

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY
 TITLE: PUBLIC ATTENDANCE AT
 SCHOOL EVENTS
 ADOPTED: August 19, 2002
 REVISED: August 19, 2013
 March 18, 2019
 August 19, 2019
 October 19, 2020
 July 19, 2021
 February 28, 2022

904. PUBLIC ATTENDANCE AT SCHOOL EVENTS	
1. Purpose	The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events. This policy establishes conditions, restriction and procedures to regulate public attendance and conduct at school and school-sponsored activities.
2. Definition	<p>State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including the product marketed as Juul and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with law, shall be defined to include the following:^[1]^[2]</p> <ol style="list-style-type: none"> 1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus. 2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah. 3. Any product containing, made or derived from either: <ol style="list-style-type: none"> a. Tobacco, whether in its natural or synthetic form; or b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product. 4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

<p>3. Authority</p>	<p>The term tobacco product does <u>not</u> include the following:[1][2]</p> <ol style="list-style-type: none">1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. <i>Federal law requires the district to maintain a drug-free environment, at which marijuana of any kind is prohibited.</i>[3][4] <p>The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Superintendent or designee and building principal may limit attendance to designated areas or may limit the number of attendees to school events when necessary to protect the health and safety of students, staff and the public, in accordance with Board-approved health and safety plans and guidance from state and local officials.</p> <p>The Board prohibits gambling and the possession and use of controlled substances prohibited by state or federal law, alcoholic beverages and weapons on school premises.[5][6]</p> <p>Attendees shall be informed of the district's health and safety rules through announcements and/or posting of appropriate signage. Health and safety rules must be followed prior to entry and while attendees are in school buildings and on school property, in accordance with Board policy, district procedures, the Board-approved health and safety plans and guidance from state and local officials.[7]</p> <p><u>Tobacco and Vaping Products</u></p> <p>The Board prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by any persons at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; or on property owned, leased or controlled by the school district.[2][8]</p> <p>This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by members of the public of legal age at school or school-sponsored activities.</p> <p>The Board deems it to be a violation of this policy for an individual in attendance at school or a school-sponsored activity to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a minor.[1]</p>
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<p>4. Delegation of Responsibility</p>	<p>A schedule of fees for attendance at school events shall be prepared by the Superintendent and approved by the Board. Board members (both past and present will receive free admission to any school-sponsored event held at ESASD facilities for which an admission fee is not collected by an outside agency renting the facilities.</p> <p>The Superintendent or designee shall ensure that this policy is posted on the district's publicly accessible website.[9]</p> <p><u>Reporting</u></p> <p><i>Office for Safe Schools Report-</i></p> <p>The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco and vaping products, including Juuls and other e-cigarettes by any person on school property to the Office for Safe Schools on the required form.[10][11]</p> <p><i>Law Enforcement Incident Report-</i></p> <p>In accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies, the Superintendent or designee may report to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, the use or sale of tobacco or vaping products, including Juuls and other e-cigarettes, by any person in a school building; on a school bus or other vehicles that are owned, leased or controlled by the school district; or on any property owned leased or controlled by the school district.[1][2][10][11][12][13][14]</p> <p><u>Service Animals</u></p> <p>Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[15][16][17]</p> <p><u>Public Behavior at School Events</u></p> <p>The district expects mutual respect, civility, and orderly conduct by all individuals attending school events on district property.</p> <p>The Board establishes the following regulations with respect to the conduct of school events.</p>
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Violation of Law:

Whenever the conduct or action of any students, faculty members, staff or other person on school property constitutes a violation of any federal, state or local law or ordinance, or reasonably appears to constitute such a violation, the appropriate law enforcement agency may be summoned and asked to take such actions as are necessary pursuant to such law or ordinance.

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

Other Existing Remedies:

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

Expected Behavior:

Individuals attending school events on district property will not:

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

8. Violate any Board policy or district administrative regulation.
9. Use any tobacco and vaping product, including Juuls and other e-cigarettes except in an area designated and posted by the district. These rules do not prohibit the use of nicotine gum, patch or lozenge as a smoking cessation product by adults attending school events.
10. Consume, possess, distribute or be under the influence of alcoholic beverages or controlled substances prohibited by state or federal law.
11. Possess or use weapons or dangerous devices prohibited by the district.
12. Impede, delay, disrupt or interfere with any school activity or event, including using cellular telephones in a disruptive manner.
13. Enter upon any portion of district or school premises at any time for purposes other than those that are lawful and authorized by the Board.
14. Operate a motor vehicle in a risky manner, in excess of posted traffic signage, unauthorized parking in designated parking areas, or in violation of an authorized district employee's directive.
15. Engage in any risky behavior, such as roller skating, roller blading or skateboarding.
16. Fail to obey the directive of an authorized district employee, security officer, school police officer, or local law enforcement official.

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

Refusal to leave school grounds when requested to do so by a school district employee or event official constitutes the criminal offense of defiant trespass and may result in arrest and prosecution.

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

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

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

Book bags, large handbags and personal belongings are subject to search.

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

Crowd Control

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

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

References:

1. 18 Pa. C.S.A. 6305
2. 18 Pa. C.S.A. 6306.1
3. 20 U.S.C. 7118
4. Pol. 351
5. 24 P.S. 511
6. 24 P.S. 775
7. Pol. 705
8. 20 U.S.C. 7973
9. 24 P.S. 510.2
10. 24 P.S. 1303-A
11. Pol. 805.1
12. 22 PA Code 10.2

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	<u>13. 22 PA Code 10.22</u> <u>14. 24 P.S. 1302.1-A</u> <u>15. 28 CFR 35.136</u> <u>16. 43 P.S. 953</u> 17. Pol. 718 <u>20 U.S.C. 7971 et seq</u> <u>28 CFR Part 35</u>
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Transportation Department



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Field Trip: 08859

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*-Required Fields

Requested: **01/21/22 16:50 PM By: Dreisbach, Ashley**

Status: **Level 2 - Request Approved**

Change To: [Select New Status]

Comments:

* Field Trip Name: Franklin Institute
 * School: Smithfield Elem / SMI
 * Department: SME
 * Activity: Smithfield

Contact

* Contact: Ashley Dreisbach
 * Phone: 5704212841 *Phone Ext: 16208
 * Email: ashley-dreisbach@esasd.net

Departure

* Depart Date: 4/5/2022 * Time: 07:45 AM
 * Return Date: 4/5/2022 * Time: 05:00 PM
 Departure: Smithfield Elem / SMI
 Notes:

Destination

* Destination: Franklin Institute (222 N 20th Street Philadelphia)
 * Street: 222 N 20th Street
 * City: Philadelphia
 * State: Pa * Zip: 19103

Contact:

Title:

Phone:

Phone Ext:

Fax:

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Email:

Notes:

The students will be going to the Franklin Institute to extend their learning within our Science/STEM curriculum. This is a wonderful opportunity for the students to get up close and involved in science

Directions

Directions:

<https://goo.gl/maps/cpBbSBVcndsgcnXY6>

Link above for directions from Smithfield to The Franklin Institute

Trip Details

* Equipment:

CHARTER BUS

Classification:

SMI

* Number of Students:

68

* Number of Adults:

21

* Number of Wheel Chairs:

0

* Number of Vehicles:

2

* Estimated Miles:

103

* Estimated Cost:

2550

* Estimated Hours:

9.5

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
SMI PTO (SME/Smithfield)	2,550.00			
[Select One]				
Rows: 1		Total: 2,550.00		

Delete Request

*Map It!

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Save

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Transportation Department



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Field Trip: 08925

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*-Required Fields

Requested: **02/02/22 16:38 PM By: Stevens, Hillary**

Status: **Level 3 - Request Approved**

Change To: [Select New Status]

Comments:

* Field Trip Name: Crew to the Capitol Building in Harrisburg

* School: Lehman Int / LIS

* Department: ACAD

* Activity: Lehman

Contact

* Contact: Hillary Stevens

* Phone: 570-588-4410 *Phone Ext: 18661

* Email: hillary-stevens@esasd.net

Departure

* Depart Date: 4/13/2022 * Time: 07:30 AM

* Return Date: 4/13/2022 * Time: 05:30 PM

Departure: Lehman Int / LIS

Notes: Please meet us in the Lehman circle after drop-off and breakfast is completed the kids will come down and we will leave.

Destination

* Destination: Harrisburg Capitol Building Complex

* Street: 501 N. 3rd Street

* City: Harrisburg

* State: PA * Zip: 17120

Contact: Courtney A. McKeal

Title: Administrative Assistant II to Rosemary Brown

Phone: (717) 260-6171 Phone Ext:

Fax: (717) 787-9185

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Email: cmckéal@pahousegop.com

Notes: We will go and sing at the Capitol Building in Harrisburg, PA and then tour the historic building. After that we will go to Hershey's chocolate world on our way home.

Directions

Directions: <https://goo.gl/maps/BdT5rRudGRVMDY6P9>

Trip Details

* Equipment: SCHOOL BUS

Classification: [Select One]

* Number of Students:

* Number of Adults:

* Number of Wheel Chairs:

* Number of Vehicles:

* Estimated Miles:

* Estimated Cost: 0

* Estimated Hours:

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
10-3210-610-000-20-518-121-000-0000 (/	<input type="text" value="0.00"/>	<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: 0.00				

Delete Request

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Transportation Department



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Field Trip: 08901

Main Notes Documents History

*-Required Fields

Requested: **02/01/22 16:45 PM By: Sanker, Donald**

Status: **Level 3 - Request Approved**

Change To: [Select New Status]

Comments:

* Field Trip Name: Key Club Convention
 * School: E Stroudsburg HS - S / EHS
 * Department: HSS
 * Activity: HS South

Contact

* Contact: Rick Sanker
 * Phone: 4123030513 *Phone Ext: 20104
 * Email: donald-sanker@esasd.net

Departure

* Depart Date: 4/1/2022 * Time: 09:00 AM

* Return Date: 4/3/2022 * Time: 04:00 PM

Departure: E Stroudsburg HS - S / EHS

Notes: We will leave HS South from the main entrance at approximately 9:00 AM and head to the Penn Stater. Arrive there at about Noon.

Destination

* Destination: Penn Stater Hotel/Conference Center (215 Innovation Blvd State College)
 * Street: 215 Innovation Blvd
 * City: State College
 * State: Pa * Zip: 16803

Contact:

Title:

Phone: 814-863-5000 Phone Ext:

Fax:

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Email:

Notes:

Directions

Directions:

Trip Details

* Equipment:	SCHOOL BUS		
Classification:	EHS		
* Number of Students:	<input type="text" value="20"/>	* Number of Adults:	<input type="text" value="2"/>
* Number of Wheel Chairs:	<input type="text" value="0"/>	* Number of Vehicles:	<input type="text" value="1"/>
* Estimated Miles:	<input type="text" value="720"/>	* Estimated Cost:	640
* Estimated Hours:	<input type="text" value="7"/>		

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
EHS STUDENT ACTIVITY FUND (HSS/HS Sol	<input type="text" value="640.00"/>	<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: 640.00			

Delete Request

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East Stroudsburg Area School District
Position Description

Division/Department: Administrative Services

Location: Administration Center

Job Title: Director of Communications and Operations

Reports to: Superintendent

Terms of Employment:

Administrative Compensation Plan
Director
12-months

Evaluation:

Annual
Administrative Compensation Plan
Superintendent

Qualifications:

- Bachelor's Degree in Business Administration, Communications or other relevant area (preferred)
- Five (5) years administrative experience in any combination of the the following areas:
 - Public Relations and Communications
 - School Operations
 - Information Systems Management
 - Publishing and Media Production
- FEMA Certified in NIMS and ICS
- Act 34, Act 114, Act 151 and other clearances as required by federal and state regulations

Primary Function:

The Director of Communications and Operations serves as the school district's Chief Operations Officer and is responsible for the oversight and direction of the system-wide school district functions related to communications and school operations within the scope of the East Stroudsburg Area School District mission. This position is responsible for directing tasks and functions to ensure compliance with all applicable federal, state, Pennsylvania Department of Education, and East Stroudsburg Area School District Board of Education laws, policies and regulations.

Essential Functions:

1. COMMUNICATIONS

- i. Foster effective school community relations by working with identified governmental agencies, the community, and news media as the district's deputy Public Information Officer to implement the district's Communications Plan. (See Pol. 909, 910, 911.)
- ii. Promote effective communications with staff by:
 1. Offering training and ongoing professional development for district and school leaders;
 2. Ensuring that staff receive relevant information of public interest first, where feasible;
 3. Publishing a regular staff e-newsletter;
 4. Overseeing the maintenance of accurate staff contact information.
- iii. Promote effective communications with families by:
 1. Overseeing the maintenance of accurate parent/caregiver contact information;
 2. Providing communications templates for school leaders via the district's mass notification system.
- iv. Promote effective public communications by:

1. Identifying key messages regarding student opportunities, support, and success in the areas of academics and extracurricular activities;
2. Identifying key messages with the district leadership team;
3. Developing and deploying district and school brand standards and templates to provide a consistent, professional look and feel to all communications;
4. Identifying and deploying a Content Management System to centralize and coordinate the flow of documents, messaging, graphics, etc. across the district including centralized departments and school buildings;
5. Communicating key messages using various modalities, including, but not limited to email, the district website, social media, telephone, text message, the news media and printed publications;
6. Overseeing district website organization and content to ensure it is current, relevant and user-friendly on various types of devices;
7. Producing regular Video News Releases (VNRs) featuring key messages from the Superintendent and other district leaders;
8. Identifying and promoting activities and events which support the district and its programs.
9. Overseeing the maintenance of community email list(s) for distribution of key messages to specific audiences.
10. Provide a mechanism to receive public comments and suggestions to share with relevant stakeholders.

2. OPERATIONS

- a. Board Policy
 - i. Recommend the development, review and revision of Board policies and administrative regulations. (See Pol. 009 and 010.)
 - ii. Sit as an advisor to the Board of Education Policy Committee. (See Pol. 006.)
 - iii. Participate in the annual review and revision of the Code of Student Conduct. (See Pol. 218.)
- b. Oversee the Child Accounting, Environmental Services, Facilities, Grounds, and Pupil Transportation departments.
 - i. Coordinate district-wide activities and matters related to student attendance policies and procedures. (See Pol. 204 et. seq.)
 - ii. Provide leadership to ensure that the district is in compliance with federal and state programs and requirements including the timely preparation and submission of reports required by state and federal agencies.
 - iii. Assist in the identification and planning for budget needs related to administrative services; coordinate with other departments to provide guidance and direction that ensures adherence to relevant specifications.
- c. Develop the annual school year calendar for Board approval. (See Pol. 803.)
- d. Emergency Management
 - i. Provide leadership for, and coordinate in conjunction with identified staff, the district's crisis management program. (See Pol. 805.)
 - ii. Serve as (deputy) Incident Commander when an emergency is declared. (See Pol. 805.2.)
 - iii. Provide a school district organizational chart for normal and emergency operating conditions to maintain NIMS compliance. (See Pol. 805.2.)
 - iv. Oversee the administration of the school district's mass-notification system. (See Pol. 805.)
- e. Records Management
 - i. Chair the school district's Records Management Committee
 - ii. Oversee the management of records for the school district. (See Pol. 800.)
 - iii. Serve as the agency's Open Records Officer. (See Pol. 801.)
 - iv. Supervise the collection, maintenance and dissemination of student records. (See Pol. 216.)
 - v. Assist the Superintendent with the review of requests for Employee Records and compile the same. (See Pol. 324.)

3. DISTRICT-WIDE

- a. Prepare and maintain an administrative organizational chart for the approval of the Superintendent and the Board of Education. (See Pol. 008.)
- b. Serve as the school district's ePDE Web Portal Administrator.
- c. Responsible for the maintenance of school organization records in the Education Names and Addresses (EdNA) database. (See Pol. 802.)
- d. Serve as the school district liaison for legal services and handles the resolution of assigned litigation, settlements, complaints and investigations. (See Pol. 103, 104, 233 and 906.)

- e. Supervise the administration of Mandated Reporting of Child/Student Abuse. (See Pol. 806.)
- f. Serve as the Pennsylvania Safe Schools Online Website Zone Administrator.
- g. Serve as the school district's Child Nutrition Program Electronic Application and Reimbursement System (CN PEARS) Administrator.
- h. Supervise the application, approval and reimbursement of Pennsylvania's Driver Education Programs through the Pennsylvania Department of Education's School Safety Education Office.
- i. Serves as the school district's Compliance Officer for Title IX. (See Pol. 103, 104.)

Position Specifications

<p>Physical Demands:</p> <ol style="list-style-type: none"> 1. Able to sit for an extended period of time 2. Able to raise or lower objects from one level to another 3. Able to push or pull objects as needed 4. Able to carry objects (up to 25 lbs.) in arms or by other appropriate means 5. Able to use hands and arms to reach and pick up objects 6. Able to move around work area 7. Able to coordinate eyes, hands and fingers rapidly 8. Able to walk moderate distances inside and outside of facilities and able to climb steps. 9. Able to travel inside or outside the District as necessary for work related tasks. 10. Able to perform repetitive tasks 	<p>Sensory Abilities:</p> <ol style="list-style-type: none"> 1. Able to communicate effectively both orally and in written form 2. Able to see clearly with or without corrective lenses 3. Able to perceive speech or nature of sounds in the air in person and on the telephone <p>Work Environment:</p> <ol style="list-style-type: none"> 1. Indoor/office with travel 2. Able to withstand changes in environmental conditions inside and outside of the work facility, and adapt to these changes <p>Temperament:</p> <ol style="list-style-type: none"> 1. Optimistic or positive, especially in difficult or challenging situations 2. Emotionally stable and calm 3. Able to work with others in a courteous and cooperative manner 	<p>Specific Skills:</p> <ol style="list-style-type: none"> 1. Must possess supervisory skills 2. Excellent organizational skills and abilities 3. Able to make appropriate judgments as they pertain to the responsibilities of the position 4. Able to effectively deal with deadlines and stressful situations 5. Able to effectively deal with many types of situations and personalities 6. Working knowledge of Microsoft Office and/or Google product suite(s) <p>Cognitive Ability:</p> <ol style="list-style-type: none"> 1. Ability to perceive abstract patterns and connections in data and to generates new information from existing data. 2. Ability to judge the validity of data logically through collection and analysis based on rules and criteria. 3. Ability to perform numerical operations accurately and quickly 4. Ability to analyze, organize and prioritize competing demands, projects and task
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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**

Creating the Future!



East Stroudsburg Area School District

50 Vine Street

East Stroudsburg, Pennsylvania 18301

Employee Manual

Equal Rights and Opportunity

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at the East Stroudsburg Area School District (District) are based solely on merit, qualifications, and abilities. The District provides equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, self-identified gender, marital status, national origin, ancestry, age, disability, genetics, pregnancy, veteran status, or any other characteristic protected by law, in accordance with applicable federal, state, and local laws governing nondiscrimination in employment. This Handbook applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, demotion, discipline, and termination, leaves of absence, compensation, training, and benefits.

The District expressly prohibits any form of workplace harassment based on race, color, religion, gender, national origin, age, genetic information, disability, veteran status, or any other protected characteristic. Improper interference with the ability of the District's employees to perform their job duties may result in discipline up to and including discharge.

Employees with questions or concerns about discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor and/or the Title IX Compliance Officer. Employees can raise concerns and make reports of discrimination without fear of reprisal. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

General Disclaimer

This Employee Handbook outlines some of the privileges and benefits which the District currently offers and explains some of your responsibilities as an employee. This Handbook is not intended to be and should not be construed as a contract, expressed, or implied. From time to time, the District reviews its policies, procedures, and benefits and makes revisions based on the need for and desirability of changes. As such, any policy, procedure, or benefit outlined in this Handbook may be modified, supplemented, or rescinded at any time with or without advance notice.

