEW w/Lien 119. / Process 51./Tax6-7-8		0.00
TOTAL INVESTMENT:			\$205,686.00

TRADE PAYOFF TO: NA Please attached Trade payoff form!!

PAYOFF AMOUNT: _____

TOTAL ORDER AMOUNT AFTER TRADE PAYOFF: \$205,686.00

THIS ORDER FINANCED BY: _____

REQUESTED delivery date: 09/21/22

SPECIAL INSTRUCTIONS / PREOWNED WARRANTY TERMS:

PO required to order ; Subject to prior Sale; Allow 8 weeks for AC Components

*Dealer not responsible for Supply chain interruptions

*Dealer will not pay District imposed penalties for delays

Mason Hemphill 11-15-21
Sales Rep. & Date

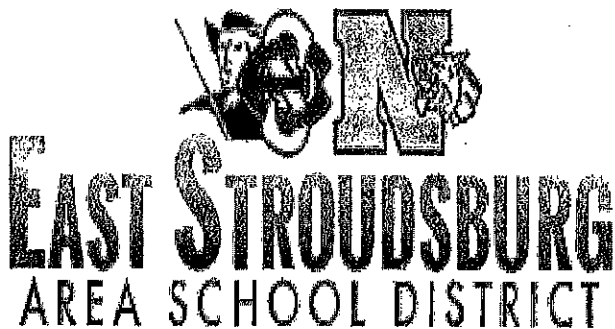
Customer Accepted & Date

Window sheet attached? YES

Lettering sheet attached? YES



Trane Turnkey Proposal



Turnkey Proposal For:

East Stroudsburg Area School District
Carl T. Secor Administration Center
50 Vine Street
East Stroudsburg, PA 18301

Local Trane Office:

Trane U.S. Inc.
1185 North Washington Street
Wilkes-Barre PA, 18705

Local Trane Representative:

Dennis Rumsey
Account Manager
Office: (717) 561-5400

Proposal ID: 3145424

**Co-op Contract Number: Omnia Contract
Number: 15-JLP-023**

Date: November 30, 2021



TRANE
Building Services

TRANE TURNKEY PROPOSAL

Executive Summary

Trane is pleased to present a solution to help East Stroudsburg Area School District reach its performance goals and objectives. This proposed project will enhance your district by helping you to optimize your resources, address operational costs of the Environmental Comfort Systems for Bushkill Elementary School.

We appreciate the effort from East Stroudsburg Area School District to assist in the HVAC system analysis and business discussions. Because of your efforts, we were able to develop a proposal that offers a Comprehensive Turnkey Solutions to your specific concerns, based on Trane system knowledge and application expertise.

As your partner, Trane is committed to providing Comprehensive Turnkey Solutions retrofit services to help East Stroudsburg Area School District achieve a comfortable, safe, and efficient building environment for the students, teachers, staff, and people who occupy these buildings. Trane is committed to providing reliable HVAC systems and comprehensive solutions that improve performance for the people who own, manage, and maintain the building.

Some key features and benefits East Stroudsburg Area School District should expect from this project are highlighted below.

- Complete Trane HVAC Construction Management and Comprehensive Turnkey Solution
- Primary Environmental Comfort Systems listed in Attachment 1 Scope
- Improve the building environment and Environment of Learning for students, staff and administrators of associated offices, classrooms, and spaces.
- Add new modern wireless communication network as part of the new Direct Digital Controls (DDC) system.
- Increase efficiency of existing units to High Efficiency units, thus, realizing energy savings to East Stroudsburg Area School District

Trane appreciates the opportunity to earn your business. Your investment in the proposed project is \$2,949,659.00 for the complete comprehensive mechanical system and associated controls upgrades proposed in Attachment 1. This investment will provide East Stroudsburg Area School District with a long-term solution that allows for the capability to reduce operating costs and improve the safety and comfort conditions at Bushkill Elementary School.

Attachment 2 Payment Schedule: This is included for the district and will be invoiced as projected work is completed per the schedule.

We look forward to partnering with East Stroudsburg Area School District for your Comprehensive Turnkey Solutions retrofits and associated service needs.

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO PARTNERING WITH YOU.

Warm regards,

Dennis Rumsey
Sr. Complex Solutions Manager, Trane U.S. Inc.



Prepared For:
Scott C. Ihle

Date:
November 30, 2021

Job Name:
East Stroudsburg Area School District Bushkill Elementary
School Project

Proposal Number:
3145424

Delivery Terms:
Freight Allowed and Prepaid – F.O.B Factory

Payment Terms:
Net 30

Proposal Expiration Date:
30 Days

Attachment 1

Scope of Work

"Scope of Work" and notations within are based on the following negotiated scope of work with and based on the site surveys performed on multiple visits with the final site walk / verification completed on November 17, 2021.

Comprehensive Turnkey Solutions Installation of HVAC Equipment East Stroudsburg Area School District Bushkill Elementary School Project

Bushkill Elementary Comprehensive Solution HVAC Renovation Project Scope

- The following equipment is to be furnished and installed under this project
 - **Unit Ventilators (35 units Included in project)**
 - Selected to match the existing building performance
 - 5 year parts and labor warranty
 - 1" Merv 13 filtration
 - ECM Variable speed supply fans
 - Heating coil in reheat position for dehumidification
 - Valve and control packages
 - Wireless controls communication
 - Occupancy control
 - Demand control ventilation with CO2 sensor
 - **Air cooled Sintesis RTAF chiller (1 unit included in this proposal)**
 - Selected to match the existing building performance
 - 5 year parts, labor and refrigerant warranty
 - Configuration to include
 - Ice Making Capability
 - High Efficiency
 - Rated for Propylene Glycol
 - Wide Ambient
 - Variable speed fans
 - Variable speed compressors



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- 15A 115 Convenience outlet
- BACnet interface
- Elastomeric Isolators
- Architectural louvers

- **Air Handlers (8 units included in this proposal)**
 - Selected to match the existing building performance
 - 5 year parts and labor warranty
 - Listed below are detailed configurations for each Air Handler
 - Air handler tags (AHU-1,2,3,4,5, and 6)
 - AHU-1 Unit size 12
 - AHU-2 Unit size 17
 - AHU-3 Unit Size 8
 - AHU-4 Unit size 8
 - AHU-5 Unit size 6
 - AHU-6 Unit Size 12
 - Configuration to include
 - Indoor unit
 - Variable volume control system
 - UC600 controller
 - Supply fan with variable frequency drive
 - Air mixing section
 - MERV 13 Filtration
 - Cooling Coil section
 - Access section with UV light and safeties
 - Heating Coil section
 - Access section
 - Fan section
 - Air handler tags (AHU-7)
 - AHU-7 Unit size 10
 - Configuration to include
 - Outdoor unit
 - UC600 controller
 - Supply fan with variable frequency drive
 - Air mixing section
 - Heating Coil section
 - Access section
 - Fan section
 - Air handler tags (AHU-8)
 - AHU-8 Blower coil size 36
 - Configuration to include
 - Vertical configuration
 - Cooling coil
 - Heating coil
 - 1" throwaway filter
 - UC-400 control

- **Variable Air Volume Single Duct Terminal Units (10 units included in this proposal)**
 - Selected to match the existing building performance

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- 5 year parts and labor warranty
 - Configuration to include
 - Wireless control
 - Space temperature modulating Hot water reheat
 - **Hot and Chilled water pumps (4 units included in this proposal)**
 - Selected to match the existing building performance
 - Configuration to include
 - Base mounted
 - Suction diffuser, Flex connections, 2 port trumpet valve pressure and temperature gauges, triple duty valve, isolation valve, inertia pad.
 - **Hot and Chilled water pump Variable Frequency Drives (4 units included in this proposal)**
 - Selected to match the existing building performance
 - Configuration to include
 - Wall mounted
 - NEMA 1 enclosure, single motor, drive fusing, RFI filter, Mechanical bypass, disconnect, BACnet communication.
 - 3 year warranty

Mechanical and Electrical Installation Scope

- Drain the Hot and Chilled water solutions into containers and save for refilling the systems at end of project
- Decommission and disconnect the existing chiller
- Decommission 35 Unit ventilators, 7 air handlers, 10 VAV boxes, 4 pumps
- Remove the existing equipment from site and provide legal disposal
- Install the new chiller on the existing concrete pad, provide modification to the existing piping and power wiring to connect to the new chiller.
- Install the new unit ventilators in the existing locations, rework the existing shelving to allow for the new installation, provide modification to the existing hot and chilled water piping, along with the power wiring to connect to the new unit ventilators.
- Install the new indoor air handlers in the existing locations, remove required existing ductwork to allow for the new installation, provide modification to the existing ductwork, hot and chilled water piping, along with the power wiring to connect to the new air handlers.
- Provide new relief air ductwork in the indoor air handler mechanical rooms to allow for ducted relief on the air from the air handler systems so that the mechanical room is no longer used as a plenum.
- Install the new outdoor air handler in the existing location. Provide a new adapter curb to allow the new unit to set on the existing curb. provide modification to the existing ductwork, hot and chilled water piping, along with the power wiring to connect to the new air handler.
- Install the new pumps and accessories in the mechanical room in the existing locations, provide modification to the existing piping and power wiring to connect to the new pumps. Install new VFD's on the wall in the mechanical room to replace the existing VFD's serving the pumps.
- Provide new insulation that will match the existing specification for piping and ductwork that is new on this project.



Bushkill Elementary Comprehensive Solutions Automatic Temperature Control (ATC).

A new Trane Tracer direct digital control (DDC) system shall be installed at the school. Users will be able to access the system, with username and password, at the system level Tracer SC+ panel using Tracer Synchrony or the enterprise level using cloud-based Tracer Ensemble, both of which employ a graphical interface. Communications from Tracer SC+ panels to unit level controllers shall be wireless.

DDC unit level controls shall be factory mounted on the following pieces of new HVAC equipment:

- Indoor Air Handlers (AHU)
- Outdoor Rooftop Air Handlers (AHU)
- Classroom Unit Ventilators (UV) including Dehumidification and CO2 based demand control ventilation
- Variable Air Volume (VAV) Single Duct Dampers
- Chiller

Field installed DDC controls will be mounted for the following:

- Chilled water central plant with ice
- Hot water central plant including DDC actuators for combustion air. (3-way hot water mixing valve to remain, retrofitted with electric actuation).
- Domestic water system (3-way mixing valve to remain, retrofitted with electric actuation).
- DDC running status interface to existing emergency generators with new electric actuation for exhaust and make-up dampers (existing dampers to remain).
- General Exhaust Fans (EF) time of day control, (EF's with local switch control to remain, existing dampers to remain).
- Building pressure relief dampers (existing dampers to remain).
- Cabinet Unit Heaters (CUH)

Additionally:

- Electric actuation will be employed on valves and dampers.
- New DDC zone control valves for AHU's, VAV's, UH, CUH UV.
- Unit Heaters (UH) in storage, mechanical, electrical, support areas shall get local electric control (not tied to DDC system).
- ATC system diagram submittals/as-builts with sequence of operation and material cut sheets.
- Up to 16 hours of user training.

Bushkill Elementary Comprehensive Solutions Intelligent Services Contract

**Controls Maintenance
Building Performance (x2)**

Building Performance unleashes the power of building data to uncover hidden opportunities for improvement. A system-wide, initial assessment reveals the status of your building today. Using the collected data, Trane building professionals provide recommendations for improvements that are targeted to your budget and business goals. Continued efficient performance and additional gains are ensured through ongoing analysis.

Advantages:

- Identify when HVAC systems or subsystems are operating inefficiently through system-wide assessments



- Optimize HVAC equipment runtime (reducing wear and tear and sustaining efficiency gains) based on the continuous, automated system analytics
- Reduce operational costs and energy consumption by implementing the service actions suggested by Trane building professionals
- See energy and operational savings progress using the periodic reports provided by Trane

Implementation:

- Initial system-wide assessment
- Continuous analysis by automated system analytics
- Interpretation by technical specialists
- Results-oriented, value-based actionable recommendations
- Ongoing reporting, tracking energy and operational savings
- BI-Annual performance reporting as stated in the Agreement

Preventative Maintenance BAS Inspections (2x per year)

- Up-front conversations
- Software update & training
- Operator coaching and user support
 - With an approved Intelligent Services connection, your local Trane office will also provide a specific number of hours (sixteen (16) hours per year) to be used for:
 - i. Remote troubleshooting and support which in many cases results in eliminating a "truck roll"
 - ii. Remote check ups
 - iii. Remote set point adjustments
 - iv. Remote operator coaching
 - v. Remote observations and recommendations relevant to energy use and cost avoidance
- Alarm log review
- Schedule review
- Graphics review
- Override review
- BAS system performance and evaluation
- Critical sensor health check
- Technician-customer review

Clarification Notes

- Includes Performance and Payment Bond
- Hours of work include standard Monday – Friday 7:00 AM – 3:30 PM
- No Overtime, 2nd or 3rd shift hours are included
- If existing equipment to remain in service is found with deficiencies those deficiencies will be noted and that information shall be provided to the owner for repair. The existing equipment to remain shall also operate optimally and not affect the building performance
- The existing exhaust fan systems for the kitchens and school are excluded from this scope.
- Fin radiation thermostatic control valves to remain
- Any work in service building excluded
- Dampers not coming on new equipment are to remain
- Any modifications to outdoor air intakes and brick facade serving UV's is not included
- Includes operation and maintenance manuals
- Excludes additional glycol add to system
- Excludes permit and engineering drawings



Attachment 2 Payment Schedule for Bushkill Elementary Project

East Stroudsburg School District - Bushkill Falls Elementary School		
Cash Flow Summary		
Date	Milestone	Payment Due
1/1/2022	Mobilization Upon Execution Of Agreement by Customer	\$442,449
2/1/2022	Monthly Payment	\$58,993
3/1/2022	Monthly Payment	\$88,490
4/1/2022	Monthly Payment	\$442,449
5/1/2022	Monthly Payment	\$589,932
6/1/2022	Monthly Payment	\$589,932
7/1/2022	Monthly Payment	\$294,966
8/1/2022	Monthly Payment	\$294,966
9/1/2022	Monthly Payment	\$117,986
10/1/2022	Monthly Payment	\$29,496



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Pricing and Acceptance

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

Site Address:
Bushkill Elementary School
131 North School Drive
Dingmans Ferry, PA 18328

Price

Total Net Price (Including appropriate Sales and/or Use Tax, if required by law

Total Net Price to EAST STROUDSBURG AREA SCHOOL DISTRICT\$2,949,659.00

Financial items not included

- Bid Bond
- Payment and Performance Bond
- Guarantee of any energy, operational, or other savings

Respectfully submitted,

Dennis Rumsey
Sr. Complex Solutions Manager
Trane U.S. Inc.
(717) 581-5400



ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Installation).

We value the confidence you have placed in Trane and look forward to working with you.

Submitted By: Dennis Rumsey	Office: (717) 561-5400 Proposal Date: November 30, 2021
CUSTOMER ACCEPTANCE East Stroudsburg Area School District	TRANE ACCEPTANCE Trane U.S. Inc.
Authorized Representative	Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order Acceptance Date:	Signature Date License Number:

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TERMS AND CONDITIONS – COMMERCIAL INSTALLATION

"Company" shall mean Trane U.S. Inc.,

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the commercial goods and/or services described (the "Work"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.
2. **Connected Services.** In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.
3. **Pricing and Taxes.** Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Following acceptance without addition of any other terms and condition of sale or any other modification by Customer, the prices stated are firm provided that notification of release for immediate production and shipment is received at the factory not later than 3 months from order receipt. If such release is received later than 3 months from order receipt date, prices will be increased a straight 1% (not compounded) for each one-month period (or part thereof) beyond the 3 month firm price period up to the date of receipt of such release. If such release is not received within 6 months after date of order receipt, the prices are subject to renegotiation, or at Company's option, the order will be cancelled. Any delay in shipment caused by Customer's actions will subject prices to increase equal to the percentage increase in list prices during that period of delay and Company may charge Customer with incurred storage fees.
4. **Exclusions from Work.** Company's obligation is limited to the Work as defined and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company.
5. **Performance.** Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.
6. **Payment.** Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.
7. **Time for Completion.** Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so.
8. **Access.** Company and its subcontractors shall be provided access to the Work site during regular business hours, or such other hours as may be requested by Company and acceptable to the Work site owner or tenant for the performance of the Work, including sufficient areas for staging, mobilization, and storage. Company's access to correct any emergency condition shall not be restricted. Customer grants to Company the right to remotely connect (via phone, modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.
9. **Completion.** Notwithstanding any other term or condition herein, when Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.



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10. Permits and Governmental Fees. Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.

11. Utilities During Construction. Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.

12. Concealed or Unknown Conditions. In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Contract Price, contract time, or both.

13. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

14. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

15. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

16. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead).

17. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

18. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

19. COVID-19 LIMITATION ON LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL TRANE BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY ACTION OR CLAIM, WHETHER BASED**

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ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO COVID-19 (INCLUDING THE SPREAD, TRANSMISSION OR CONTAMINATION THEREOF) (COLLECTIVELY, "COVID-19 LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES TRANE FROM ANY SUCH COVID-19 LIABILITIES.

20. **Patent Indemnity.** Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

21. **Limited Warranty.** Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Trane; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, IS MADE REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL TRANE HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.**

22. **Insurance.** Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

23. **Commencement of Statutory Limitation Period.** Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

24. **General.** Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. Any action or suit arising out of or related to this Agreement must be commenced within one year after the cause of action has accrued. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

25. **Equal Employment Opportunity/Affirmative Action Clause.** Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-80, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-260 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

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TRANE
Building Services

26. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-6(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-28; 52.222-35; 52.222-38; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal of this Agreement, other than the Proposal or this Agreement.

27. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.251-10(0720)
Supersedes 1-26.251-10(0620)

Untitled Section

VI. B. 4

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Matt Hirsch

Untitled Title

Department *

Facilities

Building *

District

What service or item are requesting *

New bucket truck

Why are you requesting the service or item *

To replace the districts old bucket truck

207

Suggested replacement *

Altec AT48M Bucket Truck

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

\$175,000

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

- 2022 Dodge 5500 4x4 AT48M \$173,918
- 2022 International CV515 4X4 AT48M \$175,088
- 2022 Ford F-550 4X4 AT48M \$175,615

What is the total cost of the purchase? *

\$173,918

Procurement Method: *

Quote Received only one Proposal

Request for Proposal (RFP)

Bid

Other: 3 Quotes

Was this purchase budgeted? *

No

208

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.

012418-ALT

Which Fund will be charged? *

32

What account will be charged? *

2-2620-752-000-00-000-008-000-0000

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

2022 Dodge 5500 4x4 AT48M \$173,918. This is the lowest price of the 3 quotes.

209



Quote Number:
Opportunity Number: 1669851
COSTARS Contract #: 012418-ALT
Date: 11/10/2021

VI-B-1

Quoted for: East Stroudsburg
Customer Contact:
Phone: / Email:
Quoted by: Keith Clement
Phone: / Email:
Altec Account Manager: Steve Bytof

REFERENCE ALTEC MODEL		COSTARS Price
AT41M	Articulating Telescopic Aerial Device with Material Handling Insulated, 41'	\$156,052

(A.) COSTARS OPTIONS ON CONTRACT (Unit)

1	AT41M-US48M	Articulating telescopic Aerial Device with Material Handling (insulating lower arm) with	\$6,041
2	AT41M-AWD	All Wheel Drive	\$5,339
3	AT41M-AOR	Auxiliary Outriggers, Interlock, Wooden Pads / Holders (AT48M Class 5 application or	\$7,140
4			

(A1.) COSTARS OPTIONS ON CONTRACT (General)

1			
2			
3			
4			
5			
6			
7			
8			
COSTARS OPTIONS TOTAL:			\$174,572

(B.) OPEN MARKET ITEMS (Customer Requested)

1	UNIT		\$0
2	UNIT & HYDRAULIC ACC		\$0
3	BODY		\$0
4	BODY & CHASSIS ACC		\$0
5	ELECTRICAL		\$0
6	FINISHING		\$0
7	CHASSIS	2022 Dodge 5500 4x4	-\$1,697
8	OTHER		\$0
OPEN MARKET OPTIONS TOTAL:			-\$1,697

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$172,875
Delivery to Customer at \$2.20 / mile: \$1,043

TOTAL FOR UNIT/BODY/CHASSIS: \$173,918

(C.) ADDITIONAL ITEMS (Items are not included in total above)

1			
2			
3			
4			

Pricing valid for 45 days

NOTES

PAINT COLOR: White to match chassis, unless otherwise specified

WARRANTY: Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer.

TO ORDER: To order, please contact the Altec Account Manager listed above.

CHASSIS: Per Altec Commercial Standard

DELIVERY: No later than 330-420 days ARO, FOB Customer Location

TERMS: Net 30 days

BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.

TRADE-IN: Please ask your Altec Account Manager for more information

BUILD LOCATION: Creedmoor

COSTARS Quote Dodge

210

VI.B.2



Quote Number:
Opportunity Number: 1659851
COSTARS Contract #: 012418-ALT
Date: 11/10/2021

Quoted for: East Stroudsburg
Customer Contact:
Phone: / Email:
Quoted by: Keith Clement
Phone: / Email:
Altec Account Manager: Steve Bytof

REFERENCE ALTEC MODEL		COSTARS Price
AT41M	Articulating Telescopic Aerial Device with Material Handling Insulated, 41'	\$156,052

(A.) COSTARS OPTIONS ON CONTRACT (Unit)

1	AT41M-US48M	Articulating telescopic Aerial Device with Material Handling (Insulating lower arm) with	\$6,041
2	AT41M-AWD	All Wheel Drive	\$5,339
3	AT41M-AOR	Auxiliary Outriggers, Interlock, Wooden Pads / Holders (AT48M Class 5 application of)	\$7,140
4			

(A1.) COSTARS OPTIONS ON CONTRACT (General)

1			
2			
3			
4			
5			
6			
7			
8			
COSTARS OPTIONS TOTAL:			\$174,572

(B.) OPEN MARKET ITEMS (Customer Requested)

1	UNIT		\$0
2	UNIT & HYDRAULIC ACC		\$0
3	BODY		\$0
4	BODY & CHASSIS ACC		\$0
5	ELECTRICAL		\$0
6	FINISHING		\$0
7	CHASSIS	2022 CV515 4x4 Auto	-\$527
8	OTHER		\$0
OPEN MARKET OPTIONS TOTAL:			-\$527

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$174,045
Delivery to Customer at \$2.20 / mile: \$1,043
TOTAL FOR UNIT/BODY/CHASSIS: \$175,088

(C.) ADDITIONAL ITEMS (Items are not included in total above)

1			
2			
3			
4			

Pricing valid for 45 days

NOTES

PAINT COLOR: White to match chassis, unless otherwise specified
WARRANTY: Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer.
TO ORDER: To order, please contact the Altec Account Manager listed above.
CHASSIS: Per Altec Commercial Standard
DELIVERY: No later than 330-420 days ARO, FOB Customer Location
TERMS: Net 30 days
BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.
TRADE-IN: Please ask your Altec Account Manager for more information
BUILD LOCATION: Creedmoor

COSTARS Quote CV515

211

V.I.B.3



Quote Number:
Opportunity Number: 1659851
COSTARS Contract #: 012418-ALT
Date: 11/10/2021

Quoted for: East Stroudsburg
Customer Contact:
Phone: / Email:
Quoted by: Keith Clement
Phone: / Email:
Altec Account Manager: Steve Bytof

REFERENCE ALTEC MODEL		COSTARS Price
AT41M	Articulating Telescopic Aerial Device with Material Handling Insulated, 41'	\$156,052

(A.) COSTARS OPTIONS ON CONTRACT (Unit)

1	AT41M-US48M	Articulating telescopic Aerial Device with Material Handling (insulating lower arm) with	\$6,041
2	AT41M-AWD	All Wheel Drive	\$5,339
3	AT41M-AOR	Auxiliary Outriggers, Interlock, Wooden Pads / Holders (AT48M Class 5 application o	\$7,140
4			

(A1.) COSTARS OPTIONS ON CONTRACT (General)

1			
2			
3			
4			
5			
6			
7			
8			
COSTARS OPTIONS TOTAL:			\$174,572

(B.) OPEN MARKET ITEMS (Customer Requested)

1	UNIT		\$0
2	UNIT & HYDRAULIC ACC		\$0
3	BODY		\$0
4	BODY & CHASSIS ACC		\$0
5	ELECTRICAL		\$0
6	FINISHING		\$0
7	CHASSIS	2022 Ford F550 4x4	\$0
8	OTHER		\$0
OPEN MARKET OPTIONS TOTAL:			\$0

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$174,572
Delivery to Customer at \$2.20 / mile: \$1,043
TOTAL FOR UNIT/BODY/CHASSIS: \$175,615

(C.) ADDITIONAL ITEMS (Items are not included in total above)

1			
2			
3			
4			

Pricing valid for 45 days

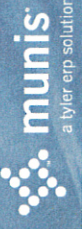
NOTES

PAINT COLOR: White to match chassis, unless otherwise specified
WARRANTY: Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer.
TO ORDER: To order, please contact the Altec Account Manager listed above.
CHASSIS: Per Altec Commercial Standard
DELIVERY: No later than 330-420 days ARO, FOB Customer Location
TERMS: Net 30 days
BEST VALUE: Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.
TRADE-IN: Please ask your Altec Account Manager for more information
BUILD LOCATION: Creedmoor

COSTARS Quote Ford

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE	
2022	05	3	BUA	11/01/2021	11/01/2021	Pupil Ser	matthew-krauss	1	ENTITY	N	HIST	2022	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE	DESCRIPTION	DEBIT	CREDIT	OB					
1	10210010	360			MK			1	Prof Dev.	1,270.88							
2	10-2111-360-000-000-009-000-0000-								Empolyee Training&DeveIopment								
2	10210020	330			MK			1	Extra Nurses	5,000.00							
3	10-2111-330-000-10-000-009-000-0000-								Pupilsrv.OtherProfSvc								
3	10210030	330			MK			1	Extra Nurses	1,291.88							
4	10-2111-330-000-20-000-009-000-0000-								Pupilsrv.OtherProfSvc								
4	10210040	330			MK			1	Extra Nurses	5,000.00							
5	10-2111-330-000-30-000-009-000-0000-								Pupilsrv.OtherProfSvc								
5	10210020	610			MK			31.97	Supplies	31.97		31.97					
6	10-2111-610-000-10-000-009-000-0000-								Pupilsrv.ChildElemgen Sup								
6	10210030	610			MK			1,541.21	Supplies	1,541.21		1,541.21					
7	10-2111-610-000-20-000-009-000-0000-								Pupilsrv.ChildIntnschoolgen Sup								
7	10210020	640			MK			54.33	Sw Books	54.33							
8	10-2111-640-000-10-000-009-000-0000-								Pupilsrv.Books/Period								
8	10006370	640			MK			55.33	Sw Books	55.33							
9	10-2119-640-000-10-000-009-000-0000-								Spvstuserv Books/Period								
9	10210020	650			MK			55.34	Smart Futures	55.34							
10	10-2111-650-000-10-000-009-000-0000-								Pupilsrv.Supplies Tech								
10	10210030	650			MK			72.73	Smart Futures	72.73							
11	10-2111-650-000-20-000-009-000-0000-								Pupil Services Supplies Tech								
11	10210040	650			MK			1,780.00	Smart Futures	1,780.00							
12	10-2111-650-000-30-000-009-000-0000-								Pupilsrv.Supplies Tech								
12	10006390	810			MK			113.27	Dues	113.27							
13	10-2119-810-000-20-000-009-000-0000-								Spvstuserv Dues&Fees								
13	10006420	810			MK			14,467.22	Dues	14,467.22							
14	10-2119-810-000-30-000-009-000-0000-								Spvstuserv Dues&Fees								
14	10210200	610			MK				Add Psych Materials								
15	10-2140-610-000-00-000-603-000-0000-								Psychologist Gen Sup								
15	10006390	330			MK				To Cover								
	10-2119-330-000-20-000-009-000-0000-								SPVstuservotherotherProfSvc								
** JOURNAL TOTAL																	
															0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2022	05	11	BUA	11/02/2021	11/02/2021	Blance	negmaria-heitz	1	ENTITY	N	HIST	2022	2022			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE	DESCRIPTION	DEBIT	CREDIT	OB				
1	10002160	610			zero	acctcs		1	Cover accounts in negative							
	10-1110-610-000-10-216-110-000-0000-								SMIRegulargen Sup							
										3,959.77						

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/02/2021	11/02/2021	Balance negmaria-heitz	negmaria-heitz	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DEBIT	CREDIT	OB
2	10002200	610		zero	accts		Balance account		174.95		
10-1110-610-000-10-216-121-000-0000-				zero	accts		SMIVocalGen sup		521.46		
3	10002220	610		zero	accts		Balance account		593.60		
10-1110-610-000-10-216-122-000-0000-				zero	accts		SMIArtGen Sup		415.00		
4	10002160	611		zero	accts		Balance account		51.76		
10-1110-611-000-10-216-110-000-0000-				zero	accts		SME Instr.Paper Bid supply		748.00		
5	10002160	650		zero	accts		Balance account		860.00		
10-1110-650-000-10-216-110-000-0000-				zero	accts		SMIREgularsupplies Tech		595.00		
6	10009510	531		zero	accts		Balance account				
10-2380-531-000-10-216-000-000-0000-				zero	accts		SMIPrincipalPostage				
7	10009510	550		zero	accts		Balance account				
10-2380-550-000-10-216-000-000-0000-				zero	accts		SMIPrincipalPrint&Bind				
8	10009510	438		zero	accts		laminator repair/open PO				
10-2380-438-000-10-216-000-000-0000-				zero	accts		SMIPrincipalMnt/Rpr/Upgrade				
9	10009510	810		zero	accts		Balance for Principal dues				
10-2380-810-000-10-216-000-000-0000-				zero	accts		SMIPrincipalDues&Fees				
** JOURNAL TOTAL									0.00	0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	clear - lorena-rosado	lorena-rosado	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DEBIT	CREDIT	OB
1	10002450	610					JTLEngLangArtGen Sup		49.80		
10-1110-610-000-20-517-150-000-0000-							JTLPrincipaIPrint&Bind				
2	10009570	550							49.80		
10-2380-550-000-20-517-000-000-0000-											
** JOURNAL TOTAL									0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	library - lorena-rosado	lorena-rosado	* 1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DEBIT	CREDIT	OB
1	10007040	610					JTLlibraryGen Sup		3,000.00		
10-2250-610-000-20-517-155-000-0000-											
** JOURNAL TOTAL									0.00	0.00	

East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	library -	lorena-rosado	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
2	10009570	610					JTLPrincipalGen Sup		3,000.00		
	10-2380-610-000-20-517-000-0000-										

** JOURNAL TOTAL											
									0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	postage-	lorena-rosado	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	10009570	531					JTLPrincipalPostage		1,827.60		
	10-2380-531-000-20-517-000-0000-										
2	10009570	438					JTLPrincipalMnt/Rpr/Upgrade		1,827.60		
	10-2380-438-000-20-517-000-0000-										

** JOURNAL TOTAL											
									0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	student-	lorena-rosado	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	10012850	610					JTLStudentActivityGen Sup		2,700.19		
	10-3210-610-000-20-517-510-0000-										
2	10012850	513					JTLStudentActivityContracted		1,500.00		
	10-3210-513-000-20-517-510-0000-										
3	10012850	330					JTLStudentActivityOtherProfSvc		1,200.19		
	10-3210-330-000-20-517-510-0000-										

** JOURNAL TOTAL											
									0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	11/03/2021	11/03/2021	for lang-	lorena-rosado	I	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	18 BUA	11/03/2021	for lang-	lorena-rosado	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

1	10002490	650							59.88		
10-1110-650-000-20-517-160-000-0000-							JTLForeignLangSupplies Tech				
2	10002490	610								59.88	
10-1110-610-000-20-517-160-000-0000-							JTLForeignLangGen Sup				

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	19 BUA	11/03/2021	clear-11b	lorena-rosado	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

1	10002330	438							5,517.52		
10-1110-438-000-20-517-110-000-0000-							JTLRegularMnt/Rpr/Upgrade				
2	10007040	610							5,517.52		
10-2250-610-000-20-517-155-000-0000-							JTLlibraryGen Sup				

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	60 BUA	11/04/2021	cover deficit	deficiAmy-Famighetti	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

1	10010560	581							800.00		
10-2620-581-000-00-000-024-000-0000-							cover deficit				
2	10010750	330					operBldgIndistrictrvl		800.00		
10-2620-330-000-10-214-024-000-0000-							cover deficit				
							MSECustodialOtherProfsvcs				

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	
2022	05	61 BUA	11/04/2021	cover deficit	deficiAmy-Famighetti	1	N	Hist	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

** JOURNAL TOTAL 0.00 0.00

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	61 BUA	11/04/2021	11/04/2021	cov defici	Amy-Famighetti	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION			DEBIT	CREDIT	OB
1	10011060	449						cov defici				1,500.00	
2	10011060	432						EHScustodialOtherRentals			1,500.00		
	10-2620-432-000-30-820-024-000-0000-							cov defici					
	10-2620-432-000-30-820-024-000-0000-							EHScustodialRep&MaintEq					

** JOURNAL TOTAL													
											0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	62 BUA	11/04/2021	11/04/2021	cov defici	Amy-Famighetti	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION			DEBIT	CREDIT	OB
1	10010930	411						cover deficit				540.00	
2	10010880	411						LISCustodialDisposal			540.00		
	10-2620-411-000-20-517-024-000-0000-							cover deficit					
	10-2620-411-000-20-517-024-000-0000-							JTLcustodialDisposal					

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** JOURNAL TOTAL													
											0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	63 BUA	11/04/2021	11/04/2021	cov defici	Amy-Famighetti	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION			DEBIT	CREDIT	OB
1	10010930	449						cover deficit				3,000.00	
2	10010880	610						LISCustodialOtherRentals			3,000.00		
	10-2620-610-000-20-518-024-000-0000-							cover deficit					
	10-2620-610-000-20-517-024-000-0000-							JTL Custodial Gen Sup					

** JOURNAL TOTAL													
											0.00	0.00	
YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	64 BUA	11/04/2021	11/04/2021	cover def	Amy-Famighetti	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION			DEBIT	CREDIT	OB

East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022	05	64 BUA	11/04/2021	cover def	Amy-Famighetti	I	N	HIST	2022	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT OB

1	10280290	580					cover deficit		500.00	
10-2836-580-000-00-000-024-000-0000-							Custodial District Travel/Conf			
2	10010790	610					cover deficit		500.00	
10-2620-610-000-10-215-024-000-0000-							RES custodial Gen Sup			