Please note that to the extent employees are covered by a collective bargaining unit and the collective bargaining agreement conflicts with the policies set forth herein, the collective bargaining agreement is controlling. If you have any questions with respect to this Handbook or any aspect of your employment with the District, your immediate supervisor or the Human Resources department will be happy to answer them. Please know that this handbook in no way implies or guarantees a contract of employment. If you have any questions regarding this document, you are advised to initially consult with your immediate supervisor.

Employee Responsibility of Policy Awareness

It is the responsibility of each staff member to become familiar with this handbook and all applicable Board policies, Administrative Regulations, and all other pertinent school laws, rules, directives, regulations and procedures, as well any applicable collective bargaining agreement or benefit/compensation plan, the K-12 Student-Parent Handbook, and any other similar such material. Policies can be accessed on the district's website (www.esasd.net). If you have any questions that require

additional information relating to a particular item or have suggestions regarding an item, please contact your building administration or central administration.

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SECTION 1: SCHOOL DISTRICT INFORMATION

Mission Statement

East Stroudsburg Area School District fosters within all students a commitment to excellence, service and life-long learning which prepares students to be creative, productive and responsible citizens with a global perspective.

Vision

The East Stroudsburg Area School District supports all students on their path to success and values their rich diversity. Our dynamic programs are delivered by high-quality educators who utilize all the tools at their disposal and collaborate with home and community, in order to deepen everyone's passion for lifelong learning.

Shared Values

- Each individual has the ability and opportunity to learn in a safe and supportive educational environment.
- Effective communication and adaptability is essential to the learning process.
- Diversity and understanding is a vital tenet for the success of our community.
- A positive school community must have clear and consistent expectations for all.
- All members of our community are to be treated with respect.
- School, home, and community partnerships are vital to student motivation, performance and success.
- Evaluating, adapting and utilizing technology is imperative to meet success in our society.
- Financial support of education is an indispensable investment in the future of our entire community.
- The foundation for success in all disciplines is literacy, beginning at birth and progressing throughout life.
- Curricular and co-curricular activities are vital to student motivation, performance and achievement.
- Instilling the understanding and importance of health and wellness is a vital component for all.
- Integration of career-related activities through every level of education is essential to student success.
- Continuous improvement of our educational system is our commitment to excellence.

SECTION 2: EMPLOYMENT/PERSONNEL INFORMATION

Employment Opportunities

Employees are encouraged to explore career development opportunities at the District. All employees are encouraged to gain the necessary skills, training, and work experience needed to qualify for advancement opportunities. The District believes in internal staff development and promotion from within whenever possible and practicable. In all cases, the best-qualified candidate for the position will be selected as determined by the Superintendent and/or his/her designee(s).

The Human Resources office announces position vacancies within the District through district email and are posted on the District's website.

In order to be considered for a position, employees must apply prior to the application deadline. All employees applying for a position must comply with the instructions on the vacancy notice. The Human Resources Office or designee reviews the credentials of each employee who applies for an open vacancy and coordinates the interview process. Recommended job offers are initiated by the Director of Human Resources for school board approval.

Immigration Law Compliance

The school district employs only United States citizens or other individuals who have the legal right to work in the United States. The school district complies with all pertinent rules and regulations regarding immigration law. By law, all employees must provide proof of identity and eligibility. Any individual who is employed by the school district under a valid working visa or other lawful but temporary working documentation will be required to produce additional documentation in support of his or her employment in the event that the school district is put on notice of possible I-9 document abuse.

Pre-Employment Medical Examination and Tuberculin Test

A school employee shall obtain a pre-employment medical examination at the employee's expense to be processed for employment. A prospective employee shall provide the examination results to the school district, on a form prescribed by the Department of Health and completed by the examining physician.

All employees will be required to have a tuberculin skin test prior to employment. The tuberculin skin test shall be administered by either the intracutaneous Mantoux test method with the two-step tuberculin skin test procedure or the percutaneous multiple puncture test method. A copy of the tuberculin test must be recorded on the School Personnel Health Record and sent to the Human Resource office so it can be properly recorded.

Background Checks

The District requires background checks in accordance with the applicable law. All employees having direct contact with children must obtain background clearances (child abuse history clearance and state and federal criminal history checks) every 60 months, or as policy directs. All employees are responsible for knowing when they need to obtain new clearances and for requesting said clearances in a safe period of time prior to the expiration. Please also see [School Board Policy #304](#).

Obligation to Report Criminal Record

By law, certain crimes disqualify, either temporarily or permanently, individuals from school employment. Arrests or convictions of crimes that disqualify individuals from school employment must be reported within seventy-two (72) hours of the arrest or conviction using PDE Form 6400, located in the Human Resources office. Any employee who fails to report arrests or convictions for crimes they are legally required to report may face discipline, up to and including termination.

If any administrator has a reasonable belief that an employee was arrested or convicted of an offense that must be reported, the administrator must immediately notify the Director of Human Resources. Please also see [School Board Policy #304](#).

Possible Conflicts of Interest

As per Board policy the acceptance of gifts by employees, which are a result of their employment, is deemed an undesirable practice and employees may only accept appropriate gifts of a consumable nature or a nominal value from students or parents/guardians. Employees may not accept gifts from individuals or vendors that have occasion to do business with the District. The writing of letters to employees expressing gratitude or appreciation is most preferred.

Employees may not solicit gifts from students, and/or parents/guardians, and/or citizens, and/or businesses that do business with the District for the employees' personal benefit. Employees may solicit donations and/or gifts on behalf of the District, with appropriate approval, from parents/guardians, and/or students, and/or citizens, and/or businesses that do business with the District. Please also see [School Board Policy #827](#).

School staff who are approached by potential gift-givers/donors who desire to provide a gift, grant or donation to the school or District shall direct such gift-givers/donors to their supervisor, who shall in turn notify the Superintendent or designee.

Nepotism

The hiring of relatives is prohibited if the employment of such individuals would result in a conflict of interest or favoritism or the appearance of a conflict of interest or favoritism. For purposes of this section, "relatives" is defined as any spouse, parent, child, sibling, in-law, grandparent, grandchild, aunt, uncle, cousin, and step-relative. The District Board of Directors has sole discretion in the hiring of such individuals.

Personnel Files

Content. Complete personnel records are maintained with respect to each District employee. The information contained in these personnel files, however, is strictly confidential. The personnel files

of the District are considered administrative in nature and contain the following kinds of information:

- (a) General information
- (b) Special correspondence
- (c) Ratings, evaluations, and observations
- (d) Certification material

Employee Health records and required employment clearances are maintained separate of the personnel files in a confidential and secured manner, as required.

Review. An employee who wishes to review the contents of his/her personnel file must send a written request to the Director of Human Resources to arrange a mutually convenient time during regular business hours for the employee's review. The inspection must occur during the employee's free time, not during the employee's regularly scheduled working hours. A member of the Central Office Staff will remain present with the file during the employee's review. Although the inspecting employee may take notes regarding the inspection, the personnel file and its contents may not be photocopied or removed from the place of inspection. Letters of reference, recommendations, matters pertaining to pending litigation or criminal investigation, and planning materials are not subject to examination.

Changes. The employee may bring to the Director of Human Resources attention any matters contained in the employee's personnel file that the employee believes to be inaccurate. Employees must notify the District in writing of any changes in personal information, including but not limited to, name, address, telephone number, and employee benefit related information, so that the employee's personnel file may be appropriately updated. Please also see [School Board Policy #324](#).

Certification

Professional Status

- (a) Certification will be processed through the Pennsylvania Department of Education's Teacher Information Management System (TIMS) portal.
- (b) All changes in status require an application form and are subject to costs set by the Pennsylvania Department of Education.
- (c) Examples of change in status are: from temporary to permanent (i.e., Instructional I to Instructional II, Educational Specialist I to Educational Specialist II); a change in name (no fee is required for a name change); or additional subject areas added to your certificate as of September 1980.

Individual Responsibility

It is the responsibility of every professional staff member to keep his or her professional certificate current and up-to-date. If an employee has a name change, a request to the Department of Education should be made so that an updated certificate is issued. State auditors are routinely inspecting central office files to see that all certificates are current. Failure to keep your certificate up-to-date could make it invalid and result in a loss of position. If you have concerns or questions regarding your certificate or its status, please contact Human Resources.

Personal Data Changes

The District makes every attempt to maintain an accurate and up-to-date employee database for internal and external record keeping and reporting requirements. Upon hire, new employee information is collected and entered into the database. However, it is very important that employees promptly notify the Human Resources and Payroll Departments of any change in name, address, telephone number, marital status, dependent status, or other pertinent information.

For changes of name, address, or telephone number, use the PA Local Earned Income Tax Residency Certification form. For changes in dependent status, use Form W-4. Please note that your changes of information will not be finalized in our official records until the appropriate signed form(s) are received by the Payroll Department.

Assignment and Transfer

The Board shall approve the initial assignment of all employees at the time of employment. Any transfer or reassignments of any district employee shall be determined by the management, supervisory, instructional and operational needs of the schools and the school district. Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit official criminal history background checks and complete a pre-employment drug screening. Such applicants shall report, on the designated form, arrests and convictions as required by law. Failure to accurately report such arrests and convictions may, depending on the nature of the offense, subject the individual to disciplinary action up to and including termination and criminal prosecution. Please also see [School Board Policy #309](#).

Work Schedules

Work schedules for District employees are determined on an individual employee basis or pursuant to applicable bargaining agreement. The employee's immediate supervisor will advise him/her of the days they are required to work and the times their schedules will normally begin and end. Staffing needs and operational demands may necessitate variations in starting and ending times, as well as variations in the total hours that may be scheduled each day and week.

Professional Development

Act 48 of 1999 requires persons holding a Pennsylvania professional educator certification to complete continuing education requirements every five (5) years in order to maintain their certificates in active status. The District requires all professional educators to maintain their certification in an active status. Failure to do so may result in discipline, including termination. Act 45 effective January 1, 2008, professional educators with administrative certificates; Principal, Assistant Principal, Superintendent, Assistant Superintendent, IU Director, IU assistant Director, or Directors of an Area Career and Technical Education School must complete the induction program within the first five years of employment as principal, assistant principal in the Commonwealth. Individuals employed as school leaders will be required to complete their Act 45 continuing professional education within the compliance period during which the individual is employed as a school or system leader.

Lunch Break

All staff that work more than 5 continuous hours in a day must have an unpaid duty-free lunch period of (30) minutes per day. Unless specifically directed otherwise by their supervisors, these

qualifying staff members are not permitted to work more than five hours without taking their lunch break. Please also see [School Board Policy #332](#).

Americans with Disabilities Act (ADA)

The District complies with the Americans with Disabilities Act of 1990 (ADA) and other legal protections provided to individuals with disabilities.

General Guidelines

In accordance with the Americans with Disabilities Act (ADA) and the ADA Amendments Act of 2008 (ADAAA), reasonable accommodations will be provided to qualified employees or applicants with disabilities, unless to do so would cause an undue hardship. The District is committed to providing reasonable accommodations to its employees and applicants for employment to ensure that individuals with disabilities enjoy equal access to all employment opportunities. In implementing this policy, the District will be guided by the applicable definitions stated in the ADA and ADAAA. Employees can refer to the following government website for additional information: American's with Disabilities Act: <http://www.eeoc.gov/types/ada.html>.

It is the policy of the District to make a good faith effort to provide any "reasonable accommodation" necessary to ensure that an otherwise qualified individual may enjoy an equal employment opportunity. Examples of reasonable accommodation include job restructuring, job sharing, modified work schedules, ergonomic modifications or special equipment, a leave of absence, and, in certain circumstances, a job transfer to a vacant position. In order to determine whether a reasonable accommodation exists to ensure that an employee may perform his/her job-related responsibilities, the District may require that the employee and his/her treating health care providers submit medical information to the District for its consideration. The District will utilize such medical information to determine whether an accommodation exists to ensure that an employee may perform his/her job-related responsibilities and to determine whether such accommodation is reasonable or poses a hardship on the District. In some cases, the District will provide an accommodation on a trial/temporary basis, in order to evaluate whether such accommodation is reasonable or whether it poses a hardship on the District.

Requests for Reasonable Accommodation

An individual who needs a modified work environment as the result of a disability is encouraged to request a reasonable accommodation orally or in writing from his or her supervisor or through the Human Resources Department. To enable the District to keep accurate records, employees seeking an accommodation must also complete the *Disability Accommodation Request Form* and submit it to the Human Resources Department. Employees requesting a reasonable accommodation will be required to include medical verification for the need of the accommodation and may be required to sign an *Authorization for Release of Medical Records* to allow the District to communicate directly with the employee's health care providers.

Whistleblower Policy

A "whistleblower" is someone who makes a good faith report of waste or wrongdoing. Where there is a reasonable belief that waste or wrongdoing occurred, all District employees are strongly encouraged to report any and all observations or evidence of waste or wrongdoing, provided that such reports are not made for personal gain or with the intention of malice.

Waste is defined as an action or a failure to act that results in substantial abuse, misuse, destruction, or loss of state or local funding or resources. Wrongdoing is a violation that is not merely technical or minimal in nature of any statute, ordinance, regulation, or code of conduct or ethics.

An employee who suspects fraud, impropriety, or irregularity shall immediately report his/her suspicions to Lighthouse, the District's third party reporting service.

Reports can be made placed anonymously by contacting Lighthouse:

Website: www.lighthouse-services.com/esasd

Anonymous Reporting App: Keyword: esasd

Toll-Free Telephone: English speaking USA and Canada: 833-926-2371 Spanish speaking USA and Canada: 800-216-1288

E-mail: reports@lighthouse-services.com (must include company name with report)

Fax: (215) 689-3885 (must include company name with report)

The employee must exercise reasonable judgement to avoid reporting baseless allegations. Any employee who intentionally files a false report of the matters described in this Policy will be subject to discipline, up to and including termination.

The District is prohibited by law from discriminating or retaliating against a whistleblower. This includes, but is not limited to, adverse employment action such as termination, demotion, suspension, decrease in pay, or threats of harm. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated. Also, as stated above, the right of a whistleblower for protection against retaliation does not include immunity for intentionally filing false reports. Any whistleblower who believes he or she is being retaliated against must immediately notify the Director of Human Resources.

All reports of illegal or dishonest activities, as described above, will be promptly submitted to the District Compliance Officer. The District Compliance Officer is responsible for coordinating an investigation. Any questions or comments concerning the above should be referred to the District Compliance Officer. Please also see [School Board Policy # 829](#).

Immigration Law Compliance

The school district employs only United States citizens or other individuals who have the legal right to work in the United States. The school district complies with all pertinent rules and regulations regarding immigration law. By law, all employees must provide proof of identity and eligibility. Any individual who is employed by the school district under a valid working visa or other lawful but temporary working documentation will be required to produce additional documentation in support of his or her employment in the event that the school district is put on notice of possible I-9 document abuse.

Exit Interviews/Surveys

Exit surveys are scheduled with employees who leave the District, except for those who have been terminated. Employees are encouraged to provide candid comments and suggestions, which can help to improve future District/employee relations and ultimately make the District a better place to work.

Voluntary Resignation

In the event an employee wishes to resign, a letter of resignation must be submitted to his/her

immediate supervisor. The School Code mandates that professional employees must submit a written resignation sixty (60) days before the resignation becomes effective. Support staff employees and long-term substitute teachers should give a minimum of fourteen (14) days' notice before his/her resignation becomes effective. The employee must then contact the District payroll office to ascertain what forms must be completed before ending employment. The District Board of School Directors has the right to waive any of the above restrictions.

Employment References

As a general matter, only the Superintendent or his/her designee is authorized to respond to reference requests for former and existing employees. The District will provide employment history information to the extent required by law and/or regulation, including, but not limited to, Act 168 of 2014. Notwithstanding its legal requirements, in responding to reference requests, the District will generally limit its response to the following information: dates of employment, position(s) held, and salary history (for current employees only). Unauthorized employees responding to reference requests for former and/or existing District employees will be subject to disciplinary action up to and including termination of employment.

Employee Obligations Upon Discontinuation of Employment

Upon termination, resignation, retirement, and/or other condition of discontinuation of employment with the District, an employee shall have the responsibility to have completed all duties and responsibilities as on the last day of employment. Such obligations may include, but are not limited to; keys, ID card, devices, reports, and other information that is required by the District and must be submitted, accepted, and approved by the employee's Supervisor or his/her designee. Failure to comply with the submission of necessary reports and/or the surrender of District property shall be cause for the District to withhold any or all monies due the employee, to the extent allowed by law and/or regulation, until such obligations are met. Employees should review their contract agreement for specific details as it may relate to retirement benefits.

SECTION 3: EMPLOYMENT EXPECTATIONS AND EMPLOYEE CONDUCT

Expectation of Privacy

All storage facilities, offices and workspaces, lockers, and classrooms are the property of the District, including any and all desks, storage spaces, and electronic equipment located therein. Therefore, the District reserves the right to access these areas at any time, without advance notice to the employee. Therefore, employees should not expect that such property will be treated as private and personal to the employee. Likewise, when originating from the District's server and/or on District equipment, electronic mail and voice mail are also District property and are to be used for District purposes only. Internet accounts are also to be used only for District business. Accordingly, the District reserves the right to inspect, monitor, and have access to District computers, electronic mail, voice mail, video recordings, and internet communications.

Confidentiality and Protection of Property Rights

Except as is necessary for the proper performance of their duties for the District, District employees shall not, for any reason, either directly or indirectly, disclose to any person or entity outside of the

District, or use for their own personal benefit, any confidential information of the District either during their employment with the District or following termination of that employment. For the purposes of this policy, "confidential information" means any information relating in any way to its residents and/or the business of the District that is disclosed to or known by the employee as a consequence of, result of, or through the employee's employment with the District. This information includes, but is not limited to, any and all information/data about the District's students, employees, residents, services, business methods, and financial and accounting data.

District employees shall, at all times, take all precautions necessary to protect from loss or disclosure any and all documents or other information containing, referring, or relating to such confidential information. Additionally, except as is necessary for the proper performance of their job duties for the District, any disclosure of confidential information must be specifically approved by the District.

Upon termination of employment with the District, employees shall promptly return to the District any and all documents, files, records, notes, lists, or other tangible property, whether in hard copy or on computer disk, containing, referring, or relating to such confidential information.

In addition, upon termination of employment, employees shall promptly return to the District any other District property in their possession, custody, or control. Failure by the employee to return the District property subsequent to ending employment may result in payroll withholdings from the employee's final paycheck. An employee will be required to provide written authorization to deduct the cost of such items from the final paycheck.

Copyright Material/Intellectual Property

Federal laws, cases and guidelines pertaining to copyright and intellectual property will govern the use of material accessed through District resources. All employees are responsible to comply with applicable copyright and intellectual property laws. This not only relates to the copyright of student work published, but also relates to any information copied or obtained from other sources. Material copied from other web pages should not be used without obtaining the prior permission of the author of the page and must be cited. Material from software owned or licensed by the school such as clip art, electronic publications, etc. may not be used without prior permission of the author unless the licensing agreement for the product specifically allows such use. Please remember that what might qualify as fair use in the classroom under existing copyright law will not necessarily meet the test of fair use when published on a web page which has worldwide accessibility.

Any staff member who is uncertain as to whether reproducing or using copyrighted material complies with the District's procedures or is permissible under the law should contact his/her building principal or immediate supervisor. Where applicable, employees will instruct students to respect copyrights, request permission when appropriate, and comply with license agreements. Please also see [School Board Policy No. 814](#).

Solicitation

Administrative approval must be obtained prior to any form of solicitation by anyone, including employees, and any such solicitation must be in accordance with all applicable Board policies.

Attendance/Tardiness

Regular and timely attendance is essential to the District. As such, regular and timely attendance at work is a mandatory requirement for employment with the District. If, for any reason, an employee is unable to report to work, he or she must submit the request and the reason necessitating the absence or tardiness as follows:

The East Stroudsburg Area School District uses an automated service that greatly simplifies and streamlines the process of recording and managing absences and finding substitutes. This service is called Aesop. The Aesop service will be available to you 24 hours a day, 7 days a week and can be accessed via internet and phone.

1. You can interact with Aesop on the internet at <http://www.frontlinek12.com/aesop>. You can also access the site through our website <http://www.esasd.net> under the employee tab. Here, you will be able to enter absences, check your absence schedule, and exercise other features such as uploading your lesson plans for substitutes to view online.
2. You can also call Aesop toll free at 1-800-942-3767. Simply follow the voice menu to enter and manage absences and access other features. We recommend that you call in to check the computer recording of your name and title. To do this press Option 5, and follow the prompts.

Your ID and PIN numbers for accessing Aesop will be provided to you by the Human Resources Office.

A no call/no show lasting three (3) days may be considered job abandonment and may be deemed an employee's voluntary resignation of employment.

Employees are required to report off from work each day or part thereof that they are unable to work due to illness or injury. In the event an employee is aware that an illness or injury will require an absence from work for three (3) or more consecutive days, the employee may request permission from his or her immediate supervisor not to report off on a daily basis. Employees may be required to provide a certified medical excuse for an absence of three (3) or greater consecutive workdays. Please also see [School Board Policy #334 Sick Leave](#).

Personal Appearance

During work hours every District employee shall be physically clean, neat, well-groomed, and dressed in business casual or better in a manner consistent with the needs of the job to be performed. Extremes of any sort are to be avoided. If/when applicable, employees shall be required to wear a designated work uniform, Personal Protective Equipment (PPE), and utilize safety gear or equipment when performing assigned duties.

The Board has the authority to specify the minimum standards of appropriate dress and grooming and to specify reasonable dress and grooming guidelines for the purpose of maintaining the District's operations and services in a professional manner and to avoid disruption or adverse impact upon those programs, operations or services. Any employee who is improperly dressed may be subject to discipline and may be sent home to change clothes. Please also see [School Board Policy #325 Dress and Grooming](#).

Bulletin Boards

Bulletin boards are the property of the District. Unauthorized employees and all other individuals are strictly prohibited from posting documents on the bulletin boards without the advanced consent of the building principal. Any materials discovered on the bulletin boards that were not posted by an authorized District representatives or employees will be promptly removed.

Safety/Security

ID Badges/Keycards

The safety and well-being of District students and staff is of paramount importance. Therefore, all staff members, while carrying out their duties of employment, are required to display the photo ID badge that was issued to them by the District. Since an employee's ID badge provides keyless entry to designated facilities, staff are required to maintain possession of the ID card at all times and are prohibited from sharing keyless access with anyone. All employees must use their assigned ID badge to scan into each entered facility. A lost or damaged ID badge must be reported to a school administrator or East Stroudsburg Area School District Police within twenty-four (24) hours. A replacement fee of \$7.00 will be charged to the employee for each lost or damaged card thereafter.

Propping Of External/Internal Doors

Under no circumstances are external or internal doors to be propped/left open.

Workplace Safety

The school district strives to make the working environment as safe as possible in order to eliminate or reduce conditions which shall result in personal injury and property loss to employees, visitors, students, and parents. Employees are expected to abide by the safety policies and procedures of their department and to carry out their job duties in a safe and productive manner. It is the duty of every employee to report workplace hazards or safety concerns to their supervisor for correction.

Employees who work with hazardous materials will receive instruction and orientation, as well as safety procedures involved in working with hazardous materials. Other programs are offered to employees in accordance with OSHA legal requirements. Working safely is no accident. It is each employee's responsibility to perform his/her work in a safe and responsible manner. Any item or article of dress deemed to be inappropriate or unsafe is prohibited. Each school department reserves the right to establish and enforce safety regulations conducive to that department's efficient and productive operation. Please also see [School Board Policy #705](#).

Asbestos Hazard Emergency Response Act (AHERA)

In compliance with the AHERA, Asbestos Management Plans are available to the public. The Facilities Department has a copy of the management plan for all schools in the District and each school has a copy of their own individual management plan in the building principal's office for possible public review.

Accident Reporting

All accidents must be reported to the nurse, if available, and building administration and/or the employee's supervisor immediately. All injuries, regardless of severity must be reported. Employee instructions for insurance company claims reporting along with other insurance company forms can be found in the main office of each building and the business department. The safety and well-being of District students and staff is of paramount importance.

Mandatory Reporter of Child Abuse

All school employees, independent contractors, and volunteers are mandated reporters of suspected child abuse. Call ChildLine, 1-800-932-0313, to report suspected child abuse. The circumstances and procedures for mandatory reporting are set forth in [School Board Policy #806](#).

Suicide Awareness, Prevention and Response

All District employees shall receive information regarding risk factors, warning signs, response procedures, referrals, and resources regarding youth suicide prevention. Information on risk factors and warning signs are described in [School Board Policy #819](#). The school principal, counselor and/or psychologist will have school-specific information about the reporting procedures for the building.

Distribution of IEP, GIEP, and Section 504 Plans

All teachers, counselors, and building administrators have access to the live documents located within the district's Student Information System. All educators should read and understand all notifications associated with students assigned to their care. Employees should review, discuss, and problem-solve all information contained within an IEP, GIEP, Section 504 Plan, Parental Notification, or Medical Alert with the appropriate special education case manager, counselor, school psychologist, or building administrator. Special education and general education teachers are responsible for sharing student information with paraprofessionals or other support personnel working in a classroom or with a student. The district expects all employees to plan, communicate, revise, and implement student IEP, GIEP, Section 504 Plan, Medical Plan, and Parent/Guardian notifications. Please also see [School Board Policy #816.2](#).

School Board Policy and Annual Notice

All employees are required to read, understand, and comply with School Board policy. Board policies are available to employees and the community through the District website www.esasd.net. The District provides regular notice to employees of all policies that are revised, and annual notice is provided as outlined by law.

Unlawful Harassment

Consistent with the District's policy of equal employment opportunity, harassment in the workplace based upon a person's race, color, self-identified gender, religion, ethnicity, marital status, national origin, ancestry, age, disability, genetics, pregnancy, veteran status, sexual orientation, union membership, or any other legally protected characteristic will not be tolerated concerning employees or applicants for employment.

Definitions of Harassment:

Sexual harassment constitutes discrimination and is illegal under federal, state and local laws. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; b) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or c) such conduct has the purpose or effect of unreasonably

interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment may include a range of behaviors and may involve individuals of the same or different gender. Depending on the circumstances, these behaviors may include unwanted sexual advances or requests for sexual favors; sexual jokes and innuendo; verbal abuse of a sexual nature; commentary about an individual's body, sexual prowess or sexual deficiencies; leering, whistling or touching; insulting or obscene comments or gestures; display in the workplace of sexually suggestive objects or pictures; and other physical, verbal or visual conduct of a sexual nature.

Harassment on the basis of any other protected characteristic is also strictly prohibited. Under this policy, harassment is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, citizenship, genetic information or any other characteristic protected by law or that of his/her relatives, friends or associates, and that a) has the purpose or effect of creating an intimidating, hostile or offensive work environment; b) has the purpose or effect of unreasonably interfering with an individual's work performance; or c) otherwise adversely affects an individual's employment opportunities.

Harassing conduct includes epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes; and written or graphic material that denigrates or shows hostility or aversion toward an individual or group and that is placed on walls or elsewhere on the employer's premises or circulated in the workplace, on company time or using company equipment via e-mail, phone (including voice messages), text messages, tweets, blogs, social networking sites or other means.

Complaint Process: Any employee who feels that he or she has been subject to unlawful harassment is requested to report this conduct immediately pursuant to the procedure set forth in Board Policy 104.

The District will investigate all allegations of harassment in as thorough, prompt, and confidential a manner as is reasonably possible, and will take appropriate corrective action when warranted. The District will undertake all investigations with due regard to the privacy of all parties involved consistent with a thorough and appropriate investigation. Any employee who is determined, after an investigation, to have engaged in any incidents of harassment in violation of this policy will be subject to disciplinary action, up to and including termination.

Employees may raise concerns and make complaints without fear of reprisal. Retaliation in any form against an employee who exercises, in good faith, the right to make a complaint under this policy is strictly prohibited and will itself constitute a basis for appropriate disciplinary action. Please also see [School Board Policy 104](#).

Smoking and Tobacco Use

Smoking and/or other use of tobacco products including the product marketed as Juul and other electronic cigarettes is not permitted on District property, including on any District buses, vans, and vehicles that are owned, leased, or controlled by the District. Violation of this policy will subject the

employee to disciplinary action, up to and including termination. Please also see [School Board Policy 323](#).

Drug and Alcohol

The District is committed to providing a safe and drug/alcohol-free workplace. To promote this goal, employees are required to report to work in appropriate mental and physical condition to perform their jobs in a safe and satisfactory manner.

While on District premises, employees may not use, possess, distribute, sell or be under the influence of alcohol, illegal drugs, or prescription drugs used in excess of their prescribed dosage. The legal use of prescribed drugs is permitted on the job only if it does not impair an employee's ability to perform the essential functions of the job effectively and in a safe manner. Violations of this policy will subject the employee to disciplinary action, up to and including termination of employment and/or required participation in a substance abuse rehabilitation or treatment program.

Employees with commercial driver's licenses (CDL) shall adhere to the CDL drug and alcohol policy which will be made available for review upon request. Any violation of these policies may result in disciplinary action, up to and including termination.

In order to effectuate the District's drug/alcohol policy, District employees shall be subject to pre-employment and "reasonable suspicion" drug testing. To that end, employees are subject to testing based on specific observations by a supervisor of apparent workplace use, possession, or impairment. If an employee refuses to be tested, fails to submit to testing when required, or has a confirmed positive drug test, the employee will be subject to disciplinary action, up to and including the termination of employment. A copy of the District's drug-testing policy will be made available for review upon request.

Employees may be subject to random drug testing pursuant to the collective bargaining agreement, if applicable.

Employees with questions or concerns about substance dependence or abuse are encouraged to discuss these matters with the District to receive assistance or referrals to appropriate resources in the community through the District's Drug and Alcohol-Free Awareness Program. Please see [School Board Policy 351](#) or the [Employee Assistance Program](#). Information regarding these programs is posted in each mailroom and/or staff room or by contacting the Human Resources Department.

Supplies and Equipment

The District provides the equipment and supplies necessary for employees to perform the jobs to which they are assigned. Employees are expected to care for all District equipment, supplies, and property. Employees are not permitted to bring personal supplies or equipment on District property without preapproval from the immediate supervisor. All mechanical and electronic equipment, except as is otherwise specifically instructed, should be switched off and covered at the end of the workday. Equipment malfunctions should be immediately reported to the employee's immediate supervisor.

District equipment, including, but not limited to, supplies, copy service, and postage are intended to be used only for District business. Use of District supplies, business equipment, etc. for personal needs must be specifically approved by your immediate supervisor.

Violation of any aspect of this policy will result in disciplinary action, up to and including termination.

Driver's License and Vehicle Information

The District is committed to the protection and safety of its employees and to the prevention of injury or loss to others. The following policies relate to the operation of both privately-owned and District-owned motor vehicles for District business. These policies, which are the byproduct of prudent business considerations and insurance requirements, are intended to promote safety awareness, eliminate preventable accidents, protect against personal injury, and to minimize economic loss.

District employees using motor vehicles for District business are required to do so in a safe manner. Employees are required to be physically able and mentally alert when using a motor vehicle for District business. As such, driving while under the influence of alcohol and/or drugs is strictly prohibited. Employees are further prohibited from utilizing cellular phones and/or other personal devices while operating District vehicles.

Use of a District-owned, leased, or rented vehicle for District business requires the prior authorization from the appropriate supervisor. Employees using District vehicles are permitted to use such vehicles only for District business purposes. Using such vehicles for personal errands or personal business is strictly prohibited.

School vehicle drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school vehicle operation.

The Board prohibits school vehicle drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school vehicle except when it is necessary to communicate with law enforcement officials or other emergency services.

Employees designated to operate District vehicles are responsible for reporting any unsafe conditions with respect to the vehicle to the employee's immediate supervisor. Likewise, if required as part of their duties, such employees are also responsible for the proper maintenance of the vehicle to ensure that it remains in safe operating condition at all times. An employee who becomes involved in an accident while driving a district vehicle must immediately report the details of the accident to the Chief of School Police.

Prior to employment and at least once each school year, all employees required to operate a motor vehicle for purposes of performing their duties for the District shall submit a copy of a valid driver's license to the Chief of School Police or designee. If a motor vehicle record check indicates that an employee has an unsafe driving record, the employee may be disciplined up to and including termination from employment with the District.

School vehicle drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school vehicle. School vehicle drivers shall not use medical marijuana products. School vehicle drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A school vehicle driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school vehicle under the following circumstances:

- a) While using or while having any amount of alcohol present in the body, including medications containing alcohol.
- b) While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.
- c) After consuming alcohol or a controlled substance within the previous eight (8) hours.

An exception shall be made for therapeutic use of prescribed controlled substances used by a school vehicle driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school vehicle.

School vehicle drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."

A school vehicle driver charged with or issued a citation or convicted for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Chief of School Police or designee in writing before the end of the business day following the day the school vehicle driver is charged or cited. Notice is required no matter what type of vehicle the driver was driving.

Any school vehicle driver whose operating privilege is suspended, revoked, canceled or recalled by any state, shall notify the Superintendent or designee immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.

The district shall require school vehicle drivers to submit to the following drug and alcohol tests: post-accident, reasonable suspicion, and return-to-work.

The district shall place a school vehicle driver who drives, operates or is in physical control of a school vehicle out of service for thirty (30) days if the school vehicle driver:

- a) Has any detectable amount of alcohol in his/her system; or
- b) Refuses to take a test to determine his/her alcohol content

A motor vehicle record check will be conducted with respect to all prospective employees who will be required to use a motor vehicle in the performance of their duties for the District. An acceptable driving record is a prerequisite for employment with respect to these positions. All employees who

have regular responsibilities to operate a district vehicle must inform his/her immediate supervisor and the Assistant to the Superintendent if the employee has her/her driver's license suspended, revoked, or canceled, within 72 hours.

Seat belts have been proven to be the most effective device developed for saving lives and preventing injuries resulting from motor vehicle accidents. Seat belts also reduce the likelihood that drivers will lose control during emergency maneuvers by keeping the driver behind the wheel and in control. Pennsylvania law requires the use of seat belts. Accordingly, employees operating a motor vehicle for purposes of conducting District business must wear their seat belt at all times.

Employees are responsible for all traffic violations and/or fines resulting from the operation of a motor vehicle while conducting District business. Failure to abide by any of the foregoing policies may result in disciplinary action, up to and including termination of employment. Please also see [School Board Policy #810.1](#).

Transporting Students/Field Trips

District employees may not transport District students in their privately-owned vehicles, except (1) in the event of an emergency or (2) a special event pursuant to which the employee has prior written approval from the Superintendent and/or designee. The District's current insurance policy does insure District employees transporting students in the two (2) aforementioned circumstances. The employee must maintain primary automobile liability coverage.

The school district does not endorse, support, or assume responsibility in any way for any staff member of the school district who takes students on trips not approved by the Board and/or Superintendent. No staff member may solicit students of the school district for such trips within the facilities or on the school grounds of the school district without the permission of the Board and/or Superintendent. Teachers and chaperones must not schedule any unsupervised time for students and must supervise students at all times during the trip. Those who serve as trip chaperones are responsible for performing their duties as chaperones from the time the trip commences at the school until the trip concludes back at the school location. At no time should students be left unattended, nor should they be afforded "free" or unsupervised time. Administrative approval must be obtained for all non-school personnel acting as chaperones. Unless permission has been obtained in advance from the administrator responsible for the trip, at no time should a member of the chaperone's family become part of the trip and/or the trip's activities. The only exception shall be in instances whereby the family member is an officially recognized trip participant (e.g., student participant, chaperone).

The school district assumes no liability to anyone for reimbursement of any costs or expenses incurred regarding any trip for which the school principal, Superintendent or designee, and/or Board withdraws or denies approval. Those requesting a field trip should not make any financial commitments without having first officially obtained written approval for the trip.

Weapons, Firearm, and Explosive or Other Combustible or Incendiary Device

The District prohibits any person from bringing, carrying, or possessing a weapon, firearm, and/or explosive or other combustible or incendiary device onto school property, any school sponsored activity, or any conveyance providing transportation to or from a school or school sponsored activity. This prohibition includes, but is not limited to a gun, loaded, or unloaded, a knife, or an explosive

device, which is capable of producing serious bodily injury or death.

Electronic Communication

Definition: For purposes of this policy, electronic communication shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.

Use: As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students. Electronic communication with students shall be for legitimate educational reasons as determined by the building principal.

District-provided email or other district-provided communication devices or platforms shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices shall be in accordance with district policies and procedures.

All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal or designee and the parent/guardian. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director. Please also see [School Board Policy #824](#).

Social Media

Definition: Social networking media, for the purposes of this policy, refers to any works of user-created video, audio, text, or multimedia that are published and/or shared electronically. Some examples of social networking media include blogs, social networking sites (Facebook, Twitter), video hosting sites (YouTube), instant messaging, text messaging, electronic video/photo sharing on personal devices, etc. Employees should also reference [School Board Policy 816](#).

Use: The use of personal (not professional) social networking accounts for communication with students is prohibited. If a teacher or other faculty or staff member wishes to use electronic means to communicate directly with students for educational purposes (homework/project reminders or assistance, school-sponsored event reminders, etc.), she/he may utilize an appropriate professional medium, such as direct e-mails from the faculty member's ESASD appointed e-mail address and/or postings from an educational tool such as Class Dojo. Use of such electronic media shall be restricted to appropriate professional uses only. Faculty and/or staff members may not engage in personal and/or inappropriate communication with students.

Any social media account displaying district images and/or representing the district shall have the prior written approval of the Superintendent of Schools. Users may not access social media sites during the time they are required to be fulfilling their work responsibilities unless they are permitted to do so by a direct supervisor ([School Board Policy #816](#)).

Expectations: Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information with others (home addresses, phone numbers, family member names, etc.).

Professionalism: All communications with students must be of a professional nature. Employees must maintain strict professional boundaries of communication with students. Employees are encouraged not to “friend” students in personal social networking accounts, allow students access to the employee’s nonpublic personal pages, or use social networking media to enter into communications with students that are not directly related to instructional matters. The District takes personal/professional boundary limits with students very seriously and will take disciplinary action against any employee who violates this administrative directive and/or who initiates or maintains inappropriate personal communications with students. The District recommends that employees take all necessary steps to limit access to their personal social networking media accounts and prevent students from obtaining such access. Employees are reminded that due to the nature of the technology, individuals do not have an expectation of privacy on social media sites.

Restrictions: When using any social networking media, employees may not:

- a) Enter into inappropriate communications/relationships with students via any means, electronic or otherwise.
- b) Access personal social networking media accounts during the school day or while representing the District at school-sponsored events.
- c) Post or share information which students may access that discusses or portrays sex, nudity, alcohol, or drug use or other behaviors associated with the employee’s private life that are considered inappropriate to discuss with students.
- d) Post or share information that identifies any student.
- e) Disclose personally identifying information about coworkers or supervisors.
- f) Post or share discriminatory or defamatory information.
- g) Post or share comments that would cause a disruption in the educational environment.
- h) Suggest through any personal social networking context that s/he in any way represents the District or is speaking on behalf of the District.
- i) Violate any District policy, including the District’s policies on discrimination, harassment, privacy, and bullying.

A violation of the above may result in discipline, up to and including termination.

Romantic Relationships

On-the-job romantic relationships between supervisors and staff they supervise are discouraged. Supervisors should advise the Human Resources Office if such a relationship occurs, so as to assess whether either employee's work responsibilities may be compromised, and whether reassignment or some other efforts are necessary.

Maintaining Professional Adult/Student Boundaries

All adults shall be expected to maintain professional, moral, and ethical relationships with district students that are conducive to an effective, safe learning environment. This includes not only obvious unlawful or improper interactions with students, but also precursor grooming and other

boundary-blurring behaviors that can lead to more egregious misconduct.

These guidelines are not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious, or other outside organizations that include district students. Please also see [School Board Policy #824](#).