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022	05	71 BUA	11/05/2021	Band Sup.	matthew-whitney	I	N	HIST	2022	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT OB

1	10012830	810					JTLInstrMusicDues&Fees		544.00	
10-3210-810-000-20-517-125-000-0000-							JTLInstrMusicDues&Fees		500.00	
2	10002410	810					JTLInstrMusicDues&Fees		112.00	
10-1110-810-000-20-517-125-000-0000-							JTLInstrMusicRep&MaintEq		108.00	
3	10012830	432					JTLInstrMusicRep&MaintEq			
10-3210-432-000-20-517-125-000-0000-							JTLInstrMusicGen Sup		1,264.00	
4	10012830	610					JTLInstrMusicGen Sup			
10-3210-610-000-20-517-125-000-0000-							JTLInstrMusicGen Sup			
5	10002410	610					JTLInstrMusicGen Sup			
10-1110-610-000-20-517-125-000-0000-										

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022	05	73 BUA	11/05/2021	cov def	Amy-Famighetti	I	N	HIST	2022	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION	DEBIT	CREDIT OB

1	10010510	581					cover deficit		800.00	
10-2620-581-000-00-000-008-000-0000-							operBldg IndistrictTrvl		300.00	
2	10010510	431					cover deficit			
10-2620-431-000-00-000-008-000-0000-							District OperBldg Rep&MaintBld		500.00	
3	10010510	810					cover deficit			
10-2620-810-000-00-000-008-000-0000-							operBldgDues&Fees			

** JOURNAL TOTAL 0.00 0.00

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	74 BUA	11/05/2021	11/05/2021	cov defici	Amy-Famighetti	I	N	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10010510	433						cover deficit				4,800.00	
10-2620-433-000-00-000-008-000-0000-								operBldgRepr/Maintserv.Vehicle			800.00		
2	10010620	424						cover deficit					
10-2620-424-000-10-211-008-000-0000-								BES Water/Sewage			800.00		
3	1001050	424						cover deficit					
10-2620-424-000-30-820-008-000-0000-								EHS Water/Sewage			800.00		
4	10010660	424						cover deficit					
10-2620-424-000-10-212-008-000-0000-								ESEoperBldgwater/Sewage			800.00		
5	10010870	424						cover deficit					
10-2620-424-000-20-517-008-000-0000-								JTLOperBldgwater/Sewage			800.00		
6	10010740	424						cover deficit					
10-2620-424-000-10-214-008-000-0000-								MSEWater/Sewage			800.00		
7	10010820	424						cover deficit					
10-2620-424-000-10-216-008-000-0000-								SMIWater/Sewage			800.00		
** JOURNAL TOTAL											0.00	0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	75 BUA	11/05/2021	11/05/2021	cov defici	Amy-Famighetti	I	N	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10010660	330						cover deficit					
10-2620-330-000-10-212-008-000-0000-								ESEoperBldgotherProfsvcs			300.00		
2	10010510	432						cover deficit					
10-2620-432-000-00-000-008-000-0000-								operBldgRep&MaintEq					
** JOURNAL TOTAL											0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	76 BUA	11/05/2021	11/05/2021	cov defici	Amy-Famighetti	I	N	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10010620	431						cover deficit					
10-2620-431-000-10-211-008-000-0000-								BES OperBldg Rep&MaintBldg			700.00		
2	10010780	432						cover deficit					
10-2620-432-000-10-215-008-000-0000-								RESoperBldg Equiprepr&Maint			700.00		
** JOURNAL TOTAL											0.00	0.00	

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL	DESC	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2022	05	81 BUA	11/08/2021	11/08/2021	cov defici	Amy-Famighetti	I				I	N	Hist	2022					
1	10010620	330							008 to 024 IAQ										
10-2620-330-000-10-211-008-000-0000-									BESoperBldgOtherProfsv							1,445.00			5,780.00
2	10011010	330							008 to 024 IAQ										
10-2620-330-000-30-819-024-000-0000-									EHCustodiaOtherProfsv							1,445.00			
3	10010670	330							008 to 024 IAQ										
10-2620-330-000-10-212-024-000-0000-									ESECustodiaOtherProfsv							1,445.00			
4	10010710	330							008 to 024 IAQ										
10-2620-330-000-10-213-024-000-0000-									JMHCustodiaOtherProfsv							1,445.00			
5	10010880	330							008 to 024 IAQ										
10-2620-330-000-20-517-024-000-0000-									JTLCustodiaOtherProfsv							1,445.00			
** JOURNAL TOTAL																			
															0.00			0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL	DESC	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2022	05	83 BUA	11/08/2021	11/08/2021	cov defici	Amy-Famighetti	I				I	N	Hist	2022					
1	10010740	330							cov deficit IAQ 008 to 024										
10-2620-330-000-10-214-008-000-0000-									MSEoperBldgOtherProfsv							1,445.00			4,335.00
2	10010790	330							cov deficit IAQ 008 to 024										
10-2620-330-000-10-215-024-000-0000-									RESCustodiaOtherProfsv							1,445.00			
3	10010830	330							cov deficit IAQ 008 to 024										
10-2620-330-000-10-216-024-000-0000-									SMECustodiaOtherProfsv							1,445.00			
4	10010930	330							cov deficit IAQ 008 to 024										
10-2620-330-000-20-518-024-000-0000-									LISCustodiaOtherProfsv							1,445.00			
** JOURNAL TOTAL																			
															0.00			0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	JNL	DESC	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB	
2022	05	87 BUA	11/08/2021	11/08/2021	Jessica-barlotta	I					I	N	Hist	2022					
1	10510180	911							LEASE PRINCIPAL AMERICAN CAP										.01
10-5110-911-000-00-000-100-909-9095-																			
2	10510190	831							LEASE INTEREST-AMERICAN CAP.										.01
10-5110-831-000-00-000-101-909-9095-																			
** JOURNAL TOTAL																			
															0.00			0.00	

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	88 BUA	11/08/2021	11/08/2021	cov defici	Amy-Famighetti	1	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION					
1	10011010	752					cover deficits					9,000.00	
2	10010930	610					EHNCustodial NewEq>\$2,500				9,000.00		
	10-2620-610-000-20-518-024-000-0000-						LIS Custodial GenSup						
** JOURNAL TOTAL											0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	89 BUA	11/08/2021	11/08/2021	cov defici	Amy-Famighetti	1	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION					
1	10011010	752					cover deficits					3,000.00	
2	10011060	610					EHNCustodial NewEq>\$2,500				3,000.00		
3	10010670	762					EHS Custodial GenSup					6,000.00	
4	10011060	610					ESE Custodial Repeq>\$2,500				6,000.00		
	10-2620-610-000-30-820-024-000-0000-						EHS Custodial GenSup						
** JOURNAL TOTAL											0.00	0.00	

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YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	90 BUA	11/08/2021	11/08/2021	cov defici	Amy-Famighetti	1	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT DESCRIPTION					
1	10011060	752					cover deficit					2,000.00	
2	10011010	449					EHSCustodial NewEq>\$2,500				2,000.00		
3	10011060	762					EHNOperBldgOtherRentals					1,700.00	
4	10011010	449					EHSCustodial Repeq>\$2,500				1,700.00		
	10-2620-449-000-30-819-024-000-0000-						EHNOperBldgOtherRentals						
** JOURNAL TOTAL											0.00	0.00	

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JOURNAL INQUIRY

YEAR	PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	91 BUA	11/08/2021	11/08/2021	cov deficit	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB	
1	10010750	610						cover deficit				1,500.00		
	10-2620-610-000-10-214-024-000-0000-							MSECustodial GenSup			1,500.00			
2	10010750	610						cover deficit				1,500.00		
	10-2620-610-000-10-214-024-000-0000-							MSECustodial GenSup				1,500.00		
3	10011010	761						cover deficit					1,500.00	
	10-2620-761-000-30-819-024-000-0000-							EHNoperBldgRepEq<\$2,500			1,500.00			
4	10010750	610						cover deficit					1,500.00	
	10-2620-610-000-10-214-024-000-0000-							MSECustodial GenSup				1,500.00		
** JOURNAL TOTAL											0.00	0.00		

YEAR	PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	92 BUA	11/08/2021	11/08/2021	cov deficit	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB	
1	10011010	610						cover deficit				1,000.00		
	10-2620-610-000-30-819-024-000-0000-							EHN Custodial Gen Sup			1,000.00			
2	10011010	432						cover deficit					1,000.00	
	10-2620-432-000-30-819-024-000-0000-							EHNoperBldgRep&MaintEq				1,000.00		
** JOURNAL TOTAL											0.00	0.00		

YEAR	PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	93 BUA	11/08/2021	11/08/2021	cov deficit	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB	
1	10011010	752						cover deficit				1,800.00		
	10-2620-752-000-30-819-024-000-0000-							EHNcustodial NewEq>\$2,500			900.00			
2	10010880	449						cover deficit					900.00	
	10-2620-449-000-20-517-024-000-0000-							JTLOperBldgOtherRentals			900.00			
3	10010930	432						cover deficit					900.00	
	10-2620-432-000-20-518-024-000-0000-							LISCustodial Rep&MaintEq				900.00		
** JOURNAL TOTAL											0.00	0.00		

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	94 BUA	11/08/2021	11/08/2021	cov defici	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB		
1	10010790	449					cover deficit				600.00		
2	10011060	330					RESoperBldgOtherRentals		600.00				
	10-2620-330-000-30-820-024-000-0000-						cover deficit						
	10-2620-330-000-30-820-024-000-0000-						EHScustodial otherProfSvc						

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	95 BUA	11/08/2021	11/08/2021	cov defici	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB		
1	10010510	610					cover deficits				20,000.00		
2	10011050	432					District operBldg Gensup		20,000.00				
3	10011050	610					operBldg Vehiclsv&maintwater				20,000.00		
4	10010660	432					EHS operBldg Gensup		20,000.00				
5	10011000	431					ESEoperBldg Equip.Repr&maint.				19,000.00		
6	10011050	330					EHN operBldg Rep&maintBldgs		19,000.00				
	10-2620-330-000-30-820-008-000-0000-						cover deficits						
	10-2620-330-000-30-820-008-000-0000-						EHSoperBldgOtherProfSvc						

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	144 BUA	11/10/2021	11/10/2021	cov defici	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB		
1	10010620	431					cover deficit				500.00		
2	10010510	330					BES operBldg Rep&maintBldg		250.00				
3	10010620	442					operBldg otherProfSvc		250.00				
	10-2620-442-000-10-211-008-000-0000-						cover deficit						
	10-2620-442-000-10-211-008-000-0000-						BES RentaTofEq						

** JOURNAL TOTAL 0.00 0.00

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JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	146 BUA	11/10/2021	cov defici	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	10010510	610											
	10-2620-610-000-00-000-008-000-0000-												
2	10011000	432									19,500.00		
	10-2620-432-000-30-819-008-000-0000-												

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	147 BUA	11/10/2021	cov defici	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	10010510	752											
	10-2620-752-000-00-000-008-000-0000-												
2	10011050	432									13,500.00		
	10-2620-432-000-30-820-008-000-0000-												

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2022	05	149 BUA	11/10/2021	cov defici	Amy-Famighetti	1	N	Hist	2022				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3					DEBIT	CREDIT	OB
1	10010510	610											
	10-2620-610-000-00-000-008-000-0000-												
2	10010740	432									6,000.00		
	10-2620-432-000-10-214-008-000-0000-												
3	10260100	610										6,000.00	
	10-2620-610-000-00-059-008-000-0000-												
4	10010740	432									6,000.00		
	10-2620-432-000-10-214-008-000-0000-												

** JOURNAL TOTAL 0.00 0.00

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2022	05	150	BUA	11/10/2021	11/10/2021	11/10/2021	11/10/2021	cov	defici	Amy-Famighetti	1	N	Hist	2022	2022		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	REF3	REF3	REF3	REF3	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB	
1	10011050	610											cover deficit		5,500.00		
2	10-2620-610-000-30-820-008-000-0000-												EHS OperBldg Gensup	5,500.00			
3	10010820	432											cover deficit		6,000.00		
4	10-2620-432-000-10-216-008-000-0000-												SMEOperBldg EquipRepr&Maint	6,000.00			
5	10010660	610											cover deficit				
6	10-2620-610-000-10-212-008-000-0000-												ESE OperBldg Gensup				
7	10010820	432											cover deficit				
8	10-2620-432-000-10-216-008-000-0000-												SMEOperBldg EquipRepr&Maint				
** JOURNAL TOTAL																	
														0.00	0.00		
1	10010870	432											cover deficit	9,500.00			
2	10-2620-432-000-20-517-008-000-0000-												OperBldg Rep&MaintBldgs				
3	10010870	610											cover deficit		9,500.00		
4	10-2620-610-000-20-517-008-000-0000-												JTL OperBldg Gensup				
** JOURNAL TOTAL																	
														0.00	0.00		
1	10010510	610											cover deficit		7,500.00		
2	10-2620-610-000-00-000-008-000-0000-												District OperBldg Gensup	7,500.00			
3	10010870	431											cover deficit		7,500.00		
4	10-2620-431-000-20-517-008-000-0000-												JTL OperBldg Repr&MaintBldg				
5	10010510	752											cover deficit		7,500.00		
6	10-2620-752-000-00-000-008-000-0000-												OperBldgNewEq>\$2,500				
7	10010700	432											cover deficit		7,500.00		
8	10-2620-432-000-10-213-008-000-0000-												JMHOperBldg EquipRepr&Maint				
** JOURNAL TOTAL																	
														0.00	0.00		

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB
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2022	05	238	BUA	11/11/2021	11/11/2021	REF2	REF3	Repair	paul-bakner							
1	10003510	432						Repair Repair					Funds for instrument repair		525.00	
2	10013090	432						Repair Repair					Funds for instrument repair	525.00		

** JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB
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2022	05	247	BUA	11/11/2021	11/11/2021	REF2	REF3	Banner/Lic	diane-kelly							
1	10015540	840						US News					SME-US News/Banner&License		1,640.00	
2	10009510	610						US News					Contingency Budgetary Reserve			
	10-2380-610-000-10-216-000-0000-												SME-US News/Banner&License	1,640.00		
													SMIPrincipaGen Sup			

** JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB
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2022	05	248	BUA	11/11/2021	11/11/2021	REF2	REF3	cover deficits	Amy-Famighetti							
1	10010560	752						cover deficits					CUSTNewEq>\$2,500		10,000.00	
2	10010560	610						cover deficits					District Custodial GenSup	10,000.00		

** JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB
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2022	05	251	BUA	11/11/2021	11/11/2021	REF2	REF3	cover deficits	Amy-Famighetti							
1	10010560	752						cover deficits					CUSTNewEq>\$2,500		10,000.00	
2	10010560	610						cover deficits					District Custodial GenSup	10,000.00		

** JOURNAL TOTAL 0.00 0.00

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022 05	251 BUA	11/11/2021	11/11/2021	cover deficit	Amy-Famighetti	1	N	Hist	2022	

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10010560	752						cover deficit		5,500.00	
	10-2620-752-000-00-000-024-000-0000-							CUSTNewEq>\$2,500	5,500.00		
2	10011060	431						cover deficit			
	10-2620-431-000-30-820-024-000-0000-							EHS Custodial Rep&maintBldgs			

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022 05	338 BUA	11/19/2021	11/19/2021	Furniture	marjory-gullstrand	1	N	Hist	2022	

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10006850	640						HS-S Furniture Order		4,977.00	
	10-2250-640-000-00-000-155-000-0000-							RegularBooks/Period	4,977.00		
2	10007130	610						HS-S Furniture Order			
	10-2250-610-000-30-820-155-000-0000-							EHSlibraryGen Sup			

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022 05	339 BUA	11/19/2021	11/19/2021	rfp ad	marisela-horton	1	N	Hist	2022	

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10012350	531						TO COVER FOR RFP AD		248.17	
	10-2844-531-000-00-000-006-000-0000-							ITEC Postage	248.17		
2	10010430	540						TO COVER FOR RFP AD			
	10-2515-540-000-00-000-005-000-0000-							BusinessofficeAdvertising			

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022 05	345 BUA	11/23/2021	11/22/2021	transfer	matthew-flicker	1	N	Hist	2022	

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10010430	540						TO COVER FOR RFP AD			
	10-2515-540-000-00-000-005-000-0000-							BusinessofficeAdvertising			

** JOURNAL TOTAL 0.00 0.00

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	REF3	REF3	REF3	REF3	REF3	REF3	REF3	REF3	REF3	REF3
2022	05	345	BUA	11/23/2021	11/22/2021	transfer	matthew-flicker	1								
1	10002740	650														
	10-1110-650-000-20-518-125-000-0000-															
2	10002740	810														
	10-1110-810-000-20-518-125-000-0000-															
3	10002740	432														
	10-1110-432-000-20-518-125-000-0000-															
4	10002740	610														
	10-1110-610-000-20-518-125-000-0000-															
													2,210.00			
													0.00			
													0.00			

43 Journals printed

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

East Stroudsburg Area School District

* Date Range 10/15/21 through 11/5/21

Listing of Bills

Check-Number	Date	Vendor Name	Invoice Description	Check Amount
1437	10/26/2021	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 693.97
255208	10/21/2021	20/20 SETTLEMENT SERVICE, LLC	TAX REFUND PARCEL 060102517 #3026 TERRY HEISLER	\$ 754.22
255209	10/21/2021	95 PERCENT GROUP INC.	ESSER III Phonics Booster Bundles	\$ 900.90
			Phonics Booster Bundle(2)	\$ 58.00
255210	10/21/2021	ALEX NOVOSELSKY	Title I KG Phonics Screener	\$ 522.50
255211	10/21/2021	ALEXANDER R LOCHNER	TAX REFUND PARCEL 060039414 #5025	\$ 8.60
255212	10/21/2021	ALL POCONO SETTLEMENT SERVICE	TAX REFUND PARCEL 060038391 #3995	\$ 55.62
255213	10/21/2021	AMERICAN RED CROSS	TAX REFUND PARCEL 060075494 & 066041682 #347&346	\$ 550.45
			755735 American Red Cross Manual	\$ 1,063.47
255214	10/21/2021	ANGEL M ROGALINSKI	LG supplies	\$ 888.52
255215	10/21/2021	ANGEL ROBLES	TAX REFUND PARCEL 060042591 #5992	\$ 66.90
255216	10/21/2021	APPLE INC.	TAX REFUND PARCEL 060039176 #5935	\$ 4.70
255217	10/21/2021	SANDERS TRANSPORT, INC	Apple Pen per a comp ed agreement	\$ 89.00
255218	10/21/2021	AWARD COMPANY OF AMERICA	Inv 21-2546 Water for HSS Pool	\$ 3,217.50
255219	10/21/2021	BETH A PERKINS	Plaques for 2021-2022 Employees	\$ 625.34
255220	10/21/2021	BOVINO'S PIZZA	Bell Covers	\$ 136.00
255221	10/21/2021	BUS PARTS WAREHOUSE	HS SOUTH FRESHMAN SEMINAR WORKSHOP LUNCH	\$ 130.00
255222	10/21/2021	CARA RIDNER	BUS PARTS WAREHOUSE - OPEN ORDER FOR PARTS	\$ 367.00
255223	10/21/2021	CAROLYN B. LABAR	Expense claim # 4292.SUMMER 2021 TUITION REIMBURSE	\$ 459.00
255224	10/21/2021	CLIFFORD & VIOLET SAFIN	2020 SENIOR TAX REBATE- LABAR, CAROLYN	\$ 650.00
255225	10/21/2021	CM REGENT RESOURCES	2020 SENIOR TAX REBATE-SAFIN, CLIFFORD & VIOLET	\$ 250.00
255226	10/21/2021	CM REGENT RESOURCES	OCTOBER LIFE INSURANCE PAYMENT	\$ 11,602.31
255227	10/21/2021	CODY KELLY	OCTOBER LONG TERM DISABILITY INSURANCE	\$ 9,355.55
255228	10/21/2021	COLONIAL INTERMEDIATE UNIT 20	Expense claim # 4295.SUMMER 2021 TUITION REIMBURSE	\$ 1,677.00
			Extended School Yr (ESY)	\$ 71,947.68
			Kindergarten booklets 21/22 SY	\$ 2,581.18
			Partial Hosp installment SHORT PAY	\$ 27.60
255229	10/21/2021	COMMONWEALTH CHARTER ACADEMY SCHOOL	RENEWAL OF DISCOVERY EDUCATION SERV SY 2021-22	\$ 4,418.52
255230	10/21/2021	CONCORD THEATRICALS CORP	20/21_EoY Reconciliation / Commonwealth	\$ 247,676.66
255231	10/21/2021	CONCORDE, INC.	HS SOUTH ROYALTY FEES & RENTER FEES, SPRING MUSIC	\$ 2,075.00
255232	10/21/2021	CORELOGIC CENTRALIZED REFUNDS	CONTRACT FOR DOT TESTING	\$ 26.11
			TAX REFUND PARCEL MULTIPLE TAX REFUNDS	\$ 91,187.40

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East Stroudsburg Area School District

* Date Range 11/6/21 through 11/11/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
255709	11/11/2021	TAIWO AFOLABI	Open PO for Taiwo Afolabi Contract Driver	\$ 4,870.08
255710	11/11/2021	TAMARA-CYKOSKY	Final Payment for Empl Expense claim # 4327.	\$ 34.27
255711	11/11/2021	THE AMERICAN BOTTLING CO	to pay invoices for 2021-2022 school year	\$ 513.00
255712	11/11/2021	THE EC/BCLS TRAINING CENTER	CPR/FIRST AID FOR SOUTH WINTER COACHES	\$ 19.00
255713	11/11/2021	TINA M FALBO	Final Payment for Empl Expense claim # 4326.	\$ 41.10
255714	11/11/2021	TODD SCHAFFER	NORTH & SOUTH VIDEOGRAPHY FOR FOOTBALL GAMES	\$ 502.50
255715	11/11/2021	TONI AMOROSI	2020 SENIOR REBATE - AMOROSI, TONI	\$ 300.00
255716	11/11/2021	TRANE U.S. INC.	Inv311982187 App #2 JTL POD	\$ 19,969.00
255717	11/11/2021	TRANSFINDER CORPORATION	Transpiration Database Upgrade and Support	\$ 6,950.00
255718	11/11/2021	TRI-STATE SCALES, LLC	NORTH & SOUTH WRESTLING SCALE CALIBRATION	\$ 180.00
255719	11/11/2021	US FOODS	open PO for online ordering for FCS materials	\$ 183.09
255720	11/11/2021	US FOODS	US FOODS 2021-2022 INVOICES	\$ 87,347.52
255721	11/11/2021	WASTE MANAGEMENT	Inv 3588315-0203-6 late fee charge	\$ 55.83
255722	11/11/2021	WISCONSIN CENTER FOR EDUCATION PRODUCTS & SVCS	WIDA screener kits for Kindergarten (ESL)	\$ 474.00
255723	11/11/2021	Y Z CHICKEN & DELI INC	2021 TAX REFUND PARCEL 16.10.1.4 150950	\$ 93.05
255724	11/11/2021	ZESWITZ MUSIC COMPANY	Trumpet 2nd Valve Repair	\$ 108.00
Grand-Total				\$ 573,099.43

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East Stroudsburg Area School District

Date Range 11/12/21 through 12/10/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1438	11/15/2021	PCARD VENDOR	FCS HS NORTH - H CARUSO	\$ 273.73
1439	11/18/2021	HOBBY LOBBY STORES	FCS HS South - K ECKLEY	\$ 81.13
1440	11/23/2021	CHAMPION'S CHOICE	HS SOUTH RIFLE TEAM SUPPLIES	\$ 1,035.00
1441	11/23/2021	COOPER ELECTRIC SUPPLY CO.	Open PO for Cooper Electric	\$ 7,601.49
1442	11/23/2021	CRAMER'S HOME CENTER	Open PO for Cramers Home Center	\$ 2,243.60
1443	11/23/2021	COMPUTER SPORTS MEDICINE, INC	NORTH & LIS SPORTSWARE LICENSE SUBSCRIPTION	\$ 500.00
1444	11/23/2021	MILLENINIUM OPERATION LLC	HS SOUTH DORNEY PARK TRIP	\$ 2,784.00
1445	11/23/2021	EDPUZZLE, INC	ESSER III EdPuzzle renewal	\$ 40,272.00
1446	11/23/2021	FLOCABULARY	Title III ESL Resource renewal	\$ 127.20
1447	11/23/2021	GARDNER, INC	Open PO for Gardner - pump for custodians	\$ 125.47
1448	11/23/2021	GIMKIT, INC	Gimkit Pro annual subscription for Carla M.	\$ 59.88
1449	11/23/2021	HAJOCA CORPORATION	Gimkit Pro for Dan Cloward	\$ 59.88
1450	11/23/2021	ICOM NORTH AMERICA LLC	Open PO for Hajoca	\$ 4,419.75
1451	11/23/2021	MAIN STREET LEASING	ICOM Inv # ES050421 & 7/22/2021 Quote	\$ 506.57
1452	11/23/2021	PCARD VENDOR	Parts/Supplies	\$ 509.29
1453	11/23/2021	PCARD VENDOR	SOUTH GIRLS SOCCER TRANSPORTATION	\$ 1,299.00
1454	11/23/2021	PCARD VENDOR	HS SOUTH FALL CONCESSION	\$ 498.75
1455	11/23/2021	PCARD VENDOR	HS SOUTH FALL CONCESSION	\$ 399.00
1456	11/23/2021	PCARD VENDOR	BUS FOR HS SOUTH DORNEY PARK TRIP	\$ 1,600.00
1457	11/23/2021	PCARD VENDOR	TRANSPORTATION BUS TALL VIOLATON	\$ 40.00
1458	11/23/2021	SHUTTERSTOCK INC	HS SOUTH FALL CONCESSION	\$ 120.00
1459	11/23/2021	WASTE MANAGEMENT	Post card subscription OCTOBER	\$ 160.00
1460	11/23/2021	ZOOM VIDEOS COMMUNICATIONS, INC	Open PO for Waste Management - HSS	\$ 30.74
1461	11/30/2021	WEIS MARKET, INC.	Monthly Charge	\$ 11,201.33
1462	11/30/2021	DOLLAR TREE	JTL FCS SUPPLIES - M MOLINA	\$ 59.96
1463	11/30/2021	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 275.81
1464	11/30/2021	PCARD VENDOR	CAFETERIA SUPPLIES - D FLYNN	\$ 39.00
1465	11/30/2021	HERSHEY LODGE	HS NORTH FCS SUPPLIES - H CARUSO	\$ 285.64
1466	11/30/2021	NORTHWEST TRI-COUNTY INTERMEDIATE UNIT 5	SAS INSTITUTION 2021 CONFERENCE HOTEL W RIKER	\$ 42.40
1467	11/30/2021	PCARD VENDOR	SAS INSTITUTION 2021 CONFERENCE W RIKER	\$ 159.84
1468	11/30/2021	PCARD VENDOR	BUS DRIVERS APPRECIATION LUNCHEON	\$ 300.00
1469	11/30/2021	WALMART COMMUNITY/GEMB	SUBSCRIPTION FOR SUPERINTENDENT AUTO DEDUCT MONTHL	\$ 100.00
			LEHMAN FCS SUPPLIES - D MORETTO	\$ 4.00
				\$ 418.11

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East Stroudsburg Area School District

Date Range 11/12/21 through 12/10/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1470	11/30/2021	MIGNOSIS SUPER FOOD	HS NORTH FCS SUPPLIES - J CURRY	\$ 159.47
1471	11/30/2021	PASBO	SCHOOL BUSINESS PAYROLL TRAINING SERIES	\$ 300.00
1472	11/30/2021	PONCYCLE, INC	Customized model - Brown Horse for age 4-10	\$ 329.00
1473	11/30/2021	THE WEBSTRAURANT STORE	Sp. Ed. Transition Cafe HSN Fridge	\$ 1,979.00
1474	11/30/2021	VERDE MANTIS	Transition Cafe Supplies	\$ 339.99
1475	12/07/2021	GIANT 6093	HS SOUTH MANTIS 3D PRINTER	\$ 2,223.88
1476	12/07/2021	MIGNOSIS SUPER FOOD	HS SOUTH MANTIS 3D PRINTER CREDIT po 22001743	\$ (525.88)
1477	12/07/2021	PRICE CHOPPER #236	CAFETERIA SUPPLIES - M POSSINGER	\$ 22.37
1478	12/07/2021	THE WEBSTRAURANT STORE	CAFETERIA SUPPLIES - M POSSINGER	\$ 23.59
1479	12/07/2021	WEIS MARKET, INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 3.98
255725	11/18/2021	ACCU-TECH CORPORATION	CAFETERIA SUPPLIES - M POSSINGER	\$ 47.21
			Accu-Tech Order	\$ 15.54
			LC adapter tips from Accu-Tech	\$ 155.31
255726	11/18/2021	ACDA EASTERN DIVISION	ST hardware from Accu-Tech	\$ 220.00
255727	11/18/2021	ACHIEVEMENT HOUSE CHARTER SCHOOL	Registration Fee for Rhianna Thompson ACDA Eastern	\$ 239.21
255728	11/18/2021	HUDL	Tuition / Achievement House	\$ 3,010.00
255729	11/18/2021	AMAZON	SOUTH ATHLETICS HUDL INVOICE FOR 2021-2022	\$ 7,473.84
			10.2" iPad cases for ESE	\$ 2,899.00
			amazon 2 for south PE	\$ 48.54
			amazon 2 for south PE INV 1TNX-FJTC-W3QQ	\$ 1,661.17
			guidance supplies SY 21/22	\$ (97.87)
			guidance supplies SY 21/22 INVOICE 1QY1-HMF4-KVXH	\$ 731.85
			Hinges/latch for student projects in wood shop	\$ (152.37)
			ITEM: Post-it Super Sticky Easel Pad, 25 x 30 Inc	\$ 209.18
			ITEM: Uenjoy Riding Horse for Big Kids Ride on Ho	\$ 157.56
			office items	\$ 263.97
			South Social Studies Supplies	\$ 227.85
			TECH ED SUPPLIES	\$ 746.34
			Title I One District One Book supplies	\$ 1,776.55
255730	11/18/2021	AMERICAN WATER	TAX REFUND - OVERPAID	\$ 39.96
255731	11/18/2021	ATHMEDICS	NORTH ATHLETIC TRAINER SUPPLIES	\$ 46.44
255732	11/18/2021	BETH A PERKINS	Instrument Bell Covers	\$ 4,811.00
255733	11/18/2021	BUSHKILL EMERGENCY CORPS	LEHMAN FOOTBALL AMBULANCE COVERAGE	\$ 266.00
				\$ 550.00

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East Stroudsburg Area School District

Date Range 11/12/21 through 12/10/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
255733	11/18/2021	BUSHKILL EMERGENCY CORPS	NORTH FOOTBALL AMBULANCE COVERAGE	\$ 770.00
255734	11/18/2021	BUSHKILL OUTREACH	HS NORTH CASUAL FOR A CAUSE DONATION	\$ 142.00
255735	11/18/2021	C J WAGNER BOWLING SUPPLIES	SOUTH FOOTBALL GOLD MEDALS FOR DXI 5A CHAMPIONS	\$ 204.75
255736	11/18/2021	UGI CENTRAL	JM HILL NATURAL GAS LINE 411007277063	\$ 782.08
			MAINTENANCE BLDG NATURAL GAS LINE 411008050535	\$ 39.97
255737	11/18/2021	CHAPMAN REFRIGERATION LLC	SOUTH STADIUM GAS LINE 411005507123	\$ 348.06
255738	11/18/2021	CHAPMAN REFRIGERATION LLC	ATHLETIC NORTH /JTL CLEAN & SANITIZE ICE MACHINES	\$ 278.00
255739	11/18/2021	CLAUDE S. CYPHERS, INC.	to pay invoices for 2021-2022 school year	\$ 385.31
255740	11/18/2021	CONTINENTAL PRESS	CHYPHERS TRUCK PARTS OPEN ORDER FOR PARTS & SUPPLY	\$ 143.01
255741	11/18/2021	DAILEY RESOURCES	PSSA FINISH LINE SCIENCE GRADE 4	\$ 879.20
255742	11/18/2021	DECA INC.	DAILEY RESOURCES OPEN ORDER FOR WELDING GAS	\$ 38.37
255743	11/18/2021	DIRECT ENERGY BUSINESS	HS SOUTH DECA MEMBERSHIP	\$ 144.00
			JM HILL NATURAL GAS 411007277063	\$ 707.70
			MAINTENANCE NATURAL GAS 411008050535	\$ 13.58
255744	11/18/2021	DISTRICT COURT 43-3-04	SOUTH STADIUM NATURAL GAS 411005507123	\$ 301.77
255745	11/18/2021	EASTBAY INC.	CIVIL COMPLAINT HEALTHCARE A FAZEKAS	\$ 189.25
255746	11/18/2021	EASTON ARTS ACADEMY CHARTER SCHOOL	SOUTH BOYS BASKETBALL UNIFORMS	\$ 4,550.00
255747	11/18/2021	ELITE ATHLETE SALES, LLC	Tuition / Easton Arts	\$ 27,404.12
255748	11/18/2021	FISHER & SON CO INC	NORTH TRACK & FIELD TIMING SYSTEM	\$ 7,329.00
255749	11/18/2021	FLINN SCIENTIFIC INC.	North & South Garage Supplies	\$ 820.26
255750	11/18/2021	FRONTIER	HS-S	\$ 22.32
255751	11/18/2021	GAIL KULICK	Frontier Phone Service 21/22 SY	\$ 510.11
255752	11/18/2021	GERALDINE GRIFFIN	Empl Expense claim # 4201.	\$ 71.70
255753	11/18/2021	THE GOODYEAR TIRE & RUBBER COMPANY	2020 SENIOR REBATE - GRIFFIN, GERALDINE	\$ 500.00
255754	11/18/2021	GOVCONNECTION, INC	GOODYEAR TIRE & RUBBER OPEN ORDER FOR TIRES	\$ 372.70
255755	11/18/2021	GOVERNMENT SOFTWARE SERVICES	Acad. Gsuite Enterprise For EDU Annual FDL Promo	\$ 17,693.65
255756	11/18/2021	GREGORY GRAHAM PIANO SERVICE	GSS INV 11974	\$ 100.00
255757	11/18/2021	MARYANN MOORE	MAINTENANCE ON PIANO	\$ 120.00
255758	11/18/2021	SFI LLC	LEHMAN SPRING PRODUCTION T-SHIRTS	\$ 1,267.50
255759	11/18/2021	INSERVCO INSURANCE SERVICES, INC.	Tutoring services per comp ed agreement	\$ 1,920.00
255760	11/18/2021	J.W.PEPPER & SONS-ACCT.#36-136400	INSERVCO INSURANCE OCTOBER 2021	\$ 1,333.48
			Band Music	\$ 248.93
255761	11/18/2021	JEAN-CLAUDE & SUSAN BEAUDU	Jazz Gloria - SATB - Natalie Sleeth Carl Fischer	\$ 434.49
			2020 SENIOR REBATE - BEAUDU, JEAN-CLAUDE & SUSAN	\$ 650.00

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East Stroudsburg Area School District

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255762	11/18/2021	KAJEET, INC.	ESSER III Hot Spot renewal	\$ 6,996.56
255763	11/18/2021	ADOLPH KIEFER & ASSOCIATES, LLC	LIS pool repairs	\$ 276.50
255764	11/18/2021	JAMES KIRCHNER	Snap-Ob Tools	\$ 142.04
255765	11/18/2021	EARLY MORNING DONUTS, INC.	HS SOUTH CLASS OF 2023 DONUTS	\$ 805.50
255766	11/18/2021	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 2,124.86
255767	11/18/2021	MCGRAW HILL EDUCATION	TITLE III RW subscription renewal	\$ 2,120.40
255768	11/18/2021	MEDCO SUPPLY COMPANY	MEDICAL BID SY2122 HSN	\$ 58.39
255769	11/18/2021	MET-ED	MIDDLE SMITHFIELD OCTOBER ELECTRIC 100071509721	\$ 6,566.67
			TRAFFIC LIGHT OCTOBER ELECTRIC 100031621285	\$ 20.37
			TRAFFIC LIGHT OCTOBER ELECTRIC 100051981031	\$ 20.69
			TRAFFIC LIGHT OCTOBER ELECTRIC 100080490897	\$ 31.56
255770	11/18/2021	MIDDLE SMITHFIELD TOWNSHIP	resica water filtration permit	\$ 2,176.50
255771	11/18/2021	MIDDLE SMITHFIELD TOWNSHIP	middle smithfield water filtration permit	\$ 1,636.50
255772	11/18/2021	MODERN GAS SALES, INC.	RESICA PROPANE FOR BOILERS	\$ 2,133.99
255773	11/18/2021	MONROE CAREER AND TECHNICAL INSTITUTE	MONROE CAREER & TECHNICAL INSTITUTE 2021-2022	\$ 164,528.00
255774	11/18/2021	MTI ENTERPRISES, INC.	HS NORTH RIGHTS FOR SPRING MUSICAL	\$ 3,344.00
255775	11/18/2021	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP	Jeanne Branigan NASM/PASNP membership renewal	\$ 130.00
255776	11/18/2021	NATIONAL TIME & SIGNAL CORPORATION	National Time Round Clocks	\$ 1,157.40
255777	11/18/2021	NAZARETH MUSIC CENTER	Instrument repairs and lyres	\$ 1,141.00
			JTL Inst Rep for Invoice # 119923 / 119937	\$ 120.00
255778	11/18/2021	NORTH POCONO HIGH SCHOOL	SOUTH SCIENCE OLYMPIAD REGISTRATION FEE	\$ 120.00
255779	11/18/2021	PEPSI-COLA	HS SOUTH FALL CONCESSION	\$ 390.02
255780	11/18/2021	PMEA DISTRICT 10	Handzo PMEAD DUES	\$ 142.00
255781	11/18/2021	RUTH GLATT	2020 SENIOR REBATE - GLATT, RUTH	\$ 250.00
255782	11/18/2021	SHARP ENERGY	SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,241.67
255783	11/18/2021	SKYLANES	MONTHLY CYBER STUDENTS FIELD TRIP - NOVEMBER	\$ 108.00
255784	11/18/2021	TALLEY PETROLEUM	HEATING FUJIL SY 20202021 HS NORTH	\$ 16,363.50
255785	11/18/2021	TEAM EXPRESS	JTL BASEBALL CATCHERS SET, BATTING HELMETS	\$ 265.85
255786	11/18/2021	WILLIAM STANDLEY	2020 SENIOR REBATE - STANDLEY, WILLIAM	\$ 500.00
255787	11/18/2021	WOMEN'S RESOURCES OF MONROE COUNTY	ADMINISTRATION BLDG CASUAL FOR A CAUSE DONATION	\$ 130.00
255788	11/23/2021	ALL AMERICAN SPORTS CORP.	SOUTH FOOTBALL HELMETS	\$ 1,876.20
255789	11/23/2021	ALL STATE TECHNOLOGY, INC	Open PO HSS Pool Upgrade and Rep- All State Tech	\$ 75,045.00
255790	11/23/2021	AMAZON	Amy F Facilities Office Supplies	\$ 39.87
			ATSI grant purchase HSN	\$ 5,056.69

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255790	11/23/2021	AMAZON	Chair for Maureen Seidel	\$ 136.24
			Charger - Env. Services	\$ 327.50
			Copies of Book and Dine Book furniture for library	\$ 279.90
			Guidance Supplies	\$ 3,247.82
			HS South Eng Dept Supplies	\$ 465.54
			HS South English Dept Supplies	\$ 17.49
			HS-S Amazon Book Order October 25th	\$ 57.38
			ITEM: Cashmere Winter Warm Scarf Pashmina Shawl W	\$ 348.78
			ITEM: Oxford Twin-Pocket Folders, Textured Paper,	\$ 210.46
			ITEM: Red Kap Industrial Solid Work Shirts SP24 C	\$ 2,604.70
			Matt Hirsch Toner	\$ 139.07
			Motorola Radio Batteries for Security	\$ 28.88
			OFFICE SUPPLIES	\$ 196.00
			Office Supplies for Facilities	\$ 290.86
			organization shelves for C&I office	\$ 47.83
			parent engagement title one - jennings	\$ 402.39
			PE South #3	\$ 89.99
			prizes for SWPBIS-grant	\$ 294.50
			Re order for ENG Elective books	\$ 155.28
			reorder a cancelled item for strength class	\$ 449.70
			replace chairs for english teachers	\$ 66.95
			Rob Romagno Pool Signs	\$ 472.36
			SCHOOL/ODOB ORDERS	\$ 128.91
			Second 10.2" iPad case for ESE	\$ 289.08
			SOUTH WEIGHT ROOM SUPPLIES	\$ 48.48
			Supplies for math teachers	\$ 321.94
			Supplies for New Kindergarten Teacher	\$ 1,140.00
			supplies for school store SWPBIS	\$ 270.40
			supplies for Science	\$ 717.37
			SWPBS	\$ 37.85
			Tech. Ed. Supplies	\$ 1,208.87
			Title I Parent Engagement supplies	\$ 514.42
			Title III ESL resource book	\$ 2,947.47
				\$ 60.00

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255790	11/23/2021	AMAZON	Wall of Fame material	\$ 165.69
255791	11/23/2021	ATLANTIC LINING CO., INC	Open PO for HSN Liner Replacement	\$ 162,478.46
255792	11/23/2021	B & H PHOTO	North video supplies	\$ 800.06
255793	11/23/2021	B NEWHART E SONS INC	103021 sludge removal HSN	\$ 1,400.00
255794	11/23/2021	BAYADA HOME HEALTH CARE	Additional nursing services	\$ 1,811.25
255795	11/23/2021	BIG BROTHERS BIG SISTERS OF NORTHEASTER PA	DISTRICT WIDE CASUAL FOR A CAUSE DONATION	\$ 1,133.00
255796	11/23/2021	BLACKBOARD CONNECT INC	Blackboard for mass notification-transportation	\$ 3,000.00
255798	11/23/2021	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	Tuition / Central PA / #22000012	\$ 30,408.60
255799	11/23/2021	CLAUDE S. CYPHERS, INC.	Inv 00714218 M1 Truck Stock	\$ 22.63
255800	11/23/2021	COLORADO TIME SYSTEMS INC.	SOUTH SWIM TIMING SYSTEM AND INSTALLATION	\$ 12,725.00
255801	11/23/2021	COPE COMMERCIAL FLOORING & INTERIORS, INC	Bushkill Flooring by Cope Commerical	\$ 30,948.70
255802	11/23/2021	CYNTHIA PELLINGTON	Expense claim # 4219-SUMMER 2021 TUITION REIMBURSE	\$ 1,575.00
255803	11/23/2021	D&M CONSTRUCTION UNLIMITED INC	Open PO for HSN/LIS Window Replacement	\$ 95,488.20
255804	11/23/2021	DM SUPPLY SOURCE, LLC	Inv 8536 JTL keys	\$ 80.00
			Inv 8537 HSS Bus Lot Blank Keys	\$ 75.00
			Inv 8540 SME air handler	\$ 1,476.83
			Inv 8547 SME Air Handler	\$ 1,418.40
255805	11/23/2021	E.S.E.A.	Payroll Run 1 - Warrant 211124	\$ 28,574.80
255806	11/23/2021	EAST STROUDSBURG	Payroll Run 1 - Warrant 211124	\$ 6,889.25
255807	11/23/2021	EASTON ARTS ACADEMY CHARTER SCHOOL	Tuition / Easton Arts / NOV 21 / #757583	\$ 7,473.85
255808	11/23/2021	EASTON COACH COMPANY	Charter Bus Football State Championships per Board	\$ 1,865.00
255809	11/23/2021	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 211124	\$ 23.00
255810	11/23/2021	EDGENUITY INC.	ESSER III Elementary usage	\$ 19,125.00
255811	11/23/2021	EASTERN PENN SUPPLY COMPANY	Inv S028094975.001 HSS Flush Valve	\$ 39.96
			Inv S028151420.001 RES parts	\$ 15.98
			Inv S028167901.001 ESE toilet seat	\$ 21.04
255812	11/23/2021	ERIC BELL SEPTIC SYSTEMS, INC.	Inv S028170989.001 HSS Pool parts	\$ 355.13
255813	11/23/2021	H.T. LYONS INC	district grease trap cleaning	\$ 1,695.00
			Inv 910019300 HSN Boiler #3	\$ 4,676.10
255814	11/23/2021	HAB-DLT	Inv 910019306 HSN Boiler #3	\$ 4,978.00
255815	11/23/2021	HILLTOP SALES & SERVICE	Payroll Run 1 - Warrant 211124	\$ 324.34
255816	11/23/2021	INTEGRAONE	Inv 01-40978 SME parts for snow removal	\$ 376.70
255817	11/23/2021	LABELLA ASSOCIATES DPC	Computer per a Compensatory Ed. agreement	\$ 1,548.55
			Inv 150170 JMH/RES 8/21/21 to 9/24/21	\$ 1,212.00

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255818	11/23/2021	LEHIGH VALLEY CHARTER HIGH SCHOOL FOR	Tuition / Lehigh Valley	\$ 28,068.46
255819	11/23/2021	LINCOLN LEADERSHIP CHARTER SCHOOL	Tuition / Lincoln Leadership	\$ 42,693.94
255820	11/23/2021	LINDE GAS & EQUIPMENT INC	Open PO for Praxair - LIS	\$ 592.86
255821	11/23/2021	LC DISTRIBUTORS OF FULLER BRUSH	ESSER III Face Masks	\$ 4,080.00
255822	11/23/2021	M A BRIGHTBILL BODY WORKS INC.	Open PO for HSS	\$ 3,005.00
255823	11/23/2021	MARSHALL MACHINERY INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 927.91
255824	11/23/2021	MEIER SUPPLY CO., INC.	Tractor Supplies	\$ 2,747.46
			Inv 2437711 HSN parts	\$ 143.62
			Inv 2437713 HSS air filters	\$ 640.62
			Inv 2437715 HSN supplies	\$ 25.29
			Inv 2439433 LS filters	\$ 114.97
255825	11/23/2021	MET-ED	Inv 2441072 District tank exchange	\$ 36.48
			RESICA NOVEMBER ELECTRIC 100016949099	\$ 5,488.20
			SMITHFIELD OCTOBER ELECTRIC 100066917749	\$ 4,873.00
			SOUTH CAMPUS OCTOBER ELECTRIC 100017327568	\$ 23,087.61
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100017096742	\$ 20.44
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100054179492	\$ 32.88
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100141089464	\$ 20.19
255826	11/23/2021	MODERNFOLD OF READING, INC.	TRAFFIC LIGHT NOVEMBER ELECTRIC 10016944322	\$ 20.21
			Inv 570.21 HSS Gym Inspections	\$ 4,400.00
			Inv 574.21 HSS service gym	\$ 5,000.00
			Inv 575.21 Res Gym Inspections	\$ 2,800.00
255827	11/23/2021	NESTLE WATERS NORTH AMERICA	Inv 0110448132985 RES water delivery	\$ 407.32
255828	11/23/2021	NYSOSPC (NEW YORK STATE CHILD SUPPORT	Payroll Run 1 - Warrant 211124	\$ 193.50
255829	11/23/2021	POSTMASTER	POSTAGE FOR BUSHKILL	\$ 290.00
255830	11/23/2021	PSERS	2007-2008 XXX-XX-1404	\$ 494.54
			2008-2009 XXX-XX-8958	\$ 447.17
255831	11/23/2021	SHARP ENERGY	SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,352.30
255832	11/23/2021	SHARP ENERGY	SHARP ENERGY OPEN ORDER FOR PROPANE - NORTH	\$ 6,389.89
255833	11/23/2021	THE A.G. MAURO COMPANY	Inv PSI180765 JTL Doors	\$ 7,695.00
255834	11/23/2021	WASTE MANAGEMENT	Inv 3591346-0203-6 Late Payment Charge	\$ 1,261.96
255835	12/02/2021	A WIZ CORP.	to pay invoices for 2021-2022 school year	\$ 660.00
255836	12/02/2021	ASPEN PEST SERVICES, LLC	Open PO Aspen - ESE	\$ 59.78
			Open PO Aspen - RES	\$ 55.04

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255836	12/02/2021	ASPEN PEST SERVICES, LLC	Open PO for Aspen - ADMIN	\$ 46.28
			Open PO for Aspen - HSN	\$ 70.00
			Open PO for Aspen - HSN BUS GARAGE	\$ 25.68
			Open PO for Aspen - HSN CONCESSION	\$ 25.00
			Open PO for Aspen - HSN SEWER PLANT	\$ 20.33
			Open PO for Aspen - HSS	\$ 57.72
			Open PO for Aspen - HSS CONCESSION	\$ 25.00
			Open PO for Aspen - HSS MAINTENANCE BLDG	\$ 20.33
			Open PO for Aspen - JMH	\$ 45.00
			Open PO for Aspen - JTL	\$ 60.04
			Open PO for Aspen - JTL-TLC	\$ 20.66
			Open PO for Aspen - LIS	\$ 60.00
			Open PO for Aspen - MISE	\$ 68.77
			Open PO for Aspen - MISE EXTRA SERVICE	\$ 45.00
			Open PO for Aspen - SMI	\$ 45.00
255837	12/02/2021	BILLIE J KUNKLE	Open PO for Aspen-BUSHKILL	\$ 66.65
255838	12/02/2021	VARSITY BRANDS HOLDING CO., INC	2020 SENIOR REBATE - KUNKLE, BILLIE	\$ 500.00
			LEHMAN GIRLS BASKETBALL BALL CART, SCOREBOOKS	\$ 536.51
			SOUTH & JTL SOCCER NETS	\$ 653.00
255839	12/02/2021	CHAPMAN REFRIGERATION LLC	to pay invoices for 2021-2022 school year	\$ 591.87
255840	12/02/2021	CHRISTINE S LEGDON	2020 SENIOR REBATE - LEGDON, CHRISTINE	\$ 300.00
255841	12/02/2021	CINTAS CORPORATION #101	CINTAS OPEN ORDER FOR UNIFORMS	\$ 217.47
			Open PO for Cintas	\$ 639.90
			Open PO for Cintas - Bushkill	\$ 65.56
			Open PO for Cintas - ESE	\$ 195.79
			Open PO for Cintas - HSN	\$ 503.49
			Open PO for Cintas - HSS	\$ 762.56
			Open PO for Cintas - JMH	\$ 150.22
			Open PO for Cintas - JTL	\$ 209.22
			Open PO for Cintas - MISE	\$ 297.06
			Open PO for Cintas - RES	\$ 221.20
			Open PO for Cintas - SMI	\$ 272.16
255842	12/02/2021	CODY KELLY	Expense claim # 4295 SUMMER 2021 TUITION REIMBURSE	\$ 1,677.00
255843	12/02/2021	COLONIAL INTERMEDIATE UNIT 20	INSTRUCTIONAL COSTS	\$ 96,729.37

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255843	12/02/2021	COLONIAL INTERMEDIATE UNIT 20	Partial Hosp Installment	\$ 53,792.45
255844	12/02/2021	DAWN DONALD	NORTH PANTRY SUPPLIES	\$ 118.72
255845	12/02/2021	DECA INC.	HS SOUTH DECA MEMBERSHIP	\$ 32.00
255846	12/02/2021	DUTCH MILL BULBS	LEHMAN FUNDRAISER JAMES AND THE GIANT PEACH PRODUC	\$ 355.00
255847	12/02/2021	ELIZABETH ARRIGALI	JM HILL STAFF CELEBRATION BABY SHOWER	\$ 25.00
255848	12/02/2021	ESTATE OF JIRIMA MEIXNER	JM HILL STAFF CELEBRATION FOR MATT PARTON	\$ 25.00
255849	12/02/2021	FIRST CHOICE ABSTRACT INC	2020 SENIOR REBATE - MEIXNER, JIRINA	\$ 650.00
255850	12/02/2021	FIRST CHOICE ABSTRACT INC	TAX REFUND - OVERPAID	\$ 2.70
255851	12/02/2021	FLINN SCIENTIFIC INC.	OVERPAID TAXES	\$ 59.53
255852	12/02/2021	GERALDINE JOHNSTON	HS-S	\$ 1,985.42
255853	12/02/2021	HILLARY STEVENS	2020 & 2021 TAX REFUND PARCEL 16.7A.1.86	\$ 2,110.47
255854	12/02/2021	ITC GLOBAL NETWORKS, LLC	LEHMAN SPRING PRODUCTION JAMES & THE GIANT PEACH	\$ 466.10
255855	12/02/2021	JACQUELINE ASENG	Ironton Global 21/22 SY	\$ 1,121.99
255856	12/02/2021	KARIN A HOGAN	HS NORTH GIRLS SOCCER SUPPLIES	\$ 781.00
255857	12/02/2021	LAURIE SUTTER	JM HILL BABY SHOWER GIFT FOR STAFF MEMBER	\$ 44.86
255858	12/02/2021	MARK & DONNA LAWLESS	2020 SENIOR REBATE - SUTTER, LAURIE	\$ 250.00
255859	12/02/2021	MET-ED	2020 SENIOR REBATE - LAWLESS, MARK & DONNA	\$ 250.00
			ESE NOVEMBER ELECTRIC 100065663211	\$ 5,989.83
			JM HILL NOVEMBER ELECTRIC 100105710071	\$ 3,810.39
			JTL NOVEMBER ELECTRIC 100019615861	\$ 9,374.56
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100019284494	\$ 20.75
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100075377489	\$ 31.00
255860	12/02/2021	MODERN GAS SALES, INC.	RESICA PROPA NE FOR HEAT	\$ 3,236.57
255861	12/02/2021	NANCY VANWHY	2020 SENIOR REBATE - VANWHY, NANCY	\$ 650.00
255862	12/02/2021	QUILL CORPORATION	Open PO for Quill - HSS	\$ 13.53
255863	12/02/2021	QUILL CORPORATION	SOUTH ATHLETICS OFFICE SUPPLIES SEASON PASS CARDS	\$ 116.53
			Supplies for building	\$ 201.86
255864	12/02/2021	ROBERT & LINDA CLARE	2020 SENIOR REBATE - CLARE, ROBERT & LINDA	\$ 250.00
255865	12/02/2021	SALVATORE & CAMILLE CINQUE	2020 SENIOR REBATE - CINQUE, SALVATORE	\$ 500.00
255866	12/02/2021	SCHOOL SPECIALTY LLC	1st grade supplies - Krajewski	\$ 4.20
			2nd Grade	\$ 90.99
			4th Grade	\$ 163.10
			5th Grade	\$ 49.32
			ART	\$ 526.79

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255866	12/02/2021	SCHOOL SPECIALTY LLC	CLASSROOM HEADPHONES FOR STUDENTS	\$ 316.68
			Classroom Supplies - Angel Lowe and Erin Ilch	\$ 357.39
			General School Supplies - All Grades	\$ 192.50
			General Supplies for the Guidance Office	\$ 1,457.98
			Guidance Office Supplies	\$ 537.73
			ITEM: EID:0000012::INDEX CARDS 4X6 UNRULED CANARY	\$ 437.47
			kindergarten supplies/ christiansen	\$ 39.39
			OFFICE SUPPLIES	\$ 402.20
			Supplies	\$ 556.14
			SUPPLIES NEEDED FOR SCHOOL YEAR	\$ 144.60
			Supplies for building	\$ 1,119.30
			supplies for closet for students sadowsky	\$ 74.45
			supplies for main office	\$ 20.79
			SUPPLIES NEEDED	\$ 197.96
			SUPPLIES NEEDED FOR SCHOOL YEAR	\$ 54.50
255867	12/02/2021	SKYLANES	CYBER MONTHLY BOWLING TRIP- OCTOBER	\$ 69.00
255868	12/02/2021	SMITHFIELD SEWER AUTHORITY	ESE 3RD QTR SEWER BILL	\$ 4,875.00
			JTL 3RD QTR SEWER BILL	\$ 8,775.00
255869	12/02/2021	STAPLES CREDIT PLAN	building supplies	\$ 241.68
255870	12/02/2021	SUPER TEACHER WORKSHEETS	SUPER TEACHER WORKSHEETS RENEWAL	\$ 350.00
255871	12/02/2021	TRANSPORTING DREAMS - SPECIAL ACTIVITY ACCT.	TRANSPORTING DRIMES SCHOLARSHIP - X TORRES	\$ 250.00
255872	12/02/2021	UPPER DUBLIN SCHOOL DISTRICT	Membership for 22/23 Grocery Bid	\$ 100.00
255873	12/02/2021	VERIZON WIRELESS	CELL PHONE EQUIPMENT	\$ 44.99
			Verizon Wireless Phone Services 21/22 SY	\$ 2,978.66
255874	12/02/2021	VIC MALVAGNO	HS NORTH 150 CUSTOM MASKS	\$ 450.00
255875	12/02/2021	YVONNE MOUNTS	LEHMAN CASTAWAYS PRODUCTION EXPENSES	\$ 85.11
255876	12/08/2021	21ST CENTURY CYBER CHARTER SCHOOL	20-21EoY Recon / Revised PDE 363 3 / 21st Century	\$ 2,202.34
			Tuition - 21st Century	\$ 15,118.76
255877	12/08/2021	3P LEARNING INC	Tuition / 21st Century	\$ 64,928.36
255878	12/08/2021	95 PERCENT GROUP INC.	ESSER III Mathseeds subscription	\$ 7,650.00
255879	12/08/2021	A WIZ CORP.	Title I Phonics Screener	\$ 523.00
255880	12/08/2021	ACCESS OFFICE TECHNOLOGIES	to pay invoices for 2021-2022 school year	\$ 1,423.00
255881	12/08/2021	ACCU-TECH CORPORATION	Open PO - SMI Laminator service & repair	\$ 860.00
			Accu-Tech Order	\$ 234.24

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255882	12/08/2021	ACHIEVEMENT HOUSE CHARTER SCHOOL	20-21EoY Recon / Revised PDE 363_3 PO#22001944	\$ 221.96
255883	12/08/2021	AGORA CYBER CHARTER SCHOOL	Tuition / Achievement / OCT & NOV 21 / #758684	\$ 11,168.53
255884	12/08/2021	AIRGAS, INC	Tuition / Agora	\$ 207,438.90
255885	12/08/2021	ALL AMERICAN SPORTS CORP.	Inv 99834158235 5 rented CO2 tanks HSS	\$ 23.80
255886	12/08/2021	AMAZON	NORTH FOOTBALL SEASON LAUNDRY	\$ 2,293.00
			Dust collector parts	\$ 130.30
			EHS Library Supplies	\$ 59.60
			External DVD drive for Dolores Dunstan	\$ 29.98
			folders	\$ 46.20
			ITEM: Red Kap Industrial Solid Work Shirts SP24	\$ (74.28)
			ITEM: Red Kap Industrial Solid Work Shirts SP24 C	\$ (64.79)
			Library Books to continue existing series	\$ 65.90
			OFFICE SUPPLIES	\$ 356.62
			replace broken chair	\$ 67.48
			Replace broken chairs	\$ 117.74
			replace broken worn out chairs	\$ 117.74
			Sandra H.	\$ 1,627.94
			supplies for art club	\$ 81.62
			supplies for Chesla	\$ 60.42
			supplies for FCS kitchen labs	\$ 291.74
			Supplies for PE class.	\$ 216.50
			Supplies for Superintendent's Office	\$ 58.26
			Swpbis grant	\$ 319.90
			SWPBS	\$ 524.27
			SWPBS - Cookies for "Holiday Cookies & Cocoa"	\$ 101.92
			Title III ESL Resource	\$ 30.00
			tripod and microphone quotes for SMI	\$ 90.37
			WHITE BOARD, DRY ERASE MARKERS FOR PAYROLL	\$ 49.91
			Yearbook supplies	\$ 287.57
255887	12/08/2021	ANDREA FRITZ	Empl Expense claim # 4355.	\$ 10.08
255888	12/08/2021	ARTS ACADEMY CHARTER SCHOOL	20-21EoY Recon / Revised PDE 363_3 /22001664	\$ 245.38
255889	12/08/2021	ASPEN PEST SERVICES, LLC	Tuition / July-Nov 2021	\$ 22,226.39
			Open PO Aspen - ESE	\$ 55.99
			Open PO Aspen - ESE EXTRA VISIT YELLOW JACKETS	\$ 48.00

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East Stroudsburg Area School District

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255889	12/08/2021	ASPEN PEST SERVICES, LLC	Open PO Aspen - RES	\$ 83.17
			Open PO for Aspen - HSN	\$ 71.67
			Open PO for Aspen - HSN BUS GARAGE	\$ 25.00
			Open PO for Aspen - HSN CONCESSION	\$ 25.68
			Open PO for Aspen - HSN SEWER PLANT	\$ 20.00
			Open PO for Aspen - HSS	\$ 57.68
			Open PO for Aspen - HSS ADMINISTRATION	\$ 45.66
			Open PO for Aspen - HSS CONCESSION	\$ 25.00
			Open PO for Aspen - HSS MAINTENANCE	\$ 20.00
			Open PO for Aspen - JMH	\$ 46.67
			Open PO for Aspen - JTL	\$ 58.00
			Open PO for Aspen - JTL - TLC	\$ 20.00
			Open PO for Aspen - JTL BUS GARAGE	\$ 27.68
			Open PO for Aspen - JTL EXTRA VISIT	\$ 41.51
			Open PO for Aspen - LIS	\$ 60.66
			Open PO for Aspen - MISE	\$ 69.82
			Open PO for Aspen - SMI	\$ 49.08
			Open PO for Aspen-BUSHKILL	\$ 66.32
255890	12/08/2021	ATHMEDICS	SOUTH ATHLETIC TRAINER SUPPLIES	\$ 4,979.99
255891	12/08/2021	BATTERY WAREHOUSE	Inv 715 C Cell Batteries for District	\$ 78.00
255892	12/08/2021	BAYADA HOME HEALTH CARE	Additional Nursing services provided per contract	\$ 2,047.50
			Nurse services to cover for absent dist. nurses	\$ 3,018.75
			Nursing coverage for absent HRA's	\$ 2,835.01
255893	12/08/2021	BOVINO'S PIZZA	HS SOUTH FALL CONCESSION	\$ 450.00
255894	12/08/2021	BRIAN J BOROSH	Empl Expense claim # 4951.	\$ 28.90
255895	12/08/2021	BRUCE SHERMAN	TAX REFUND PARCEL 060070550	\$ 3.05
255896	12/08/2021	VARSITY BRANDS HOLDING CO., INC	JTL BOYS BASKETBALL BALL CART, SLIP NOTT	\$ 570.07
			JTL BOYS SOCCER VESTS, SOCKS, CONES	\$ 362.50
			SOUTH SOFTBALL BATS	\$ 246.00
255897	12/08/2021	VARSITY BRANDS HOLDING CO., INC	SOUTH GIRLS BASKETBALL GAME BALLS	\$ 210.00
255898	12/08/2021	CARMEN P MCSWEENEY	2020 SENIOR REBATE - MCSWEENEY, CARMEN	\$ 500.00
255899	12/08/2021	CATHERINE RICCI	PROPERTY TAX REFUND - PARCEL 09.14B.3-4.23	\$ 40.00
255900	12/08/2021	UGI CENTRAL	ESE NATURAL GAS LINE 411006828957	\$ 2,509.13
			HS SOUTH NATURAL GAS LINE 411008006032	\$ 6,978.72

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255900	12/08/2021	UGI CENTRAL	JTL NATURAL GAS LINE 411006894413	\$ 3,810.68
255901	12/08/2021	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	20-21EoY Recon / Revised PDE 363_3 / Central PA	\$ 646.15
255902	12/08/2021	CHAMPION'S CHOICE	NORTH RIFLE TEAM SLINGS, SHOOTING COAT PO#22001275	\$ 594.00
255903	12/08/2021	CHAPMAN REFRIGERATION LLC	to pay invoices for 2021-2022 school year	\$ 358.54
255904	12/08/2021	CINTAS CORPORATION #101	CINTAS OPEN ORDER FOR UNIFORMS	\$ 72.49
			Open PO for Cintas - Bushkill	\$ 98.34
			Open PO for Cintas - ESE	\$ 136.36
			Open PO for Cintas - HSS	\$ 361.04
			Open PO for Cintas - JTL	\$ 104.61
255905	12/08/2021	CINTAS CORPORATION #101	Open PO for Cintas GROUNDS AND MAINTENANCE	\$ 213.30
255906	12/08/2021	CLAUDE S. CYPHERS, INC.	OPEN ORDER FOR FIRST AID CABINETS	\$ 91.89
255907	12/08/2021	COLONIAL INTERMEDIATE UNIT 20	CHYPHERS TRUCK PARTS OPEN ORDER FOR PARTS & SUPPLY	\$ 45.90
			Colonial Acad. Instructional Costs	\$ 96,729.37
			Colonial Acad. Operating Costs	\$ 3,585.67
			PARTIAL HOSPITALIZATION	\$ 53,792.45
			Title II Nonpublic Services	\$ 12,194.70
			Transperfect translation services	\$ 40.77
255908	12/08/2021	COMMONWEALTH CHARTER ACADEMY SCHOOL	Tuition / Commonwealth	\$ 1,071,287.99
255909	12/08/2021	COMMONWEALTH OF PA	Safe Drinking Water Annual Fee	\$ 50.00
255910	12/08/2021	CONCORDE, INC.	CONTRACT FOR DOT TESTING	\$ 159.90
255911	12/08/2021	CORELOGIC CENTRALIZED REFUNDS	PROPERTY TAX REFUND - PARCEL 060041855	\$ 6.14
255912	12/08/2021	CORELOGIC CENTRALIZED REFUNDS	PROPERTY TAX REFUND - PARCEL 09.13A.1.81-1 #91344	\$ 3.35
255913	12/08/2021	COUGHLAN COMPANIES, INC	Civil War/Very last Leaf PO#22001415	\$ 33.29
255914	12/08/2021	CYNTHIA PELLINGTON	Expense claim # 4348.SUMMER 2021 TUITION REIMBURS	\$ 1,575.00
255915	12/08/2021	D'HUY ENGINEERING, INC.	Open PO for D'HUY Retainer Services Only	\$ 2,000.00
255916	12/08/2021	DAWN M ARNST	PROPERTY TAX REFUND - PARCEL 09.5A.3.34 #102736	\$ 5.00
255917	12/08/2021	DEBORAH OSBORNE	Expense claim # 4347. FALL 2021 TUITION REIMBURSEM	\$ 2,328.00
255918	12/08/2021	DEBRA A PADAVANO	Empl Expense claim # 4358.	\$ 26.72
255919	12/08/2021	DENISE A FLYNN	Empl Expense claim # 4356.	\$ 7.00
			Empl Expense claim # 4357.	\$ 34.94
255920	12/08/2021	DM SUPPLY SOURCE, LLC	Inv 8554 JTL part	\$ 243.50
			Inv 8555 BES sensor	\$ 378.66
			Inv 8575 JMH relay modules	\$ 144.62
			Inv 8576 HSN little fuse amp	\$ 190.90