Prohibited Conduct

Romantic or Sexual Relationships - Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.

Prohibited romantic or sexual interaction involving students includes but is not limited to:

- a) Sexual physical contact.
- b) Romantic flirtation, propositions, or sexual remarks.
- c) Sexual slurs, leering, epithets, sexual or derogatory comments.
- d) Personal comments about a student's body.
- e) Sexual jokes, notes, stories, drawings, gestures, or pictures.
- f) Spreading sexual or romantic rumors.
- g) Touching a student's body or clothes in a sexual or intimate way.
- h) Accepting massages or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.
- i) Restricting a student's freedom of movement in a sexually intimidating or provocative manner.
- j) Displaying or transmitting sexual objects, pictures, or depictions.

Social Interactions - In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate. Examples of prohibited conduct that violates professional boundaries include, but are not limited to:

- a) Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.
- b) Exchanging notes, emails, or other communications of a personal nature with a student.
- c) Giving personal gifts, cards, or letters to a student without written approval from the building principal or designated building administrator.
- d) Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).
- e) Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.
- f) Taking a student out of class without a legitimate educational reason as determined by the building principal.
- g) Being alone with a student behind closed doors without a legitimate educational reason as determined by the building principal.

- h) Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.
- i) Sending or accompanying a student on personal errands.
- j) Inviting a student to the adult's home.
- k) Going to a student's home without a legitimate educational reason as determined by the building principal.
- l) Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.
- m) Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal or designated administrator.
- n) Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
- o) Meeting with students off school premises without prior approval from an administrator for a legitimate educational reason. School premises include approved school functions off District property.
- p) Telling a student personal secrets or sharing personal secrets with a student.
- q) Encouraging students to confide their personal or family problems and/or relationships, except for adults who are guidance/counseling staff, psychologists, social workers, or employees with designated responsibilities to counsel students. If a student initiates such discussions, the student should be referred to the appropriate school resource.
- r) Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.
- s) Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.

Exceptions

An emergency situation or a legitimate educational reason may justify deviation from professional boundaries established in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student to the building principal or designee. Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through non district-related civic, religious, athletic, scouting, or other organizations and programs whose participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall immediately notify the Superintendent, principal, or Title IX Coordinator. The person would also be responsible for submitting a ChildLine Report as outlined in Act 126 for mandatory reporting.

All "school employees" are mandatory reporters. An individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term excludes an individual who has no direct contact with children.

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.

Disciplinary Action

A district employee who fails to maintain professional adult-student boundaries may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.

Addressing Code of Conduct Violations

School staff will redirect and correct inappropriate behavior. All adults in the school setting have the responsibility to supervise, correct, and redirect students' inappropriate behavior and minimize the likelihood of the behavior escalating or recurring according to the District Code of Conduct.

Staff will intervene to minimize disruption and resolve conflict as necessary to keep students and staff safe. If a student has been injured, refer the student to the school nurse and make every reasonable effort to immediately notify the parents/guardians.

Standards of Conduct/Disciplinary Action

Unacceptable Conduct:

The following is a partial list of infractions, conduct, and behaviors which are unacceptable in the District and that may result in disciplinary action, including immediate termination:

- (a) Violating discrimination and/or harassment policies;
- (b) Falsification or unauthorized altering, deletion, or omissions of records, employment applications, time sheets, time cards, work reports, departmental records, or other documents related to school district operations;
- (c) Inappropriate conduct or communication with students;
- (d) Violating the drug and alcohol policy of the District which prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol on school premises or part of any of its activities;
- (e) Insubordination or other disrespectful conduct toward supervisors;
- (f) Behaving in a discourteous, abusive, or disrespectful manner toward a fellow employee, supervisor, student, or any other member of the school district community;

- (g) Disregarding safety or security procedures;
- (h) Gambling on District premises and/or using district resources;
- (i) Unauthorized or excessive absence, tardiness or leaving work early;
- (j) Fraudulent requests for time off or fraudulent absence allegedly due to illness;
- (k) Physical or verbal abuse, or threat of harm, to anyone;
- (l) Stealing or causing intentional damage to District property, facilities, or equipment;
- (m) Forceful or unauthorized entry into or occupation of District facilities, buildings or grounds;
- (n) Carrying onto or possessing a weapon and/or ammunition on District grounds without authorization from the appropriate District administrator;
- (o) Violation of District policies, administrative regulations, rules or procedures;
- (p) Violation of federal, state, or applicable municipal laws or regulations;
- (q) Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, administrative, or disciplinary functions of the District, or any activity sponsored or approved by the Board;
- (r) Lack of attention to job responsibilities or refusing to perform work as directed;
- (s) Taking breaks at unauthorized times or places or for an extended amount of time;
- (t) Unauthorized use of equipment, materials, and/or software;
- (u) Divulging or discussing confidential information; and/or
- (v) Unsatisfactory performance of job duties;

NOTE: **This list is not comprehensive or all-inclusive and does not limit, in any way, the District's right to terminate employment at any time.**

Compliance with the Standards of Conduct:

Compliance with the standards of conduct is mandatory for all District employees. Employees will be subject to discipline for failure to adequately perform their job function and/or for violation of any District policies or procedures. The determination of appropriate disciplinary action shall be in the sole discretion of the District, based upon the specific facts and circumstances involved.

Progressive Discipline:

A progressive system of disciplinary sanctions, consistent with local, state, and federal law, of written warnings, suspension, and termination will be imposed on employees who violate the standards of conduct. The completion of an appropriate rehabilitation program is considered part of the disciplinary sanctions. The District's progressive discipline system uses the following steps with increasing degrees of discipline:

- (a) verbal warning
- (b) written warning
- (c) suspension
- (d) demotion
- (e) discharge/hearing before the School Board
- (f) pursuit of civil and/or criminal sanctions

These steps are general guidelines and are not mandatory. All personnel must realize that the steps in a progressive discipline system serve as general guidelines and are not mandatory. There are varying degrees of seriousness which pertain to performance and/or infractions of policies. There are certain instances where conduct and/or performance are of such a serious nature that immediate

termination, without prior warning or consultation, may be the justified course of action.

Rehabilitation:

Information about any drug and alcohol counseling and rehabilitation and re-entry programs are available to all employees through our Employee Assistance Program (EAP), information may be located on our district website, or by inquiring with building administration, school counselors and school nurses.

Employment Performance/Evaluation

Evaluation is a continuing process which promotes the collaboration and cooperation between the supervisor and employee in identifying strengths and weaknesses in the employees work performance and effectiveness. All employees shall be evaluated annually to assess and improve performance, encourage professional growth, promote positive behavior, facilitate attainment of school district goals and objectives in order to benefit the district's students.

Complaint/Grievance Process

Any employee that may have a concern or question with regard to district policy and/or bargaining agreement is encouraged to discuss first with their immediate supervisor/administrator. Should the employee still require additional information, they should contact their association/bargaining unit representative. In the event a grievance arises between the parties or between the Board and any employee the grievance process may be initiated. Additional information and the steps involved is outlined in the employees respective bargaining agreement.

SECTION 4: PAYROLL/COMPENSATION PRACTICES

Employment Classification

District employees generally fall into one of the following employment classifications:

- (1) Professional employees - teachers, school counselors, school psychologists, certified school nurses;
- (2) Support staff employees – bus drivers, business office personnel, cafeteria aides, cafeteria cooks, cafeteria workers, custodians, front desk receptionists, health room nurses, information technologist, maintenance workers, mechanics, paraprofessionals, personal care assistants and secretaries;
- (3) Act 93 employees - administrators, supervisors, directors, assistant directors, coordinators, chief of police;
- (4) First Level Supervisors
- (5) Confidential Administrative Assistants
- (6) Security/Crossing Guards

Pay Period

Pay Schedule: Employees are generally paid bi-weekly on Thursday. Each paycheck will include earnings for all work performed through the end of the previous pay period ending the preceding

Saturday night at midnight. When a pay date falls on a holiday and the District's business office is scheduled to be closed, the pay date will be moved to the last day the office is scheduled to be open before the holiday.

Paycheck Distribution: Paychecks will be electronically deposited on the Thursday of payday. All payroll information can be found on the Munis Employee Self-Service (ESS) Portal. Employees are responsible to review their paycheck and contact the Payroll Department to review inaccuracies.

Time Sheets: Accurately recording "time worked" is the responsibility of every District employee. Federal and state laws require the District to keep an accurate record of "time worked" in order to calculate employee pay and benefits. "Time worked" includes all time actually spent on the job performing assigned duties.

All District employees paid on an hourly basis must punch in/out on the timeclock to record the number of hours worked each day. Altering, falsifying, or tampering with time records will result in disciplinary action, up to and including termination of employment. Employees are responsible for verifying their hours worked and submitting for supervisor approval on the first working day following the end of the bi-weekly pay period.

Payroll Deductions

Mandatory Deductions

The following deductions will be taken each pay period:

- (a) PSERS
- (b) unemployment
- (c) federal income tax
- (d) social security tax
- (e) state income tax
- (f) earned income tax
- (g) local service tax
- (h) Medicare
- (i) Medical Copayments: Medical co-payments are made in accordance with the employees contract. If a co-payment is missed because the employee did not receive a check, the employee is still responsible for the co-payment.

Optional Deductions

The following are optional deductions:

- (a) Tax-Sheltered Annuities (TSA) and Roth accounts: Employees of the District may take advantage of tax-sheltered annuities and/or Roth accounts as defined under the Internal Revenue Code. Under a TSA or Roth plan, an employee may authorize the District to deduct an amount from his/her pay and make regular payments to the company of their choice for the purchase of an annuity. Payroll deductions for a TSA are withheld from each paycheck. While the District does not endorse any particular plan, a current list of approved TSA vendors can be obtained by visiting the school district website.
- (b) Credit union
- (c) PA TAP 529
- (d) Union Dues: Union dues are deducted in accordance with the employees contract.
- (e) Group Term Life Insurance
- (f) PSERS Buyback
- (g) Domestic Relations
- (h) Long Term Disability

Paycheck Inaccuracies

The District strives to ensure that all employees are paid in accordance with their position and the requirements of the law. It is the responsibility of each employee to review payment. Should any employee believe that their paycheck is incorrect, either in the gross amount paid or in any deductions made by the District, he/she should report the problem immediately to his/her supervisor or to the Payroll Department. This complaint should be in writing and accompanied by a copy of the employee's paycheck stub. If overpayment exists, the District has the right to recover overpayment of wages.

In accordance with the requirements of the Fair Labor Standards Act, the District is committed to the prompt investigation and resolution of any payment disputes. Accordingly, the District will investigate the matter thoroughly, and, if any pay was inappropriately withheld from an employee's paycheck, it will be reimbursed within fourteen (14) days of the employee's complaint. Employees may bring questions about their pay to the administration without the fear of reprisal or retaliation.

Overtime

Overtime shall be paid for all time worked in excess of the established 40-hour workweek for each classification of employee pursuant to the applicable collective bargaining agreement, individual contract, or pursuant to Board Policy 330, whichever shall apply. All overtime shall be paid in compliance with federal and state law. Please also see [School Board Policy 330](#).

Direct Deposit

Direct deposit is mandatory for all employees. An employee who changes banks or accounts or whose bank initiates a change during employment with the District should complete a new form and send it to the Payroll Department immediately. Failure to do so will result in a delayed payment of direct deposit funds.

Tuition Reimbursement

Employees may acquire compensation for college courses, staff development, vocational/professional trainings, conferences which relate to the employee's position description and assignment. Employees must ensure compliance with the necessary enrollment, approval, and application requirements. To determine eligibility, employees should refer to their collective bargaining agreement.

SECTION 5: BENEFITS

Employee Assistance Program

The East Stroudsburg Area School District has an agreement with Mazzitti & Sullivan Employee Assistance Program (E.A.P.). The term "family member" refers to an employee's spouse, children under age 18, or children enrolled in college courses and under the age of 23.

The purpose of the E.A.P. is to provide District employees with cost-free counseling services to

address employees' needs in resolving issues that could affect health, safety, and/or work performance.

The types of problems that can be addressed by the E.A.P. include, but are not limited to: family problems, work problems, verbal conflicts, legal issues, emotional difficulties, financial concerns, alcohol and other drug abuse problems. Referrals can be voluntary or required by a supervisor. Confidentiality will be maintained by everyone in the process. Please also see the [Employee Assistance Program\(EAP\) link](#) on our district website.

Continuation Coverage of Health, Dental, Vision, and Prescription Drug Program

In the event that an employee is eligible for COBRA benefits following a qualifying event, the employee will receive all information required to be provided under applicable state and/or federal law.

Workers' Compensation Benefits

1. Injuries sustained during the performance of the duties delegated by East Stroudsburg Area School District may be covered by workers' compensation.

2. If an employee is injured while performing the duties assigned by the District, the following must occur:

- (a) The employee must notify his/her immediate Supervisor within 24-hours of the employment related accident.
- (b) The employee must complete an Employee Accident Form. When completing the nature and location of the injury on the form, please be attentive to the full and accurate completion of the document. Example: If it is your right hand that is affected, do not describe it as "hand." Please provide specific detail as in "right hand."
- (c) The employee must submit the Employee Accident Form, accompanied by a Supervisor's Investigation Report, to the school nurse or worker's compensation administrator within 24-hours of the employment-related accident.
- (d) The employee must notify the Worker's Compensation Office in writing within three (3) days of the employment-related accident whether he or she will use his or her sick leave or the workers' compensation benefit. The employee can claim workers' compensation, or he/she can use sick leave. However, the employee cannot use workers' compensation and sick leave at the same time. If the employee opts to use sick leave, then the employee must remit any workers' compensation insurance payments received to the Business Office in a timely manner. Income Protection will not be paid while Workers' Compensation benefits are being received.
- (e) The employee must visit one of the District's approved physicians within ninety (90) days of the injury in order for worker's compensation bills to be paid. If the employee visits his/her own physician, the employee will be responsible for medical expenses payable to that physician.

3. Do NOT present a District-provided insurance card to the physician/hospital at the time of the accident. Advise the physician/hospital that this accident is covered by workers'

compensation.

Please also see [School Board Policy 346](#).

Health, Prescription, Dental, & Vision Insurance

The District offers health insurance coverage and supplemental medical benefits for eligible employees. Employees should contact the Benefits Office to determine coverage and premium payments. Subject to applicable bargaining agreements, the District reserves the right to change the coverage offered and/or the amount of contribution required by employees at any time.

Pension Plan

The District offers an employee pension plan through the Pennsylvania School Employee Retirement System (PSERS) to eligible employees. Employees should contact the PSERS to determine actual benefits and coverage.

Life Insurance and Disability Insurance

The District offers life insurance and disability insurance for eligible employees. Employees should contact the Benefits Office to determine actual benefits and coverage. As provided for in the contracts, employees shall be required to use any accrued paid time off (i.e. sick and vacation time) prior to using disability benefits.

Reimbursement for Job-Related Expenses

General

(a) Receipts are required for all expenses and must be submitted with the travel reimbursement form. Cash register receipts, credit card detail billings, and hand-written or computer-generated tickets listing individual items purchased are acceptable.

(b) Each request for reimbursement must be in writing and provide reasonably detailed reasons for expenditure. Tax and tips are not eligible for reimbursement.

Travel Expenditures

(a) The District will reimburse employees for actual, reasonable travel expenditures incurred in conducting District business. Travel expenses shall conform to sound ethical and legal standards and expenditures in accordance with this policy will be approved.

(b) Travel reimbursement forms, properly completed, and signed, will be required for reimbursement. Such forms must be submitted to the employee's immediate supervisor within ten (10) school days of the travel for which reimbursement is requested. Forms shall be available on the FORMS Portal.

(c) Mileage reimbursement is authorized when approved by the Superintendent or his/her designee as being necessary for the proper discharge of an assignment, workshop, or conference. Prior written approval is necessary. The rate of reimbursement is set at the IRS Mileage Rate.

Non-Travel Expenditures

(a) The District will reimburse employees for actual, reasonable job-related expenditures incurred in conducting District business if such expenditures are approved in advance and in writing by the Board or Superintendent and the building principal.

(b) Expense reimbursement forms, properly completed and signed, will be required for reimbursement. Such forms must be submitted to the employee's immediate supervisor within ten (10) school days of the expense for which reimbursement is requested. Forms shall be available on the FORMS Portal. Please also see [School Board Policy 331](#).

SECTION 6: LEAVE FROM WORK

Military Leave

A Military Leave of Absence is defined as a leave for military reserve training or call to military service in time of national or State emergency. With regard to employees who are required to take a Military Leave of Absence, the District is committed to full compliance with the Uniformed Services Employment and Reemployment Rights Act and any other applicable statute or regulation.

Family Medical Leave Act (FMLA)

General: The District is committed to full compliance with all of the requirements of the Family and Medical Leave Act ("FMLA").

Eligibility: Employees who have been employed by the District for at least twelve (12) months and have worked at least 1,250 hours during the preceding twelve (12) month period are eligible to take FMLA leave.

Qualifying reasons: Eligible employees may take up to twelve (12) weeks of unpaid leave due to the birth or adoption of a child; or the "serious health condition" of the employee or the employee's spouse, child, or parent; or any "qualifying exigency" arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty, or has been notified of an impending call to active duty status, in support of a contingency operation. A "qualifying exigency" includes the following: Short-notice deployment; military events and related activities; child care and school activities; financial and legal; counseling; rest and recuperation (to spend up to fifteen (15) days with a Covered Military Member who is on short-term, temporary rest and recuperation leave); post-deployment activities; to care for a military member's parent (i.e. leave for the spouse, parent, son, or daughter of a military member to care for the military member's parent); and other activities that the District and employee agree qualify as an exigency. An eligible employee's FMLA leave entitlement is limited to a total of twelve (12) weeks of unpaid leave during any rolling twelve (12) month period.

In addition, an eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member who is recovering from a serious illness or injury sustained in the line of duty on active duty is entitled to up to a combined total of 26 weeks of all types of FMLA leave in a single 12-month period to care for the service member. Please note that a covered service member includes any covered service veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

Procedure: Employees must obtain approval to take FMLA leave. First, the employee must complete the FMLA paperwork provided by the Human Resources Department. The Human

Resources Department will then provide the employee with a Designation Notice, indicating whether the employee's leave request is granted.

Employer Notification: Eligible employees who need to take FMLA leave must provide the District with at least thirty (30) days advance notice before the leave is to begin if the need for the leave is foreseeable based upon an expected birth, placement for adoption or foster care, or planned medical treatment for a serious health condition. If thirty (30) days' notice is not possible due to lack of knowledge of approximately when the leave will be required, a change in circumstances, or a medical emergency, notice must be given as soon as practicable. When an employee fails to give the requisite notice for FMLA leave, the commencement of such leave may be delayed.

Paid Days: Unless otherwise specified in the employee's Collective Bargaining Agreement, all paid vacation, personal, emergency, workers compensation, extended sick time, income protection, and sick leave runs concurrent with FMLA leave.

Medical Certification: The District may require medical certification to support a request for leave because of a serious health condition and may require second and third opinions (at the District's expense) in addition to a fitness for duty report to return to work.

Health Insurance Contribution: For eligible employees who are covered under the District's health insurance plan, the District will continue to make its contribution toward the employee's health insurance coverage while the employee is on FMLA leave. However, in order for such coverage to continue, employees on FMLA leave must continue to pay their share of the premium payment. These payments must be made by employees upon receipt of an invoice from the District each month during which the employee is on FMLA leave. Failure to timely make these payments may result in the termination of the employee's coverage under the District's health insurance plan. Contact the Assistant to the Superintendent for more information. Please also see [School Board Policy #335](#).

Jury Duty

Any employee who is called and reports for service as a juror shall be paid (exclusive of overtime and any other premiums) by the District for each day of service on which the employee otherwise would have worked. Any fee received for such service must be signed over to the District. In order to receive payment for such service, the employee must:

- (a) Notify the immediate supervisor no later than the first scheduled day/work shift after receipt of notice of selection for jury duty; and
- (b) Furnish a written statement from the appropriate public official showing the dates and times served and the amount of pay received. Please also see [School Board Policy 342](#).