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255920	12/08/2021	DM SUPPLY SOURCE, LLC	Inv 8578 MES voltage monitor	\$ 116.83
255921	12/08/2021		Inv 8582 BES Pump	\$ 2,526.50
255922	12/08/2021	DOUBLE M PRODUCTIONS	HS SOUTH YEARBOOK T-SHIRTS	\$ 336.50
255923	12/08/2021	DR. ROBERT KETTERER CHARTER SCHOOL, INC	20-21EoY Recon / Revised PDE 363_3 / Adelphoi	\$ 92.45
255924	12/08/2021	DREW DAVIS	Empl Expense claim # 4354.	\$ 45.02
255925	12/08/2021	E.S.E.A.	Payroll Run 1 - Warrant 211209	\$ 28,423.94
255926	12/08/2021	EAST STROUDSBURG	Payroll Run 1 - Warrant 211209	\$ 6,853.85
		EASTBAY INC.	NORTH SOCCER SUPPLIES	\$ 204.50
			SOUTH EMBROIDERY	\$ 428.75
			SOUTH SOCCER CORNER FLAGS	\$ 220.00
255927	12/08/2021	EASTON ARTS ACADEMY CHARTER SCHOOL	SOUTH WRESTLING SCOREBOOKS, HEADGEAR, SHIRTS	\$ 1,142.77
255928	12/08/2021	ED FOUNDATION OF ES/GENERAL FUND	20-21EoY Recon / Revised PDE 363_3 / Easton Arts	\$ 1,099.92
255929	12/08/2021	EHS FIELD TRIP REFUND	Payroll Run 1 - Warrant 211209	\$ 23.00
255930	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255931	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255932	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255933	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255934	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255935	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255936	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255937	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255938	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255939	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255940	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255941	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255942	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255943	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255944	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255945	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255946	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255947	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255948	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255949	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
255950	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255951	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255952	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255953	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255954	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255955	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255956	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255957	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255958	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255959	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255960	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255961	12/08/2021	EHS FIELD TRIP REFUND	HS SOUTH DORNEY PARK CANCELLATION REFUND	\$ 60.00
255962	12/08/2021	EPLUS TECHNOLOGY	BUSINESS OFFICER TONER-MHORTON	\$ 619.98
255963	12/08/2021	EUNICE M. HAVERICK	2020 SENIOR REBATE - HAVERICK, EUNICE	\$ 500.00
255964	12/08/2021	EUROFINS ENVIROMENT TESTING PHILADELPHIA. LLC	Inv 6300015686 LIS Water Testing	\$ 475.00
			Inv 6300015695 JTL TLC Building Water Testing	\$ 250.00
			Inv 6300015758 JTL Bus Garage Water Testing	\$ 215.00
			Inv 6300015789 RES Water Testing	\$ 790.00
255965	12/08/2021	EVERGREEN COMMUNITY CHARTER SCHOOL	20-21EoY Recon / Revised PDE 363_3 / Evergreen	\$ 1,176.06
255966	12/08/2021	EXEMPLIS	Tuition / Evergreen	\$ 92,006.89
			ATSI PEMCO Furniture	\$ 563.00
255967	12/08/2021	FASTENAL COMPANY	ATSI grant furniture purchase Quote #PEMO8133	\$ 563.00
			Inv PASTR112276 MSE Pipetap	\$ 40.69
255968	12/08/2021	FIVE STAR INTERNATIONAL LLC	Open Purchase Order for Parts/Tools	\$ 247.96
255969	12/08/2021	FOLLETT SCHOOL SOLUTIONS, INC.	Open Purchase Order for parts	\$ 723.21
			ESE Follett Book Order	\$ 7,003.18
			JTL Follett Book Open PO	\$ 4,046.18
			MSE Book Order 1 2021-22	\$ 65.00
255970	12/08/2021	FRONTIER	MSE Book Order 2 2021-22	\$ 915.12
255971	12/08/2021	FUN AND FUNCTION	Frontier Phone Service 21/22 SY	\$ 1,548.00
			OT items for BES AP	\$ 85.98
255972	12/08/2021	WILLIAM C TREIBLE	OT supplies for students RES/BES	\$ 430.93
255973	12/08/2021	GOLD STAR FOODS, INC	EAST STROUDSBURG SIGN	\$ 120.00
			Pay for food purchases for 2021-2022 school year	\$ 2,200.80

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255974	12/08/2021	THE GOODYEAR TIRE & RUBBER COMPANY	GOODYEAR TIRE & RUBBER OPEN ORDER FOR TIRES	\$ 5,047.58
255975	12/08/2021	GOTTA GO	ATHLETICS PORTABLE RESTROOMS JULY-NOV, MARCH-JUNE	\$ 960.00
255976	12/08/2021	GRAINGER	Inv 9108033284 HSN Stadium Cable Protector	\$ 321.92
			Inv 9115094204 HSN inverted striping paint	\$ 50.16
255977	12/08/2021	GREGORY GRAHAM PIANO SERVICE	Inv 9115094212 HSN Sewer Plant Marking Wand	\$ 43.06
255978	12/08/2021	H.T. LYONS INC	Piano Tuning	\$ 105.00
255979	12/08/2021	HAB-DLT	Inv 910019199 MSE Boiler work 8/1/21 - 7/31/22	\$ 4,260.00
255980	12/08/2021	HANSON AGGREGATES INC	Payroll Run 1 - Warrant 21.1209	\$ 209.20
255981	12/08/2021	HERCULES ACHIEVEMENT INC.	North Campus Field Supplies	\$ 2,295.05
255982	12/08/2021	HILLTOP SALES & SERVICE	2022 Honors Night Medals	\$ 662.33
255983	12/08/2021	INSIGHT PA CYBER CHARTER SCHOOL	Tractor Supplies	\$ 30.73
			20-21EoY Recon / Revised PDE3_3 / Insight	\$ 5,289.31
255984	12/08/2021	J.W.PEPPER & SONS-ACCT.#36-136400	Tuition / Insight PA	\$ 231,488.66
255985	12/08/2021	JACQUELINE GARGES	Music	\$ 7.00
255986	12/08/2021	JAMES H. GAUGHAN	2020 SENIOR REBATE - GARGES, JACQUELINE	\$ 250.00
255987	12/08/2021	JANICE CABRAL	PROPERTY TAX REFUND - PARCEL 060039661	\$ 4.34
255988	12/08/2021	JEFFREY ETHERIDGE JR	2021 PROPERTY TAX REFUND - PARCEL 14.3C.2.11	\$ 593.16
255989	12/08/2021	JUDITH GALLAGHER	PROPERTY TAX REFUND - PARCEL 060107836	\$ 29.38
255990	12/08/2021	K12 SYSTEMS	PROPERTY TAX REFUND - PARCEL 060039690	\$ 12.34
255991	12/08/2021	RAYMOND F KASE	Sapphire program update	\$ 1,500.00
255992	12/08/2021	KATHRYN TAYLOR	ESSER Redesign WAN	\$ 2,300.00
255993	12/08/2021	KELLEY BROS., LLC	PROPERTY TAX REFUND - PARCEL 09.16A.2.20-2 #96840	\$ 26.72
			Inv 76-2110632 HSS Stadium Doors	\$ 4,200.00
255994	12/08/2021	KEYSTONE FIRE PROTECTION CO.	Inv 76-2110643 JMH Doors	\$ 2,025.00
255995	12/08/2021	KING, SPRY, HERMAN, FREUND & FAUL, LLC	Keystone Central Monitoring fee at JTL	\$ 535.00
255996	12/08/2021	KRUEGER SHEET METAL	Legal services provided.	\$ 462.50
255997	12/08/2021	LAURA MASON CAIZZO	Inv 23102 pipe for JTL Pod	\$ 15.00
255998	12/08/2021	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING	Empl Expense claim # 4353.	\$ 131.43
			Interpreting svc for hearing impaired student	\$ 4,255.50
255999	12/08/2021	LEHIGH VALLEY CHARTER HIGH SCHOOL FOR	Interpreting svc. for a hearing impaired student	\$ 2,833.00
			20-21EoY Recon / Revised PDE 363_3 /22001665	\$ 554.90
256000	12/08/2021	LEON CLAPPER PLUMBING HEATING & WATER CONDITIONING	Tuition / Lehigh Valley	\$ 8,719.49
256001	12/08/2021	LINCOLN LEADERSHIP CHARTER SCHOOL	Inv 30079 RES repair pump	\$ 1,309.00
			20-21EoY Recon / Revised PDE 363_3 /22001670	\$ 887.84

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256002	12/08/2021	LISA K VITULLI	Expense claim # 4349. FALL 2021 TUITION REIMBURSEM	\$ 525.00
256003	12/08/2021	LUNCH ACCT REFUND	REFUND TO 141781	\$ 41.70
256004	12/08/2021	LVCNFF		\$ 210.00
256005	12/08/2021	LYMAN & ASH	NORTH & SOUTH FOOTBALL SCHOLAR ATHLETE BANQUET	\$ 5,990.00
256006	12/08/2021	LYNN CORBETT	Special Construction Counsel Inv #3265	\$ 33.96
256007	12/08/2021	M A BRIGHTBILL BODY WORKS INC.	2021 PROPERTY TAX REFUND - PARCEL 14.9E.1.23	\$ 132.50
256008	12/08/2021	MADY'S ANGELS	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 424.05
256009	12/08/2021	MANWALAMINK WATER COMPANY	HS NORTH CASUAL FOR A CAUSE DONATION	\$ 615.24
256010	12/08/2021	MEIER SUPPLY CO., INC.	SMITHFIELD NOVEMBER WATER & SEWER 00001386	\$ 187.29
			Inv 2443494 Truck Stock	\$ 6.90
			Inv 2443499 MSE air filters	\$ 31.86
			Inv 2443502 Grip Belt	\$ 45.99
			Inv 2444097 MSE air filters	\$ 130.52
			Inv 2445780 air filters and towels MSE	\$ 62.11
256011	12/08/2021	MESKO GLASS CO., INC	Inv 2445822 MSE air filters	\$ 259.00
256012	12/08/2021	MICRO CONNECTORS, INC	Inv 53689 LIS window replacement	\$ 55.13
256013	12/08/2021	EXECUTIVE PRINT SOLUTION, LLC	USB 3.1 Gen2 C to A(F) Adapter for Resica	\$ 115.06
256014	12/08/2021	MODERNFOLD OF READING, INC.	ACT 71 - Suicide Prevention Form	\$ 1,600.00
			Inv 587.21.JTL Gym Inspections	\$ 2,350.00
			Inv 588.21 BES Gym Inspections	\$ 2,350.00
			Inv 589.21 RES Gym Curtain Inspection	\$ 257.85
256015	12/08/2021	MONROE COUNTY PROTHONOTARY	Inv 596.21 Porter Gym Curtain Key Switch - Distric	\$ 28.00
256016	12/08/2021	MURRAYS HEAVY DUTY TOWING, INC	CASTIGLIONE JAMES & MARTHA LIEN SATISFACTION	\$ 300.00
256017	12/08/2021	MZ PROPERTIES LLC	Towing Fee Bus #216	\$ 2,356.75
256018	12/08/2021	NORTH EAST PARTS GROUP	PROPERTY TAX REFUND - PARCEL 060041440	\$ 56.70
256019	12/08/2021	NORTH EAST PARTS GROUP	Auto Parts/Supplies	\$ 101.32
256020	12/08/2021	NESTLE WATERS NORTH AMERICA	Auto Parts/Supplies	\$ 1,277.90
256021	12/08/2021	NYSCSPC (NEW YORK STATE CHILD SUPPORT	Inv 01k6700180061 MSE Water Delivery	\$ 193.50
256022	12/08/2021	OFFICE DEPOT	Payroll Run 1 - Warrant 211209	\$ 783.96
			HSN Sp. Ed Case Manager Ink	\$ 319.02
256023	12/08/2021	OTICON INC	OFFICE SUPPLIES	\$ 245.00
256024	12/08/2021	OVERDRIVE, INC.	Repair to a student's hearing device	\$ 296.25
256025	12/08/2021	PA DISTANCE LEARNING CHARTER SCHOOL	Open PO OverDrive eBooks	\$ 1,515.43
			20-21EoY Recon / Revised PDE 363_3 / 22001666	\$ 72,428.39
			Tuition / PA Distance	

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256025	12/08/2021	PA DISTANCE LEARNING CHARTER SCHOOL	Tuition / PA Distance / NOV 21 / #759039	\$ 18,889.90
256026	12/08/2021	PA RURAL WATER ASSOCIATION	PO for PA Rural Water HSS	\$ 125.00
256027	12/08/2021	PARKLAND CHEER BOOSTER CLUB PCBC	SOUTH CHEER ENTRY FEE PARKLAND RALLY IN VALLEY	\$ 420.00
256028	12/08/2021	PATRICIA A TIERNAN	HS SOUTH YEARBOOK PIZZA PARTY	\$ 83.90
256029	12/08/2021	PATRICIA JEANSCHILD	2020 SENIOR REBATE - JEANSCHILD, PATRICIA	\$ 250.00
256030	12/08/2021	PATRICIA PADULA	Empf Expense claim # 4352.	\$ 226.86
256031	12/08/2021	PATRIOT WORKWEAR	Patriot security hooded sweatshirts	\$ 160.00
256032	12/08/2021	PEMCO	Patriot uniform pants five (5)	\$ 260.00
256033	12/08/2021	PENNSYLVANIA ASSOCIATION FOR GIFTED EDUCATION, INC	ATSI grant furniture quote #PEMCO8134	\$ 7,496.91
256034	12/08/2021	PENNSYLVANIA CYBER CHARTER SCHOOL	ATSI PEMCO furniture	\$ 7,496.91
256035	12/08/2021	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	Membership for Gifted teacher - K. Nute	\$ 35.00
256036	12/08/2021	PENNSYLVANIA ONE CALL SYSTEM, INC.	20-21EoY Recon / Revised PDE 363_3 / 22001667	\$ 4,501.39
256037	12/08/2021	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Tuition / PA Cyber	\$ 299,991.86
256038	12/08/2021	PIONEER MFG. CO/PIONEER ATHLETICS	20-21EoY Recon / Revised PDE 363_3 / PA Leadershi	\$ 5,389.74
256039	12/08/2021	PLAQUES & SUCH	Tuition / PA Leadership	\$ 313,134.80
256040	12/08/2021	POCONO MOUNTAIN DAIRIES	Open PO for PA One Call System	\$ 11.48
256041	12/08/2021	POCONO MOUNTAIN UNITED WAY	20-21EoY Recon / Revised PDE 363_3 / 22001668	\$ 1,341.57
256042	12/08/2021	POCONO RECORD	Tuition / PA Virtual	\$ 159,590.97
256043	12/08/2021	PROSSER LABORATORIES, INC.	FIELD PAINT	\$ 693.00
			NORTH ATHLETICS CHENILLE AWARDS FOR ATHLETES	\$ 1,085.00
			TO PAY DAIRY INVOICES FOR 2021-2022	\$ 24,522.29
			Title I YMCA scholarships	\$ 25,357.50
			Open Purchase Order for Board Advertisements	\$ 43.64
			Inv 110012021.91 Repairs - Waste Water Plant	\$ 4,990.00
			Inv 525878 HSN Water Line Repair	\$ 20.00
			Inv 525879 HSN water testing	\$ 65.00
			Inv 525880 MSE Water Testing	\$ 215.00
			Inv 525881 North Campus Well Monitoring	\$ 2,265.00
			Inv 525882 HSN/LIS/BES water testing 9/16-10/26	\$ 373.00
			Inv 525883 North Campus Aeration 9/15-10/20/21	\$ 608.00
			Inv 525884 RES water testing 9/20-10/25/21	\$ 405.00
			Inv 525885 HSS Manhole sampling	\$ 261.00
256044	12/08/2021	QUILL CORPORATION	Supplies for teachers	\$ 126.88
256045	12/08/2021	R.E.M GRADUATE SERVICES LLC	HS NORTH CAP & GOWN PAYMENT FOR STUDENTS	\$ 1,326.00

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East Stroudsburg Area School District

Date Range 11/12/21 through 12/10/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256046	12/08/2021	REACH CYBER CHARTER SCHOOL	20-21EoY Recon / Revised PDE 363_3 / Reach	\$ 9,988.47
256047	12/08/2021	RICHARD J. CARON FOUNDATION	Tuition / Reach	\$ 468,139.04
256048	12/08/2021	ROCKLAND BAKERY	ARP ESSER Set Aside Grant SAP Trainings	\$ 4,130.00
256049	12/08/2021	DRI-STICK DECAL CORPORATION	TO PAY INVOICES FOR 2021-2022 YEAR	\$ 1,676.50
256050	12/08/2021	SAW SALES AND MACHINERY CO.	DO NOT ORDER- NEED PO NUMBER	\$ 532.00
256051	12/08/2021	SCHOOL NUTRITION ASSOCIATION	wood shop supplies	\$ 166.53
256052	12/08/2021	SCOTT BERGER	SNA Membership Renewal Fee for Denise Flynn	\$ 17.00
256053	12/08/2021	SCOTT C. IHLE	PROPERTY TAX REFUND - PARCEL 09.14B.3-4.23 #93662	\$ 38.12
256054	12/08/2021	SCREENCASTIFY, LLC	Empl Expense claim # 4350.	\$ 115.47
256055	12/08/2021	SEAN MCCRACKEN	ESSER III Screencastify license renewal	\$ 22,500.00
256056	12/08/2021	SHARP ENERGY	Expense claim # 4346. SUMMER 2021 TUITION REIMBURS	\$ 3,030.00
256057	12/08/2021	SIMCO LOGISTICS, INC	SHARP ENERGY FOR PROPANE-SOUTH ACCT: 1634999	\$ 596.00
256058	12/08/2021	SINGER EQUIPMENT COMPANY, INC	to pay invoices for 2021-2022 school year	\$ 1,319.32
256059	12/08/2021	STEVE SHANNON TIRE & AUTO CENTER	To pay for supplies for the 2021-2022 school year	\$ 5,172.48
256060	12/08/2021	STRAND POOL SUPPLY, LLP	STEVEN SHANNON OPEN ORDER FOR TIRES	\$ 110.00
256061	12/08/2021	STROUDSBURG ELECTRIC MOTOR SERVICE	Open PO for Strand Pool Supply - HSS	\$ 128.50
			Inv 6239867 HSN Kitchen	\$ 59.99
			Inv 6245283 HSS Stadium parts/tools	\$ 426.98
			Inv 6245284 HSN motor for Library AHO	\$ 750.00
			Inv 6248140 District M7	\$ 49.00
			Inv 6248150 HSS Wood Shop Timing Belt	\$ 24.50
			Inv 62490602 MSE V-Belt	\$ 11.50
			Inv 6249597 HSS Stadium pump	\$ 468.15
			Inv 6249598 JMH 5HP 1800 RPM	\$ 595.00
			Inv 6249599 JMH M12 Stick Light	\$ 79.99
256062	12/08/2021	SUBURBAN EMS, INC.	SOUTH FOOTBALL AMBULANCE COVERAGE	\$ 3,822.50
256063	12/08/2021	SWEET, STEVENS, KATZ & WILLIAMS LLP	E-Discovery monthly access	\$ 247.82
			Inv 142701 Grievance/Arbitration	\$ 819.00
			Inv 142702 ULPs Charges	\$ 175.50
			Labor Matters Inv 142700	\$ 526.50
			Legal Services Consultation Agreement	\$ 2,000.00
			PROFESSIONAL SERVICES RENDERED	\$ 343.50
			Professional services through 10/31/21	\$ 1,260.00
			Professional Services through 10/31/31	\$ 1,190.00

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East Stroudsburg Area School District

Date Range 11/12/21 through 12/10/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256064	12/08/2021	TALLEY PETROLEUM	HEATING FUIJ SY 20202021	\$ 16,363.50
256065	12/08/2021	TARA CRAMER	Empl Expense claim # 4359.	\$ 2,500.00
256066	12/08/2021	THE AMERICAN BOTTLING CO	to pay invoices for 2021-2022 school year	\$ 1,247.00
256067	12/08/2021	THE GEM & KEYSTONE	JM HILL TEACHER/FACULTY HOLIDAY PARTY	\$ 319.00
256068	12/08/2021	THE PACKAGING PLACE	Return equipment shipping	\$ 226.95
256069	12/08/2021	TODD SCHAFER	NORTH & SOUTH VIDEOGRAPHY FOR FOOTBALL GAMES	\$ 1,375.00
256070	12/08/2021	TRANE U.S. INC.	Inv 11122952 JTL Pod boiler work	\$ 295.61
256071	12/08/2021	TREVDAN BUILDING SUPPLY	Inv 312139814 JMH chiller repair work	\$ 958.10
256072	12/08/2021	TRI-STATE SCALES, LLC	Inv POC0000294679-002 JTL Pod	\$ 100.56
256073	12/08/2021	LEARNIX, LLC	NORTH & SOUTH WRESTLING SCALE CALIBRATION	\$ 180.00
256074	12/08/2021	US FOODS	Ultimate SLP (Speech) Subscription	\$ 559.68
256075	12/08/2021	US FOODS	open PO for online ordering for FCS materials	\$ 1,058.17
256076	12/08/2021	USA TESTPREP, INC.	US FOODS 2021-2022 INVOICES	\$ 73,598.20
256077	12/08/2021	WALMART COMMUNITY/GEMB	HS South Eng Dept USA Test Prep Subscription	\$ 2,424.75
			ATHLETICS WINTER SEASON FOOD & DRINKS	\$ 940.38
			HS SOUTH FALL CONCESSION	\$ 354.72
			HSN Life Skills Open PO - Curriculum Supplies	\$ 156.33
			HSS Life Skills Open PO - Curriculum Supplies	\$ 102.82
			JTL NJHS INDUCTION SUPPLIES	\$ 271.56
256078	12/08/2021	WARD'S SCIENCE	LIS Life Skills Open PO - Curriculum Supplies	\$ 245.20
256079	12/08/2021	WELLS FARGO BANK WF8113	HS - S	\$ 113.01
			SPSBA REV BDS SER2010A QSCB	\$ 1,350.00
256080	12/08/2021	WELLS FARGO R/E TAX SERVICE	SPSVA TAX REV SEER C QSCB SER D QZAB	\$ 750.00
256081	12/08/2021	WOODWIND & BRASSWIND	2021 PROPERTY TAX REFUND - PARCEL 14.8B.1.64	\$ 2,074.65
256082	12/08/2021	WORTHINGTON DIRECT	Consumable Supplies for JTL Bands	\$ 231.94
			Classroom Furniture for Sp. Ed.	\$ 1,981.75
256083	12/08/2021	ZELENKOFKSKE AXELROD LLC	Special Ed. Classroom Table	\$ 2,045.55
256084	12/08/2021	ZESWITZ MUSIC COMPANY	BILLING ON AUDIT 2021	\$ 8,750.00
256085	12/09/2021	DECA DISTRICT 7	Sousaphone Repair	\$ 392.70
			HS North DECA District 7 Registration	\$ 1,945.00
Grand Total				\$ 4,980,694.09

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East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256086	12/15/2021	ABC TROPHY STROUDSBURG, LLC	SOUTH ENGRAVING FOR STATE PLAQUE XC	\$ 13.00
256087	12/15/2021	ACHIEVE3000	Secondary Literacy/Elem Gifted Literacy	\$ 16,697.00
256088	12/15/2021	AGORA CYBER CHARTER SCHOOL	20-21eoy Recon / Revised PDE 363 3 / Agora	\$ 3,513.07
256089	12/15/2021	AMAZON	Amazon order	\$ 428.16
			BOYS BASKETBALL ITEMS	\$ 200.88
			ESSER III Scanners for buildings	\$ 2,635.14
			Guidance	\$ 159.30
			ITEM: Rolodex Open Rotary Business Card File Supp	\$ 342.70
			JTL WRESTLING LAUNDRY DETERGENT FOR TOWELS	\$ 47.88
			Mary Kate Dunstane - amazon order	\$ 22.23
			Schellhamer's markers and erasers	\$ 52.59
			SOUTH ATHLETICS BATTERIES	\$ 67.98
			SWPBS	\$ 112.29
			SWPBS/ lits	\$ 231.24
			Tech ed supplies	\$ 54.14
			Vises	\$ 844.50
256090	12/15/2021	AMERICAN DIABETES ASSOCIATION	Casual for A Cause-Sunshine Club Account	\$ 77.00
256091	12/15/2021	ANDREA FRITZ	Empl Expense claim # 4362.	\$ 12.32
256092	12/15/2021	ATHMEDICS	ATHLETIC TRAINER HAND WIPES	\$ 171.50
256093	12/15/2021	B & H PHOTO	photo supplies for the digital and film classes	\$ 458.22
256094	12/15/2021	BARBARA PREVOST	Open PO for Barbara Prevost contract driver	\$ 7,587.27
256095	12/15/2021	H.A. BERKHEIMER INC.	NOVEMBER TAX COLLECTION FEE	\$ 184.45
256096	12/15/2021	BMC OFFICE FURNITURE	BMC Office Furniture Inv # 82733	\$ 685.00
			office furniture	\$ 4,526.00
256097	12/15/2021	BOROUGH OF EAST STROUDSBURG	to pay for food license for High School South cafe	\$ 85.50
256098	12/15/2021	BOROUGH OF EAST STROUDSBURG	To pay for food license for JM Hill cafeteria.	\$ 85.50
256099	12/15/2021	CARBON MONROE PIKE DRUG & ALCOHOL COMM	CMP Drug & Alcohol contract	\$ 11,666.67
256100	12/15/2021	CARLEEN FINK	Open PO for Carleen Jane Fink contract driver	\$ 3,266.13
256101	12/15/2021	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER	\$ 1,191.88
256102	12/15/2021	CATHERINE VAN WINKLE	homecoming dance supplies	\$ 196.73
256103	12/15/2021	UGI CENTRAL	JM HILL NOV NATURAL GAS LINE 411007277063	\$ 999.08
			MAINTENANCE BLDG NOV NATURAL GAS LINE 411008050535	\$ 146.31
			SOUTH STADIUM NOV NATURAL GAS LINE 411005507123	\$ 1,101.67
256104	12/15/2021	UGI CENTRAL	ESE NOVEMBER NATURAL GAS-411006828957	\$ 1,578.63

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East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256104	12/15/2021	UGI CENTRAL	HS SOUTH NOVEMBER NATURAL GAS 411008006032	\$ 4,904.69
256105	12/15/2021	CHARLES W DAILEY	JTL NOVEMBER NATURAL GAS 411006894413	\$ 2,463.29
256106	12/15/2021	CHARLES W DAILEY	Empl Expense claim # 4381.	\$ 191.13
256107	12/15/2021	CHERYL KUTZMAN	Open PO for Cheryl Kutzman CONTRACT DRIVER	\$ 4,291.91
256108	12/15/2021	CHRISTOPHER A ROSSI	Empl Expense claim # 4360.	\$ 70.34
256109	12/15/2021	CINTAS CORPORATION #101	Cintas annual inspection smoke/duct at HS South	\$ 3,433.35
256110	12/15/2021	CM REGENT RESOURCES	DECEMBER GROUP LIFE INSURANCE	\$ 11,533.34
256111	12/15/2021	CM REGENT RESOURCES	DECEMBER LONF TERM DISABILITY INSURANCE	\$ 9,338.54
		COLONIAL INTERMEDIATE UNIT 20	Operating Costs for Colonial Acad	\$ 6,156.75
			Transperfect translation services	\$ 7.19
256112	12/15/2021	COMMONWEALTH OF PA	2021 NOTICE OF ASSESSMENT ACC 6892	\$ 10,582.00
256113	12/15/2021	COMPUTER DISCOUNT WAREHOUSE	Powerlite 83plus bulb	\$ 103.14
256114	12/15/2021	COUSIN'S UNIFORM & TUX, LLC	Strung Pearl Necklace Style #182S	\$ 225.00
256115	12/15/2021	D'HUY ENGINEERING, INC.	Inv 53853 RES/MSE Water Filtration	\$ 2,006.25
			Inv53768 HSN Roof Replacement Forensic Invest	\$ 2,535.01
			Inv53769 HSS Pool Repairs	\$ 1,457.63
			Inv53770 HSN/LIS Window Replacement	\$ 2,058.61
			Inv53771 LIS/BES Flooring Replacement	\$ 3,056.13
			Inv53772 JMH Vestibule	\$ 386.13
256116	12/15/2021	DAILEY RESOURCES	DAILEY RESOURCES OPEN ORDER FOR WELDING GAS	\$ 110.00
256117	12/15/2021	DAMARIS ROBINS	Empl Expense claim # 4384.	\$ 59.19
256118	12/15/2021	DEAN BRODT PIANO TUNING	Inspection - Water Damage to Upright - removed key	\$ 460.00
256119	12/15/2021	DEBRA A PADAVANO	Empl Expense claim # 4376.	\$ 33.40
256120	12/15/2021	DEEP RUN AQUATIC SERVICES	Inv 211202-6 HSN Controller	\$ 4,998.25
			Inv 211214-7 HSN/HSS flowmeters	\$ 4,892.74
256121	12/15/2021	DENISE S ROGERS	Empl Expense claim # 4372.	\$ 423.92
256122	12/15/2021	DIANE KRUPSKI	Open PO for Diane Krupski contract driver	\$ 6,361.01
256123	12/15/2021	DISTRICT COURT 43-2-02	CIVIL COMPLAINT TUITION C MCORMICK	\$ 148.75
256124	12/15/2021	DM SUPPLY SOURCE, LLC	Inv8591 Shop Stock	\$ 67.25
			Inv8594 HSS Clock Battery	\$ 148.61
			Inv8602 HSS 35in-lb spring	\$ 310.26
			Inv8623 JTL 3470RPM	\$ 3,017.28
			Inv8624 JTL 3470RPM	\$ 3,017.28
			Inv8638 LIS Drive Bypass	\$ 4,844.45

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East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256124	12/15/2021	DM SUPPLY SOURCE, LLC	Inv#8639 HSN ACH drive	\$ 4,555.00
256125	12/15/2021	DUSTIN SISKA	Open PO for Dustin Siska contract driver	\$ 4,788.76
256126	12/15/2021	EASTBAY INC.	NORTH BOYS BASKETBALL UNIFORMS	\$ 4,610.00
			SOUTH GOLF SUPPLIES	\$ 428.00
256127	12/15/2021	EVA SCHMIDT	SOUTH SWIM SUITS, FINS, CAPS	\$ 69.00
256128	12/15/2021	EVIDENT, INC	Schmidt Eva 2020 Tax Rebate	\$ 500.00
256129	12/15/2021	FABIOLA SOUFFRANT	Evident RFQ W39350 supplies for School Police	\$ 179.72
256130	12/15/2021	FLAGHOUSE	Empl Expense claim # 4373.	\$ 27.16
			Re-order of Sensory Cart for MSE	\$ 1,945.08
256131	12/15/2021	FRANCIS SMITH & SONS, INC.	Re-order of Sensory Cart PO#22000891	\$ 3,850.00
			Inv 224556 SME Service Oil Tank	\$ 309.00
256132	12/15/2021	FRONTIER	Inv 224557 HSN/LIS Oil Tank Repairs	\$ 897.82
256133	12/15/2021	GEORGE CARAMELLA	Frontier Phone Service 21/22 SY	\$ 510.19
256134	12/15/2021	GERTRUDE HAWK CHOCOLATES	Open PO for George Caramella contract driver	\$ 5,327.07
256135	12/15/2021	THE PROPHET CORP	hs south deca fundraising	\$ 2,304.00
256136	12/15/2021	GOVERNMENT SOFTWARE SERVICES	Adapted P. E. PO#22000238 balance due	\$ 894.88
256137	12/15/2021	GRAINGER	November GSS PYMT INV 12115	\$ 100.00
256138	12/15/2021	HAB-DLT	Inv9117417585 District Doors	\$ 2,388.24
256139	12/15/2021	HALO BRANDED SOLUTIONS, INC	Payroll Run 9 - Warrant 2021RE	\$ 29.80
256140	12/15/2021	HAWTHORNE EDUCATIONAL SERVICES	Packet Supplies	\$ 151.73
256141	12/15/2021	HUGH O'BRIAN YOUTH LEADERSHIP	ATSI grant materials	\$ 8,875.00
256142	12/15/2021	IDENTIMETRICS	HOBY Registration fees for two students	\$ 620.00
256143	12/15/2021	INTEGRAONE	IDENTRIMETRICS LICENSING 2022	\$ 2,920.00
			attendance multifunction printer	\$ 489.34
			HP LaserJet Printer	\$ 489.34
			INTEGRAONE APC MBRS SERVICE	\$ 12,759.38
			IntegraOne Cisco UC Issues	\$ 1,581.75
256144	12/15/2021	IONIE SINCLAIR	IntegraOne CUCM upgrade from 11.5 to 14	\$ 2,872.13
256145	12/15/2021	J.W.PEPPER & SONS-ACCT.#36-136400	Open PO for Ionie Sinclair CONTRACT DRIVER	\$ 4,786.48
			11134295 Be the Change SATB Jacob Narverud - Sant	\$ 398.24
			Dept. Concert Music	\$ 71.99
256146	12/15/2021	JAYNE LIPS	Michael Story Music Order	\$ 378.99
256147	12/15/2021	JENNIFER ANDREWS	lips Jayne 2020 Tax Rebate	\$ 650.00
			Empl Expense claim # 4368.	\$ 75.60

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East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256148	12/15/2021	JENNIFER BUTZ	Empl Expense claim # 4382.	\$ 20.44
256149	12/15/2021	JENNY GALUNIC	Empl Expense claim # 4383.	\$ 17.23
256150	12/15/2021	JESSE CRUZ & JUSTINE CARNES	Open PO for Jenny Galunic contract driver	\$ 4,808.52
256151	12/15/2021	JOSEPH FUCHS	Real Estate Refund Carnes Parcel 16.117103	\$ 10,924.19
256152	12/15/2021	KARLA J LABAR	Open PO for Joe Fuchs contract driver	\$ 6,810.80
256153	12/15/2021	KATHARINE HOLMES	Open PO for Karla LaBar contract driver	\$ 7,103.53
256154	12/15/2021	KEYSTONE FIRE PROTECTION CO.	Open PO for Katharine Holmes contract driver	\$ 4,628.19
			Keystone repair to door contact at HS-S	\$ 224.00
			Keystone repair to HS South Fire Alarm	\$ 1,125.00
256155	12/15/2021	KRUEGER SHEET METAL	Keystone repair to Resica smoke detector -pod	\$ 470.00
			Inv23109 HSN/LIS gutters	\$ 60.00
			Inv23119 light covers	\$ 660.00
256156	12/15/2021	LAKESHORE LEARNING MATERIALS	Learning Sppt. Furniture Caplette	\$ 910.10
256157	12/15/2021	LEON CLAPPER PLUMBING HEATING & WATER CONDITIONING	Open PO for RES Water Filtration - Leon Clapper	\$ 70,650.00
256158	12/15/2021	LIGHT OF THE WORLD CHURCH	Real Estate Refund parcel 16.117103	\$ 14,872.17
256159	12/15/2021	LISA ROSEN-GERST	Open PO for Lisa Gerst contract driver	\$ 4,384.06
256160	12/15/2021	LOSER'S MUSIC, INC.	Choral Medleys for Library	\$ 19.27
256161	12/15/2021	LUIS & ROSITA C ORTIZ	Real Estate Refund Parcel MAP#172.00-01-13	\$ 5,128.09
256162	12/15/2021	LUNCH ACCT REFUND	REFUND TO 132340	\$ 37.65
256163	12/15/2021	MACKIN BOOK COMPANY	Comics Plus Subscription for Graphic Novels/Manga	\$ 1,125.00
256164	12/15/2021	MARIA FRASCELLA	Open Order For Contract Driver-Maria Frascella	\$ 5,577.44
256165	12/15/2021	FRANK MARTZ COACH COMPANY	Balance due for NYC trip	\$ 1,812.00
256166	12/15/2021	MAZZITTI & SULLIVAN EAP SERVICES	MAZZITTI & SULLIVAN INV ESASD120121	\$ 5,350.50
256167	12/15/2021	MCGRAW HILL EDUCATION	McGraw Hill Social Studies Books 6,7,8 grades	\$ 134,833.55
			Wonderworks-Teacher&Student Digital subscriptions	\$ 9,104.01
256168	12/15/2021	MELISSA COLLEVECHIO	Empl Expense claim # 4369.	\$ 115.81
			Empl Expense claim # 4379.	\$ 427.96
256169	12/15/2021	MELODY SEVERUD	Open PO for Melody Severud contract driver	\$ 3,858.90
256170	12/15/2021	MET-ED	MIDDLE SMITHFIELD NOV ELECTRIC 100071509721	\$ 5,373.67
			NORTH CAMPUS NOV ELECTRIC 100018255800	\$ 27,588.50
			TRAFFIC LIGHT NOV ELECTRIC 100031621285	\$ 20.37
			TRAFFIC LIGHT NOV ELECTRIC 100051981031	\$ 20.69
			TRAFFIC LIGHT NOV ELECTRIC 100080490897	\$ 30.05
256171	12/15/2021	MIGUEL DEJESUS	Open PO for Miguel DeJesus contract driver	\$ 4,735.56

POST

East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256172	12/15/2021	MODERN GAS SALES, INC.	PROPANE FOR NORTH POOL	\$ 748.00
256173	12/15/2021	MONIQUA S SANTIAGO	Independent contractor per agreement	\$ 700.00
256174	12/15/2021	MONROE CAREER AND TECHNICAL INSTITUTE	MCTI program uniforms	\$ 124.00
256175	12/15/2021	MOTAWORD, LLC	Translation services	\$ 30.10
256176	12/15/2021	NORTH EAST PARTS GROUP	Auto Parts/Supplies	\$ 59.68
256177	12/15/2021	NAZARETH MUSIC CENTER	Nazareth Instrument repair for invoice 119995	\$ 45.00
256178	12/15/2021	ORIENTAL TRADING	SWPBS items	\$ 27.16
256179	12/15/2021	PA TSA	SWPBS REWARDS	\$ 158.33
256180	12/15/2021	PAR INC	TSA chapter affiliation	\$ 385.00
256181	12/15/2021	PA ASSOCIATION OF SCHOOL ADMINISTRATORS	Testing material for psychologists	\$ 426.60
256182	12/15/2021	PATRIOT WORKWEAR	PASA Supt Academy B BADJCK	\$ 249.00
			Patriot security supplies 5 badges	\$ 60.00
256183	12/15/2021	PIAA DISTRICT XI	Patriot uniform pants for Wilson (2) & Cueva (2)	\$ 208.00
256184	12/15/2021	PATRICIA L. MCLAIN	NORTH & SOUTH CHEER TEAMS DUES DXI COMPETITION	\$ 300.00
256185	12/15/2021	PLANK ROAD PUBLISHING	In-Service Presentation on 11/23/21	\$ 1,500.00
256186	12/15/2021	POSITIVE PROMOTIONS	Recorders	\$ 83.70
256187	12/15/2021	POSTMASTER	SWPBS incentive for student / litts	\$ 299.45
256188	12/15/2021	PP&L	STAMPS FOR MIDDLE SMITHFIELD NURSE	\$ 58.00
			SOUTH TRAFFIC LIGHT NOV ELECTRIC 67841-29000	\$ 26.93
			SOUTH TRAFFIC LIGHT NOV ELECTRIC 92422-54001	\$ 27.10
			SOUTH TRAFFIC LIGHT NOV ELECTRIC 95041-29005	\$ 27.10
			SOUTH TRAFFIC LIGHT NOV ELECTRIC 98641-29009	\$ 27.50
256189	12/15/2021	PROMINENT SETTLEMENT SERVICES	TAX REFUND - OVER PAID	\$ 70.32
256190	12/15/2021	PROSSER LABORATORIES, INC.	Inv 11012021.92 repairs to wastewater plant	\$ 2,686.00
256191	12/15/2021	QUILL CORPORATION	to order office supplies from quill	\$ 106.56
256192	12/15/2021	RAY E. LENHART	Expense claim # 4380. FALL 2021 TUITION REIMBURSEM	\$ 4,901.83
256193	12/15/2021	RHODE ISLAND NOVELTY	SWPBS / diane litts	\$ 36.60
256194	12/15/2021	RICHARD BARATTA III	Real Estate Refund Parcel# 16.117103	\$ 3,251.36
256195	12/15/2021	ROBERT J FALZONE	Empl Expense claim # 4371.	\$ 330.96
256196	12/15/2021	RYAN DELONG	Settlement Agreement - 2nd payment mail 1/2/2022	\$ 152,000.00
256197	12/15/2021	SHARP ENERGY	SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,882.79
256198	12/15/2021	REBECCA WANCA	Speech Therapy Ideas Subscription	\$ 799.96
256199	12/15/2021	STEVE SHANNON TIRE & AUTO CENTER	STEVEN SHANNON OPEN ORDER FOR TIRES	\$ 633.26
256200	12/15/2021	STEVE WEISS MUSIC	Percussion Equipment	\$ 311.90

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East Stroudsburg Area School District

Date Range 12/11/21 through 12/16/21

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256201	12/15/2021	STRAND POOL SUPPLY, LLP	Open PO for Strand Pool Supply - HSS	\$ 69.50
256202	12/15/2021	THE SUSAN G. KOMEN BREAST CANCER FOUNDATION, INC	Casual For A Cause-10/28/21	\$ 97.00
256203	12/15/2021	TABITHA BRADLEY	Empl Expense claim # 4365.	\$ 64.29
256204	12/15/2021	TAIWO AFOLABI	Open PO for Taiwo Afolabi contract driver	\$ 4,870.08
256205	12/15/2021	TALLEY PETROLEUM	HEATING FUJIL SY 20202021	\$ 16,363.50
256206	12/15/2021	TAMMY M WALSH	Empl Expense claim # 4374.	\$ 7.58
256207	12/15/2021	THE COMPASSIONATE FRIENDS	ADMINISTRATION CASUAL FOR A CAUSE DONATION	\$ 110.00
256208	12/15/2021	THE EC/BCLS TRAINING CENTER	NORTH COACH CPR CLASS	\$ 19.00
256209	12/15/2021	THE SALVATION ARMY	District Wide Casual for a Cause donation	\$ 1,042.60
256210	12/15/2021	THERAPY SHOPPE INC	Classroom supplies for Smithfield sp ed	\$ 387.01
256211	12/15/2021	TINA M FALBO	Empl Expense claim # 4366.	\$ 32.03
256212	12/15/2021	TWO WAY DIRECT	Walkie Talkies for Special Ed.	\$ 7,392.24
256213	12/15/2021	WELLS FARGO R/E TAX SERVICE	2021 PROPERTY TAX REFUND - PARCEL 14.8B.1.64	\$ 1,074.65
256214	12/15/2021	WILLIAM RIKER	Empl Expense claim # 4364.	\$ 180.21
256215	12/15/2021	WILLIAM VITULLI	Empl Expense claim # 4367.	\$ 69.61
256216	12/15/2021	ZESWITZ MUSIC COMPANY	Bass Guitar Straps	\$ 27.98
256217	12/16/2021	DONNA MUTH	Sousaphone Repair2 PO#2002201	\$ 287.20
256218	12/16/2021	HARRY W MCMURRAY	Senior Rebate 2020 Muth D	\$ 250.00
256219	12/16/2021	MT LIBRARY SERVICES	Senior Rebate 2020 Murray H	\$ 500.00
256220	12/16/2021	MARGARET MANDEL	RES JLG Books 2021-22	\$ 775.00
Grand Total			Senior Rebate 2020 Mandel M	\$ 365.47
				\$ 768,362.86

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NOVEMBER 2021 WIRE PAYMENTS

PAYROLL	\$ 3,638,702.02
ACCOUNTS PAYABLE - BENEFITS	\$ 2,034,158.08
FLEX SPENDING ACCOUNTS - TASC	\$ 20,946.88
WORKER'S COMP - INSERVCO	\$ 63,222.93
PROCUREMENT CARD	\$ 82,102.33
EBTEP	\$ 1,725,671.02
NEOPOST POSTAGE	\$ 500.00
WRIGHT EXPRESS FLEET - GAS CARDS	\$ 4,695.77
	<u>\$ 7,569,999.03</u>

STATEMENT OF INCOME
For the Period Ending October 31, 2021
CAFETERIA FUND

STATEMENT OF INCOME
For the Period Ending October 31, 2021
CAFETERIA FUND

Munis Account Number	Current Period	Year-to-Date
REVENUE FROM LOCAL SOURCES:		
INTEREST ON INVESTMENTS	0.88	6.59
REVENUE FROM OPERATIONS:		
SALES, LUNCH - PAID	1,997.45	793.32
SALES, BREAKFAST - PAID	10.15	17.40
SUMMER SALES - B-FAST & LUNCH		-
SALES, A LA CARTE LUNCH	42,268.07	78,735.20
SALES, SPECIAL FUNCTIONS	214.50	4,061.89
MISC. PEPSI COMMISSION & REBATES	1,727.27	2,931.46
NO KID HUNGRY GRANT		21,849.17
TOTAL SALES	46,217.44	108,388.44
TOTAL LOCAL REVENUE	46,218.32	108,395.03
REVENUE FROM STATE SOURCES		
STATE SUBSIDY -SOCIAL SECURITY	4,797.19	13,392.78
STATE SUBSIDY - LUNCH	9,746.08	27,883.32
STATE SUBSIDY - BREAKFAST	4,102.60	14,001.90
STATE SUBSIDY -RETIREMENT	22,166.53	59,385.10
TOTAL STATE REVENUE	40,812.40	114,663.10
REVENUE FROM FEDERAL SOURCES		
FEDERAL SUBSIDY - LUNCH	316,951.99	904,218.32
FEDERAL SUBSIDY - BREAKFAST	101,026.52	344,796.77
FEDERAL ESSER 1	-	-
FEDERAL FARM TO SCHOOL	-	-
FEDERAL DONATED COMMODITY	-	-
TOTAL FEDERAL REVENUE	417,978.51	1,249,015.09
TOTAL CAFETERIA REVENUE	\$505,009.23	\$1,472,073.22
EXPENSES OF OPERATIONS		
NoKidHungryOperativeRegSalary		13,989.11
NoKidHungry SS OASDI		970.98
NoKidHungry SS HI		226.98
NoKidHungry PSERS		5,522.25
NoKidHungry WorkComp		123.45
Salary, Cafeteria SPV	10,372.48	28,217.24
Salary, Cafeteria ADM	5,306.84	25,227.36
Salary, OT Supervisors	191.94	268.71
Salary, Cafeteria Secretary	2,406.39	22,034.25
Salary, OT Secretary	-	35.80
Salary Operative Labor	98,893.65	181,685.76
Salary Substitute Workers		118.16
Salary OT Workers	70.29	70.29
Salary Summer Feed		40,693.75
ELO ProgramESSER3SummerFeed		2,301.00
Salary, Cafeteria Custodian	9,778.56	40,071.75
Salary, OT Custodian	53.17	79.09
Life Insurance	663.97	2,456.74
Disability Insurance	241.41	586.82
Social Security - OASDI	7,775.85	20,594.96
ELO ProgramESSER3 SS OASDI	-	142.67
Social Security- HI	1,818.53	4,816.57
ELO ProgramESSER3 SS HI	-	33.37
Retirement	44,252.68	112,346.51
ELO ProgramESSER3 PSERS	-	689.41
VOYA Contribution Plan	80.37	188.32
ARP ESSER III VOYA Contrib	-	23.69
Unemployment	-	1.25
Workers Compensation	819.68	2,209.89
ELO ProgramESSER3 WorkComp	-	18.27
Health Insurance	45,032.68	162,847.87
Contract Maintenance	3,475.93	7,306.74
Maintenance & Repairs	10,698.10	12,631.11
Upgrade of Information System	15.39	15.39
Postage	14.31	40.26
Travel/Mileage	-	100.40
Supplies -Non Food	2,270.56	4,357.93
NoKidHungry Gen Sup	-	1,016.40
ESSER Caf Gen Sup	-	5,589.80
ESSER III CAF -Gen Sup	490.98	490.98
SuppliesNonFD Paper Bld Supply	797.16	797.16
Electricity	5,341.72	13,378.13
Fuel/Gasoline	392.15	1,273.51
Food Purchases	68,440.16	175,494.31
Farm to School -Food purchases	-	212.25
Milk Purchases	25,250.90	54,674.52
Technology Supplies	9,997.88	9,997.88
Depreciation Expense	2,716.26	10,865.05
ESSER III RepEq>\$2,500	34,534.75	34,534.75
Dues & Fees	1,190.06	1,695.34
TOTAL FOOD SERVICE EXPENSES	\$394,384.80	\$1,003,064.28
NET INCOME (LOSS)	\$110,624.43	\$469,008.94

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EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF NOVEMBER 30, 2021

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

11/1/20 Balance	\$	21,036,365.93
Receipts		\$5,066,491.95
Interest/Dividends		\$171.31
Disbursements		(\$9,559,224.71)
11/30/20 Balance	\$	16,543,804.48

PLGIT - GENERAL FUND

11/1/20 Balance	\$	3,591,484.77
Receipts	\$	670,010.58
Interest/Dividends	\$	53.64
Disbursements		
11/30/20 Balance	\$	4,261,548.99

PSDLAF - GENERAL FUND

11/1/20 Balance	\$	82,987,720.18
Receipts	\$	10,495,727.06
Interest/Dividends	\$	2,686.82
Deferred Interest		
Disbursements	\$	(2,578,102.33)
11/30/20 Balance	\$	90,908,031.73

ESSA WORKERS COMP SELF INS - GENERAL FUND

11/1/20 Balance	\$	300,071.05
Receipts		
Interest/Dividends	\$	2.63
Disbursements		
11/30/20 Balance	\$	300,073.68

ESSA PAYPAL - GENERAL FUND

11/1/20 Balance	\$	375.09
Receipts	\$	647.26
Interest/Dividends	\$	0.01
Disbursements		
11/30/20 Balance	\$	1,022.36

ESSA FERNWOOD ESCROW - GENERAL FUND

11/1/20 Balance	\$	38,568.32
Receipts		
Interest/Dividends	\$	0.34
Disbursements		
11/30/20 Balance	\$	38,568.66

ESSA - CAFETERIA FUND

11/1/20 Balance	\$	119,635.44
Receipts	\$	15,559.00
Interest/Dividends	\$	1.11
Disbursements	\$	(2,060.28)
11/30/20 Balance	\$	133,135.27

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EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch 11/10/21 - To Diane Kelly for approval 11/12/21

Approved by: *Diane Kelly* 11/16/21

MONTH: Oct-21

ESSA Checking \$ 21,036,365.93 \$ 21,036,365.93

Less: Outstanding Checks-Treasury Fund	\$	914,127.04
Outstanding Payroll Activity	\$	2,423.08
Outstanding PA Withholding	\$	78,888.84
Outstanding PA Withholding	\$	106.14
Outstanding PA Employee Unemployment		
Outstanding Federal Tax		
Outstanding Flex Spending Accounts		
Outstanding TSA		
Outstanding Voya Retirement		
		\$ 995,044.60
		\$ 20,041,321.33

General Ledger 00-0000-010-000-00-000-000-000-0000 \$ 20,041,316.41

Adjustments:		
E.Stbg Boro 9/30/21 Interest Transferred to Treasury Acct 10/1/21	\$	(0.20)
Interest Added, Saturday, 10/30/21 Online - Not on Statement	\$	(94.88)
TSA Deduct on Misc. Pay 10/28/21 Rolled to November Payroll	\$	100.00
		\$ 4.92
		\$ 20,041,321.33

Difference \$

ESSA Bank & Trust

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





RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT GENERAL FUND OPERATING
C/O CRAIG NEIMAN
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Statement Ending 11/30/2021

Page 1 of 4

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		\$16,543,804.48

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$21,036,365.93
	88 Credit(s) This Period	\$5,066,863.26
	48 Debit(s) This Period	-\$9,559,224.71
11/30/2021	Ending Balance	\$16,543,804.48

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$171.31
Interest Paid Year-to-Date	\$11,216.98

Deposits

Date	Description	Amount
10/30/2021	INTEREST FROM ACCT #	\$0.80
10/30/2021	INTEREST FROM ACCT #	\$2.01
10/30/2021	INTEREST FROM ACCT #	\$0.59
10/30/2021	INTEREST FROM ACCT #	\$63.27
10/30/2021	INTEREST FROM ACCT #	\$7.38
10/30/2021	INTEREST FROM ACCT #	\$8.94
10/30/2021	INTEREST FROM ACCT #	\$11.89
11/01/2021	TRANSFER FROM	\$0.20
11/01/2021	TRANSFER FROM	\$175,204.48
11/01/2021	TRANSFER FROM	\$75,891.94
11/01/2021	TRANSFER FROM	\$17,091.95
11/01/2021	TRANSFER FROM	\$14,045.41
11/02/2021	TRANSFER FROM	\$44,073.42
11/02/2021	TRANSFER FROM	\$18,417.63
11/02/2021	TRANSFER FROM	\$94,439.61
11/03/2021	TRANSFER FROM	\$30,026.56
11/03/2021	TRANSFER FROM	\$24,308.18
11/03/2021	TRANSFER FROM	\$25,737.85
11/04/2021	TRANSFER FROM	\$18,932.82
11/04/2021	TRANSFER FROM	\$74.00
11/05/2021	TRANSFER FROM	\$122,464.66
11/05/2021	TRANSFER FROM	\$3,971.74
11/08/2021	TRANSFER FROM	\$32,074.74
11/08/2021	TRANSFER FROM	\$11,384.96
11/08/2021	TRANSFER FROM	\$19,083.39



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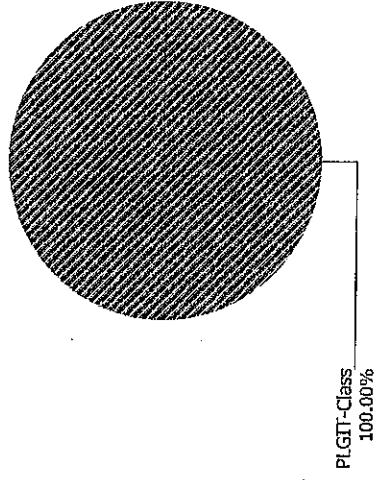
Account Statement - Transaction Summary

For the Month Ending November 30, 2021

East Stroudsburg Area School District - GENERAL FUND

PLGIT-Class	
Opening Market Value	3,591,484.77
Purchases	670,064.22
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$4,261,548.99
Cash Dividends and Income	53.64

Asset Summary	November 30, 2021	October 31, 2021
PLGIT-Class	4,261,548.99	3,591,484.77
Total	\$4,261,548.99	\$3,591,484.77
Asset Allocation		



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PSDLAF Monthly Statement
East Stroudsburg ASD

Activity Summary **General Fund**

11/1/2021 - 11/30/2021

Investment Pool Summary

	MAX
Beginning Balance	\$46,007,643.30
Dividends	\$193.82
Purchases	\$7,999,727.06
Redemptions	(\$2,578,102.33)
Ending Balance	\$51,429,461.85
Average Monthly Rate	0.005%
Share Price	\$1.000
Total	\$51,429,461.85
Total Fixed Income	\$39,478,569.88

Account Total

\$90,908,031.73

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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
Mike Stramara
(717) 519-6009
mstramara@pmanetwork.com



PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Purchases 11/1/2021 - 11/30/2021

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
CD		11/18/2021	11/18/2021	05/17/2022	THIRD COAST BANK, SSB, TX	\$248,000.00	0.050%	\$248,061.15
TS		11/19/2021	11/19/2021	11/15/2022	PSDLAF - COLLATERALIZED POOL,	\$2,000,000.00	0.100%	\$2,001,978.09
CD		11/19/2021	11/19/2021	11/21/2022	BANK OF MANHATTAN, KS STATEBANK / KANSAS STATE	\$248,000.00	0.101%	\$248,250.61
						\$2,496,000.00		\$2,498,289.85

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Interest 11/1/2021 - 11/30/2021

Type	Holding Id	Trade date	Description	Interest
Flex	Flex	11/30/2021	NEXBANK NJ	\$2,361.60
Flex	Flex	11/30/2021	PSDLAF - Full Flex Pool (Vfx)	\$49.20
Flex	Flex	11/30/2021	PSDLAF - Full Flex Pool (Penfed)	\$82.20
				\$2,493.00

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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		\$300,073.68

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$300,071.05
	1 Credit(s) This Period	\$2.63
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$300,073.68

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$2.63
Interest Paid Year-to-Date	\$268.03

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$2.63
		1 item(s) totaling \$2.63

Daily Balances

Date	Amount
11/30/2021	\$300,073.68

ESSA Bank & Trust

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




Statement Ending 11/30/2021

Page 1 of 2

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
	Email	contactcenter@essabank.com

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$1,022.36

Government Checking

Account Summary

Date	Description	Amount	Interest Summary Description	Amount
10/30/2021	Beginning Balance	\$375.09	Annual Percentage Yield Earned	0.00%
	2 Credit(s) This Period	\$647.27	Interest Days	0
	0 Debit(s) This Period	\$0.00	Interest Earned	\$0.00
11/30/2021	Ending Balance	\$1,022.36	Interest Paid This Period	\$0.01
			Interest Paid Year-to-Date	\$0.30

Electronic Credits

Date	Description	Amount
11/18/2021	PAYPAL TRANSFER PPD	\$647.26
		1 item(s) totaling \$647.26

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.01
		1 item(s) totaling \$0.01

Daily Balances

Date	Amount	Date	Amount
11/18/2021	\$1,022.35	11/30/2021	\$1,022.36



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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		\$38,568.66

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$38,568.32
	1 Credit(s) This Period	\$0.34
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$38,568.66

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.34
Interest Paid Year-to-Date	\$34.39

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.34
		1 item(s) totaling \$0.34

Daily Balances

Date	Amount
11/30/2021	\$38,568.66

ESSA Bank & Trust

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





Statement Ending 11/30/2021

Page 1 of 2

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		\$133,135.27

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$119,635.44
	31 Credit(s) This Period	\$15,560.11
	3 Debit(s) This Period	-\$2,060.28
11/30/2021	Ending Balance	\$133,135.27

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.11
Interest Paid Year-to-Date	\$166.53

Electronic Credits

Date	Description	Amount
11/01/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$117.50
11/01/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$957.50
11/01/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$839.75
11/02/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$250.00
11/03/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$644.00
11/04/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$742.00
11/08/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$977.50
11/08/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$715.00
11/08/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$555.00
11/08/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$147.50
11/09/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$390.00
11/10/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$706.50
11/12/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$790.00
11/12/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$1,227.50
11/15/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$562.50
11/15/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$867.50
11/15/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$217.50
11/16/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$216.00
11/17/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$1,105.00
11/18/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$765.00
11/19/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$864.75
11/22/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$945.00
11/22/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$465.00
11/22/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$155.00
11/23/2021	GLOBAL PAYMENTS GLOBAL DEP CCD	\$45.00



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PO BOX 289
BERWICK, PA 18603-0289

RETURN SERVICE REQUESTED

>002873 6137068 0001 092731 10Z 211

EAST STROUDSBURG AREA SCHOOL DISTRICT
50 VINE ST
EAST STROUDSBURG PA 18301-2150

00618721
MSP 253



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)759-2266

Effective 11/01/2021, with the exception of State/Political/Municipal and Estate accounts, First Keystone Community Bank will no longer monitor checks or withdrawals to verify the presence of two or more signatures.

Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$250,296.03

NOW SPSPD/Government

Account Summary

Date	Description	Amount
11/01/2021	Beginning Balance	\$250,234.33
	1 Credit(s) This Period	\$61.70
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$250,296.03

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.30%
Interest Days	30
Interest Earned	\$61.70
Interest Paid This Period	\$61.70
Interest Paid Year-to-Date	\$296.03

Account Activity

Post Date	Description	Debits	Credits	Balance
11/01/2021	Beginning Balance			\$250,234.33
11/30/2021	Credit Interest		\$61.70	\$250,296.03
11/30/2021	Ending Balance			\$250,296.03

Daily Balances

Date	Amount	Date	Amount
11/01/2021	\$250,234.33	11/30/2021	\$250,296.03

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00



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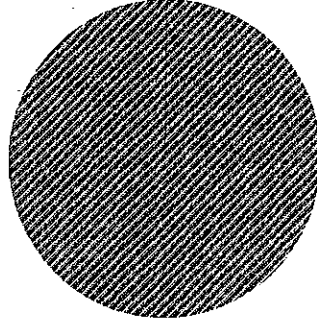
Account Statement - Transaction Summary

For the Month Ending November 30, 2021

East Stroudsburg Area School District - CAPITAL RESERVE

PLGIT-Class	
Opening Market Value	19,752,268.49
Purchases	269.58
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$19,752,538.07
Cash Dividends and Income	269.58

Asset Summary		
	November 30, 2021	October 31, 2021
PLGIT-Class	19,752,538.07	19,752,268.49
Total	\$19,752,538.07	\$19,752,268.49
Asset Allocation		







PLGIT-Class
100.00%

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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		\$27,921.02

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$27,920.78
	1 Credit(s) This Period	\$0.24
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$27,921.02

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.24
Interest Paid Year-to-Date	\$24.88

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.24
		1 item(s) totaling \$0.24

Daily Balances

Date	Amount
11/30/2021	\$27,921.02

ESSA Bank & Trust

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

Statement Ending 11/30/2021

Page 1 of 2

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		\$31,858.02

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$31,857.74
	1 Credit(s) This Period	\$0.28
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$31,858.02

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.28
Interest Paid Year-to-Date	\$28.40

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.28
		1 Item(s) totaling \$0.28

Daily Balances

Date	Amount
11/30/2021	\$31,858.02



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ESSA Bank & Trust

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




Statement Ending 11/30/2021

Page 1 of 2

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		\$18,758.64

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$18,758.48
	1 Credit(s) This Period	\$0.16
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$18,758.64

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.16
Interest Paid Year-to-Date	\$16.71

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.16
		1 item(s) totaling \$0.16

Daily Balances

Date	Amount
11/30/2021	\$18,758.64







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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT SPECIAL ACTIVITY FUND
C/O 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		\$243,466.81

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$243,464.68
	1 Credit(s) This Period	\$2.13
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$243,466.81

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$2.13
Interest Paid Year-to-Date	\$217.07

Other Credits

Date	Description	Amount
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$2.13
		1 item(s) totaling \$2.13

Daily Balances

Date	Amount
11/30/2021	\$243,466.81

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Savings

Account Number

Statement Date

10/05/2021

Page 1

Date	Transaction Description	Amount	Ending Balance
09/29/2021	Interest Deposit - INTEREST PAID 07/01 THROUGH 09/30	73.58	41,781.76

EAST STROUDSBURG AREA
SCHOOL DISTRICT
C/O CRAIG NEIMAN
50 VINE ST
EAST STROUDSBURG PA 18301

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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		\$74,807.96

Government Checking

Account Summary

Date	Description	Amount
10/30/2021	Beginning Balance	\$74,804.30
	2 Credit(s) This Period	\$3.66
	0 Debit(s) This Period	\$0.00
11/30/2021	Ending Balance	\$74,807.96

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.66
Interest Paid Year-to-Date	\$66.70

Other Credits

Date	Description	Amount
11/04/2021	REFUND SERVICE CHARGE	\$3.00
11/30/2021	INTEREST PAID 10/30 THROUGH 11/30	\$0.66
		2 item(s) totaling \$3.66

Daily Balances

Date	Amount	Date	Amount
11/04/2021	\$74,807.30	11/30/2021	\$74,807.96

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Balance Sheet Report for 2022 Period 5



Account Number	Description	Period Net Change	Account Balance
00-0000-010-000-000-000-0000-0000-0000-0000-0000-	AP Cash - TREASURY FUND	(4,377,851.98)	15,663,464.43
Assets		Total Assets	15,663,464.43
00-0000-001-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From General Fund	4,377,851.98	(15,663,464.43)
00-0000-002-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Special Activi	4,051,339.98	(27,502,980.54)
00-0000-003-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Capital Reserv	4,553.53	16,648.49
00-0000-004-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Cafeteria Fun	418,613.81	11,996,362.12
00-0000-005-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Student Activi	(85,703.25)	(40,096.45)
00-0000-006-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Concession Sta	4,522.10	(33,326.13)
00-0000-007-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Private - Purp	(5,332.35)	(34,023.39)
00-0000-008-000-000-000-0000-0000-0000-0000-0000-	Due To/Due From Investment Tru	(30.04)	7,086.78
Liabilities		Total Liabilities + Fund Balance	(15,663,464.43)
		4,377,851.98	

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Balance Sheet Report for 2022 Period 5



Account Number	Description	Period Net Change	Account Balance
Assets			
10-0000-010-000-00-000-000-000-0000-0000-	AP Cash - GENERAL FUND	4,540,178.28	147,823,401.75
10-0103-020-000-00-000-000-000-0000-0000-	Cash Petty Cash	(4,051,339.98)	27,502,980.54
10-0111-011-000-00-000-000-000-0003-0003-	Investment PLGIT	0.00	350.00
10-0111-011-000-00-000-000-000-0009-0009-	Investment Liquid Asset PSDLAF	670,064.22	4,261,548.99
10-0121-012-000-00-000-000-000-0013-0013-	Delinquent Taxes Receivable	7,920,311.55	90,908,031.73
10-0121-012-000-00-000-000-000-0014-0014-	Delinquent Taxes Interim	0.00	14,302,160.94
10-0121-012-000-00-000-000-000-0015-0015-	Taxes Receivable Tax Claim Dif	0.00	192,293.77
10-0142-014-000-00-000-000-000-0023-0023-	State Subsidies Receivable	0.00	(3,046,644.57)
10-0143-014-000-00-000-000-000-0026-0026-	Federal Subsidies Receivable	0.00	2,423,624.72
10-0155-015-000-00-000-000-000-0034-0034-	Due from Employees	0.00	8,961,085.58
10-0155-015-000-00-000-000-000-0035-0035-	Due from Use of Facility	430.55	20,382.81
10-0155-015-000-00-000-000-000-0036-0036-	Due from Students & Misc	0.00	430.55
10-0181-018-000-00-000-000-000-0041-0041-	Prepaid Expenses Arbitrpay	0.00	13,296.22
10-0101-020-000-00-000-000-000-0019-0019-	Cash ESSA PayPal	647.27	33,969.70
10-0101-020-000-00-000-000-000-0025-0025-	Cash ESSA W/C Escrow	2.63	1,022.36
10-0101-020-000-00-000-000-000-0028-0028-	Cash ESSA Fernwood Escrow	0.34	300,073.68
10-0101-020-000-00-000-000-000-0200-0200-	Cash- 1st. Keystone Comm. Bank	61.70	38,568.66
10-0121-012-000-00-000-000-001-0013-0013-	Assessed Appeal Taxes Rec	0.00	250,296.03
Liabilities			
10-0000-042-000-00-000-000-000-0000-0000-	Accounts Payable	(2,097,623.63)	(34,630,040.85)
10-0402-040-000-00-000-000-000-0032-0032-	Due to Capital Reserve	(335.96)	(982,041.63)
10-0421-039-000-00-000-000-000-0043-0043-	Account Payable CDL class	0.00	(10,000,000.00)
10-0421-039-000-00-000-000-000-0044-0044-	Account Payable Donation	0.00	(7,620.00)
10-0462-046-000-00-000-000-000-0083-0083-	Federal Withholding Contracts	72.00	(792.00)
10-0462-046-000-00-000-000-000-0086-0086-	PA State Withholding	0.00	(5,362.50)
10-0462-046-000-00-000-000-000-0087-0087-	PA Unemployment WH	0.00	0.31
		(3,315.33)	(6,504.21)
Total Assets			
Total Liabilities			

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2021

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
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ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
1110 Regular	57,291,316	57,283,683	15,339,026.86	4,226,313.52	909,362.85	41,035,293.22	28.4%
1190 Federal	2,280,155	2,280,155	650,249.79	184,768.74	552.50	1,629,352.71	28.5%
1191 Federal Wages	0	0	19,084.77	.00	.00	-19,084.77	100.0%
1192 Summer Program	0	0	222,807.95	73.44	.00	-222,807.95	100.0%
1200 Special	71,823	165,809	188,326.22	42,861.74	4,080.00	-26,597.53	116.0%
1211 LifeskillSupp	2,745,534	2,733,644	722,301.59	197,328.07	29,157.25	1,982,185.65	27.5%
1221 Deaf/Hearing	187,000	187,000	73,676.96	18,419.24	.00	113,323.04	39.4%
1224 Blind/Visually	117,402	117,402	43,294.17	11,862.83	.00	74,107.83	36.9%
1225 SpeechLang	1,114,452	1,114,452	383,831.37	100,353.08	1,559.64	729,060.99	34.6%
1231 EmtSupp	4,248,903	4,249,685	1,108,544.11	308,225.55	5,319.30	3,135,821.39	26.2%
1232 Emotional Support PRRI	0	0	13,610.60	.00	.00	-13,610.60	100.0%
1233 ArtisticSupp	1,108,000	1,108,000	403,693.34	100,372.43	.00	704,306.66	36.4%
1241 LearningSupp	13,774,533	13,691,655	3,594,026.71	1,038,185.95	22,822.64	10,074,805.47	26.4%
1243 GiftedSupp	349,007	349,007	119,967.57	35,258.32	1,712.51	227,326.92	34.9%
1260 PhysicalSupp	460,000	460,000	181,098.52	45,274.63	.00	278,901.48	39.4%
1270 Handicap	618,000	618,000	174,643.52	43,660.88	.00	443,356.48	28.3%
1280 EIntervent	88,708	88,708	37,885.07	11,035.27	.00	50,822.93	42.7%
1281 DeveloppDelaySupport	2,500	2,500	.00	.00	.00	2,500.00	0%
1290 OSpecProg	5,502,000	5,502,000	423,833.55	-3,617.29	310,874.49	4,767,341.96	13.4%
1360 BusinessEd	933,122	933,122	244,009.74	73,810.74	477.75	688,634.51	26.2%
1390 OthVoEdProg	2,000,000	2,000,000	930,718.00	111,348.00	987,168.00	82,114.00	95.9%
1410 Drivers'Ed	249,184	249,184	62,739.65	18,791.96	.00	186,444.35	25.2%
1430 Homebound Instruction	35,314	35,314	1,089.60	1,089.11	.00	34,224.40	3.1%
1441 Adjudicated Court Place	275,000	275,000	1,898.40	.00	.00	273,101.60	0%
1442 Alt Edu Program	600,000	600,000	163,226.05	39,955.80	100,315.04	336,458.91	43.9%
1450 AfterschoolProg	0	0	.00	.00	50,715.00	-50,715.00	100.0%
1500 Nonpublic School Prog	18,000	18,000	5,355.88	.00	21,981.26	-9,337.14	151.9%
1801 Pre-K Instruction	3,278	3,278	24,352.35	.00	.00	-21,074.35	742.9%
2111 Dir of Pupil Svc	365,329	376,516	150,272.35	26,253.87	2,796.83	223,446.37	40.7%
2119 SPVstuservOther	431,854	418,997	117,445.58	34,482.89	10,613.25	250,938.00	40.1%
2120 Guidance	3,629,020	3,629,020	1,134,789.51	235,350.75	2,476.09	2,471,754.35	31.9%
2140 Psychological Services	933,701	933,972	235,439.78	57,550.28	1,779.70	696,752.14	25.4%
2143 Psychological Services	0	1,400	1,400.00	.00	.00	.00	100.0%
2144 Psychotherapy Services	930,000	930,000	62,087.08	15,521.77	.00	867,912.92	6.7%
2160 Social Work Services	613,069	613,069	91,192.66	18,366.10	.00	521,876.34	14.9%
2170 Student Acct Services	646,936	646,936	236,191.08	46,862.26	2,435.16	408,310.21	36.9%
2190 Oth Pupil Per	252,970	252,920	49,637.32	11,581.27	.00	203,282.68	19.6%
2250 Library	1,659,751	1,668,268	493,797.64	132,245.19	43,155.49	1,131,315.19	32.2%
2260 Instr&CurrDev	941,858	941,858	309,134.67	67,151.64	.00	632,723.33	32.8%
2271 StaffDevCert	179,918	180,009	126,426.76	5,916.00	7,055.00	46,527.24	74.2%
2280 NonpublicSuppService	300	300	.00	.00	52.14	247.86	17.4%
2310 BoardSvc	471,016	471,016	120,674.48	2,317.00	165,443.23	-154,101.71	216.7%
2330 TaxAssess&Collect	131,013	131,013	66,615.55	18,913.34	3,225.00	401,172.45	14.8%
2350 Legal Services	480,000	480,000	126,283.46	27,232.21	2,247.82	351,468.72	26.8%