Employees Participating in Litigation

Employees will not be excused from work at regular hours for interviews or testimony in legal proceedings except under the following conditions:

- (a) The District will not participate on either side in litigation in which it is not a party and will not assist by making the employee available.
- (b) The District will make no objection to any employee testifying in any legal matter or assisting in any legal matter if the employee's activities do not occur at times in conflict with their

responsibilities and duties to the District.

(c) The District has no objection and will make no objection to employees being interviewed by litigants or their representatives or attorneys if those interviews occur at times other than their official duties or responsibilities to the District.

(d) The District will not release any employee from duty for the purpose of testifying in any legal proceeding, including depositions or trials, unless those employees are required to attend by service of lawful subpoena.

Employees may use personal days for participating in litigation.

SECTION 7: GENERAL INFORMATION

Emergency Closure/Inclement Weather – Late Starts, Early Dismissals, Cancellations

In times of emergency closure/inclement weather, the District may choose to alter its normal operating hours in the interest of students and staff safety. The District will communicate changes to normal operating hours through its automated information system, work email system, the District website, and local media outlets. Employees are encouraged to contact the Human Resources Department regarding changes to personal contact information.

There may be times when the District restricts the access of certain employment classifications to facilities in order to respond to weather related conditions. During such times, staff should report to work at, and not before, the designated time to allow essential personnel to prepare the facilities for the safe arrival of adults and children.

Volunteers

There are many opportunities for individuals to share their time and talents in support of the students and staff of the District. The purpose of volunteers in the schools is to augment the educational and support resources available to students through the use of the diverse talents and skills of community members. The District recognizes that community volunteers can make valuable contributions to educational programs. The use of community volunteers is subject to legal requirements, Board Policy and administrative procedures. [School Board Policy 916](#) and its accompanying administrative regulations regarding school volunteers are available to help facilitate this process. Please contact the school principal for more information.

Education of Homeless Children and Youth

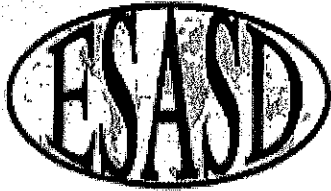
The McKinney-Vento Act defines children and youth who are homeless (twenty-one years of age and younger) as:

- Children and youth who lack a fixed, regular, and adequate nighttime residence, and includes but not limited to children and youth who are: sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason sometimes referred to as double-up;

- Living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; living emergency or transitional shelters; abandoned in hospitals; or awaiting foster care placement;
- Children and youth who have a primary nighttime residence that is a public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;
- Migratory children who qualify as homeless because they are living in circumstances described above.

If you are personally aware of or are acquainted with any children who may qualify according to the above criteria, immediately notify your building administrator and/or school counselor. The district provides the following assurances to parents of homeless children:

- There shall be immediate enrollment and school participation, even if educational and medical records and proof of residency are not available.
- All educational opportunities and related opportunities for homeless students (preschool to age 21), including unaccompanied youth, shall be the same as for the general student population.
- Enrollment and transportation rights, including transportation to the school of origin. "School of origin" is defined as the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled. Written explanation of a child or youth's school placement, other than school of origin or the school requested by the parent, with the right to appeal within the local dispute resolution process.
- Meaningful opportunities for parents to participate in the education of their children. These shall include: special notices of events, parent-teacher conferences, newsletters, and access to student records.



East Stroudsburg Area School District
 Carl T. Secor Administration Center
 50 Vine Street
 East Stroudsburg, PA 18301
 Phone: (570) 424-8500 Fax (570) 421-4968
 www.esasd.net

Dr. William R. Riker, Superintendent
 Dr. William Vitulli, Assistant Superintendent for District Programs
 Mr. Brian Baddick, Assistant Superintendent for Pupil Services
 Mr. Craig Neiman, Chief Financial Officer

Mr. Stephen C. Zall
 Director of Human Resources

East Stroudsburg Area School District
District Athletic Trainer
Memorandum of Understanding

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

- A) District Athletic Trainer position with stipend (Schedule B) will be listed as a position with the current professional bargaining unit agreement
- B) District Athletic Trainer facilitates and oversees the assigned athletic trainers within our district
- C) Salary will be based on the staff person's current salary with a Schedule B payout for Athletic Trainer responsibilities.
- D) Term of service is 10 months plus any trainer responsibilities during summer months which is covered under schedule B Athletic Trainer responsibilities
- E) Flexibility for start/end times of contractual hours(7.5hrs.) as coordinated with building administration
- F) District Athletic Trainer shall be evaluated by building administration on the 82.3 form
- G) Should the current District Athletic Trainer separate from service with the district, the district reserves the right to assess the need for this position.
- H) This agreement shall neither constitute a new past practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Stephen C. Zall

2/13/22

Date: _____

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

Paul A. Kim

Date: 2-13-2022

Rev. 12/29/21

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**East Stroudsburg Area School District
ITINERANT TRANSPORTATION SECRETARY
Memorandum of Understanding**

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

- A) The Association recognizes that the most recent transportation secretary vacancy (posted for Central Office) may serve in an itinerant capacity and is subject to reassignment throughout the district.
- B) The itinerant secretary may be reassigned with at least 24 hours notice by one's immediate supervisor.
- C) An emergency reassignment is made within 24 hours of the start of the shift. The Association and the District recognize that such emergency reassignments are voluntary for the itinerant secretary.
- D) The itinerant transportation secretary will be reimbursed for mileage per the applicable rate for any reassignments within the district after they have reported to their assigned location.
- E) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Date:

1/21/22

EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION

Date:

1/21/22

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

Memorandum of Understanding

Unified Sports Program - Bocce Ball

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

- A) The two(2) Unified Bocce Ball Coaching stipends are afforded to each intermediate in our district and should be added to the Schedule B Extra Responsibilities Athletics Category for the Collective Bargaining Agreement
- B) The two(2) Unified Bocce Ball stipends are solely funded by Special Olympics and is not part of the pay schedule in the Schedule B Extra Responsibilities
- C) The \$750 stipend for coaches is established for each intermediate to be split between the two positions at each intermediate level
- D) The District will post these coaching opportunities on behalf of Special Olympics in compliance with the bargaining agreement
- E) This Agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG SCHOOL DISTRICT

Stephen C. Zall

Stephen C. Zall, Director of Human Resources

2/22/22

Date: _____

EAST STROUDSBURG EDUCATION ASSOCIATION

Paul N. Kim

President

Date: 2-23-2022

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

THIS AGREEMENT is made the 28th day of February, 2022 by the TEMPLE 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.
- h. *Insurance.* The School District will maintain general commercial insurance coverage in scope amounts customary for a Pennsylvania public school district at all times for the duration 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 one (1) 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 expressed 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

COLLEGE/UNIVERSITY:

Authorized Signature

Date

Printed Name

Title

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 *

ESACA

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What service or item are requesting *

eDynamics Elective courses

Why are you requesting the service or item *

additional courses needed for student enrollment

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? *

\$8,415.00

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

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

n/a

Which Fund will be charged? *

10

What account will be charged? *

10-1110-330-000-30-900-055-000-0000

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

single 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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Price Quote

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257 x1037

Date 1/20/2022
Quote No. 231466
Acct. No. 03:ea:PA:12217653
Total \$8,415.00
Pricing Expires 1/19/2023

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

Payment Schedule	Contract Start	Contract End
PO Req, Net 30	1/20/2022	1/19/2023

Site	Description	Comment	End Date	Per Unit	Qty	Amount
	eDynamic Electives Per Enrollment Per Semester (14 day drop/add grace period)		01/19/2023	\$99.00	40	\$3,960.00
	eDynamic Electives Per Enrollment Per Semester (14 day drop/add grace period)		01/19/2023	\$99.00	45	\$4,455.00
1. East Stroudsburg Cyber Academy						

Subtotal \$8,415.00
Total \$8,415.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at <https://www.imaginelearning.com/standard-terms-and-conditions>, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Edgenuity's written consent.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative

Elena Anguita
Account Executive
Ph: 570-468-7808
Email: Elena.Anguita@imaginelearning.com

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

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Wyebot WIP Enabled Sensor

A. Why are you requesting the service/needs?

Why: The district is seeking a solution to troubleshoot and optimize WiFi (WLAN) connectivity.

Need: The district is in need of a vendor agnostic solution to troubleshoot, optimize wireless performance, and check on the efficiency of our enterprise wireless network (WLAN), consisting of 730 wireless access points that connect approximately 8,000 devices. Wyebot's Wireless Intelligence Platform (WIP) uses advanced wireless optimization algorithms and next-generation predictive visibility to identify potential threats or problems and keep WiFi networks up and running reliably and efficiently. This will allow us to pull deeper data from our network. The Wyebot devices will help us tweak, optimize, and improve performance. We are seeking to lease 6 of these that can be moved around the district as needed.

Suggested equipment: Wyebot

B. Cost Estimate: if over \$5,000, were 3 quotes obtained? If yes, please list the vendors and the amounts. No. Thus far this is the only tool we have found that performs as listed above.

- Wyebot - \$8,060.00 – (16 month lease)

C. Procurement Method:

- David Cooper, Network Analyst, reviewed and demoed the Wyebot solution for 3 months. It aided in finding some issues in our vast wireless network (WLAN) and improving coverage.

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

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

E. Selection of winning proposal

- Wyebot
- \$8,060.00 – 16 month lease. March 1, 2022 – June 30, 2023.



WyeboT Inc,
 2 Mount Royal Avenue, Suite 310,
 Marlborough, MA 01752

Quotation

Date	City
Jan 27, 2022	3398a

Customer Address
East Stroudsburg Area School District 50 Vine St. East Stroudsburg, PA 18301

Quote Valid Until	Rep	SKU	Description	Qty	Unit Price	Amount	Discount	Total
Feb 10, 2022	SFOSTER	L-1001-N0	WyeboT WIP™-enabled Sensor with 1-year Service License	6	\$2,000.00	\$12,000.00	40.00%	\$7,200.00
		PRLR-1000-MR	WyeboT WIP™-enabled Sensor with pro-rated Monthly Service License Renewal (6 Sensors, 4 Months)	20	\$166.67	\$3,333.33	40.00%	\$2,000.00
		PRL-1000-MP	WyeboT WIP™-enabled Sensor 1-month Service License Promo	12	-\$166.67	-\$2,000.00	40.00%	-\$1,200.00
Terms & Conditions						Subtotal		\$8,000.00
1. This quote is valid only through the date above.						Shipping		\$60.00
2. To accept the quote, please send a P.O. for the quote amount, including Quote #.						Total		\$8,060.00
3. This is an auto-renewal subscription unless WyeboT is notified and the sensor is returned within seven days of the subscription end date.								
4. Sales Tax (if applicable), is the customer's responsibility.								

We look forward to helping you optimize your wireless network
 Questions? Contact: billing@wyeboT.com

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Option – 1 year extension of contract



- Maintain current installed systems for 1 year extension
 - \$ 7,558.63 month
- Remote fleet monitoring with Fraser's **Smart Connect Tool**
- Maintain current cpc rates \$.002799 B&W
\$.034 Full Color
- **Hardware and software integration** to ESSD network and Ysoft integration
- **Up to 3 copiers added to fleet at same rate**

Option – 1 year extension of contract



- Maintain current installed systems for 1 year extension
 - \$ 7,558.63 month
 - \$ 928.00 month – PaperCut
 - Total 8,486.63 month
- Remote fleet monitoring with Fraser's **Smart Connect Tool**
- Maintain current cpc rates \$.002799 B&W \$.034 Full Color
- **Hardware and software integration** to ESSD network and PaperCut integration
- **Up to 3 copiers added to fleet at same rate**

Option – 2 year contract



- Maintain current installed systems at reduced pricing, along with transition to PaperCut
 - \$ 6,720 month
- Remote fleet monitoring Fraser's **Smart Connect Tool**
- Maintain current cpc rates \$.002799 B&W \$.034 Full Color
- **Hardware and software integration** to ESSD network and PaperCut integration
- **Up to 3 copiers added to fleet at same rate**

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Fraser Partnership Plan Agreement

APPLICATION NO.

AGREEMENT NO.

320 Penn Avenue • West Reading, PA 19611 • Phone: 610.378.0101 • Fax: 610.375.4329

The words User, Lessee, you and your refer to Customer. The words Owner, Lessor, we, us and our refer to Fraser Advanced Information Systems.

CUSTOMER INFORMATION

Form with fields for FULL LEGAL NAME, STREET ADDRESS, CITY, STATE, ZIP, PHONE, FAX, BILLING NAME, BILLING STREET ADDRESS, CITY, STATE, ZIP, E-MAIL, and EQUIPMENT LOCATION.

EQUIPMENT DESCRIPTION

Table with columns: MAKE/MODEL/ACCESSORIES, SERIAL NO., STARTING METER. Row 1: See Attachment "A".

See the attached Schedule A See the attached Billing Schedule

TERM AND PAYMENT SCHEDULE

Term and Payment Schedule section with fields for number of payments, amount, and rates for B&W and Color copies.

By Initialing here, you agree that maintenance and supplies are not included in this Agreement. Does contract include 1 year SMART CONNECT Support (\$495 value) Yes No Customer's Initials Required

THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT; THIS AGREEMENT CANNOT BE CANCELED OR TERMINATED.

OWNER ACCEPTANCE

Owner Acceptance section with fields for Fraser Advanced Information Systems signature, title, and date.

CUSTOMER ACCEPTANCE

Customer Acceptance section with fields for customer signature, title, and date.

FEDERAL TAX I.D. # PRINT NAME

ACCEPTANCE OF DELIVERY

Acceptance of Delivery section with fields for customer signature, title, and date of delivery.

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1. **AGREEMENT:** For business purposes only, you agree to rent from us the goods, together with all replacements, parts, repairs, additions, and accessories incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries (the "Equipment") and/or to finance certain licensed software and services ("Financed Items", which are included in the word "Equipment" unless separately stated), all as described on page 1 of this Agreement, excluding equipment marked as not financed under this Agreement, as it may be supplemented from time to time. You agree to all of the terms and conditions contained in this Agreement and any supplement, which (with the acceptance certification) is the entire agreement regarding the Equipment ("Agreement") and which supersedes any purchase order or invoice. You authorize us to correct or insert missing Equipment identification information and to make corrections to your proper legal name and address. This Agreement becomes valid upon execution by us. This Agreement will start on the date that we pay the supplier or any later date that we designate. You agree to pay in arrears rent in an amount equal to 1/30th of the Payment multiplied by the number of days between equipment delivery and the Agreement start date. Unless otherwise stated in an addendum hereto, this Agreement will renew for 12-month term(s) unless you send us written notice between 90 and 150 days (before the end of any term) that you want to return the Equipment. If any provision of this Agreement is declared unenforceable in any jurisdiction, the other provisions herein shall remain in full force and effect in that jurisdiction and all others. This agreement may be cancelled by either party upon 120 days written notice. Should the agreement be cancelled, you would be reimbursed the unused portion of the 12 month advance lease payment less the 120 day notification period lease amount.

Annual In Advance
2. **RENT, TAXES AND FEES:** You will pay the monthly Payment (as adjusted) when due, plus any applicable sales, use and property taxes. The base Payment will be adjusted proportionately upward or downward: (1) by up to 10% to accommodate changes in the actual Equipment cost; (2) if the shipping charges or taxes differ from the estimate given to you; and (3) to comply with the tax laws of the state in which the Equipment is located. If we pay any taxes, insurance or other expenses that you owe hereunder, you agree to reimburse us when we request and to pay us a processing fee for each expense or charge we pay on your behalf. We may charge you for any filing fees required by the Uniform Commercial Code (UCC) or other laws, which fees vary state to state. By the date the first Payment is due, you agree to pay us an origination fee of up to \$100.00, as shown on our invoice or addendum, to cover us for all closing costs. We will have the right to apply all sums, received from you, to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for nonpayment, you will pay us a bad check charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.

3. **MAINTENANCE AND LOCATION OF EQUIPMENT; SECURITY INTEREST:** At your expense, you agree to keep the Equipment: (1) in good repair, condition and working order, in compliance with applicable manufacturers' and regulatory standards; (2) free and clear of all liens and claims; and (3) only at your address shown on page 1, and you agree not to move it unless we agree. As long as you have given us the written notice as required in paragraph 1 prior to the expiration or termination of this Agreement's term, you will return all of the Equipment and all related manuals and use and maintenance records to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. You are solely responsible for removing any data that may reside in the Equipment you return, including but not limited to hard drives, disk drives or any other form of memory. You grant us a security interest in the Equipment to secure all amounts you owe us under any agreement with us, and you authorize us to file a financing statement (UCC-1). You will not change your state of organization, headquarters or residence without providing prior written notice to us so that we may amend or file a new UCC-1. You will notify us within 30 days if your state of organization revokes or terminates your existence.

4. **COLLATERAL PROTECTION; INSURANCE; INDEMNITY; LOSS OR DAMAGE:** You agree (a) to keep the Equipment fully insured through a carrier acceptable to us against loss in an amount not less than the original cost of the Equipment, with us named as lender's loss payee; (b) to maintain comprehensive public liability insurance acceptable to us and to include us as additional insured on the policy; (c) to provide proof of insurance satisfactory to us no later than thirty (30) days following the start of this Agreement and thereafter upon our written request and to provide us with 10 days advance written notice of any modification or cancellation of your insurance policy(ies); (d) if you fail to obtain and maintain properly loss insurance satisfactory to us and/or you fail to provide proof of such insurance to us within thirty (30) days of the start of this Agreement, we have the option, but not the obligation, to do as provided in either (A) or (B) as follows, of the following paragraphs as determined in our discretion: (A) We may secure properly loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we place insurance on the Equipment, we will not name you as an insured and your interests may not be fully protected. If we secure insurance on the Equipment, you will pay us an insurance charge, which will include reimbursement of the premiums advanced by us, our processing fee, and a finance charge of up to 18% (for the maximum rate allowed by law if less) and which may be higher than the amount that you would pay if you placed the insurance independently and may result in a profit to us through an investment in reinsurance or otherwise. Any insurance proceeds received will be applied, at our option, (i) to repair, restore or replace the Equipment, or (ii) to pay us the remaining balance of the Agreement plus our estimated residual value, both discounted at 2% per year, provided we elect to apply this Subsection A. (B) We may charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT. We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, use, condition, inspection, removal, return or storage of the Equipment. You are responsible for the risk of loss or for any destruction of or damage to the Equipment. You agree to promptly notify us in writing of any loss or damage. If the Equipment is destroyed and we have not otherwise agreed in writing, you will pay to us the unpaid balance of this Agreement, including any future rent to the end of the term plus the anticipated residual value of the Equipment (both discounted at 2%). Any proceeds of insurance will be paid to us and cradled, at our option, against any loss or damage. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to loss or damage to the Equipment. All indemnities will survive the expiration or termination of this Agreement.

5. **ASSIGNMENT: YOU HAVE NO RIGHT TO SELL, TRANSFER, ASSIGN OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT,** without our prior written consent. You shall provide us with written notice prior to you reorganizing or merging with any other entity or transferring all or a substantial part of your ownership interests or assets. We may sell, assign, or transfer this Agreement without notice. You agree that if we sell, assign or transfer this Agreement, our assignees will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that the new Owner will not be subject to any claims, defenses, or offsets that you may have against us. You shall cooperate with us in executing any documentation reasonably required by us or our assignee to effectuate any such assignment. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

*payments earned up to time of default and provide us necessary access to recover our equipment **to the extent that we are successful in receiving a recovery judgement
6. **DEFAULT AND REMEDIES:** You will be in default if (a) you do not pay any Payment or other sum due to us or any other person when due or if you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates or any material agreement with any other lender, (b) you make or have made any false statement or misrepresentation to us, (c) you or any guarantor dies, dissolves or terminates existence, (d) there has been a material adverse change in your or any guarantor's financial, business or operating condition, or (e) any guarantor defaults under any guaranty for this Agreement. If any part of a Payment is more than 5 days late, you agree to pay a late charge of 10% of the Payment which is late or if less, the maximum charge allowed by law. If you are ever in default, at our option, we can terminate this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated residual value of the Equipment (both discounted at 2%). We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any or all of the remedies available to us under Articles 2A and 9 of the UCC and any other law, including requiring that you: (1) return the Equipment to us to a location we specify; and (2) immediately stop using any Financed Items. In addition, we will have the right, immediately and without notice or other action, to set-off against any of your liabilities to us any money, including depository account balances, owed by us to you, whether or not due. In the event of any dispute or enforcement of rights under this Agreement or any related agreement, you agree to pay our reasonable attorney's fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. If we have to take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement. YOU AGREE THAT WE WILL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE. Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that this Agreement is a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-608 through 622 of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will not be subject to any penalties.