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2021

FOR 2022 05

ACCOUNTS FOR: General Fund

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2360 Office Superintendent	1,069,727	1,069,727	398,617.24	79,080.53	478.20	670,631.56	37.3%
2370 Community Relations Svc	127,403	127,403	.00	.00	.00	127,403.00	.0%
2380 Principal	6,303,481	6,303,385	2,319,460.10	483,140.97	27,658.64	3,956,266.39	37.2%
2390 Other Admin Svcs	40,000	40,000	7,445.87	.00	1,767.33	30,786.80	23.0%
2420 Medical Svcs	1,739,654	1,739,654	462,815.89	128,590.75	33,138.95	1,243,699.16	28.5%
2430 Dental Svcs	150,976	150,976	40,723.66	11,278.21	538.05	1,109,714.29	27.3%
2450 NonpublHlthSvs	56,389	56,389	13,152.23	4,205.58	148.71	43,088.06	23.6%
2490 Other Health Service	117,747	117,747	46,256.32	9,314.66	.00	71,490.68	39.3%
2511 Supervisor Of Fiscal	198,732	198,732	81,701.77	16,496.49	.00	117,030.23	41.1%
2514 Payroll Services	238,653	238,653	89,752.36	18,039.25	.00	148,900.64	37.6%
2515 Financial Acct Service	1,240,843	1,241,091	550,921.47	65,276.99	4,375.78	685,793.92	44.7%
2611 Supervision-Op/Maint	407,079	407,079	157,790.82	31,735.42	.00	249,288.18	38.8%
2620 Oper/Bldg	11,540,843	11,542,503	4,725,024.02	894,853.03	504,705.25	6,312,773.33	45.3%
2630 Grounds	414,500	414,500	47,555.61	3,021.00	9,788.30	357,156.09	13.8%
2660 Security	2,814,894	2,814,894	951,074.00	261,588.31	14,951.98	1,848,867.73	34.3%
2711 Adm-Trans -Head	133,912	133,912	51,542.06	10,486.54	.00	82,369.94	38.5%
2719 Spv-Trans -Other	426,853	426,853	173,242.94	37,549.20	.00	253,610.06	40.6%
2720 Vehicle Operation Svc	8,360,856	8,360,856	2,388,535.92	675,337.17	635,371.17	5,336,948.91	36.2%
2740 VehicleSvc&Maint	427,947	427,947	219,052.02	47,153.62	62,658.62	146,236.36	65.8%
2750 Nonpublic Trans	465,200	465,200	145,519.03	45,002.38	.00	319,680.97	31.3%
2831 Spv of Staff Services HR	214,238	214,238	86,774.57	16,595.56	.00	127,463.43	40.5%
2832 Recruit & Place	200	200	.00	.00	.00	200.00	0%
2833 StaffAccessry	365,249	365,249	175,681.65	26,070.49	240.96	189,326.59	48.2%
2834 SDevNonInstCert	71,050	71,050	9,310.84	366.12	544.00	61,195.16	13.9%
2836 SDevNonInstCert	51,230	49,570	7,793.60	953.60	2,460.00	39,316.36	20.7%
2840 DataProcess	263,634	263,634	213,697.57	7,319.38	1,237.83	48,698.94	81.5%
2841 Supervisor Itec	234,547	234,547	85,063.31	16,070.22	.00	149,483.69	36.3%
2844 Operations Svcs	3,685,536	3,685,288	1,295,609.46	124,457.55	272,641.45	2,117,036.65	42.6%
2850 Liaison Svcs	141,492	141,492	57,153.66	10,908.86	.00	84,338.34	40.4%
2910 UNDEFINED	50,000	50,000	.00	.00	.00	50,000.00	0%
3210 StudentActivity	489,976	490,737	193,460.35	140,815.15	1,903.63	295,373.02	39.8%
3250 Athletics	2,339,927	2,339,927	771,010.24	286,251.90	160,582.02	1,608,335.14	36.7%
4600 Bldg Imp	87,097	87,097	34,011.93	9,274.58	53,027.56	57.51	99.9%
5110 Debt Service	0	0	.00	.00	19,771.00	-19,771.00	100.0%
5130 Refund Prior Yr Rev	15,846,179	15,846,179	13,591,187.07	.00	.00	2,254,991.88	85.8%
5800 Suspense Account	260,000	260,000	175,666.73	15,400.00	.00	84,333.27	67.6%
5900 Budgetary Reserve	0	0	447,494.31	30,328.43	10,000.00	-457,494.31	100.0%
6111 Current Real Estate Tax	11,000,000	10,998,360	-85,996,989.42	-3,418,359.91	.00	10,998,360.00	94.8%
6112 Interim Real Estate Tax	-90,744,021	-90,744,021	771,010.24	-10,408.20	.00	-4,747,031.58	75.3%
6113 PURTA-Public Utility Realty T	-65,000	-65,000	-48,953.78	.00	.00	-16,046.22	80.3%
6114 Pay In Lieu -St/Local	-125,000	-125,000	-100,347.01	.00	.00	-24,652.99	71.3%
6143 Local Service Tax - LST	-100,000	-100,000	-71,257.47	.00	.00	-28,742.53	31.0%
6151 Current Act 511 EIT	-75,000	-75,000	-23,282.71	-5,166.30	.00	-51,717.29	44.3%
	-3,800,000	-3,800,000	-1,682,086.04	-673,446.33	.00	-2,117,913.96	

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2021

FOR 2022 05

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10 General Fund							
6153 Curr Act 511 Real Est	-1,000,000	-1,000,000	-674,047.19	-143,530.75	.00	-325,952.81	67.4%
6411 Delinquent Real Estate	-9,000,000	-9,000,000	-4,358,877.29	-1,329,419.15	28.00	-4,641,150.71	48.4%
6510 Interest on Invest	-100,000	-100,000	-14,878.52	-2,976.45	.00	-85,121.48	14.9%
6710 Admissions	-35,000	-35,000	-18,612.00	-494.00	.00	-16,388.00	53.2%
6740 Fees	-2,000	-2,000	-857.00	-547.00	.00	-1,143.00	42.9%
6830 Rev From Intermed-Fed	-5,000	-5,000	.00	.00	.00	-5,000.00	0%
6832 Federal Idea Revenue	-1,053,806	-1,053,806	-680,231.00	.00	.00	-373,575.00	64.5%
6910 Rentals	-55,000	-55,000	-22,319.84	-13,159.08	.00	-32,680.16	40.6%
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%
6980 Rev from Community Serv	0	0	-111,000.00	-111,000.00	.00	111,000.00	100.0%
6990 MiscRevenue	0	0	-21.88	-6.87	.00	21.88	100.0%
6991 RefundPriorYrReceipt	-20,000	-20,000	-9,688.24	.00	.00	-10,311.76	48.4%
6999 Other Revenues Misc	-100,000	-100,000	-19,030.85	-5,035.27	.00	-80,969.15	19.0%
7111 Basic Education	-18,274,681	-18,274,681	-5,337,498.00	.00	.00	-12,937,183.00	29.2%
7112 Basic Ed Fund-Social Security	-2,798,677	-2,798,677	-1,425,614.89	-729,218.93	.00	-1,373,062.11	50.9%
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	-2,243,670.00	-747,890.00	.00	-2,749,968.00	44.9%
7311 Pupil Transportation Subsidy	-2,900,000	-2,900,000	-343,315.00	.00	.00	-2,556,685.00	11.8%
7312 NonPublic&CharterTransp	100,000	-100,000	.00	.00	.00	-100,000.00	0%
7320 Rent & Sink Fund Pymt	-1,375,500	-1,375,500	-871,286.33	-1,235.94	.00	-504,213.67	63.3%
7330 Health Services/ Act 25	-155,000	-155,000	-136,149.54	-136,149.54	.00	-18,850.46	87.8%
7340 State Prop Tax Reduction Allo	-4,345,813	-4,345,813	-4,345,813.20	.00	.00	-18,850.46	100.0%
7361 School Safety & Security Gran	0	0	-227,573.91	.00	.00	227,573.91	100.0%
7505 Ready To Learn Grant	-1,248,758	-1,248,758	-1,248,758.00	.00	.00	.00	100.0%
7820 State Share Retire Cont	-12,790,467	-12,790,467	-4,157,924.23	22,988.18	.00	-8,632,542.77	32.5%
8110 Payments, Fed Impacted	-625,000	-625,000	-82,154.00	.00	.00	-542,846.00	13.1%
8514 NCLB-Title I	-2,103,914	-2,103,914	-837,645.14	-300,559.14	.00	-1,266,268.86	39.8%
8515 NCLB-Title II	-263,596	-263,596	-85,768.25	-37,656.58	.00	-177,827.75	32.5%
8516 NCLB-Title III	-25,574	-25,574	-22,400.61	-18,692.70	.00	-3,173.39	87.6%
8517 NCLB-Title IV	-143,402	-143,402	-31,956.21	-20,486.00	.00	-111,445.79	22.3%
8732 Arra-Qscbs	-54,900	-54,900	-27,783.97	.00	.00	-27,116.03	50.6%
8733 UNDEFINED	-25,100	-25,100	-12,718.58	.00	.00	-12,381.42	50.7%
8741 ESSER - COVID-19	-10,000,000	-10,000,000	-91,533.00	.00	.00	-9,908,467.00	9.9%
8743 ESSER II	0	0	-6,256,497.98	-5,571,077.14	.00	6,226,497.98	100.0%
8749 Other CARES Act Funding	0	0	-15,977.87	-1,106.87	.00	15,977.87	100.0%
8810 Med Assst Reimb Access	-1,563,694	-1,563,694	-1,270,850.12	.00	.00	-292,843.88	81.3%
8820 Med Assst Reimb Trans	-80,000	-80,000	-101,423.56	.00	.00	21,423.56	126.8%
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	-161.32	.00	.00	-124,838.68	.1%
TOTAL General Fund	4,528,817	4,528,817	-64,448,175.07	-2,442,554.65	4,505,345.37	64,471,646.97	-1323.6%
TOTAL REVENUES	-172,788,143	-172,788,143	-122,976,953.95	-13,254,633.97	28.00	-49,811,217.05	
TOTAL EXPENSES	177,316,960	177,316,960	58,528,778.88	10,812,079.32	4,505,317.37	114,282,864.02	

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East Stroudsburg Area SD, PA



YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2021

FOR 2022 05

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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GRAND TOTAL 4,528,817 4,528,817 -64,448,175.07 -2,442,554.65 4,505,345.37 64,471,646.97-1323.6%

** 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: 610.866.3000 Fax: 610.861.0181

INVOICE

No. 53946
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

High School North Roof Replacement - Forensic Investigation
287010.1
For Services Rendered From September 25, 2021 To October 29, 2021

01 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$12,600.00	\$10,952.83	94.13	\$907.51

02 - Contingency Fee

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$10,000.00	\$0.00	0.00	\$0.00

INVOICE TOTAL \$907.51

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53602	8/27/2021	\$0.00	\$405.00	\$0.00	\$0.00	\$405.00
53768	9/24/2021	\$2,535.01	\$0.00	\$0.00	\$0.00	\$2,535.01
Total Prior Billing		\$2,535.01	\$405.00	\$0.00	\$0.00	\$2,940.01

278

V.I.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. 53947
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

High School North Sanitary Liner Replacement
287017
For Services Rendered From September 25, 2021 To October 29, 2021
DEI Fee = \$38,488.35 (7% of Construction Cost \$549,833.60)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$38,488.35	\$38,488.35	100.00	\$0.00

01 - DEP Application for Public Water Service

Professional Services

Task	Hours	Rate	Amount
Engineer In Training Submittal Review	2.50	90.00	\$225.00
Total Professional Services for 01			\$225.00

Reimbursables

Subconsultant	Unit Rate	Qty	Markup	Amount
Kleinfelder Inv #001346381 - Laboratory analysis of water for disposal confirmation	2,500.00	1.00	1.05	\$2,625.00
Total Reimbursables for 01				\$2,625.00
Total Charges for 01				\$2,850.00

Reimb - Reimbursable Submission Fees

INVOICE TOTAL \$2,850.00

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53604	8/27/2021	\$0.00	\$598.04	\$0.00	\$0.00	\$598.04
Total Prior Billing		\$0.00	\$598.04	\$0.00	\$0.00	\$598.04

279



INVOICE

TERMS: NET 30 DAYS or Contract Terms
Finance Charge on Past Due Amount
1.5%/month (18% APR) may apply

East Stroudsburg School District
50 Vine Street
East Stroudsburg, PA 18301

Remit To: Kleinfelder
P. O. Box 51958
Los Angeles, CA 90051-6258

Invoice Date: 9/29/2021
Invoice No: 001346381
Client No: 130510
Project No: 20222746.001A
Bill Thru Date: 9/26/2021
Project Manager: Trevor Dombach

Total Due This Invoice: \$2,500.00

Project Name: East Stroudsburg Lagoon
Billing Period: 8/30/2021 To 9/26/2021

Total Fee	2,500.00		
Percent Complete	100.00	Total Earned	2,500.00
		Previous Fee Billing	0.00
		Current Fee Billing	2,500.00

Please Pay This Invoice Amount : \$2,500.00

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. 63948
10/29/2021

East Stroudsburg Area School District

60 Vine Street
East Stroudsburg, PA 18301
Craig Neiman

High School South Pool Repairs
287024
For Services Rendered From September 25, 2021 To October 29, 2021
DEI Fee: \$2,500 + 7% of \$380,750 = \$29,152.50

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$29,152.50	\$27,694.88	98.00	\$874.57

INVOICE TOTAL \$874.57

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53605	8/27/2021	\$0.00	\$1,457.62	\$0.00	\$0.00	\$1,457.62
53769	9/24/2021	\$1,457.63	\$0.00	\$0.00	\$0.00	\$1,457.63
Total Prior Billing		\$1,457.63	\$1,457.62	\$0.00	\$0.00	\$2,915.25

281

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. 53949
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Neiman

High School North & Lehman I.S. Window Replacement
287025
For Services Rendered From September 25, 2021 To October 29, 2021

DEI Fee: \$4,000 + 7% of \$560,000 = \$43,200

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$43,200.00	\$34,458.61	85.16	\$2,331.42

INVOICE TOTAL \$2,331.42

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53606	8/27/2021	\$0.00	\$4,320.00	\$0.00	\$0.00	\$4,320.00
53770	9/24/2021	\$2,058.61	\$0.00	\$0.00	\$0.00	\$2,058.61
Total Prior Billing		\$2,058.61	\$4,320.00	\$0.00	\$0.00	\$6,378.61

282

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. 53950
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

Lehman I.S. & Bushkill E.S. Flooring Replacement
287026
For Services Rendered From September 25, 2021 To October 29, 2021

DEI Fee: 7% of \$873,178 = \$61,122.46

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$61,122.46	\$58,066.34	98.00	\$1,833.67

INVOICE TOTAL \$1,833.67

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53807	8/27/2021	\$0.00	\$6,112.24	\$0.00	\$0.00	\$6,112.24
53771	9/24/2021	\$3,056.13	\$0.00	\$0.00	\$0.00	\$3,056.13
Total Prior Billing		\$3,056.13	\$6,112.24	\$0.00	\$0.00	\$9,168.37

283

V.I.D.L



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

INVOICE
No: 53951
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

H.S. North & Smithfield E.S. Flooring Replacement
287029
For Services Rendered From September 25, 2021 To October 29, 2021
Estimated DEI Fee: 7% of \$675,000 = \$47,250

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$47,250.00	\$0.00	10.00	\$4,725.00

INVOICE TOTAL \$4,725.00

284

V.L.D. 7



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

INVOICE

No. 53952
10/29/2021

East Stroudsburg Area School District

60 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

<p>H.S. North Natatorium Roof Replacement</p> <p>287030</p> <p>For Services Rendered From September 25, 2021 To October 29, 2021</p> <p>Estimated DEI Fee: 7% of \$729,500 = \$51,065</p>

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$51,065.00	\$0.00	10.00	\$5,106.50

INVOICE TOTAL \$5,106.50

285

V.I.D. 8



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

INVOICE
No. 53953
10/29/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

H.S. South Turf Field Replacement
287031
For Services Rendered From September 25, 2021 To October 29, 2021
Estimated DEI Fee: 7% of \$700,000 = \$49,000

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$49,000.00	\$0.00	10.00	\$4,900.00

INVOICE TOTAL \$4,900.00

286

V.I.D.9



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

INVOICE
No. 54140
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

High School North Sanitary Liner Replacement
287017
For Services Rendered From October 30, 2021 To November 26, 2021

DEI Fee = \$47,098.00 (7% of Construction Cost \$549,833.60 + Change Order #1 \$123,000.00)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$47,098.00	\$38,488.35	100.00	\$8,609.65

01 - DEP Application for Public Water Service

Reimb - Reimbursable Submission Fees

INVOICE TOTAL \$8,609.65

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53947	10/29/2021	\$2,850.00	\$0.00	\$0.00	\$0.00	\$2,850.00
Total Prior Billing		\$2,850.00	\$0.00	\$0.00	\$0.00	\$2,850.00

287

VI. D. 10



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

INVOICE

No. 54141
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

High School South Pool Repairs
287024
For Services Rendered From October 30, 2021 To November 26, 2021
DEI Fee: \$2,500 + 7% of \$380,750 = \$29,152.50

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$29,152.50	\$28,569.45	99.00	\$291.53

INVOICE TOTAL \$291.53

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53769	9/24/2021	\$0.00	\$1,457.63	\$0.00	\$0.00	\$1,457.63
53948	10/29/2021	\$874.57	\$0.00	\$0.00	\$0.00	\$874.57
Total Prior Billing		\$874.57	\$1,457.63	\$0.00	\$0.00	\$2,332.20

288

V.I.D. II



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

INVOICE

No. 54142
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

J.M. Hill Entrance Vestibule Renovation
287028
For Services Rendered From October 30, 2021 To November 26, 2021

DEI Fee: \$2,500 + 7.5% of \$138,286 = \$12,871

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$12,871.00	\$12,613.58	99.00	\$128.71

INVOICE TOTAL \$128.71

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53772	9/24/2021	\$0.00	\$386.13	\$0.00	\$0.00	\$386.13
Total Prior Billing		\$0.00	\$386.13	\$0.00	\$0.00	\$386.13

289

V.I.D.12



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

INVOICE
No. 54143
11/26/2021

East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

H.S. North & Smithfield E.S. Flooring Replacement
287029
For Services Rendered From October 30, 2021 To November 26, 2021
Estimated DEI Fee: 7% of \$676,000 = \$47,250

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$47,250.00	\$4,725.00	40.00	\$14,175.00

INVOICE TOTAL \$14,175.00

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53951	10/29/2021	\$4,725.00	\$0.00	\$0.00	\$0.00	\$4,725.00
Total Prior Billing		\$4,725.00	\$0.00	\$0.00	\$0.00	\$4,725.00

290

V.I.D.13



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

INVOICE

No. 64144
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

H.S. North Natatorium Roof Replacement
287030
For Services Rendered From October 30, 2021 To November 26, 2021
Estimated DEI Fee: 7% of \$729,500 = \$51,065

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$51,065.00	\$5,106.50	40.00	\$15,319.50

INVOICE TOTAL \$15,319.50

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53952	10/29/2021	\$5,106.50	\$0.00	\$0.00	\$0.00	\$5,106.50
Total Prior Billing		\$5,106.50	\$0.00	\$0.00	\$0.00	\$5,106.50

291

V.I.D.-14



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

INVOICE

No. 54145
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Neiman

H.S. South Turf Field Replacement
287031
For Services Rendered From October 30, 2021 To November 26, 2021

Estimated DEI Fee: 7% of \$700,000 = \$49,000

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$49,000.00	\$4,900.00	50.00	\$19,600.00

INVOICE TOTAL \$19,600.00

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53953	10/29/2021	\$4,900.00	\$0.00	\$0.00	\$0.00	\$4,900.00
Total Prior Billing		\$4,900.00	\$0.00	\$0.00	\$0.00	\$4,900.00

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V.I.D.15



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

INVOICE

No. 64146
11/26/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Neiman

High School North Natatorium HVAC Replacement
287033
For Services Rendered From October 30, 2021 To November 26, 2021
Estimated DEI Fee: 7.5% of \$200,000 + \$2,500 = \$17,500

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$17,500.00	\$0.00	30.00	\$5,250.00

INVOICE TOTAL \$5,250.00

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APPLICATION FOR PAYMENT

V1.E.1

CAP702
Page 1 of 2

PROJECT

2021-018
ESASD High School North and Lehman
Intermediate School Window
Replacement

Application No: 2021-018 NOV 30, 2021 NOV 30, 2021 MAY 25, 2021
 Project No: 6 NOV 30, 2021 NOV 30, 2021 MAY 25, 2021

OWNER

D&M Construction Unlimited Inc
1513 Upper Forge Pond Rd
Clarks Summit, PA 18411

CONTRACT

D'Huy Engineering, Inc
One East Broad Street, Suite 310
Bethlehem, PA 18018

Application No: 2021-018 NOV 30, 2021 NOV 30, 2021 MAY 25, 2021
 Project No: 6 NOV 30, 2021 NOV 30, 2021 MAY 25, 2021

Contractor's Application for Payment

Application is made for payment as shown below, with attached Continuation Sheet.

1. Original Contract Amount: \$ 560,000.00
2. Net of Change Orders: \$ 0.00
3. Net Amount of Contract: \$ 560,000.00
4. Total Completed & Stored to Date: \$ 290,673.37
5. Retainage Summary:
 - a. 10.00 % of Completed Work \$ -29,067.34
 - b. 10.00 % of Stored Material \$ 0.00

6. Total Completed Less Retainage: \$ 261,516.03
7. Less Previous Applications: \$ 205,617.93
8. Current Payment Due, This Application: \$ 55,898.10

9. Contract Balance (Including Retainage): \$ 298,483.97

APPROVED	ADDITIONS	SUBTRACTIONS
Total previously approved	0.00	0.00
Total approved this Month:	0.00	0.00
Sub Totals:	0.00	0.00
NET OF CHANGE ORDERS	0.00	0.00

To Owner(Signature)

Software by: PEM Software Systems, Inc. 1-800-903-4315 Copyright 2016 ©

CONTRACTOR'S CERTIFICATION:

The Contractor's signature here certifies that, to the best of their knowledge this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that all payments have been made for work on previous Applications for Payment and also that the Current Payment is Due.

(Authorizing Signature) [Signature]
 D&M Construction Unlimited Inc

Date: NOV 30, 2021
 State Authorized: Pennsylvania
 County of: _____

Subscribed and sworn to before me this 30 day of November
 Notary Public: [Signature]
 My Commission expires May 28, 2023

Commonwealth of Pennsylvania - Morray
 BRITTANY VAN WERT, Notary Public
 Lackawanna County
 My Commission Expires May 28, 2023
 Commission Number 1290956

ARCHITECT'S CERTIFICATION:

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

AMOUNT CERTIFIED: \$ 55,898.10 Date: 12/1/21
 Architect's Signature: [Signature]

This Certificate is not negotiable. The Amount Certified is payable only to the Contractor named herein. Insurance, payment and accessories of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

From Contractor(Signature) [Signature]

APPLICATION FOR PAYMENT - CONTINUATION SHEET

For: ESASD
 50 Vine Street
 East Stroudsburg, PA 18301
Project: 2021-018
 ESASD High School North and Lshman
 Intermediate School Window
 Replacement
Application No: 6
Application Dates: 11/30/2021
Period To: 11/30/2021
Contract Dates: 5/25/2021
Architects/Project#:

A Item No	B Description of Work	C Contract Value	D Work Completed		E This Period	F Materials Presently Stored (Not in D, or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (G-G)	I Retainage (If Variable Rate)
			From Previous Application (D+E)	% (G/C)					
1	General Conditions & Site Supervision	50,000.00	15,000.00	5,000.00	0.00	20,000.00	30,000.00	2,000.00	
2	Bonds and Insurance	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00	850.00	
3	Mobilization/Demobilization	15,000.00	10,500.00	0.00	0.00	10,500.00	4,500.00	1,050.00	
4	Demo of Existing System	94,380.00	56,628.00	4,719.00	0.00	61,347.00	33,033.00	6,134.70	
5	Secure Opening	24,800.00	16,120.00	0.00	0.00	16,120.00	8,680.00	1,612.00	
6	Storefront Curb Work	10,000.00	6,500.00	0.00	0.00	6,500.00	3,500.00	650.00	
7	Storefront, Curtain Wall, & Door Hardware material	157,300.00	23,595.00	47,180.00	0.00	70,785.00	86,515.00	7,078.50	
8	Storefront, Curtain Wall & Door Hardware Installation	62,920.00	9,438.00	0.00	0.00	9,438.00	53,482.00	943.80	
9	Storefront Water Test	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00	
10	Masonry Repairs	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00	1,000.00	
11	Clerestory Roof Work	30,000.00	21,000.00	0.00	0.00	21,000.00	9,000.00	2,100.00	
12	Insulation, Drywall, Paint, & Metal Panels	18,000.00	12,600.00	0.00	0.00	12,600.00	5,400.00	1,260.00	
13	4" Metal Stud Framing with Plywood	40,000.00	18,000.00	4,000.00	0.00	22,000.00	18,000.00	2,200.00	
14	Wood Blocking	12,000.00	6,600.00	1,209.00	0.00	7,800.00	4,200.00	780.00	
15	Project Allowance	24,600.00	13,983.37	0.00	0.00	13,983.37	10,616.63	1,398.34	
16	CO-001 Through Wall Flashing Cost charged to Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		560,000.00	228,484.37	62,109.00	0.00	290,573.37	269,426.63	29,057.34	

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Progress Estimate

Contractor's Application

For (contract): High School North Liner Replacement		Application Number: 003											
Application Period: Thru 11/30/21		Application Date: 12/1/21											
A Item		B		C Work Completed		D This Period		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)	
Specification Section No.	Description	Scheduled Value	From Previous Application (C + D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)					
1	Mobilization	7,833.60	7,833.60			7,833.60	100	0					
2	Earthwork / General Site Work	54,500.00	27,250.00	27,250.00		54,500	100	0					
3	Supply Secondary & Primary Geomembrane	175,000.00	175,000.00			175,000.00	100	0					
4	Supply Geocomposite	115,000.00	115,000.00			115,000.00	100	0					
5	Leak Detection Piping & Sump - North Pond	22,000.00	22,000.00			22,000.00	100	0					
6	Install Secondary Geomembrane Liner - North Pond	25,000.00	25,000.00			25,000.00	100	0					
7	Install Geocomposite - North Pond	22,000.00	22,000.00			22,000.00	100	0					
8	Install Primary Geomembrane - North Pond	25,083.20	25,083.20			25,083.20	100	0					
9	Leak Detection Piping & Sump - South Pond	22,000.00		22,000.00		22,000.00	100	0					
10	Install Secondary Geomembrane Liner - South Pond	25,000.00		25,083.20		25,000.00	100	0					
11	Install Geocomposite - South Pond	22,000.00		22,000.00		22,000.00	100	0					
12	Install Primary Geomembrane - South Pond	25,083.20		25,000.00		25,083.20	100	0					
13	Quantity Allowance 1	5,500.00						5,500.00					
14	Quantity Allowance 2	3,833.60						3,833.60					
COR#1	Lagoon Content Transfer / Removal	123,000.00	26,600	96,400.00		123,000.00	100	0					
Totals		672,833.60	445,766.80	217,733.20		663,500.00	98.6	9,333.60					

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Progress Estimate - Lamp Sum Work

Contractor's Application

For (Contract):		Plumbing Construction		Application Number:	2			
Application Period:		11/1/2021-11/30/2021		Application Date:	11/19/2021			
Specification Section No.	Description	B	C		E	F	G	
			Scheduled Value (\$)	From Previous Application (C+D)				This Period
	Bonds and Insurance	\$4,000.00					100.0%	
	MSE Filters - Material	\$7,000.00					100.0%	
	MSE Piping and Accessories - Material	\$8,000.00					50.0%	\$4,000.00
	MSE sump pump and piping - Material	\$2,000.00					100.0%	
	MSE wall pump replacement	\$7,000.00					100.0%	
	MSE Filters - Labor	\$8,000.00						\$3,000.00
	MSE Piping and Accessories - Labor	\$3,000.00						\$3,000.00
	MSE sump pump and piping - Labor	\$2,000.00						\$2,000.00
	Restia Filters - Material	\$7,000.00					100.0%	
	Restia Piping and Accessories - Material	\$13,000.00					50.0%	\$7,500.00
	Restia wall pump replacement	\$8,000.00					100.0%	
	Restia backwash tank - Material	\$33,000.00		\$53,000.00			100.0%	
	Restia Filters - Labor	\$5,000.00						\$5,000.00
	Restia Piping and Accessories - Labor	\$5,000.00					50.0%	\$2,500.00
	Restia backwash tank - Evaluation and Backfill	\$24,540.00		\$24,540.00			100.0%	
	Start-up and Commissioning	\$2,000.00					50.0%	\$1,000.00
	Allowances	\$54,480.00		\$17,230.00			50.0%	\$17,230.00
	Totals	\$170,600.00		\$77,270.00		\$122,770.00		\$47,250.00

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V.I.C.2

PROPOSAL

Quote Number: 3458
 Quote Date: Dec 6, 2021
 Page: 1

Voice: 570-629-2433
 Fax: 570-629-3572

Quoted To:
 EAST STROUDSBURG HIGH SCH SOUTH
 ATTN: ACCOUNTS PAYABLE
 50 VINE STREET
 EAST STROUDSBURG, PA 18301

Customer ID	Good Thru	Payment Terms	Sales Rep
EAST STROUDSBURG SO	1/5/22	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
12.00	MISCELLANEOUS	MERMADE 30 X 60 VACUUM DE FILTER LEAF COMPLETE WITH COVER	569.00	6,828.00
24.00	MISCELLANEOUS	MERMADE DE FILTER LEAF CLAMP ASSEMBLY STAINLESS STEEL HARDWARE	33.17	796.08
1.00	SV EQUIPMENT INS	SERVICE CALL: REMOVE GRIDS FROM POOL VACUUM DE SYSTEM, REPLACE WITH NEW GRIDS COMPLETE WITH NEW COVERS, REINSTALL WITH NEW LEAF CLAMP ASSEMBLIES.	510.00	510.00

Subtotal	8,134.08
Sales Tax	
TOTAL	8,134.08

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

Accepted by: _____ Date: _____

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EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A STUDENT ACTIVITY – 2019-2020

1. NAME OF ORGANIZATION: North HS Reading Olympics
2. CHOOSE FROM ONE (1) OF THE FOLLOWING:
Renewal of a Previously-Approved Student Activity Account x Establish a New Student Activity Account
Account # 80-0496-049-000-3-819-510-000-8084 Account # (TBD) _____
3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
Reading Olympics is a club to inspire students to become lifelong readers. The purpose of tis activity is to encourage participants to read more than they currently do, to read a greater variety of books, and to enjoy the excitement of reading and talking about literature.
4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
The team format encourages students to share the challenge of reading the selection of books with their friends and work as a member of a team in the spirit of healthy competition.
5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) Team captains are selected for each team and these captains serve vital roles during the competition as the leader for each group. _____
6. FUND RAISING:
 - a. Will this organization raise funds? Yes x No
 - b. If "yes", briefly describe typical fund-raising activities and who will be involved.
Turkey wars, catalog sales, read-a-thons, casual for causes
7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Transportation to competitions, purchase meals for competition day, team shirt, registration costs for competitions.
8. FINANCIAL DEPENDENCE:
 - a. Will this organization require any financial assistance or facilities and equipment to be provided by the General Fund? Yes x No
 - b. If "yes", briefly describe the assistance needed and whether it is a continuing, year-to-year need.
If the general fund could cover the cost of transportation to competitions as it does for PIAA extra curriculans, the students involved in this extra curricular would have to shoulder less of the burden in fundraising several hundred dollars a year to be able to travel to the spring competition. This group is a relatively small group of students so fundraising is difficult.
9. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made) The students of this club conduct fundraising and help to organize the funds. The advisor completes the paperwork to ensure the funds are allocated correctly.

Date Submitted: 12/1/2021

Submitted by: Catherine Schroth - Advisor

Advisor's Signature: Catherine Schroth

Print Name: Catherine Schroth

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EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: Technology Education STEM club at JT Lambert Intermediate School

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account

Account # 2963 Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

The goal of our club is to increase student interest in science, technology, engineering, and mathematics (STEM). The club is structured to give students an overall experience of the engineering process.

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

Each year our club participates in several competitions. STEM competitions are a great way to enhance personal development, leadership, and career opportunities in science, technology, engineering, and math (STEM)

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) Club will be organized by the advisor.