7. **INSPECTIONS AND REPORTS:** We will have the right, at any reasonable time, to inspect the Equipment and any documents relating to its use, maintenance and repair. Within 30 days after our request, you will deliver all requested information (including tax returns) which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof.

8. **USA PATRIOT ACT NOTICE; FAXED OR SCANNED DOCUMENTS; MISC:** To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. When you enter into a transaction with us, we ask for your business name, address and other information that will allow us to identify you. We may also ask to see other documents that substantiate your business identity. You agree to submit the original duly signed documents to us within 5 business days of the facsimile or scanned transmission of the documents. The original of this Agreement shall be the counterpart which bears your facsimile or original signature, and which bears our original signature. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. All notices shall be mailed or delivered by facsimile transmission or overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing any telephone number, new or in the future, for a cell phone or other wireless device, you are expressly consenting to receiving communications, regardless of their purpose, at that number, including, but not limited to, pre-recorded or artificial voice message calls, text messages, and calls made by an automatic dialing system from us and our affiliates and agents. These calls and messages may incur access fees from your provider.

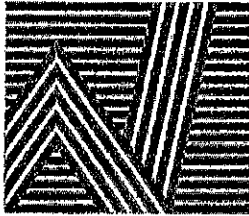
9. **WARRANTY DISCLAIMERS:** YOU AGREE THAT YOU HAVE SELECTED THE SUPPLIER AND EACH ITEM OF EQUIPMENT BASED UPON YOUR OWN JUDGMENT AND YOU DISCLAIM ANY RELIANCE UPON ANY STATEMENTS OR REPRESENTATIONS MADE BY US. WE DO NOT TAKE RESPONSIBILITY FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. THE SUPPLIER IS NOT AN AGENT OF OURS AND WE ARE NOT AN AGENT OF THE SUPPLIER, AND NOTHING THE SUPPLIER STATES OR DOES CAN AFFECT YOUR OBLIGATION UNDER THIS AGREEMENT. YOU WILL CONTINUE TO MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, INFRINGEMENT, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS.

10. **LAW, JURY WAIVER:** Agreements, promises and commitments made by Owner concerning loans and other credit extensions must be in writing, express consideration and be signed by Owner to be enforceable. This Agreement may be modified only by written agreement and not by course of performance. This Agreement will be governed by and construed in accordance with the law of the state of the principal place of business of Owner (or if this Agreement is assigned, the law of the state of the assignee's principal place of business). You consent to jurisdiction and venue of any state or federal court in the state the Owner or its assignee has its principal place of business and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, YOU AND WE WAIVE ALL RIGHTS TO A TRIAL BY JURY.

11. **MAINTENANCE AND SUPPLIES:** Unless waived by you by initialed in the space provided on page 1, the charges established by this Agreement include payment for the use of the Equipment, accessories, maintenance (during normal business hours); inspection, adjustment, parts replacement, drums, cleaning material required for proper operation, as well as black toner and developer. Paper must be separately purchased by you. If necessary, the maintenance and supply portion of this Agreement may be assigned by us. To provide maximum operation of your Equipment, Fraser Advanced Information Systems will inventory, at your location, toner cartridges and supplies for each piece of Equipment. Inventory toner cartridges and supplies are the property of Fraser Advanced Information Systems and must be returned at the conclusion of the Agreement. You agree that failure to return any toner cartridge shall result in a CPC charge in the full yield of each returned cartridge. We may charge you a supply freight fee to cover our costs of shipping supplies to you.

12. **OVERAGES AND COST ADJUSTMENTS:** You agree to comply with our billing procedures including, but not limited to, providing us with periodic meter readings on the Equipment. At the end of the first 12 months after commencement of this Agreement, and once each successive 12-month period thereafter, we may increase the Payment and the "cost per copy" charge that exceeds the number of copies originally designated in this Agreement ("Overages") by a maximum of 46% of the existing "cost per copy" charge. You authorize Fraser Advanced Information Systems to install meter reading software (including any updates, patches or replacement software) on one or more of your workstations that are connected to the network in which the Equipment is connected so that meter reads can be retrieved from the Equipment and transmitted electronically.

13. **UPGRADE AND DOWNGRADE PROVISION: AFTER COMMENCEMENT OF THE AGREEMENT AND UPON YOUR WRITTEN REQUEST, AT OUR SOLE DISCRETION, WE MAY REVIEW YOUR COPY VOLUME AND PROPOSE OPTIONS FOR UPGRADING OR DOWNGRADING THE EQUIPMENT TO ACCOMMODATE YOUR BUSINESS NEEDS.**



Wayfare Sports Floors

V.I.B.I

January 4, 2022

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

Dear Robert:

Thank you for allowing Wayfare Sports Floors the opportunity to quote your gymnasium floor project.

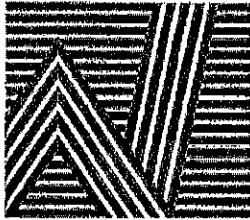
Scope of Work:

1. Complete sanding of floor using ride on sanders requiring 220 (three phase electric).
2. Complete vacuum and preparation of the floor.
3. Apply first coat of Hillyard Basecoat II water-based sealer to the entire floor.
4. Complete screening of floor with a 120-grit screen.
5. Complete vacuum and preparation of the floor.
6. Apply second coat of Hillyard Basecoat II water-based sealer to the entire floor.
7. Complete screening of floor with a 120-grit screens.
8. Complete vacuum and preparation of the floor.
9. Repaint all existing game lines and logo.
10. Abrade newly painted areas with Hillyard Maroon pads.
11. Abrade the remainder of the floor with 3M SPP pads.
12. Complete vacuum and preparation of the floor.
13. Apply one coat of Hillyard Basecoat II water-based primer sealer to the entire floor.
14. Apply one coat of Hillyard 1907 water-based gym finish to the entire floor.

Location & Pricing:

Middle Smithfield Elementary Gymnasium

\$27,850.00



Wayfare Sports Floors

Special Considerations:

1. Commonwealth System (COSTAR) #0000534325
2. All product, equipment and labor will be provided by Wayfare Sports Floors.
3. Oil based finishes can be used in place of the water-based finishes proposed in the scope of work if desired.
4. East Stroudsburg Area School District agrees to provide a dumpster for debris.
5. East Stroudsburg Area School District agrees to provide an electrician to hook and unhook electric cables to electric power box.
6. East Stroudsburg Area School District agrees to provide paint codes for nonstandard colors and Center Circle Logo Design in a jpeg file.
7. East Stroudsburg Area School District agrees to turn off the ventilation system when each coat of sealer and finish is applied and turned back on 1 to 1.5 hours after each coat of sealer and finish is applied.
8. Polo Plaz brand products may be substituted in place of Hillyard Branded Products.

Thank you,

Chris Smith
Wayfare Sports Floors
409 Hooper Road
Endwell, NY 13760
Chris@wayfarefm.com
www.WayfareFM.com



V.I.B.2

ABACUS

Sports Installations Ltd.

To: Robert Romagno From: James Proud

E-mail: Robert-romagno@esasd.net Pages: 1

Phone: 570 424 8500 ext 20460 Date: 10.19.2021

Reference: Middle Smithfield E.S.

Re: Gym Floor Sand & Refinish CC:

Urgent For Review Please Comment Please Reply Please Recycle

As requested, please find below our pricing for the above referenced project. Pricing assumes the following:

1. We shall sand floor surface up to and around permanent obstructions.
2. Floor shall be sanded to ensure complete removal of existing finish. Final sanding cut to provide a smooth and even surface, free from scratches, drum stop marks and gouges.
3. Floor shall be vacuumed after sanding is complete.
4. Apply 2 coats oil modified gym floor sealer.
5. Apply game lines, court markings, staining and artwork similar to existing layout.
6. Apply 2 coats oil modified gym floor finish with prep in between coats.
7. Please allow up to 15 working days for completion of work.
8. Allow floor to dry for at least 72 hours prior to light use.
9. Protection/covering of bleachers, furniture, walls or adjacent surfaces shall be done by owner prior to our arrival.
10. Permanent lighting & HVAC must be functional during entire installation.
11. GC/Owner shall provide dumpster.
12. Work shall be performed within compliance of MWFA specifications.
13. All electrical hookups must be provided by GC/owner.
14. Work shall be performed under Robbins Sports Surfaces "Sourcewell" contract #060518-RBI.
15. Payment terms: Payable upon receipt. Interest will be charged at the rate of 1.5% per month (18% annual) to all invoices not paid in full within 30 days of the invoice date. You will be responsible for all collection actions, including legal costs, finance charges etc.
16. PRICING VALID FOR THIRTY (30) DAYS. THEREAFTER SUBJECT TO CHANGE.

Assuming the above information our pricing equates to _____ \$36,000.00
 Water based finish in lieu of oil modified _____ \$38,060.00

If there are any questions, please contact me. Thank you.

James Proud

2330 Dairy Road • Lancaster, PA 17601 • Phone: (717) 560-8050 • FAX: (717) 560-8054
 www.abacusports.com • install@abacusports.com

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V.I.B.3



RACQUETBALL / SQUASH COURTS & SPORTS & FITNESS FLOORING
www.alliedproductsllc.com

QUOTATION/SALES AGREEMENT

CA Lic. # 958655 OR Lic. # 121271 WA Lic. # ALLIEPL961DT AZ Lic. # 322789 UTAH Lic. # 8617580-5501 ID Lic. # RCE-14457
Project: Sand and Refinish 9,350 sq. ft. of Maple Gymnasium Flooring

Company: East Stroudsburg Area Schools
Bid To: Amy Famighetti
Address:
City/St./Zip: East Stroudsburg, PA 18301
Phone: 570-424-8500 x 10401

Allied Proposal Number: 39300
Date: 12/23/2021
Prepared By: Renae Kempthorn
E-mail: renae@alliedproductsllc.com
Number Of Pages: 2

Allied Products, LLC is pleased to present the following quotation/sales agreement for the above referenced project. This pricing is based on industry standard products and specifications FOB factory and is valid for 45 days with the terms, inclusions, and exclusions listed as follows:

SCOPE OF WORK:

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>SALES PRICE</u>	<u>Per sq. ft.</u>
1	Sand and Refinish (9,350 sq. ft.) of Maple Gymnasium Flooring with Game Lines, Logos, and Painted Keys		
Total (Excluding Sales Tax):		\$ 62,365	\$ 6.67

PAYMENT TERMS:

50% Deposit, 50% Upon Completion

DETAILS OF INCLUSIONS:

- Sand and Refinish 9,350 sq. ft. of existing maple gymnasium flooring (one room)
- Apply 1 set of Basketball Game Lines along with 2 sets of side free-throw markers and 3 sets of Badminton Game Lines along with 1 custom Logo (no colors touching; 1/4" voids between colors, artwork by others, maximum 4 colors, maximum 12' diameter), painted keys, and thick border around center court. Maple surfaces to be sanded a minimum of three cuts using course, medium, and fine grades of sand paper to produce a uniform, even and smooth surface. After sanding, floor is to be swept or vacuumed to remove all dust and dirt. Floors are then to be sealed with two coats of sealer and with game lines painted as listed then finished with two coats of oil based urethane finish. Includes Allied's prevailing wage, Non Union installation services for the items as detailed above. Installation services to be performed in one trip to site. Allied Products will need to charge \$2,500 for 2nd mobilization of our crew if conditions are not ready for us when we arrive.

Allied Products, LLC P.O. Box 1431 Sherwood, OR 97140 1-800-864-1272

39300 Amy PA

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EXCLUSIONS:

- A. Permits, Taxes, Union labor, Local (City) approvals.
- B. Replacement of any damaged floor boards without additional charge.
- C. Game lines other than those listed above, lettering, custom staining (available at an additional cost).
- D. Any other item not listed in the inclusions.
- E. Removal or Replacement of any base (available at an additional cost).
- F. Removal or Reinstall of any bleachers or any sports equipment.

CONDITIONS, AND PROPOSAL ACCEPTANCE:

LEAD TIME:

Work can be performed within approx. 6 - 8 weeks from Acceptance and receipt of deposit, or later as scheduled.

CHANGES:

Any material or labor changes and resulting debits or credits will be itemized and confirmed by a change order from Allied Products, LLC.

SITE CONDITIONS:

Building must be sealed and weathertight. Permanent HVAC must be operating at least 5 days before the delivery of materials. Concrete slab must have cured for at least 30 days prior to delivery of materials and be level within 1/8" +/- in a 10 ft. radius. The G.C. or owner is responsible for providing slab to meet these requirements. HVAC must be operated continuously during and after installation of panels. The temperature range shall be 55 - 80 degrees F, and the relative humidity range shall be 40 to 60 percent. All interior "wet trades" (painting, drywall mudding & taping etc.) must be completed seven days prior to delivery of materials.

WARRANTY:

Floor materials and workmanship shall be warranted by the manufacturer for one year against defects when handled and installed in accordance with manufacturers specifications and procedures. Damage caused by excessive moisture or mistreatment is excluded.

ACCEPTANCE:

Please sign below where indicated and return via mail, together with your purchase order and/or deposit check, or email one signed copy of this proposal to signify your acceptance. Thank you very much for the opportunity to provide you with this pricing. Please call me at 800-864-1272 for continued assistance.

Sincerely,

Accepted By:

Rena Kempthorn
Sales

Allied Products, LLC P.O. Box 1431 Sherwood, OR 97140 1-800-864-1272



V.I.C.2

Amy Famighetti <amy-famighetti@esasd.net>

Form 611

1 message

Google Forms <forms-receipts-noreply@google.com>
To: amy-famighetti@esasd.net

Thu, Jan 27, 2022 at 9:50 AM

Thanks for filling out Form 611

Here's what was received.

Edit response

Form 611

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

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

Untitled Section

Untitled Section

FORM **611**

EAST-STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Robert Romagno

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Untitled Title

Department *

Environmental Services

Building *

Admin.

What service or item are requesting *

two (2) X738 Signature Series tractors for JMH and SME (replacements)

Why are you requesting the service or item *

current tractors need to be replaced.

Suggested replacement *

X738 Signature Series

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

\$21,017.04 for both

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

no- Costars Vendor

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What is the total cost of the purchase? *

\$21,017.04

Procurement Method: *

- Quote Received only one Proposal
- Request for Proposal (RFP)
- Bid
- Other: capital funds approved by Craig N

Was this purchase budgeted? *

No

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

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

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

Which Fund will be charged? *

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What account will be charged? *

capital funding GL Code TBD

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

costar vendor

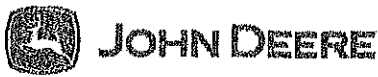
Any additional information you would like to provide.

this was previously approved by Craig Neiman to use Capital Funding

[Create your own Google Form](#)

[Report Abuse](#)

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V.I.C.1



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

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

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

Quote Summary

Prepared For:

Joseph Feal
EAST STROUDSBURG AREA SCHOOL DISTRICT
Joseph Feal
50 VINE ST
EAST STROUDSBURG, PA 18301
Mobile: 570-807-3537
joseph-feal@esasd.net

Delivering Dealer:

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

Quote ID: 25799387
Created On: 20 December 2021
Last Modified On: 20 December 2021
Expiration Date: 20 January 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE X738 Signature Series Tractor w/out mower deck Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 17, 2021	\$ 12,409.00	\$ 9,430.84 X	2 =	\$ 18,861.68
JOHN DEERE 54 in. Quick-Hitch Front Blade Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 17, 2021	\$ 1,418.00	\$ 1,077.68 X	2 =	\$ 2,155.36
Equipment Total				\$ 21,017.04

* Includes Fees and Non-contract Items

Quote Summary

Equipment Total	\$ 21,017.04
Trade In	
SubTotal	\$ 21,017.04
Est. Service Agreement Tax	\$ 0.00
Total	\$ 21,017.04
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 21,017.04

Salesperson : X _____

160

Accepted By : X _____

Confidential



JOHN DEERE



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

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

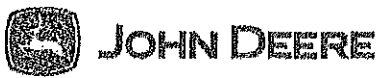
**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

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

Salesperson : X _____

161

Accepted By : X _____



Selling Equipment

Quote Id: 26799387 Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Hilltop Sales & Service, Inc
 158 Falcone Road
 Bangor, PA 18013
 610-588-4088
 dfalcone@hilltopsales.com

JOHN DEERE X738 Signature Series Tractor without mower deck

Hours: Suggested List *
 Stock Number: \$ 12,409.00
 Contract: PA Ag and Grounds Power Equip 4400020085 Selling Price *
 (PG 61 CG 22) \$ 9,430.84
 Price Effective Date: December 17, 2021

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

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
5832M	X738 Signature Series Tractor without mower deck	2	\$ 12,409.00	24.00	\$ 2,978.16	\$ 9,430.84	\$ 18,861.68
Standard Options - Per Unit							
001A	United States and Canada	2	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Value Added Services Total			\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Total Selling Price			\$ 12,409.00		\$ 2,978.16	\$ 9,430.84	\$ 18,861.68

JOHN DEERE 54 in. Quick-Hitch Front Blade

Equipment Notes: Suggested List *
 Hours: \$ 1,418.00
 Stock Number: Selling Price *
 Contract: PA Ag and Grounds Power Equip 4400020085 \$ 1,077.68
 (PG 61 CG 22)
 Price Effective Date: December 17, 2021

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

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
1492M	54 in. Quick-Hitch Front Blade	2	\$ 575.00	24.00	\$ 138.00	\$ 437.00	\$ 874.00
Standard Options - Per Unit							
0202	United States	2	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00

162



JOHN DEERE



Selling Equipment

Quote Id: 25799387

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

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

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

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

0409	English operator's manual and decal kit	2	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
6800	Hydraulic Angling	2	\$ 198.00	24.00	\$ 47.52	\$ 150.48	\$ 300.96
6940	Front Quick-Hitch and Hydraulic Lift	2	\$ 645.00	24.00	\$ 154.80	\$ 490.20	\$ 980.40
	Standard Options Total		\$ 843.00		\$ 202.32	\$ 640.68	\$ 1,281.36
Total Selling Price			\$ 1,418.00		\$ 340.32	\$ 1,077.68	\$ 2,155.36

163

V.I.C.Y

Thanks for filling out Form 611

Here's what was received.

Edit response

Form 611

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

Your email (amy.famighetti@esasd.net) was recorded when you submitted this form.

Untitled Section

Untitled Section

FORM **611**

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Robert Romagno

Untitled Title

Department *

Environmental Services

164

Building *

Admin

What service or item are requesting *

purchase of John Deere 1025R Sub Compact Series

Why are you requesting the service or item *

HSN needs an additional tractor

Suggested replacement *

1025R Sub Compact Series (john deere)

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

\$24,528.99

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

\$24,528.99

What is the total cost of the purchase? *

\$24,528.99

Procurement Method: *

165

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

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

Which Fund will be charged? *

166

32

What account will be charged? *

TBD from Capital Funding

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

COSTARS vendor

Any additional information you would like to provide.