6. FUND RAISING:

a. Will this organization raise funds? Yes No

b. If "yes", briefly describe typical fund-raising activities and who will be involved.

Club members will sell snacks outside of school. Advisor is open to fundraising ideas.

7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)

Our club will fundraise to alleviate the cost of travel, registration, meals, and lodging associated with the competitions.

8. FINANCIAL DEPENDENCE:

a. Will this organization require any financial assistance or facilities and equipment to be provided by the General Fund? Yes No

b. If "yes", briefly describe the assistance needed and whether it is a continuing, year-to-year need.

9. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)

Advisor will work with department chair and administration.

Date Submitted: 11/1/21 Submitted by: Phil Lazowski

11/15/21

Advisor's Signature: [Signature]

Print Name: Phil Lazowski

Co-Advisor's Signature: [Signature]

Print Name: Maria Lazowski

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: EHN School Store

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account

Account # 2993

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To supply school supplies and school spirit wear to students, faculty & staff

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
opportunity to purchase various items while in school

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)
Store is open during 3rd block lunches it is staffed by the transition student

6. FUND RAISING:
a. Will this organization raise funds? Yes No
b. If "yes", briefly describe typical fund-raising activities and who will be involved.

7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Funds that are raised are put back into the store for the purchase of additional items

8. FINANCIAL DEPENDENCE:
a. Will this organization require any financial assistance or facilities and equipment to be provided by the General Fund? Yes No
b. If "yes", briefly describe the assistance needed and whether it is a continuing, year-to-year need.

9. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)
Sal Lapadula is responsible for the business operations at the store All documents are shared on Google Drive with Administration as well as the transition teachers/ Coordinator.

Date Submitted: 11/18/21 Submitted by: [Signature]

Advisor's Signature: [Signature]

Print Name: Salvatore V. Lapadula

Co-Advisor's Signature: [Signature]

Print Name: Renee Stevens

Principal's Signature: [Signature]

Date: 12/3/21

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO CLOSE SPECIAL ACTIVITY

1. NAME OF CLUB/TEAM: EHS CHEERLEADING CLUB

2. CLUB/TEAM ACCOUNT #: A/C# 29- 30-820-5030

3. CLUB/TEAM ADVISOR: ASHLEY MARRONE & JENNIFER LONGO

4. REASON FOR CLOSING: (Briefly describe why this organization is being disband)
CLOSING ACCOUNT TO OPEN A BOOSTER CLUB.

5. DISPOSITION OF FUNDS:

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


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

Balance as of (date): _____

b. What disposition will be made of these funds?

6. REQUEST SUBMISSION:

Date submitted: 12/15/2021 Anticipated board approval date: 12/20/2021

Approval of Sponsoring Principal:  12-15-21

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

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

Date: _____ Secretary: _____

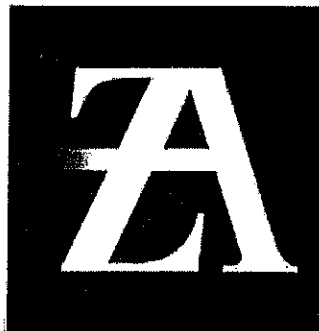
****SUBMIT ORIGINAL PLUS ONE (1) COPY TO SPONSORING PRINCIPAL****

Zelenkofske Axelrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

**PROPOSAL TO PROVIDE
PROFESSIONAL AUDITING SERVICES FOR
EAST STROUDSBURG AREA SCHOOL DISTRICT
FOR THE YEARS ENDING
JUNE 30, 2019, 2020, 2021 AND OPTION YEARS 2022 AND 2023**



**ZELENKOFKSKE AXELROD LLC
830 SIR THOMAS COURT
SUITE 100
HARRISBURG, PA 17109
PHONE: (717) 561-9200
FAX: (717) 561-9202**

MAY 15, 2019

**CONTACT PERSONS -- JEFFREY WEISS, CPA
PARTNER
jweiss@zallc.org
(717) 561-9200 x5202**

**PATRICK KIRK, CPA, CGFM, CGMA
PRINCIPAL
pkirk@zallc.org
(717) 561-9200 x5003**

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www.zallc.org



Zelenkofske Axelrod LLC
CERTIFIED PUBLIC ACCOUNTANTS
EXPERIENCE | EXPERTISE | ACCOUNTABILITY

PROFESSIONAL AUDITING SERVICES
FOR
EAST STROUDSBURG AREA SCHOOL DISTRICT

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Zelenkofske Axlerod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

May 15, 2019

Mr. Thomas McIntyre
Chief Financial Officer
East Stroudsburg School District
50 Vine Street
East Stroudsburg, PA 18301

Dear Mr. McIntyre:

We are pleased to present our proposal to perform the annual audit of the East Stroudsburg Area School District ("School") for the years ending June 30, 2019, 2020, 2021 and option years 2022 and 2023, and we are committed to performing the work within the required time period.

We fully recognize the extent and complexities of the services required and are confident that our firm has the ability to provide the highest quality professional services to the School. Our proposal is being submitted in response to your Request for Proposal (RFP) document, and we are committed and agree to provide the services listed in the RFP within the required time period and stated deadlines, and accept the terms, conditions, requirements and scope of work detailed in the RFP.

We are uniquely qualified to provide the requested services to the School for the reasons enumerated below:

- **Firm:** We are a regional CPA firm with a management team that has the Big 4 experience. Our partners and principals on this engagement have worked in Big 4 firms and have brought their experience to Zelenkofske Axlerod LLC to grow our audit practice to where it is today. In addition, Zelenkofske Axlerod is well known in the government and non-profit industry (the "Public Sector"), not only at the local level but also at the state level. **We are a member of PASBO and currently perform audits of several schools in Pennsylvania.**
- **Expertise:** We are experts in serving the Public Sector. ZA is a niche firm providing services to only the Public Sector. We provide services to governments and not-for-profits year-round, not just "outside of busy-season".
- **Specialized Staffing:** Our staff includes a group of individuals who, before joining our Firm, have worked in the governmental industry. They came to ZA to specialize in serving Public Sector clientele, and we have brought these individuals together to service the School.
- **Proven Experience:** Our audit approach as described in detail later in this document is proven effective and efficient as we have successfully utilized this strategy in our Public Sector audits.
- **Leadership:** Our engagement leadership team has extensive experience with the complexity and magnitude of audits and financial statements qualifying for the GFOA Certificate of Achievement. Jeffrey Weiss, Engagement Partner, and Kimberly Stank, Concurring Partner, have extensive experience with governmental financial statements.
- **Knowledge:** The engagement team has substantial knowledge of systems and processes of governmental entities. This understanding will provide an audit with minimal disruption to the School staff. This translates into significant savings to the School by reducing the hidden costs and increased burdens on School personnel necessary when systems, processes, functions, and activities need to be documented and are completed by individuals with little knowledge about Public Sector entities.

830 Sir Thomas Court, Suite 100, Harrisburg, PA 17109
3800 McKnight East Drive, Suite 3805, Pittsburgh, PA 15237
34745 Burbage Road, Frankford, DE 19945

2370 York Road, Suite A-5, Jamison, PA 18929
420 Chinquapin Round Road, Suite 2-i, Annapolis, MD 21401
210 Tollgate Hill Road, Greensburg, PA 15601

www.zallic.org

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Zelenkofske Axcelrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

Mr. Thomas McIntyre
Chief Financial Officer
East Stroudsburg School District
May 15, 2019
Page 2

- **Locations:** ZA is a regional CPA firm with offices in Harrisburg, Jamison, Pittsburgh and Greensburg, Pennsylvania; Frankford, Delaware; and Annapolis, Maryland.
- **Quality:** The quality of our work is second-to-none, particularly in the Government and Not-for-Profit Industries. This fact is evidenced in many ways, but independently supported through our most recent Peer Review, which included review of specific governmental engagements and not-for-profit organizations, resulting in the highest rating of pass.
- **Reputation:** Members of our Firm are frequent presenters and attendees at industry and association conferences including the AICPA, PICPA, the County Commissioners Association of Pennsylvania, the Pennsylvania State Association of County Controllers, the Association of Government Accountants, the Government Finance Officers Association, Mid-Atlantic Inter-Governmental Audit Forum, Pennsylvania Department of Human Services, the Pennsylvania State Association of Township Supervisors, and PANO.
- **We are not just auditors:** We are trained and experienced business consultants and advisors. While conducting your audit, we identify opportunities to improve operations from several standpoints including control structure design and function as well as performance based measurements. These opportunities are delivered to you in well-structured communication with management, which can be used as a roadmap for the prioritization of corrective action.
- **Year round availability:** Communication throughout the year is an important aspect of the audit cycle. We are available throughout the year to answer any questions.

I, Jeffrey Weiss, as signer of this letter, am authorized to represent the firm, empowered to submit this proposal and authorized to contract with the East Stroudsburg Area School District. Our proposal is valid for a period of 90 days from the date the proposals are opened. Please feel free to contact me, if you have any questions or additional needs. We look forward to committing the resources of our firm to service the East Stroudsburg Area School District.

Sincerely,

Jeffrey Weiss, CPA
Partner
Zelenkofske Axcelrod LLC

Jeffrey Weiss, CPA
Partner
Zelenkofske Axcelrod LLC
830 Sir Thomas Court, Suite 100
Harrisburg, PA 17019
Phone: (717) 561-9200 ext. 5202
Fax: (717) 561-9202
Email: jweiss@zallc.org

Patrick Kirk, CPA, CGFM, CGMA
Principal
Zelenkofske Axcelrod LLC
830 Sir Thomas Court, Suite 100
Harrisburg, PA 17019
Phone: (717) 561-9200 ext. 5003
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Email: pkirk@zallc.org



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PROFILE OF THE AUDIT FIRM

A. Background Information

Zelenkofske Axelrod LLC, (ZA) is regional CPA firm with offices in Harrisburg, Pittsburgh, Greensburg, Jamison, Pennsylvania; Frankford, Delaware; and Annapolis, Maryland that specializes in providing auditing, accounting and consulting services to Public Sector entities. In those offices, we employ over 55 professional and supportive staff all of which spend 100% of their time servicing our Public Sector clients. ZA does not have any obligations or interest that conflict with the best interests of the School. The following individual will be authorized to make representations on ZA's behalf:

Jeffrey Weiss, CPA
Partner
Zelenkofske Axelrod LLC
830 Sir Thomas Court, Suite 100
Harrisburg, PA 17019
Phone: (717) 561-9200 ext. 5202
Fax: (717) 561- 9202
Email: jweiss@zallc.org

ZA's growth over the years has been through industry specialization, and the industry we have focused on is the Public Sector. ZA is unique in that we have the capabilities and resources to accommodate a broad range of quality services and deliver them in a timely, responsive and cost-effective manner. Moreover, we are truly "committed" to our clientele. Our hands on, get involved approach, combined with a keen sensitivity to our clients' needs, has proven a major factor in the development and success of both our firm and our clients' businesses.

The engagement team will be comprised of two partners and a technical resource principal that will serve as the management team. The field team will be on-site for the audit and will consist of a senior and an associate assigned on a full time basis, with supervision from the partner. Engagement team continuity is an important aspect of an efficient audit and will be maintained as much as possible. The key engagement team is more detailed in the Staffing section of this proposal.

B. Range of Services

1) Audit Capabilities

We are leaders in providing accounting and auditing services to Public Sector entities of all types and that is why so many of these entities, large and small, engage our services. Not all CPA firms specialize in the accounting and auditing standards that govern these entities. **We do!**

Our engagement team members have completed at least 120 Continuing Professional Education (CPE) hours in the last three years in accounting and auditing, with at least 24 of those hours being in governmental auditing and accounting, in order to learn more about the governmental sector, and to comply with the continuing education requirements specified by



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Government Auditing Standards ("Yellow Book") for audits of organizations receiving federal financial assistance.

2) Management Consulting Capabilities

ZA's consultants can explore your particular management needs, problems and concerns. We can devise strategies to help you realize your goals. We can analyze your information systems and procedures to ensure their efficiency and cost-effectiveness. We can help you identify and resolve potential management or operational problems early on, before they become unmanageable. We can isolate existing problem areas and offer practical solutions.

3) Other Capabilities

Unlike many traditional accounting firms, ZA is unique in that we have a group of individuals who have actually worked in the Public Sector. They not only know the accounting and auditing aspects of Public Sector entities, they know how they work. In addition, these individuals have been involved on the ground floor of such issues as performance measures and performance auditing within the Public Sector. This type of capability permits ZA to provide value added services to its Public Sector clients by allowing us to show them how to measure and manage the use of diminishing resources to ensure that desired services and outcomes are achieved.

C. Governmental Services Structure

ZA's Practice has expanded over the years through its commitment to its clientele and name recognition in the Public Sector. ZA is unique in that we have the capabilities and resources to accommodate a broad range of quality services and deliver them in a timely, responsive and cost-effective manner. Moreover, we are truly "committed" to our clientele. Our hands on, get involved approach, combined with a keen sensitivity to our clients' needs, has proven a major factor in the development and success of both our firm and our clients' businesses.

Our firm believes that an engagement pertaining to a particular industry requires the engagement team assigned have the technical experience of the industry. Management and engagement personnel assigned to Public Sector engagements have worked in the Public Sector and are experienced and qualified to perform the engagements. The School audits will be conducted by an engagement team from ZA that has the knowledge and practical experience that is unique to the government industry. Specifically, our staff has a working knowledge of the following:

- AICPA Publication, *Audits of State and Local Governmental Units*
- The Single Audit Act of 1984 (as amended 1996) and the Uniform Guidance Act
- GFOA Certificate of Achievement for Excellence in Financial Reporting
- The GAO - *Governmental Auditing Standards* and amendments
- The GAO - *Guidelines for Financial and Compliance Audits of Federally Assisted Programs*
- Compliance Supplement for Single Audits of State and Local Governments
- Governmental Accounting Standards Board (GASB) pronouncements
- Pennsylvania Department of Education Manual of Accounting and related regulations, guidelines, bulletins, and issued directives.
- Pennsylvania Public School Code



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D. Grant Funding Experience

Federal and State grant funding is a major source of a government's funding, and we believe it is imperative to describe our knowledge related to these funding streams. Through our governmental and not-for-profit client base, we have extensive audit experience with respect to Title I, Title II: Improving Teacher Quality, Special Education Cluster (IDEA), Child Nutrition Cluster, and other Pennsylvania Department of Education grant programs.

Our staff is well versed in the operation of grant programs. We understand the regulations, the complex compliance issues, and we have assisted our clients in maximizing grant funding. In addition, we have been able to intercede on behalf of our clients with various granting agencies to resolve issues to the benefit of our clients. We take great pride in keeping up-to-date with the latest issues affecting our clients and we are currently assisting them with the changes necessary to operate in accordance with various grant programs.

Our experience and knowledge with respect to grant programs clearly sets us apart from our competition and demonstrates our commitment of the highest quality of services to our clients. We know and understand your operations, and as such, we can be far more than your auditors. We can be your financial advisors and consultants to assist you in carrying out your mission more effectively and efficiently.

E. Quality Control

ZA's quality control system entails various levels of review. The engagement partner and manager will monitor and review the audit work as the audit is being conducted. Before the audit report is released, a second partner that is experienced in the Public Sector will review the report and other documents to evaluate the professional excellence of the audit and then give concurrence as to the propriety of the accountants' reports. As part of our quality control process, ZA performs an internal inspection on a selection of engagements each year to determine they meet all industry and internal standards.

F. Professional Development

ZA provides a minimum of 40 hours of training seminars annually for our professional staff and our clients. In addition, specialized training in the area of governmental auditing and reporting is conducted to satisfy *Government Auditing Standards*. The professionals assigned to our audits have completed the required specialized training in governmental auditing and reporting for each of the last three years. This requirement includes completion of at least 120 hours of continuing professional education over the three (3) year period.

G. Federal and State Reviews

Audit reports filed with the state and other federal agencies in the past three years have been accepted with no material findings or comments. In addition, there have been no disciplinary actions taken or pending against ZA during the past three (3) years by any state regulatory bodies or professional organizations.



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H. Proactive Resolution of Technical Issues

ZA evaluates clients for any technical issues from the audit planning process throughout the finalization of the engagement. Any issues that are identified are researched and a resolution is presented to the client. In addition, constant communication is maintained between the audit team members and other issues identified during the audit are mutually resolved among the audit team. Resolution of client issues during the audit process is performed on a continuous basis and not at the end of the audit. **Audit findings that arise during the audit are discussed with the School management as audit work is performed in order to obtain resolution early in the audit process.**

I. Timelines

ZA has various governmental clients that need to meet specific filing deadlines for federal and state funding purposes as well as the GFOA certificate of achievement program. ZA has strived to, and has met, these deadlines. This is supported by our retention of clients over the years. ZA will meet the deadlines listed in the IFP, for each year of the contract.

J. Communication and Cost Containment

Clear communication between the School management and ZA helps us tailor professional services to your changing needs. We want to be aware of your concerns and encourage you to use us as a critical sounding board to obtain an independent perspective.

Frequent contact with management enables us to keep abreast of developments within the School, the Public Sector and the broader economy. Our relationship with you is not an annual encounter, but rather a continuing relationship throughout the year. We encourage management to discuss issues with us as they arise, or if they prefer, at regular prearranged meetings.

As the audits progress, we may identify issues that affect your results or are important for your meeting objectives. By reporting these matters to the School management and making appropriate recommendations, we enhance the value of our audit service. Frequent contact and communication with management on matters relevant to you is a prerequisite to providing valuable services.

Our relationship depends on our engagement team maintaining regular contact with management. Through regular contact, we are better able to:

- Understand your needs and expectations
- Respond appropriately
- Maximize the value of our audit to you
- Contain costs

We do not bill extra fees for time spent providing advice. We do not bill, for example, for routine calls throughout the year to offer advice or for attending meetings with the client to help resolve an issue. However, we do follow the independence standards that do not allow us to provide certain services to audit clients. When an instance occurs where the School may need



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services, we cannot provide due to independence standards, we will help give advice to the School to ensure they receive the best services at a reasonable price.

K. Partner Involvement

We believe timely and active management team involvement is perhaps the most important factor for delivering top-quality services. ZA is known for having greater partner and manager involvement on its engagements than other larger firms. Partner and manager involvement with the School is critical to our service delivery. No other firm can offer you the depth and experience of senior management devoted to the needs of the School.

L. GASB Statements

ZA is a member of the AICPA Governmental Audit Quality Control Center and reviews all memoranda and exposure drafts that relate to governmental accounting and financial reporting. We hold in-house sessions to discuss these topics and the impact they may have on our clients. In addition, our governmental team is proactive in the implementation of new GASB Statements, and we work with our clients so that GASB Statements are implemented in accordance with the standards.

M. Membership

The American Institute of Certified Public Accountants (AICPA) is committed to helping its members achieve the highest standards in performing quality audits. To help CPAs meet the challenges of performing quality audits for clients in this complex area, the AICPA offers firm-based voluntary membership centers for firms that perform audits. Zelenkofske Axelrod LLC is a dedicated member of the following quality centers:

- AICPA Private Companies Practice Section (PCPS)
- AICPA Governmental Audit Quality Center
- AICPA Employee Benefit Plan Audit Quality Center
- AICPA/PCPS Center for Plain English Accounting

N. Government Organizations

Since we specialize in the Public Sector, we are involved in many government and not-for-profit organizations not only as an associate member, but we also participate as presenters on various topics like Uniform Guidance and GASBs. The organizations are as follows:

- Government Audit Quality Center
- Pennsylvania GFOA
- Maryland GFOA
- Delaware League of Municipalities
- Maryland Association of Counties
- Pennsylvania County Commissioners



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- Pennsylvania County Controllers
- Pennsylvania Association of Township Supervisors
- Association of Government Accountants
- Association of Pennsylvania Municipal Managers
- Mid-Atlantic Intergovernmental Audit Forum
- Maryland Municipal League
- Pennsylvania Associate of Nonprofit Organization
- Pennsylvania Association of School Business Officials

O. GFOA Certificate Program

As detailed in Section D of the Profile of the Audit Firm Section of our proposal, we perform audits of several governmental clients that have received the GFOA Certificate for Excellence in Financial Reporting. ZA has multiple team members who are members of the GFOA Certificate Program Special Review Committee.

P. Governmental Accounting Issues

ZA's philosophy pertaining to governmental accounting issues is to be proactive with our clients and make them aware of new GASB Pronouncements that will impact the financial reporting of the government in the future. ZA takes the lead in implementation of new GASBs and does the research to determine the impact on our governmental clients financial reporting. We have worked with financial advisors on the impact of swap transactions on financial reporting as well as actuaries to determine the impact of the pension and OPEB GASB Pronouncements on financial reporting.

Q. Leadership in School Audits

As detailed in our proposal, ZA performs audits of several schools in Pennsylvania, and our audit team has also performed audits of educational entities in other states. ZA specializes in serving the government industry, which includes schools. ZA is a member of PASBO and a frequent speaker in various governmental organizations on current governmental accounting and auditing topics including GASB 67 and 68 as well as Uniform Guidance. With our specialty in the government industry, we are able to bring value-added services to our government clientele.

R. Training

ZA is known as a leader in the government industry and as a result of this, we are frequent speakers at the PA County Controllers Association Conferences as well as conferences for the Intergovernmental Audit Forum and the PICPA. ZA has provided training for our current governmental clients on current GASB topics as well as Single Audit, Uniform Guidance, Accounting for Debt and other accounting and financial reporting issues. Current clients are invited to attend our in-house training that covers upcoming issues in the government industry.



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SUMMARY OF QUALIFICATIONS

A. Understanding of the Engagement

We understand that the District is requesting the following services and we are committed to performing the audit in the specified time period.

1. Scope of Audit

Audit all programs of the School including but not limited to the general fund including athletics, cafeteria fund, student and special activity fund, enterprise fund, private-purpose fund, special revenue fund, capital reserve fund, debt service fund, construction fund and Federal programs.

We shall observe and review the adequacy of the School's systems of internal control. If material weaknesses are noted, appropriate recommendations shall be reviewed with the Business Manager and the Superintendent of Schools prior to the inclusion in a management letter to the Board of Education of the School.

We shall complete the audit no later than October 15 of each year with the final printed audit report available no later than December 15 of each year.

The audit shall comply with the Single Audit Act implemented by the Federal Office of Management and Budget in accordance with Uniform Guidance and any subsequent pronouncements, as applicable.

a. Non-Federal Programs

The audit will encompass a financial and internal control audit of the financial records and systems of the School for each covered school year ending June 30th. The audit report must give an opinion on the fair presentation of the School's general purpose financial statement in accordance with generally accepted accounting principles and must include a review of the internal controls of the School's accounting systems.

b. Federal Programs

The audit will encompass a financial and compliance audit as outline in the Single Audit Act of 1984, as amended. For a review of each program's compliance, we will use OMB's Compliance Supplement for Single Audits of State and Local Governments, AICPA and PDE Audit guidelines. We shall design our own procedures to supplement existing audit steps in order to form an opinion.

We shall perform sufficient work to issue a report and render an opinion. All audit work, which can be performed on existing records, must be completed in accordance with the pertinent audit guidelines. Any findings, material weaknesses, instances of material noncompliance, significant deficiencies,



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and questioned or recommendations for disallowance shall be disclosed, in addition to recommendation for corrective action. All reports shall contain the appropriate Opinion and Disclaimer of Opinion in accordance with current auditing guidelines.

2. Audit Standards

The audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures as considered necessary to express such opinions and to render the required reports.

3. Other Services

The School may request additional services to be rendered. Services are to be provided based upon an agreed to price prior to the start of additional services being rendered.

The School may request additional meetings with us to discuss items note directly related to the audit, the accounting and reporting of which items may impact future year audits. Attendance at these meetings shall be provided at no additional cost to the School.

B. Our Firm

As detailed in the Profile of the Audit Firm section of our proposal, ZA is a regional firm specializing in the public sector.

C. Staffing

Our staff includes professionals who have worked in the Public Sector and understand the technical requirements in addition to the accounting and reporting issues that make it such a specialized area of the accounting profession. Our firm has professionals with the knowledge and practical experience that is unique to the Public Sector. We have assembled a team of professionals who specialize in government and not-for-profit accounting, auditing, reporting, and consulting.

ZA's turnover in staff is minimal and, as a result, we are able to maintain the continuity of the audit team from year to year on engagements.

The following individuals are part of our engagement management team. Partners, Managers and other supervisory staff may be changed if those personnel leave the firm, are promoted or assigned to another office. These personnel may also be changed for other reasons with the express prior written permission of the School. However, in either case, the School retains the right to approve or reject replacements. Other audit personnel may be changed at our



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discretion provided replacements have substantially the same or better qualifications or experience.

Jeffrey Weiss, CPA – Engagement Partner
Kimberly Stank, CPA, CGMA – Concurring Partner
Patrick Kirk, CPA, CGFM, CGMA – Technical Resource Principal
Derek Schroeder, CPA – Manager
Rachael Hosking - Senior

All of our CPAs are registered and licensed to practice as a Certified Public Accountant in Pennsylvania. In addition, all of our CPAs and, in fact, all of our professional staff members have accounting degrees from reputable 4-year universities. At this time, we have not identified specific staff to be assigned to audit but we anticipate using one staff member on the engagement. The engagement team and, in fact, all of our professional staff have completed 120 hours of continuing professional education, the educational requirements of *Government Auditing Standards* in the last three years.

Unlike many large firms, ZA Partners and Managers interact with our clients on a day-to-day basis to address accounting and audit issues and help to resolve the issues. Client relations are an important part of client service in our firm and, as a result, we have a good track record for client retention. We establish an open communication with each of our clients by being proactive on issues versus reactive.



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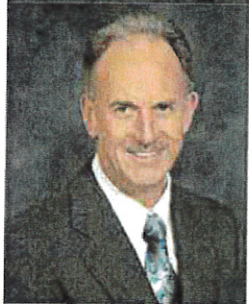
Jeffrey Weiss, CPA, is a Partner at Zelenkofske Axlerod LLC. As Engagement Partner, Jeff is responsible for the audit team assigned to the audit, and for ensuring timely completion and review of audit fieldwork. Mike serves in this capacity for several similar governmental entities, including Bucks County, Chester County, Allentown School District, Jim Thorpe School District and various charter schools and has extensive experience with our CAFR clients.



Kimberly Stank, CPA, CGMA, is a Partner at Zelenkofske Axlerod LLC. As Concurring Partner, Kim is responsible for independently reviewing the financial statements to verify that they are in conformity with applicable guidelines. Kim serves in this capacity for several similar governmental entities, including Chester County, Selinsgrove School District, Shenandoah Valley School District, Mifflinburg Area School District, Lewisburg Area School District, and other government clients and has extensive experience with our CAFR clients.



Patrick Kirk, CPA, CGFM, CGMA, is a Principal at Zelenkofske Axlerod LLC. As a Technical Resource Principal, Pat will be available to address technical issues on the engagement. Pat serves in this capacity for numerous engagements including Central Dauphin School District, York School District, Mifflinburg School District, Chester County, Bucks County, Lower Paxton Township and Silver Spring Township and has experience with CAFR clients that receive the GFOA Certificate.



Derek Schroeder, CPA, is a Manager at Zelenkofske Axlerod LLC. As a Manager, Derek will be responsible for the day-to-day fieldwork of the audit, for supervision of the staff assigned to the engagement, and for the preparation of the financial statements and single audit report. Derek will be assume the day to day responsibility of managing and supporting the audit. Derek performs these functions for various clients throughout the year, including York County, Tioga County, Selinsgrove School District and various other governmental clients.



Rachael Hosking is a Senior at Zelenkofske Axlerod LLC. As a Senior, Rachael will be responsible for the day to day fieldwork of the audit, for supervision of the staff assigned to the engagement, and for the preparation of the Financial Statements. Rachael performs these functions for several clients throughout the year, including Bucks County HealthChoices, City of Allentown, Jim Thorpe School District, and Allentown School District.





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D. Government Experience

ZA has extensive experience in consulting and audit services to Public Sector entities for over 20 years, including the following:

- Allegheny County (CAFR and Single Audit)
- Bucks County (Single Audit, Nursing Home and CAFR)
- Bucks County Water and Sewer Authority (CAFR)
- Chester County (Single Audit and CAFR)
- York County (Single Audit, Nursing Home and CAFR)
- Westmoreland County (Single Audit, Nursing Home and CAFR)
- Dauphin County (Single Audit, Nursing Home, Tax Collector Audits, District Court Audits, CAFR)
- Millcreek Township School District (Financial and Single Audit)
- Erie City School District (Financial and Single Audit)
- Sharon City School District (Financial and Single Audit)
- Woodland Hills School District (Financial and Single Audit)
- Gateway School District (Financial and Single Audit)
- Brownsville Area School District (Financial and Single Audit)
- Penn-Trafford School District (Financial and Single Audit)
- Hempfield Area School District (Financial and Single Audit)
- Derry Area School District (Financial and Single Audit)
- Mt. Pleasant Area School District (Financial and Single Audit)
- Yough School District (Financial and Single Audit)
- Somerset Area School District (Financial and Single Audit)
- Central Westmoreland Career and Technology Center (Financial and Single Audit)
- Allentown School District (Financial and Single Audit)
- Sellinsgrove Area School District (Financial and Single Audit)
- Central Dauphin School District (Financial and Single Audit)
- Jim Thorpe Area School District (Financial and Single Audit)
- Mifflinburg Area School District (Financial and Single Audit)
- Northern Tioga School District (Financial and Single Audit)
- Shenandoah Valley School District (Financial and Single Audit)
- School District of the City of York (Financial and Single Audit)
- Lawrence County (Financial and Single Audit)
- Armstrong County (Financial and Single Audit)
- Indiana County (Financial and Single Audit)
- Fayette County (Financial and Single Audit)
- Greene County (Financial and Single Audit)
- Jefferson County (Financial and Single Audit)
- Swatara Township (CAFR and Financial Audit)
- Philadelphia Performing Arts Charter School (Single Audit)
- Philadelphia Charter School for Arts and Sciences (Single Audit)

E. Peer Review

We have included on page 15 a copy of our Firm's most recent Peer Review for the year ended June 30, 2016, that included reviews of governmental and not-for-profit engagements. The peer review resulted in the highest rating of *pass*.



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F. References

We have listed below some of our current and most school district clients as references:

<u>Client</u>	<u>Scope of Work</u>	<u>Date of Work</u>	<u>Client Contact</u>
Central Dauphin School District	Financial and Single Audit	2010 To Present	Karen McConnell Director of Business Affairs 717-545-4703
York City School District	Financial and Single Audit	2010 To Present	Shawn Hain Accounting Manager 717-849-1258
Millcreek Township School District	Financial and Single Audit	2013 To Present	Aaron O'Toole Director of Finance 814-835-5300
Selinsgrove School District	Financial and Single Audit	Year End 6-30-11 to Present	Jeff Hummel Business Manager 570-374-1144
Shenandoah School District	Financial and Single Audit	Year End 6-30-2011 to Present	Anthony Demalis Business Manager 570-462-1936

We have included on pages 16 through 18 client recommendation letters.

G. Quality Control Programs

ZA provides a minimum of 40 hours of in-house training seminars annually for the professional staff. In addition, specialized training in the area of governmental auditing and reporting is conducted to satisfy government and other auditing standards. Furthermore, our professionals serving our government sector attend AICPA, PICPA and specialized conferences to stay abreast of the latest developments in government accounting, financial reporting and auditing. The professionals assigned to our audits have completed the required specialized training in governmental auditing and reporting for each of the last three years. This requirement includes completion of at least 120 hours of continuing professional education over the three (3) year period that includes 24 hours required by *Government Accounting Standards*.

System Review Report

November 4, 2016

To the Members of
Zelenkofske Axelrod LLC
and the Peer Review Committee of the Pennsylvania Institute of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of **Zelenkofske Axelrod LLC** (the firm) in effect for the year ended June 30, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of **Zelenkofske Axelrod LLC** in effect for the year ended June 30, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. **Zelenkofske Axelrod LLC** has received a peer review rating of *pass*.

Davis Kinard & Co, PC

Certified Public Accountants



Selinsgrove Area School District

Jeffrey H. Hummel, Business Manager
401 North 18th Street, Selinsgrove, PA 17870-1198
(570) 372-2210 phone • (570) 372-2222 fax
www.seal-pa.org

March 6, 2017

To Whom It May Concern:

Zelenkofske Axelrod, LLC (ZA) has been the local auditor for the Selinsgrove Area School District since 2012. The scope of their services has been to audit our basic financial statements and to provide technical assistance in completing the entity-wide financial statements.

The firm provides first-rate service to the district. Their personnel are always professional, prompt, and able to provide excellent guidance in preparation of our financial statements. ZA's governmental accounting expertise has enabled the district to implement all the recent Governmental Accounting Standards Board (GASB) pronouncements. They also provide recommendations to improve the overall effectiveness and productivity of our business operations.

ZA always staffs our audit with experienced people who are able to efficiently conduct the audit with a minimum of disruption to our operation. Their auditors are knowledgeable and easy to work with in completing the audit and they have always produced the final audit report in a timely manner.

I highly recommend Zelenkofske Axelrod, LLC without reservation to any school district seeking professional audit services.

Sincerely,

A handwritten signature in blue ink that reads "Jeffrey H. Hummel".

Jeffrey H. Hummel
Business Manager

**Shenandoah Valley School District
805 West Centre Street
Shenandoah, PA 17976**

PHONE: (570)462-1936

FAX: (570) 462-4611

**Anthony P. Demalis
Business Manager**

March 23, 2017

To Whom It May Concern,

Zelenkofske Axelrod, LLC (ZA) has been the district's auditor since fiscal year ended June 30, 2012. The scope of their services has been to audit our basic financial statements including the General, Food Service, and Fiduciary Funds, and the Single Audit - Schedule of Federal Expenditures; while also preparing our PDE 2057 Annual Financial Report.

I have been the Business Manager since 2001, and have mainly dealt with Pat Kirk and his staff. I have found them to be professional, prompt, and flexible in working around our schedule. They continually made themselves accessible during the annual audit and answered any questions or concerns we had.

ZA has staffed our audit with experienced personnel in order to conduct the audit efficiently with minimum disruption to our office.

I have found their audit rates to be reasonable in the services they provide, and I would highly recommend Zelenkofske Axelrod, LLC to any school district seeking professional audit services.