[Quoted text hidden]

167



V.I.C.3



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

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

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

Quote Summary

Prepared For:

Joseph Feal
EAST STROUDSBURG AREA SCHOOL DISTRICT
Joseph Feal
50 VINE ST
EAST STROUDSBURG, PA 18301
Mobile: 570-807-3537
joseph-feal@esasd.net

Delivering Dealer:

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

Quote ID: 25812938

Created On: 22 December 2021

Last Modified On: 22 December 2021

Expiration Date: 21 January 2022

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 1025R Sub-Compact Utility Tractor (18 PTO hp) Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 17, 2021	\$ 23,140.00	\$ 17,355.00 X	1 =	\$ 17,355.00
JOHN DEERE 54 in. Quick-Hitch Front Blade Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 17, 2021	\$ 1,796.00	\$ 1,364.96 X	1 =	\$ 1,364.96
JOHN DEERE 47 in. Quick-Hitch Two-Stage Snow Blower Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 21, 2021	\$ 3,256.00	\$ 2,474.56 X	1 =	\$ 2,474.56
JOHN DEERE 52 in. Quick-Hitch Rotary Broom Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 21, 2021	\$ 3,246.00	\$ 2,466.96 X	1 =	\$ 2,466.96
Frontier SS1023B Broadcast Spreader - 3-Point PTO Category I Non-Match Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22) Price Effective Date: December 21, 2021	\$ 1,071.00	\$ 867.51 X	1 =	\$ 867.51

Salesperson : X _____

Accepted By : X _____

168



JOHN DEERE



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

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

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

Equipment Total

\$ 24,528.99

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 24,528.99
Trade In	
SubTotal	\$ 24,528.99
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 24,528.99
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 24,528.99

Salesperson : X _____

169

Accepted By : X _____



JOHN DEERE



Selling Equipment

Quote Id: 25812938

Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

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

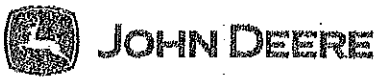
Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580; DUNS#: 60-7690989

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

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

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
3062XF	SS1023B Broadcast Spreader - 3-Point PTO Category I Non-IMatch	1	\$ 1,071.00	19.00	\$ 203.49	\$ 867.51	\$ 867.51
Total Selling Price			\$ 1,071.00		\$ 203.49	\$ 867.51	\$ 867.51

170



Selling Equipment

Quote Id: 25812938 Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Hilltop Sales & Service, Inc
 158 Falcone Road
 Bangor, PA 18013
 610-588-4088
 dfalcone@hilltopsales.com

3016	2000 RPM Front PTO Kit	1	\$ 455.00	24.00	\$ 109.20	\$ 345.80	\$ 345.80
4014	Implement Drive and Upstop	1	\$ 441.00	24.00	\$ 105.84	\$ 335.16	\$ 335.16
	Standard Options Total		\$ 896.00		\$ 215.04	\$ 680.96	\$ 680.96
Total Selling Price			\$ 3,256.00		\$ 781.44	\$ 2,474.56	\$ 2,474.56

JOHN DEERE 52 in. Quick-Hitch Rotary Broom

Equipment Notes: **Suggested List ***
Hours: \$ 3,246.00
Stock Number: **Selling Price ***
Contract: PA Ag and Grounds Power Equip 4400020085 \$ 2,466.96
 (PG 61 CG 22)

Price Effective Date: December 21, 2021

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

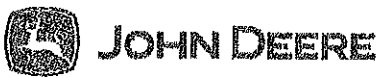
Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
3880M	52 in. Quick-Hitch Rotary Broom	1	\$ 2,500.00	24.00	\$ 600.00	\$ 1,900.00	\$ 1,900.00
Standard Options - Per Unit							
1010	Less Front Quick-Hitch	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
2010	Less Hydraulic Angling	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
3016	2000 RPM Front PTO Kit	1	\$ 455.00	24.00	\$ 109.20	\$ 345.80	\$ 345.80
4006	Implement Drive Shaft	1	\$ 291.00	24.00	\$ 69.84	\$ 221.16	\$ 221.16
	Standard Options Total		\$ 746.00		\$ 179.04	\$ 566.96	\$ 566.96
Total Selling Price			\$ 3,246.00		\$ 779.04	\$ 2,466.96	\$ 2,466.96

Frontier SS1023B Broadcast Spreader - 3-Point PTO Category I Non-iMatch

Equipment Notes: **Suggested List ***
Hours: \$ 1,071.00
Stock Number: **Selling Price ***
Contract: PA Ag and Grounds Power Equip 4400020085 \$ 867.51
 (PG 61 CG 22)

Price Effective Date: December 21, 2021

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



Selling Equipment

Quote Id: 25812938 Customer Name: EAST STROUDSBURG AREA SCHOOL DISTRICT

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

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:
 Hilltop Sales & Service, Inc
 158 Falcone Road
 Bangor, PA 18013
 610-588-4088
 dfalcone@hilltopsales.com

Equipment Notes:							Suggested List *
Hours:							\$ 1,796.00
Stock Number:							Selling Price *
Contract: PA Ag and Grounds Power Equip 4400020085 (PG 61 CG 22)							\$ 1,364.96
Price Effective Date: December 17, 2021							
* Price per item - includes Fees and Non-contract items							
Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
1492M	54 in. Quick-Hitch Front Blade	1	\$ 575.00	24.00	\$ 138.00	\$ 437.00	\$ 437.00
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English operator's manual and decal kit	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00
6805	Hydraulic Angling	1	\$ 271.00	24.00	\$ 65.04	\$ 205.96	\$ 205.96
6952	Front Quick-Hitch and Hydraulic Lift	1	\$ 950.00	24.00	\$ 228.00	\$ 722.00	\$ 722.00
Standard Options Total			\$ 1,221.00		\$ 293.04	\$ 927.96	\$ 927.96
Total Selling Price			\$ 1,796.00		\$ 431.04	\$ 1,364.96	\$ 1,364.96

JOHN DEERE 47 In. Quick-Hitch Two-Stage Snow Blower

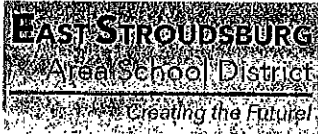
Equipment Notes: **Suggested List ***
 Hours: \$ 3,256.00
Stock Number: **Selling Price ***
 Contract: PA Ag and Grounds Power Equip 4400020085 \$ 2,474.56
 (PG 61 CG 22)

Price Effective Date: December 21, 2021

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

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
1474M	47 In. Quick-Hitch Two-Stage Snow Blower	1	\$ 2,360.00	24.00	\$ 566.40	\$ 1,793.60	\$ 1,793.60
Standard Options - Per Unit							
2010	Less Front Quick-Hitch	1	\$ 0.00	24.00	\$ 0.00	\$ 0.00	\$ 0.00

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V.I.A.Y

Scott Ihle <scott-ihle@esasd.net>

Form 611

1 message

Google Forms <forms-receipts-noreply@google.com>
To: scott-ihle@esasd.net

Tue, Feb 1, 2022 at 10:54 AM

Thanks for filling out Form 611

Here's what was received.

Edit response

Form 611

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

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

Untitled Section

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Scott C. Ihle

Untitled Title

Department *

Facilities Dept.

Building *

J.T. Lambert

What service or item are requesting *

Main Entrance Door/window system replacement

Why are you requesting the service or item *

Existing unit is original and requires constant repairs and adjustments

Suggested replacement *

Replace existing unit with new in kind unit

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

\$52,500.00

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

Yes. A.G Mauro Co,\$50,840.00

What is the total cost of the purchase? *

\$50,840.00

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

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

4400014916

Which Fund will be charged? *

10

What account will be charged? *

000-2620-431-000-20-517-008-000-0000

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

A.G. Mauro Co./Yes

Any additional information you would like to provide:

Create your own Google Form

Report Abuse

177

V.I.A.I

Quote GME 01/27-01
Date January 28, 2022



THE A. G. MAURO COMPANY

580 INDUSTRIAL DRIVE, LEWISBERRY, PA 17339
TELEPHONE: (717) 938-4674
FAX: (717) 938-2474

ARCHITECTURAL HARDWARE, DOORS & SPECIALTIES

EAST STROUDSBURG AREA SD
50 VINE ST
EAST STROUDSBURG PA 18301
ATTN: MATTHEW HIRSCH
PHONE: 570-202-5157 CELL
FAX: 570-588-4406

Job Name: JTL INTERMEDIATE
DOOR 1
Job Location:

EMAIL: matthew-hirsch@esasd.net

WE HEREBY PROPOSE TO FURNISH THE FOLLOWING MATERIALS:

- 5. EXIT DEVICE 16-8810-NO TRIM-32D
- 1. EXIT DEVICE 16-8804-NO TRIM-32D
- 8. CYLINDER DG2
- 6. CLOSER EN351-CPSH
- 1. MULLION L980S
- 2. MULLION 980S
- 3. MULLION SEAL
- 1. ELECTRIC STRIKE 9600 * SMART PAK
- 6. CONTACT DPDT
- 3. FULL BF259-32D
- 3. THRESHOLD S405A-SADDLE

AND
3. PAIRS SPECIAL LITE DOOR SL-15; CHAMPAGNE FINISH, INCLUDES CONTINUOUS HINGES,
EG2 W/ 1" TEMPERED GLASS, TO FIT NEW MULTI-OPENING SPECIAL LITE FRAME
1. SPECIAL LITE MULTI-OPENING FRAME TO FIT EXISTING OPENING

* NOTE: EXCLUDES WINDOW FILM (BY OWNER).

INSTALLED PRICE: \$ 50,840.00

STATE CONTRACT # 4400014916

COSTARS CONTRACT # 008-289

COSTARS VENDOR # 143426



Terms: No Retention-Net 30 Days
No "pay-if-paid" or "pay-when-paid" clauses accepted.
Finance charge of 1-1/4% per month.
will be applied on invoices after 60 days.

Quoted by *Greg Eckard*
GREG ECKARD
MANAGER - OUTSIDE SALES
eckard@agmauro-hbi.com CELL 717-779-8099

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

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

DATE OF ACCEPTANCE _____ BY _____

178

VIA 2



321 East Chestnut Street
Cleon, PA 17042-2404
www.holmesbuildingservices.com
PA093882

(717) 454-0725
FAX (717) 454-0281
cloug@holmesbuildingservices.com

Proposal

Proposal Number: 22-01-010

Proposal Submitted to: East Stroudsburg Area School District Date: January 30, 2022

Street: 50 Vine Street City: East Stroudsburg State: PA Zip: 18301

Home/Office #: _____ Cell #: 570-202-5157 Email: Matthew.hirsch@esasd.net

Job Name: Intermediate Door 1 Location: _____

Plan Date & Name: N/A

This proposal is based on a request by Mr. Matthew Hirsch and a site visit to verify existing conditions prior to this proposal.

We are pleased to offer this itemized pricing and specifications for the above referenced project. The quotation is based on an uninterrupted schedule of work during regular work hours (7:00am to 5:00pm); no overtime and no scale wages. Site will be ready and prepared for unobstructed access to the work.

Scope of Work:

- 5 Exit Devices 16-8810-NO
 - 1 Exit Device 16-8804-NO
 - 8 Cylinders DG2
 - 6 Closers EN351-CPSH
 - 1 Mullion L980S
 - 2 Mullions 980S
 - 3 Mullion Seats
 - 1 Electric Strike 9600 x SMART PAK
 - 6 Contacts DPDT
 - 1 Pulis BF259-32D
 - 3 Thresholds S405A-SADDLE
 - 3 Pairs special lite doors SL-15, champagne color, FG2-W/1/2 tempered glass
 - 1 Special lite multi-opening frame
- NO WINDOW FILM (BY OTHERS).**
Installation included

We propose to furnish material and labor complete with above specifications, for the sum of:



Payments as follows:

Selection A:

Applications for payments will be submitted to the engineer of record by the contractor on the last day of each month. Certificates for payments will be issued by the engineer, and then the owner shall make progressive payments on account of the contract sum to the contractor as provided below.

The period covered by each application for payment shall be one (1) calendar month ending on the last day of the month. Applications for payment shall indicate the percentage complete of each portion of the work as of the end of the period covered by the application for payment.

The amount of each progress payment shall be computed as follows: take the portion of the contract sum properly allocable to the completed work as determined by multiplying the percentage of completion of each portion of the work by the share of the contract sum allocated to that portion of the work. Pending final determination of the cost to the owner of changes in the work, amounts not in dispute shall be included. Add that portion of the contract sum properly and allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction. Subtract the aggregate of previous payments made by the owner. Final payment, consisting of the entire unpaid balance of the contract sum, shall be made by the owner to the contractor upon final completion of the punch list and approved by the engineer of record.

Exclusions and Clarifications:

The following exclusions and clarifications are an integral part of our proposal and considered to be part of any and all subsequent contractual agreements for this project.

- Municipal Building Permit Fees.
- Inspection Fees.
- Testing Fees.
- Winter protection or snow removal.
- Sinkhole remediation.
- Rock excavation.
- Schedule delays by weather or circumstances out of the contractors control.
- Dewatering.
- Costs incurred for PE seals or shop drawing supervision.
- Payment, Bid or Performance Bonds.
- Liquidated Damages.
- Owner/Engineer to certify existing conditions for required bearing capacity.
- Lead paint testing and remediation.
- Return trips for QWB touch up after primer if paint by others.
- Any differences in color and/or finish of new work matching and/or lining up with existing work.
- Repair and/or replacement of any rotten or unsuitable materials.
- No fire proofing and/or sealant at mechanical penetrations.

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to our standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon HDS written change orders, and will become an extra charge over and above the estimate. Any delays or schedules are contingent upon no strikes, accidents or delays beyond our control. Law requires that any deposit or down-payment required by the contractor before work begins may not exceed the greater of (a) one-third of the total contract price or (b) the actual cost of any special equipment or custom made material which must be special ordered in advance to meet the completion schedule. Owner agrees to allow the contractor to display a sign on the property in plain view upon acceptance of this proposal and for a period of thirty (30) following completion of the project. Owner to provide fire and other necessary insurance; the General Contractor is properly insured to perform this work. A certificate of insurance will be provided upon completion of this proposal as evidence of coverage.

Authorized Signature

Douglas A. Hartman
 Douglas A. Hartman, Owner/President
 Holmes Building Services, LLC

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

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

Signature _____

Date of Acceptance: _____

Signature _____

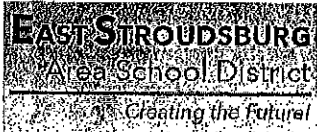


V.I.A.3

Subject: JTL- Door #1
From: "Dean Bardman" <db@thebardmanco.net>
Date: 1/29/2022, 10:00 AM
To: <matthew-hirsch@esasd.net>

- \$56,724.00
- Remove, Supply, Install
- Disposal and Wiring by Owner
- 2' x 4.5' Alum. Storefront Framing: Color to Match
- 3- Pairs 6'x7' Alum. Wide Style Doors: 1" Tempered Glass
- 1" Glass Sidelites and Transoms
- 6- Continus Hinges
- 6- Exit Devices 3- 8804 3-8810
- 6- Closers 351-CPSH
- 3- Pulls Rockwood BF259
- 3- Thresholds 1/4" x 5" x 6'
- 3- Mullions 980S (1-lockable)
- 1- Strike 9600 HES
- 6- Contacts DPDT

THE BARDMAN CO., LLC
 Commercial Doors, Frames, & Hardware
 Dean Bardman - Owner
 1710 Huffs Church Road
 Barto, PA 19504
 Phone: 610-845-7293
 Fax: 267-923-5365
 Cell: 484-357-5132
 E-mail: db@thebardmanco.net



V.I.A.S

Scott Ihle <scott-ihle@esasd.net>

Form 611

1 message

Google Forms <forms-receipts-noreply@google.com>
To: scott-ihle@esasd.net

Tue, Feb 1, 2022 at 11:17 AM

Thanks for filling out Form 611

Here's what was received.

Edit response

Form 611

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

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

Untitled Section

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

183

Name of Requestor *

Scott C. Ihle

Untitled Title

Department *

Facilities Dept.

Building *

Lehman Intermediate

What service or item are requesting *

#24 Door/window system replacement

Why are you requesting the service or item *

Existing unit is original and currently decaying

Suggested replacement *

Replace existing unit with new in kind unit

184

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

\$25,000.00

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

Yes. A.G Mauro Co. \$23,630.00
Holmes \$24,722.00
Bardman Co. \$25,765.00

What is the total cost of the purchase? *

\$23,630.00

Procurement Method: *

- Quote Received only one Proposal
- Request for Proposal (RFP)
- Bid
- Other: _____

Was this purchase budgeted? *

Yes ▼

185

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.

4400014916

Which Fund will be charged? *

10 ▼

What account will be charged? *

2620-431-000-20-518-008-000-0000

186

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

A.G. Mauro Co./Yes

Any additional information you would like to provide.

[Create your own Google Form](#)

[Report Abuse](#)

187

V.I.A.S

Quote GME 01/27-04
Date January 31, 2022



THE A. G. MAURO COMPANY

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

ARCHITECTURAL HARDWARE, DOORS & SPECIALTIES

EAST STROUDSBURG AREA SD
50 VINE ST
EAST STROUDSBURG PA. 18301

Job Name: EAST STROUDSBURG
SHS NORTH DOOR 24

Job Location:

ATTN: MATTHEW HIRSCH
PHONE: 570-202-5157 CELL
FAX: 570-588-4406
EMAIL: matthew-hirsch@esasd.net

WE HEREBY PROPOSE TO FURNISH THE FOLLOWING MATERIALS:

- 1 EXIT DEVICE 16-8804-ETL-32D
- 1 EXIT DEVICE 16-8810-32D
- 4 CYLINDER DG2
- 2 CLOSER BN351-CPSH
- 1 MULLION 980L
- 1 MULLION SEAL
- 1 THRESHOLD S405A-SADDLE
- 2 SWEEP 962C

AND

- 1 PAIR SPECIAL LITE DOOR SL-13, DARK BRONZE, FG2 W/ 1" INSULATED GLASS, INCLUDES CONTINUOUS HINGES, TO FIT NEW SPECIAL LITE SIDELITE TRANSOM FRAME
- 1 SPECIAL LITE SIDELITE TRANSOM FRAME, TO FIT EXISTING OPENING

INSTALLED PRICE: \$ 23,630.00

STATE CONTRACT # 4400014916

COSTARS CONTRACT # 008-289

COSTARS VENDOR # 143426



Terms No Retention-Net 30 Days

Quoted by *Greg Eckard*

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

GREG ECKARD

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

MANAGER - OUTSIDE SALES

will be applied on invoices after 60 days.

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

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

DATE OF ACCEPTANCE _____

BY _____

V.A.U



321 East Chestnut Street
Cleona, PA 17042-2404
www.holmesbuildingservices.com
PA089862

(717) 454-0725
FAX (717) 454-0261
doug@holmesbuildingservices.com

Proposal

Proposal Number: 22-01-013

Proposal Submitted to: East Stroudsburg Area School District Date: January 30, 2022

Street: 50 Vine Street City: East Stroudsburg State: PA Zip: 18301

Home/Office #: _____ Cell #: 570-202-5157 Email: Matthew-hirsch@esasd.net

Job Name: North Door 24 Location: Same

Plan Date & Name: N/A

This proposal is based on a request by Mr. Matthew Hirsch and a site visit prior to this proposal.

We are pleased to offer this proposal and specifications for the above referenced project. The quotation is based on an uninterrupted schedule of work during normal work hours (7:00am to 3:30pm); no overtime; no scale wages or overtime included. Site will be ready and prepared for unobstructed access to the work.

Scope of Work:

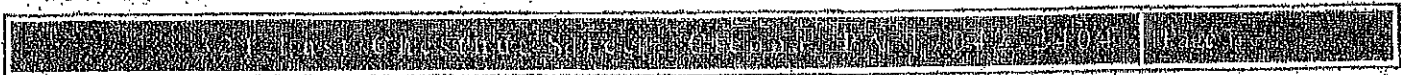
- 1 Exit device 16-8804-ETL
- 1 Exit device 16-8810
- 4 Cylinders DG2
- 2 Closers EN351-CPSH
- 1 Mullion 980L
- 1 Mullion seal
- 1 Threshold S405A-SADDLE
- 2 Sweep 962C
- 1 Pr special lite doors, dark bronze color, FG2 Insulated glass
- 1 Special lite frame
- Installation Included

We propose to furnish with above scope and specifications, for the sum of:

Twenty-four Thousand Seven Hundred Twenty-two and no cents Dollars \$24,722.00

Payments as follows:

Payment terms are Net 30 and payable to: Holmes Building Services, LLC.