Sincerely,



Anthony Demalis
Business Manager
Shenandoah Valley School District



"Blue Devils"

An Equal Opportunity School District

CENTRAL DAUPHIN SCHOOL DISTRICT

District Administration Office
600 Rutherford Road
Harrisburg, PA 17109
(717) 545-4703



Karen L. McConnell, MBA CPA
Assistant Superintendent of Finance
and Administrative Operations

March 8, 2017

To Whom It May Concern:

Zelenkofske Axelrod LLC (ZA) has been the auditor of record for the Central Dauphin School District (District) since 2010. The scope of their services has been to audit our basic financial statements and single audit – Schedule of Expenditures of Federal Awards.

Having been the Assistant Superintendent for Finance and Administrative Operations since 1999, I have dealt with many of the principals at ZA, including Pat Kirk, Cory Troutman, and Mike Samson, all of whom have provided first-rate service in a prompt and professional manner. They have continually made themselves accessible during the annual audit and are responsive to our concerns.

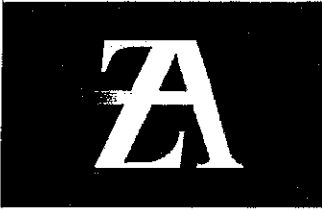
ZA has endeavored to staff our audit with experienced people who are able to efficiently conduct the audit with a minimum of disruption to our operation.

We routinely draw upon ZA's broad exposure to the government environment in Pennsylvania as we strive to make our organization more efficient and effective.

I recommend Zelenkofske Axelrod LLC without reservation to any local government entity seeking professional audit services.

Sincerely,

Karen L. McConnell, CPA/MBA
Assistant Superintendent for
Finance and Administrative Operations



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SPECIFIC AUDIT APPROACH

A. Audit Process

At Zelenkofske Axlerod, we use a risk-based audit methodology that emphasizes using knowledge of the entity to make the risk assessments required in connection with the financial statement audit. The more accurately an auditor assesses an entity's risks of material misstatement and noncompliance, the more likely the auditor will be to direct audit effort to those areas expected to contain risks of material misstatement and noncompliance, whether due to error or fraud, and the more assurance the auditor has that the procedures performed in response to the risk assessments will detect material misstatement and noncompliance.

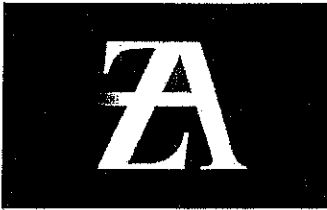
Software and Audit Documentation: Our firm utilizes CCH ProSystem fx Engagement on engagements and therefore all staff auditors have the necessary tools to complete the required audit documentation for this engagement. CCH's audit platform, Knowledge Coach, is a peer-reviewed platform that enables our audit team to efficiently and effectively complete the audit. In addition, Microsoft Excel will be used to create spreadsheets for testing of transactions along with Microsoft Word will be used to modify the reporting document and to create other workpapers.

Sampling: ZA utilizes statistical sampling techniques as an engagement tool whenever they are cost effective and adds to the overall engagement efficiency. Due to the number of transactions, it is both impractical and uneconomical to examine every record. Statistical sampling overcomes this problem by enabling us to select, with mathematical precision, the appropriate number of transactions for examination. This makes statistical sampling a powerful engagement tool because it provides us with a scientific, rather than an arbitrary means of quantifying the uncertainty inherent in an engagement.

Communication: ZA encourages and facilitates communication among the engagement team and client personnel. During the engagement, there is constant communication between staff members to discuss issues and arrive at a resolution. Issues are addressed as they arise during the engagement and not at the end. Partner and manager involvement is ongoing throughout the engagement, and therefore issues are resolved in a timely manner. Workpapers are reviewed at various levels as the engagement proceeds.

The primary drivers of our approach are:

1. Obtaining an understanding of the entity and its environment, including its internal control, sufficient to accurately assess the risks of material misstatement and noncompliance and provide a basis for designing an appropriate audit that responds to those risks.
2. Obtaining sufficient appropriate audit evidence about whether material misstatement and noncompliance or deficiencies in internal control exist through designing and performing audit procedures that are responsive to the risks identified.
3. Forming an opinion on the financial statement and each major federal program based on conclusions drawn from the audit evidence obtained.



Zelenkofske Axlerod LLC

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Our methodology is presented as eight processes, as follows:

1. Preliminary Engagement Activities;
2. Risk Assessment Procedures: Obtaining an Understanding of the Entity and Its Environment, including the Entity's Federal Program Environment;
3. Risk Assessment Procedures: Evaluating the Design of Internal Controls, including Internal Controls over Compliance;
4. Assessing the Risks of Material Misstatement and Noncompliance;
5. Designing Audit Procedures in Response to Assessed Risks;
6. Performing Audit Procedures: Tests of the Operating Effectiveness of Internal Controls, including Internal Control over Compliance;
7. Performing Audit Procedures: Substantive Tests; and
8. Evaluating, Concluding, and Reporting Procedures.

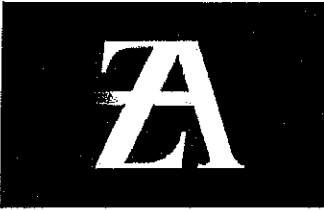
The understanding obtained in each process affects the decisions made in the next. As such, we will continually review assessments made in an earlier process based on evidence obtained in later stages of the audit.

In general, our knowledge of the entity flows through the above eight processes and affects the audit as follows:

1. Knowledge gained from preliminary engagement activities, identification of the major programs and compliance requirements applicable to major programs, and the determination of financial statement and major program materiality is used to customize the audit plan for risk assessment procedures.
2. Knowledge gained from risk assessment and other procedures is used to identify and assess the risks of material misstatement and noncompliance.
3. Knowledge gained from risk assessment procedures and the identification of risks of material misstatement and noncompliance is used to customize the audit plan for further audit procedures.
4. Evidence gained from further audit procedures is evaluated to determine whether audit risk has been reduced to an acceptably low level, and the appropriate auditor's reports are issued.

Reporting

Process: We will work closely with the School's personnel in the preparation of the financial statements and will review "draft" financial statements with them prior to issuance. Before an audit partner signs the auditor's reports, a second partner will review the draft reports and other documents to evaluate the professional excellence of the audit. This partner will then give concurrence as to the propriety of the auditor's reports. Every effort will be made for early delivery



Zelenkofske Axelrod LLC

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EXPERIENCE | EXPERTISE | ACCOUNTABILITY

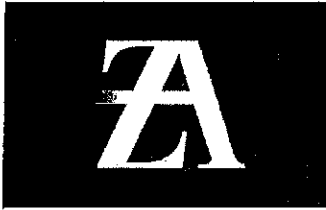
of the reports to help ensure prompt and satisfactory professional service. Furthermore, any findings or questioned costs disclosed by our audit work will be discussed with the School's designated official prior to any discussion of such findings with other interested parties.

Management letters: The issuance of management letters is equally as important as the expression of our opinion on the financial statements, and as a result, we devote considerable attention to developing the comments in these letters to management. As auditors for the School, we will be interested in their overall success as an efficient, properly controlled and cost-effective entity. Therefore, the School can expect us to contribute constructive management letter suggestions regarding internal accounting controls.

Letter to those charged with governance: Provide those charged with governance with timely observations arising from the audit that are significant and relevant to their responsibility to oversee the financial reporting process.

Project Management

We view project management as the continuous communications phase and it includes the exchange of ideas and advice as changes are considered or implemented during the engagement. Prior to the engagement starting, Zelenkofske Axelrod LLC will schedule an entrance conference. At the entrance conference, Zelenkofske Axelrod LLC will provide a time schedule for the engagement and a listing of information needed. Throughout the audit, we will keep the business administrator updated on any issues encountered on the engagement in order to obtain resolution. We propose to have weekly meeting updates with the business manager and key employees of the School to determine the status of the engagement and any issues that may delay the process and delivery of the report. At the conclusion of the audit, Zelenkofske Axelrod LLC will hold an exit conference with the School's key personnel.



Zelenkofske Axerod LLC

CERTIFIED PUBLIC ACCOUNTANTS

EXPERIENCE | EXPERTISE | ACCOUNTABILITY

B. Audit Timing

Area	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Planning meeting with the School and preliminary fieldwork.							X					
Control documentation and audit testing including single audit testing and final fieldwork.							X	X	X			
Report preparation and financials.									X	X		
Draft reports for financial and single audit.									X	X		
Finalize all reports.										X		
Monthly update meetings with the School.								X	X	X		
Post fieldwork conference with the School.										X		
Project Management								X	X	X		

C. Staffing

	Partner/ Principal	Manager	Senior	Staff	Total
Planning	3	4	5	2	14
System Evaluation	1	1	5	5	12
Testing	1	11	75	148	235
Reporting	6	11	15	-	32
Project Management	4	3	-	-	7
	<u>15</u>	<u>30</u>	<u>100</u>	<u>155</u>	<u>300</u>

D. Client Assistance

We anticipate that School personnel will provide final trial balances, provide requested audit documentation and be available for questions.

E. Management Letter

We have included, in Appendix A, a sample management letter.

**EAST STROUDSBURG AREA SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
AUDITING SERVICES**

Auditing Fee for 2018-19	\$	<u>21,750</u>
Auditing Fee for 2019-20	\$	<u>21,750</u>
Auditing Fee for 2020-21	\$	<u>22,185</u>
Optional Auditing Fee for 2021-22	\$	<u>22,615</u>
Optional Auditing Fee for 2022-23	\$	<u>23,060</u>

Additional Services - Hourly Rate:

Partner	\$	<u>250</u>	Senior Auditor	\$	<u>95</u>
Manager	\$	<u>140</u>	Staff Accountant	\$	<u>70</u>
Supervisor	\$	<u>110</u>	Paraprofessional	\$	<u>N/A</u>

Firm Name:

Zelenkofske Axelrod LLC

Form of Business Entity:

Limited Liability Corporation

Employer Identification Number:

23-3022325

Telephone:

717-561-9200

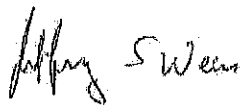
Fax:

717-561-9202

Date:

5-15-19

Authorized Signature:



Title:

Partner

Email:

jweiss@zallc.org



Zelenkofske Axcelrod LLC
CERTIFIED PUBLIC ACCOUNTANTS
EXPERIENCE | EXPERTISE | ACCOUNTABILITY

APPENDIX A



Zelenkofske Axelrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

January 29, 2019

Board of Directors

██████████ School District

In planning and performing our audit of the financial statements of ██████████ School District ("District") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, during our audit, we noted certain other operational matters that are presented for your consideration. This letter does not affect our report dated January 29, 2019, on the financial statements of the District.

I – Student Activity Accounts

During our audit, we noted that the clubs are relying on the business office too heavily for maintaining their account balances. We noted that there was a significant amount of time elapsed between the clubs receiving and depositing checks to the business office. In one instance, checks in the amount of \$2,318.50 were over 90 days old and the bank would not accept them. We would recommend to the board that they put policies in place that require checks be turned in every two weeks to prevent this issue going forward and to ensure more timely record keeping.

II – Pay for Athletic Events

During our audit, we noted that those aiding at athletic events with ticket sales were paid for their hours worked. If they were a ██████████ School District Employee the amount earned was added to the following pay period's check. If the worker who was not a ██████████ School District employee, they were given a check for the amount earned. This raises concern because the amounts are being paid out of two separate bank accounts. When the employee was paid it was being taken from the payroll bank account, however, when the non-employee was paid it was through the Athletic Fund. This method is not consistent and also raises complications in budgeting since the Athletic fund does not prepare a budget due to its size. This left the General Fund trying to estimate how much additional funds it would have to budget for employees that worked games. The best resolution is to pay all Athletic event compensation from the same account in the same manner. During the audit this matter was added to the financial committee's agenda. The resolution that was proposed was to have everyone paid as though they are ██████████ School District employees.

III – Payroll Timesheets

During our audit, we noted that the timeline for timesheets should be identified to strengthen internal control. Currently there is no deadline in place for a timesheet to be submitted to the Assistant Business Manager for any extra hours or for part time workers. The Business Department suggests the timesheets to be submitted two days prior to the payroll entry. If the timesheet is submitted after this entry then any additional hours worked are added to the following pay. By identifying a submission deadline, there is a lower chance that an employee could fraudulently add hours to their timesheet and have the hours signed off inappropriately because the supervisor, director, etc. was unable to remember the correct hours worked.

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Board of Directors
Page 2

IV – Pay Rate Changes

During our audit, we noted a lack of authorization for pay rate changes. Current changes to pay rates are entered into the accounting system by the Assistant Business Manager and become effective at the date chosen. We recommend improving internal control by adding Business Manager authorization to approve any pay changes being entered for the changes to become effective. Without modification there is a risk of allowing pay rates to be changed without approval.

V – Cash Receipts

During our audit, we noted that the district did not require a deposit slip for all receipts of monies in the Student Activity Fund. Currently when a School District building other than the Bennett Educational Service Center ("ESC") receives money or a check it sends the monies to the ESC via the school courier. There is no deposit slip written with the amount sent. These funds could potentially be taken without knowledge. Implementation of a deposit slip requirement for all monies sent via the school district courier would reduce this risk. This would also allow the Business Department to verify that the amount that they deposited is the same as the deposit slip the bank provides.

VI – Petty Cash

During our audit, we noted that the District's petty cash was not being reconciled regularly or on a timely basis. We would recommend that policies are enacted that require petty cash to be reconciled regularly and reviewed by a member of the Business Department to ensure accurate record keeping.

VII – Family Center

During our audit, we noted that the District's Family Center fund's financial records did not reflect the correct financial activity which would result in a material misstatement of the financial statements and a higher risk of fraud. The financial records did not reflect the correct financial activity; financial information had to be reworked and prepared multiple times. The District should ensure that internal control procedures over financial reporting are sufficient to identify and record all transactions in the period of benefit.

VIII – Business Department

During our audit, we noted the demands that are expected of the Business Department of [REDACTED] School District are higher than the department is staffed to handle. Currently every member of the Business Department is working more than is expected of them. They all spend a large portion of their weekends either working from the office or from home. The addition of another staff would help aid in Business Department efficiency and would improve internal control by further segregating the duties in the office.

We will review the status of these comments during our next audit engagement. We will be pleased to perform any additional study of these matters or assist you in implementing the recommendations.

Zelenkofske Axelrod LLC

Zelenkofske Axelrod LLC
Pittsburgh, Pennsylvania



**Education Improvement Tax Credit Program
Educational Improvement Organization**

Pocono Mountains United Way is an Educational Improvement Organization that provides contributions to East Stroudsburg Area School District's (ESASD) summer STEAM-R Program. The program is an innovative educational program that is offered separately from ESASD's curriculum, after public school hours, and an extension of the public-school year.

Students in grades K-5 are eligible to participate in the STEAM-R Program. The program is offered in six East Stroudsburg Area School District's elementary schools: Bushkill, East Stroudsburg, JM Hill, Middle Smithfield, Resica, and Smithfield. The program is held annually for 4 weeks in July and August.

Pocono Mountains United Way agrees to make a grant in the amount of \$10,400 to East Stroudsburg Area School District's summer STEAM-R Program.

Roxanne Powell, Director Education Initiatives Date

East Stroudsburg Area School District Date

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899


AMENDMENT TO 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, to provide web-based curriculum program licenses, originally approved on July 19, 2021 is amended as follows:

Amend the contract to include one additional Unique Learning license at \$582.24 per license. This contract shall not exceed \$8,189.40.

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	<u>12/11/21</u> _____ 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)

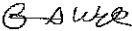
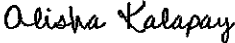
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide cloud based always on DDoS filtering protection to East Stroudsburg Area School District.

The fee for this service is \$744.76 per month, for six months. This contract will be in effect from January 1, 2022 through June 30, 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.

DocuSigned by:			
	12/08/2021	_____	_____
Dr. Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
	12/9/2021	_____	_____
Ms. Alisha L. Kalapay	Date	Federal ID Number	
Secretary to the Board			

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

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

THIS AGREEMENT is made this ____ day of December 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

Carol Deane Gardner (the "Contractor") of Diagnostician 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 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

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

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

THIS AGREEMENT is made this day of December 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

Kristen Long (the "Contractor") of Diagnostician 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 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

The contractor, **Kristen Long**, will perform diagnostician duties including compiling the following: background information, student data, health records, behavioral data, parent input, and teacher input. The information will be written and put into an evaluation/reevaluation report. The diagnostician will consult with the assigned school psychologist. 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:

District schools as needed

Effective Date: December 20, 2021- July 30th, 2022

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ \$46.00 per hour
Time (Days/Hour/Other): _____
Total Cost: \$ _____

b) Fixed Rate:

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

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

THIS AGREEMENT is made this day of December 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

Maria Casciotta (the "Contractor") of Diagnostician 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 43rd 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, Maria Casciotta, will perform diagnostician duties including compiling the following: background information, student data, health records, behavioral data, parent input, and teacher input. The information will be written and put into an evaluation/reevaluation report. The diagnostician will consult with the assigned school psychologist. 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:

District schools as needed

Effective Date: December 20, 2021- July 30th, 2022

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ \$46.00 per hour
Time (Days/Hour/Other): _____
Total Cost: \$ _____

b) Fixed Rate:

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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INDEPENDENT CONTRACTOR AGREEMENT
School Psychologist and Speech and Language Pathologist

This independent contractor agreement (the “Agreement”) is made on this 11th day of November, 2021 by and between Elite Educational and Therapeutic Support Services, LLC (“Company”) an independent contractor, and the East Stroudsburg Area School District, a Pennsylvania School District (“DISTRICT”) (collectively, the “Parties”).

RECITALS

Whereas, COMPANY is a Limited Liability Company in the Commonwealth of Pennsylvania;

Whereas, DISTRICT is responsible for providing educational services to students residing within the East Stroudsburg Area School District;

Whereas, DISTRICT agrees to engage COMPANY as an independent contractor and COMPANY desires to provide an independent school-based educational evaluation and a speech and language evaluation (the “Services”) upon the terms and conditions set forth herein;

Whereas, DISTRICT and COMPANY desire to enter into this Agreement in order to set forth the duties and responsibilities of and the relationship between DISTRICT and COMPANY.

Now, therefore, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bond, the Parties hereto agrees as follows:

I. IDENTIFICATION OF THE PARTIES.

A. COMPANY/DISTRICT are identified as follows:

Elite Educational and Therapeutic Support Services, LLC
EIN #: 82-3273518
155 Columbia Street
Duryea, PA 18642
570.466.5870

Dr. Richard A. Shillabeer (Owner)
PA/CA Certified School Psychologist
PA Licensed Professional Counselor
DE Licensed/Certified School Psychologist
CA Licensed Educational Psychologist

Nationally Certified School Psychologist
Diplomate, American Board of School Neuropsychology
ADHD Certified Clinical Services Provider
Board Certified Cognitive Specialist
Advanced Certified Autism Specialist

Mr. Wilford Antonio Le Baron, SLP
PA Certified Speech and Language Pathologist
Bilingual Speech and Language Pathologist
ASHA:
PA License:

B. DISTRICT is identified as follows:

East Stroudsburg Area School District
Attn: Dr. Mary Olszewski
Director of Secondary Pupil Services
50 Vine Street
East Stroudsburg, PA 18301

II. ENGAGEMENT.

COMPANY agrees to provide the Services for the DISTRICT pursuant to the terms described in Exhibit A.

III. INDEPENDENT CONTRACTOR STATUS.

The DISTRICT and COMPANY understand and agree their relationship is that of an independent contracting of educational services and nothing in this Agreement shall be construed to create an employee/employer relationship. It is further agreed that because of this independent contracting relationship, the DISTRICT does not have any obligation or responsibility for the payment of unemployment compensation or state or federal withholding taxes with respect to COMPANY, including, but not limited to the taxes levied or contributions required by the Federal Insurance Contributions Act (FICA), the withholding provisions of the Internal Revenue Code, or any state or local ordinance, the Social Security Act, the Federal Unemployment Insurance Act and Workers' Compensation. In addition, COMPANY shall have no claim under the Agreement against the DISTRICT for benefits provided to its employees, included but not limited to vacation pay, leave of absence, or retirement benefits. COMPANY understands they are responsible and completely liable for all employment and payroll taxes, or contributions imposed by any one of the above laws or ordinances.

IV. COMPENSATION.

COMPANY will submit documentation to the DISTRICT indicating the dates worked by PSY and SLP and a description of services rendered, for which the DISTRICT will make a one-time payment as set forth in Exhibit A for each of the IEEs. The DISTRICT agrees to be responsible for payment in full upon the completion of each IEE. In the case of the student withdrawing, leaving, or no longer being in attendance within the DISTRICT prior to the completion of the IEEs, the DISTRICT will be responsible for prorated payment at the rate of \$200.00 per hour based upon submitted documentation to the DISTRICT and the amount owed would be capped at the total amount agreed to for each IEE. COMPANY will be reimbursed for the services within 45-calendar days from the DISTRICT's receipt of each completed IEE.

V. TERM AND TERMINATION.

- A. Term of Agreement. The initial term of this Agreement shall commence on the date first written above and shall terminate when the evaluation reports are submitted to the DISTRICT.

VI. PROMISES AND REPRESENTATIONS.

- A. COMPANY will provide and render the services in accordance with the standards directed and established by the DISTRICT and shall comply with the policies, rules, and regulations of the Commonwealth of PA regarding educational evaluations and recommendations and the Individuals with Disabilities Education Act (IDEA) and its implementing state and federal regulations. COMPANY shall provide the services in accordance with the ethical standards and practices of each respected association.
- B. COMPANY will comply with the requirements of ACT 34, ACT 151, and ACT 114 requiring background and criminal checks prior to conducting any evaluation of students. Current copies of all clearances will be provided to the DISTRICT at its request.
- C. COMPANY will maintain adequate and current records for individuals to whom the COMPANY provides the services; COMPANY will retain the testing protocols to protect confidentiality of testing instruments and client records. All records will be purged following one year from the completion date of the evaluation.
- D. COMPANY agrees not to provide or release any draft versions of the evaluations prior to the completion of the evaluations; COMPANY will release each IEE to both the DISTRICT and PARENT(S) simultaneously.

VII. MALPRACTICE INSURANCE.

COMPANY and PSY agree to maintain in effect during the term of this Agreement, professional liability insurance with a reputable insurance carrier (Darwin in the minimum amount of \$500,000 per occurrence and \$1,000,000 in the annual aggregate). COMPANY and PSY shall: (A) provide malpractice insurance information to DISTRICT (listed below); and (B) authorize insurance carrier to notify DISTRICT in the event of a cancellation or material change of the Policy. COMPANY and PSY agree that loss of coverage constitutes a material breach of this Agreement.

Dr. Richard Shillabeer
Current Policy: #5001-3127 (Darwin National Assurance Company)
Policy Dates: 04/01/2021 - 04/01/2022

Elite Educational and Therapeutic Support Services, LLC
Current Policy: #5001-3127 (Darwin National Assurance Company)
Policy Dates: 04/01/2021 - 04/01/2022

SLP agrees to maintain in effect during the term of this Agreement, professional liability insurance with a reputable insurance carrier (Proliability in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 in the annual aggregate). SLP shall: (A) provide malpractice insurance information to DISTRICT (listed below); and (B) authorize insurance carrier to notify DISTRICT in the event of a cancellation or material change of the Policy.

Current Policy: #AHY-866271001
Policy Dates: 05/11/2021 - 05/11/2022

VIII. CONFIDENTIALITY.

- A. COMPANY shall not during or after termination of the Agreement use for his/her benefit or disclose or divulge, in any manner to any third party, any confidential information without the written consent of the DISTRICT.
- B. The DISTRICT may also not supply any information in any manner to any third party without the written consent of the COMPANY regarding personal or professional practices. This provision restricts the District in terms of voluntary discussions of the COMPANY's personal or professional practices with third parties. It does not prohibit the DISTRICT from discussing those personal or professional practices where there is a legal obligation to do so, such as in response to a subpoena or other legal process, to include investigations by a governmental entity with authority to do so. This provision is also not intended to prohibit the DISTRICT from using any information or work product provided by COMPANY for purposes related to educational placement.

IX. CHOICE OF LAW

A. This Agreement will be interpreted under the Laws of the Commonwealth of Pennsylvania. The PARTIES agree to submit to the exclusive jurisdiction of the Court of Common Pleas for any action in law or equity to interpret, enforce, or defend a breach there of or action seeking a declaratory judgement or injunction.

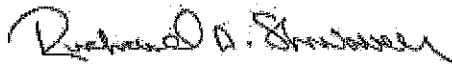
X. IMMUNITY:

A. Nothing in the Agreement shall be construed to waive or reduce the immunities from civil liability granted by or to enlarge the limitations on immunity imposed by the Pennsylvania Political Subdivision Tort Claims Act.

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

COMPANY:

DISTRICT:



Elite Educational and Therapeutic Support Services, LLC East Stroudsburg Area SD
PA/CA Certified School Psychologist
PA Licensed Professional Counselor
DE Licensed/Certified School Psychologist
CA Licensed Educational Psychologist
Nationally Certified School Psychologist
Diplomate, American Board of School Neuropsychology
ADHD Certified Clinical Services Provider
Board Certified Cognitive Specialist
Advanced Certified Autism Specialist

EXHIBIT A

COMPANY SERVICES

<u>Services</u>	<u>Compensation</u>
IEE-School Based Neuropsychological Evaluation	
IEE-Speech and Language Evaluation	
Travel	
Evaluation Assessments/Scoring/Interpretation	
Report Writing	
Review of educational records	
Communication with parent(s) and school district staff	
Observation(s)	
Teacher/Specialist Input(s)/Interview(s)	
Parent/Student Input(s)/Interview(s)	
Rating Scales	

* As executed on the date first written above, the DISTRICT will compensate the COMPANY at a fee for the IEEs:

IEE/SBNE: \$5250.00 (ER)

IEE/S&L: \$3500.00 (ER)

* The COMPANY is available at the rate of \$200.00 per hour beyond the IEEs for IEP consultation and/or development if requested and/or desired.

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this day of December 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

Dr. Mary Olszewski (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 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

The contractor, Mary Olszewki, 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:

District schools as needed

Effective Date: December 20, 2021- July 30th, 2022

Professional Fee:

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

b) Fixed Rate: \$800.00 per report; \$750.00 for gifted;
\$ 500.00 report writing only

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

Budget Code: _____ Department: Pupil Services

District Initiator: Brian Baddick

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 _____ day of November, 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

Steven Simpson (the "Contractor") of Technology 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 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):
ESASD Website work as an Outside Contractor

Location of Services: Administration Building

Effective Date: TBD

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 15.00 / hour
Time (Days/Hour/Other): up to 100 hours
Total Cost: \$ 1,500.00

b) Fixed Rate: \$ _____

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

Budget Code: 330

Department: Technology Services

District Initiator: _____

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 30th day of November __, 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

US Coachways (the "Contractor") of 100 St Marys Ave Staten Island, NY 10305 _____

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

SCHEDULE A

Description of Service to be performed (be specific):

Bus transportation to and from
HS North to The Palace Center

Location of Services:

HS North - 279 Timberwolf Dr, Dingmans Ferry PA 18328
The Palace Center - 623 Hanover Allentown, PA
18109

Effective Date: November 30, 2021

Professional Fee:


a) Rate (Daily/Hourly/Other): \$
Time (Days/Hour/Other): May 7th, 2022
Total Cost: \$ 6785.00

b) Fixed Rate: \$ _____

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

Budget Code: _____

Department: _____

District Initiator: 

Authorization for Payment: _____ Date: _____

Purchase Order # 1537967

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U.S. Coachways, Inc.

100 St. Mary's Avenue
 Staten Island, NY 10305
 (800) 359-5991 ext 290, 718-477-4242
 Fax: 718-873-1092
www.uscoachways.com

To: North Highschool ESASD
 Venus Morales
 219 Kensington Drive
 Bushkill, Pennsylvania, 18324

Invoice #10946037
 Date Printed: 10-27-2021 15:42:21
 PO #1537967
 Phone: 800-359-5991, Fax: 917-423-8375
 Account Manager: James Dinardo
 Account Manager Email:
jdinardo@uscoachwaysinc.com
 Customer Email: venus-morales@esasd.net

PLEASE PUT THE CHARTER NUMBER WHEN WIRING OR SENDING A CHECK

CHARTER INFO

Charter #	1537967
Date	2022-05-07
# Vehicles	4
Vehicles Type	55 Passenger Coach Bus
Trip Type	PROM

ITINERARY INFO

Stop Type	Address	City	State	Zip code	Depart Time	Date
Pickup	279 Timberwolf Dr	Dingmans Ferry	PA	18328	4:45 pm	05-07-2022
Drop off	623 Hanover Ave	Allentown	PA	18109	6:00 pm	05-07-2022
Pickup	219 Kensington Drive	Allentown	PA	18109	10:45 pm	05-07-2022
Drop off	219 Kensington	Dingmans Ferry	PA	18328	12:00 am	05-08-2022

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Stop Type	Address	City	State	Zip code	Depart Time	Date
	Drive					

COST COMPONENTS

Total Adjusted Cost of Move: \$5,936.36

PAYMENT INFO

Invoice for \$1,780.91

Total Cost of Charter: \$5,936.36

Total Received to Date: \$0.00

Balance Due 10-27-2021: \$5,936.36'

Notes: FIRST TIME CLIENT

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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	HMRM	GRADE														HmRm Total
		EI	KF	01	02	03	04	05	06	07	08	09	10	11	12	
21CC	All	0	0	0	0	0	0	0	1	0	1	2	1	2	1	8
	21CC Total	0	0	0	0	0	0	0	1	0	1	2	1	2	1	8
AACS	All	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2
	AACS Total	0	0	0	0	0	0	0	1	0	1	0	0	0	0	2
ADM	All	5	0	0	0	0	0	0	0	0	0	0	0	0	0	5
	ADM Total	5	0	0	0	0	0	0	0	0	0	0	0	0	0	5
AGCC	All	0	2	1	4	0	3	0	1	1	2	2	2	2	4	24
	AGCC Total	0	2	1	4	0	3	0	1	1	2	2	2	2	4	24
AHCC	All	0	0	0	0	0	0	0	0	0	1	1	0	1	1	4
	AHCC Total	0	0	0	0	0	0	0	0	0	1	1	0	1	1	4
BES	All	0	63	50	61	58	66	72	0	0	0	0	0	0	0	370
	BES Total	0	63	50	61	58	66	72	0	0	0	0	0	0	0	370
CCAC	All	0	9	13	15	11	10	13	6	8	6	9	11	9	6	126
	CCAC Total	0	9	13	15	11	10	13	6	8	6	9	11	9	6	126
CPDL	All	0	0	0	1	1	0	2	0	0	1	0	0	0	0	5
	CPDL Total	0	0	0	1	1	0	2	0	0	1	0	0	0	0	5
EAAC	All	0	1	0	0	0	4	1	0	0	0	0	0	0	0	6
	EAAC Total	0	1	0	0	0	4	1	0	0	0	0	0	0	0	6
ECCS	All	0	0	0	0	0	0	0	4	2	0	1	2	2	3	14
	ECCS Total	0	0	0	0	0	0	0	4	2	0	1	2	2	3	14
EHN	All	0	0	0	0	0	0	0	0	0	0	240	217	244	242	943
	EHN Total	0	0	0	0	0	0	0	0	0	0	240	217	244	242	943
EHS	All	0	0	0	0	0	0	0	0	0	0	336	320	328	344	1328
	EHS Total	0	0	0	0	0	0	0	0	0	0	336	320	328	344	1328
ESE	All	0	78	105	97	96	107	130	0	0	0	0	0	0	0	613
	ESE Total	0	78	105	97	96	107	130	0	0	0	0	0	0	0	613
HOME	All	0	3	14	20	21	17	10	11	7	8	11	3	9	5	139
	HOME Total	0	3	14	20	21	17	10	11	7	8	11	3	9	5	139
IPCC	All	0	1	3	3	0	1	2	3	4	4	2	6	1	1	31
	IPCC Total	0	1	3	3	0	1	2	3	4	4	2	6	1	1	31
IU20	All	0	10	5	13	12	8	12	11	9	13	12	10	14	17	146
	IU20 Total	0	10	5	13	12	8	12	11	9	13	12	10	14	17	146
JMH	All	0	90	60	70	72	59	87	0	0	0	0	0	0	0	438
	JMH Total	0	90	60	70	72	59	87	0	0	0	0	0	0	0	438
JTL	All	0	0	0	0	0	0	0	293	313	313	0	0	0	0	919
	JTL Total	0	0	0	0	0	0	0	293	313	313	0	0	0	0	919
LIS	All	0	0	0	0	0	0	0	197	212	225	0	0	0	0	634
	LIS Total	0	0	0	0	0	0	0	197	212	225	0	0	0	0	634
LLAC	All	0	0	0	0	0	0	0	0	0	2	1	1	2	1	7
	LLAC Total	0	0	0	0	0	0	0	0	0	2	1	1	2	1	7
LVAR	All	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
	LVAR Total	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
LVCS	All	0	0	0	0	0	0	0	0	0	0	1	1	3	2	7
	LVCS Total	0	0	0	0	0	0	0	0	0	0	1	1	3	2	7
MSE	All	0	74	57	60	71	82	76	0	0	0	0	0	0	0	420
	MSE Total	0	74	57	60	71	82	76	0	0	0	0	0	0	0	420

BLDG	GRADE HMRM	EI	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		PACC	All	0	0	1	4	2	1	4	1	1	4	5	1	7
	PACC Total	0	0	1	4	2	1	4	1	1	4	5	1	7	2	33
PADL	All	0	1	0	2	0	0	0	2	1	2	1	1	1	0	11
	PADL Total	0	1	0	2	0	0	0	2	1	2	1	1	1	0	11
PALC	All	0	1	4	1	3	2	3	0	11	5	2	2	0	1	35
	PALC Total	0	1	4	1	3	2	3	0	11	5	2	2	0	1	35
PAVC	All	0	3	4	2	3	2	1	1	1	5	2	1	1	1	27
	PAVC Total	0	3	4	2	3	2	1	1	1	5	2	1	1	1	27
RCCS	All	0	6	5	5	4	3	2	6	5	7	9	3	1	7	63
	RCCS Total	0	6	5	5	4	3	2	6	5	7	9	3	1	7	63
RES	All	0	76	60	64	71	81	62	0	0	0	0	0	0	0	414
	RES Total	0	76	60	64	71	81	62	0	0	0	0	0	0	0	414
SMI	All	0	47	50	56	61	59	71	0	0	0	0	0	0	0	344
	SMI Total	0	47	50	56	61	59	71	0	0	0	0	0	0	0	344
Total All Buildings		5	465	432	478	487	505	548	538	575	600	637	582	627	638	7117

NOTES:

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