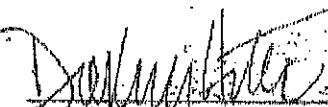
Exclusions and Clarifications:

The following exclusions and clarifications are an integral part of our proposal and considered to be part of any and all subsequent contractual agreements for this project.

- Municipal Building Permit Fees.
- Inspection Fees.
- Testing Fees.
- Winter protection or snow removal.
- Sinkhole remediation.
- Rock excavation.
- Schedule delays by weather or circumstances out of the contractor's control.
- Dewatering.
- Costs incurred for PE seals or shop drawing supervision.
- Payment Bid or Performance Bonds.
- Liquidated Damages.
- Owner/Engineer to verify existing conditions for required bearing capacity.
- Lead paint testing and remediation.
- Return trips for GWB touch up after primer if: paint by others.
- Any differences in color and/or finish of new work matching and/or lining up with existing work.
- Repair and/or replacement of any rotten or unsuitable materials.
- No fire proofing and/or sealant at mechanical penetrations.

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to our standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon HBS written change orders, and will become an extra charge over and above the estimate. Any delays or schedules are contingent upon no strikes, accidents or delays beyond our control. Law requires that any deposit or down-payment required by the contractor before work begins may not exceed the greater of (a) one-third of the total contract price or (b) the actual cost of any special equipment or custom made material which must be special ordered in advance to meet the completion schedule. Owner agrees to allow the contractor to display a sign on the property in plain view upon acceptance of this proposal and for a period of thirty (30) following completion of the project. Owner to provide fire and other necessary insurance; the General Contractor is properly insured to perform this work. A certificate of insurance will be provided upon completion of this proposal as evidence of coverage.

Authorized Signature


Douglas A. Hartman, Owner/President
Holmes Building Services

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

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

Signature _____

Date of Acceptance: _____

Signature _____

VIA 7

Subject: HS Door # 24
From: "Dean Bardman" <db@thebardmanco.net>
Date: 1/31/2022, 8:14 AM
To: <matthew-hirsch@esasd.net>

\$25,765.00

Remove, Supply, & Install
Disposal and Wiring by Owner.
2"x 4.5" Alum. Storefront Framing Color to Match
1- Pair 6'x7' Alum. Wide Style Doors 1" Tempered Glass
1" Glass Sidelites and Transoms
2- Continus Hinges
2- Exit Devices 1- 8804 x ETL, 1- 8810
2- Closers 351-CPSH
1- Thresholds 1/4" x 5" x 6"
1- Mullion S980L
4- Cylinders DG2

THE BARDMAN CO., LLC

Commercial Doors, Frames, & Hardware

Dean Bardman - Owner

1710 Huffs Church Road

Barto, PA 19504

Phone: 610-845-7293

Fax: 267-923-5365

Cell: 484-357-5132

E-mail: db@thebardmanco.net

Fuel Oil Bids – 2022-23

For the past several years, the East Stroudsburg Area School District has participated in the Joint Purchasing Board fuel oil bid with Colonial Intermediate Unit (CIU) 20. Since the fuel market has become so volatile and costly in the past several years, large volume contracts and keen market timing have proven to be critical in saving dollars. By adding our volume to the remainder of the CIU 20, the District can leverage the buying power with vendors who might provide aggressive pricing to achieve the guaranteed contract. By having the latitude to award the bids as close to the bid opening as possible insures that the pricing is not subject to spot market fluctuations.

The Administration participated in the Northampton/Monroe/Pike County Joint Purchasing Board bid and pricing analysis which were opened January 26, 2022, at 10:00 a.m., reviewed at 1:30 p.m. by all District participants and awarded by the CIU 20 Board of School Directors that evening at their Board Meeting. The bid recommendation as awarded is being presented to the District's Finance Committee on February 14, 2022 and the Board of School Directors for ratification on February 28, 2022.

Motion to Approve the ratification of the 2022-23 Colonial Intermediate Unit 20 Fuel Oil Bid as follows:

1. #2 Fuel Oil, Truck Transport, Locked in price of \$2.4976 for contract term to PAPCO, Inc.
2. Off-Road Diesel, Tank Wagon, Locked in price of \$4.0095 for contract term to PAPCO, Inc.

Historical Rate Reference:

	<u>#2 Fuel Oil</u>	<u>Off-Road Diesel</u>
2022-23:	\$2.4976	\$4.0095
2021-22:	\$2.1818	\$3.7595
2020-21:	\$1.9596	\$3.5449
2019-20:	\$1.9836	\$2.5847
2018-19:	\$1.8935	\$3.7577
2017-18:	\$1.6722	\$3.0990
2016-17:	\$1.5895	\$3.7886

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 *

Aimee Ellison

Untitled Title

Department *

Adapted Physical Education (Pupil Services)

Building *

North HS, South HS & Lehman

193

What service or item are requesting *

Adapted P.E. Equipment

Why are you requesting the service or item *

The items are being requested for the Adapted Physical Education program at 3 of our schools. Adapted PE is predicated on the belief that each student has the ability and a desire to move, to be active, and to participate meaningfully with peers. All of our students, including those with disabilities, should experience a quality physical education program that meets their individual needs and provides them the opportunity to reach their maximum potential. Participation and activity are necessary components of their physical, emotional, intellectual and social health. Health affects educational outcomes, behaviors and attitudes, and the attainment of educational and personal goals is dependent on the achievement of good health. I have been working to build our Adapted PE program for the last 25 years and the last few years I have had the most success in getting financial support for this very important part of our health and physical education program. The cardiovascular equipment will be used for our Adapted PE students at High School North, South, and Lehman.

It will be utilized to work on our fitness programs and for Training for our Special Olympics and Unified teams. East Stroudsburg School district has become a "flagship" district for Unified Champion schools and Special Olympics. This is something that we should be proud of and in doing so help to create quality teams and programs.

The Majority of cardiovascular programs consist of bikes and treadmills. For us, this is a start to creating a good quality facility for our students.

The one style of bike that was chosen is for our students who have down syndrome or students whose feet cannot reach the pedals on a standard stationary bike. This will help them be able to achieve success through cycling.

Suggested replacement *

New

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

\$30,000

194

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

Gopher - \$24,965
Flaghouse - \$27,380
Rehab Mart - \$31,535.63

What is the total cost of the purchase? *

\$24,965

Procurement Method: *

- Quote Received only one Proposal
- Request for Proposal (RFP)
- Bid
- Other: Multiple Quotes

Was this purchase budgeted? *

Yes

195

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.

Sourcewell - 071819-PRO

Which Fund will be charged? *

10 ▼

What account will be charged? *

10-1211-752-891-20-518-310-000-9891- \$8321
10-1211-752-891-30-819-310-000-9891- \$8322
10-1211-752-891-20-819-310-000-9891- \$8322

196

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.

Each school now has an adapted PE space that will have necessary equipment to maintain a quality program for our students. We are trying to establish an already existing program that barely had any equipment. These schools never had a designated space for adapted PE.

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

Google Forms

197

GOPHER

Quote

Quote #: QT56222
Quote Date: 12-Jan-2022
Expire Date: 11-Feb-2022

Contact Name: Matthew Krauss

Sales Manager: Adam Herbst
adamherbst@gophersport.com
Tel: 855-500-2748
Fax: 800-451-4855

Ship To:

East Stroudsburg Area Sch Dist
50 Vine St
E Stroudsburg PA 18301
United States

Shipping Contact:

Bill To:

East Stroudsburg Area Sch Dist
50 Vine St
E Stroudsburg PA 18301
United States

Billing Contact:

Item availability may change hourly based on incoming orders. Please place your order quickly to ensure fast shipment of your product(s).

Quote Total:

\$24,965.00

Item	Qty Requested	Qty Available	Est Ship Date	Unit Price	Extended Price
68-382 SportsArt T615 Treadmill Standard Dock Delivery	3	0	25- Feb-2022	\$3,250.00	\$9,750.00
70-288 X5 Kids Bike Standard Dock Delivery	2	0	04- Feb-2022	\$520.00	\$1,040.00
73-698 SportsArt E835-900 Elliptical Standard Dock Delivery	3	0	25- Feb-2022	\$3,075.00	\$9,225.00
70-028 SportsArt C510 Indoor Cycling Bike Standard Dock Delivery	3	0	25- Feb-2022	\$1,150.00	\$3,450.00



Unconditional 100%
Satisfaction Guarantee

Unconditional 100% Satisfaction Guarantee

Your satisfaction is our #1 concern. If you are not satisfied with your purchase for any reason at any time, contact us and we will replace the product, credit your account, or refund the purchase price. No questions. No hassles. No exclusions. No kidding!

Phone: 800-533-0446

Fax: 800-451-4855

customer care@gophersport.com

Phone: 507-451-7470

International Customers:
globalservices@gophersport.com

Fax: 507-451-4755



QT56222

198



Quote

Quote #: QT56222
Quote Date: 12-Jan-2022
Expire Date: 11-Feb-2022

Subtotal:	\$23,465.00
Shipping, Handling & Processing:	\$1,500.00
Estimated Sales Tax :	\$0.00
Quote Total:	\$24,965.00

Order prepayment may be required. We offer 30-day terms on approved credit. Full payment terms and wire transfer information are available by request.



Unconditional 100% Satisfaction Guarantee

Unconditional 100% Satisfaction Guarantee

Your satisfaction is our #1 concern. If you are not satisfied with your purchase for any reason at any time, contact us and we will replace the product, credit your account, or refund the purchase price. No questions. No hassles. No exclusions. No kidding!

Phone: 800-533-0446

Fax: 800-451-4855

customercare@gophersport.com

Phone: 507-451-7470

International Customers:
globalservices@gophersport.com

Fax: 507-451-4755



QT56222

199



OFFICIAL QUOTE

www.rehabmart.com
 3651 Mars Hill Rd, Bldg 2400
 Watkinsville, GA 30677

Date	Quote ID
1/14/2022	QT39653KS

Quotes Dept: RFQ@rehabmart.com Submit Your PO: QuotePO@rehabmart.com

Bill To
East Stroudsburg Area School District
PA

Ship To
East Stroudsburg Area School District
PA

RM Rep	SHIP DATE	SHIP VIA	QUOTE VALID FOR
KS			30 Days - Subject to product availability

Qty	Item Code / \$ Amount / Product Description	Price Each	Amount
3	SPA-C510 --> \$1,795.00 : SportsArt Status Series Indoor Stationary Cycle C510 SportsArt Indoor Cycle - SportsArt Indoor Cycle C510 SPA-LOADDOCK --> \$0.00 : SportsArt Status Series Indoor Stationary Cycle C510 Additional Shipping Service Fees - FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED Link: https://www.rehabmart.com/product/40936.html	1,795.00	5,385.00
3	SPA-E835 --> \$3,895.00 : SportsArt E835 Elliptical SportsArt Elliptical - SportsArt Elliptical E835 SPA-LOADDOCK --> \$0.00 : SportsArt E835 Elliptical Additional Shipping Service Fees - FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED Link: https://www.rehabmart.com/product/40932.html	3,895.00	11,685.00
3	SPA-T615-CHR --> \$4,195.00 : SportsArt T615-CHR Cardio Treadmill SportsArt Treadmill - SportsArt Treadmill T615 SPA-LOADDOCK --> \$0.00 : SportsArt T615-CHR Cardio Treadmill Delivery Options - FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED Link: https://www.rehabmart.com/product/40926.html	4,195.00	12,585.00
2	KFT-759 --> \$1,770.20 : Kids Varsity One Indoor Cycling Bike by KidsFit Choose Varsity One Indoor Cycling Bike - Varsity One Indoor Cycling Bike KFT-LOADDOCK --> \$0.00 : Kids Varsity One Indoor Cycling Bike by KidsFit Delivery Options - FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK	1,770.20	3,540.40

ORDER SUMMARY

Subtotal:	\$27,090.00
Tax:	\$1,025.40
Shipping:	TBD
Additional Fees:	TBD

TOTAL: \$28,715.40

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email at: info@flaghouse.com



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Resources for Sport, Recreation, Special Needs and More Since 1954!

11 SHOPPING CART

Quote Requested 1/12/22

Search by Item Number or Keyword GO

SHOP BY CATEGORY PHYSICAL EDUCATION SPORTS FITNESS RECREATION SPECIAL NEEDS SENSORY | SOLUTIONS

SNOEZELEN® SENSORY ROOMS & SPACES THERAPY SWINGS OUTDOOR GAMES EXERCISE MATS GAME TABLES
SOCIAL EMOTIONAL LEARNING CATCH® TEAM BUILDING WITH PA® AIR PURIFIERS CATALOGS BLOG CLEARANCE

ORDER SUMMARY

MATTHEW , Thank you for your Quote Request

Someone from FlagHouse will reach out to you shortly.
Your confirmation number is: V0243723.

Please check your Clutter and Spam folders for an email from cs@flaghouse.com with the subject "FlagHouse Order Confirmation"

Click here for information about our concealed loss and damage policy.

If you requested Expedited Shipping, or if your location is outside of the contiguous 48 states, a Customer Care Representative will contact you promptly to discuss your final freight charges. If you have any questions, please don't hesitate to call us at 800.793.7900.

BILLING ADDRESS

MATTHEW KRAUSS
EAST STROUDSBURG AREA
SCHOOL D
50 VINE STREET
EAST STROUDSBURG , PA 18301



SportsArt® T615-CHR
Treadmill

Item # 80379
Quantity: 3

PRICE: \$3,300.00

SHIPPING ADDRESS

MATTHEW KRAUSS
EAST STROUDSBURG AREA
SCHOOL D
50 VINE STREET
EAST STROUDSBURG , PA 18301



Kidsfit™ Indoor Cycling
Bike - Junior

Item # 80075
Quantity: 2

PRICE: \$1,410.00

SHIPPING METHOD

Standard Shipping - TBD



SportsArt® C510 Spin Cycle

Item # 80378
Quantity: 3

PRICE: \$1,195.00

SHIPPING INSTRUCTIONS

Residential Address: No
No Loading Dock Available: No
Inside Delivery: Yes
Beyond Inside Delivery: No
Use Own Carrier: No



SportsArt® E835 Elliptical

Item # 15372
Quantity: 3

PRICE: \$3,595.00

PAYMENT INFORMATION

PO Number: QUOTE

202

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601 FlagHouse Drive, Hasbrouck Heights, NJ 07604-3116
 Phone: 1-800-793-7900 Fax: 1-800-793-7922 www.flaghouse.com

QUOTE#: V0243723
 Reference #: **Date: 1/17/2022**
Consultant: Dan Deschamps
E-Mail: ddeschamps@flaghouse.com

Attention: MATTHEW KRAUSS
Client: EAST STROUDSBURG AREA SCHOOL D
Address: 50 VINE STREET
 EAST STROUDSBURG, PA 18301
Phone: 570-424-8500
EM@IL: matthew-krauss@esasd.net>

Ship Name: MATTHEW KRAUSS
Ship to: EAST STROUDSBURG AREA SCHOOL D
Address: 50 VINE STREET
 EAST STROUDSBURG, PA 18301
Phone: 570-424-8500
EM@IL: matthew-krauss@esasd.net>

ITEM #	DESCRIPTION	QUANTITY	UNIT	EXTENDED
80379	TREADMILL NS19 TRK	3	\$ 3,300.00	\$ 9,900.00
80075	SPIN BIKE JUNIOR TRKNS18 TRK	2	\$ 1,410.00	\$ 2,820.00
80378	SPIN CYCLE NS19 TRK	3	\$ 1,195.00	\$ 3,585.00
15372	SPORTS ART ELLIPTICAL TRAINER TRK	3	\$ 3,595.00	\$ 10,785.00

TERMS AND CONDITIONS

- Estimated delivery: 2-5 weeks. Please advise if you are working to a specific deadline and require expedited delivery.
- A 50% deposit may be requested upon acceptance of order. Remaining balance due net 30 Days from invoice date.
- FOB: Point of Shipment
- Applicable taxes are extra.
- Quote valid for 30 days.
- Custom and special order items are non-refundable.
- If quoted, installation and Training are estimated, and actual travel expenses may be extra.
- Shipping rates are quoted for facility with a loading dock. If a loading dock is not available, additional charges may apply. Call for details.
- Inside Delivery may be available upon request, and additional charges apply. Call for details.
- Orders must be inspected for shipping damage or loss immediately upon receipt of each shipment. Do not sign for any packages which appear damaged; or if you sign, have the carrier's driver note such damage on the receipt.
- Damage and loss claims will only be accepted by FlagHouse within 48 hours of receipt of each delivery.
- Errors and Omissions Excepted

Equipment Subtotal	\$ 27,090.00
Discount	\$ (2,709.00)
	\$ 24,381.00
Freight	\$ 2,999.00
Taxes 6.000%	\$ 1,442.86
TOTAL	\$ 28,842.86

\$ 27,380

 Signature

 Date

Estimated Shipping i

\$5,256.23

Total

\$36,175.23

Tax calculated in checkout

[CHECKOUT > \(/CHECKOUT\)](#)

[HAVE A PROMO CODE? i](#)



[NEED HELP?](#)

[Call us at 1-855-899-9560 \(tel:1-855-899-9560\)](#)

[Shipping & Delivery Info \(/help/shipping-delivery-information\)](#)

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SPORTSART E835-900MHZ ELLIPTICAL - SPORTSART E835-900MHZ ELLIPTICAL
(/FITNESS/CARDIO/SPORTSART-E835-900MHZ-ELLIPTICAL)

\$3,849.00 x 3 \updownarrow **\$11,547.00**

Item No: 73-698

Unit: Ea

Availability: Direct Ship

Ships direct from the supplier 3-11-2022 |

MOVE TO WISHLIST

REMOVE (/CART/REMOVE?ORDERITEMID=72185452709PRODUCTID=2146086)



SPORTSART C510 INDOOR CYCLING BIKE - SPORTSART C510 INDOOR CYCLING BIKE
(/FITNESS/CARDIO/SPORTSART-C510-INDOOR-CYCLING-BIKE)

\$1,529.00 x 3 \updownarrow **\$4,587.00**

Item No: 70-028

Unit: Ea

Availability: Direct Ship

Ships direct from the supplier 3-11-2022 |

MOVE TO WISHLIST

REMOVE (/CART/REMOVE?ORDERITEMID=72186462716PRODUCTID=2041830)

YOUR WISHLIST

There are no items in your wishlist.

SUMMARY

Subtotal

\$30,919.00

205

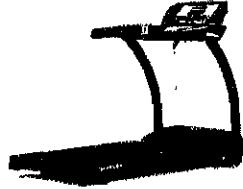
Gopher Sports

Shopping Cart

*Quote
Requested
1/12*

CONTINUE SHOPPING (f) EMAIL CART SAVE CART RETRIEVE CART

IN YOUR CART (11)



SPORTSART T615 TREADMILL - SPORTSART T615 TREADMILL (/FITNESS/CARDIO/SPORTSART-T615-TREADMILL)

\$4,449.00 x 3 **\$13,347.00**

Item No: 68-382

Unit: Ea

Availability: Direct Ship

Ships direct from the supplier 3-11-2022

MOVE TO WISHLIST

REMOVE (/CART/REMOVE?ORDERITEMID=72185451819PRODUCTID=2041026)



X5 YOUTH INDOOR CYCLING BIKE - X5 YOUTH INDOOR CYCLING BIKE (/FITNESS/CARDIO/X5-YOUTH-BIKE)

\$719.00 x 2 **\$1,438.00**

Item No: 70-288

Unit: Ea

Availability: Temporarily Out Of Stock - Ship Date Unknown

MOVE TO WISHLIST

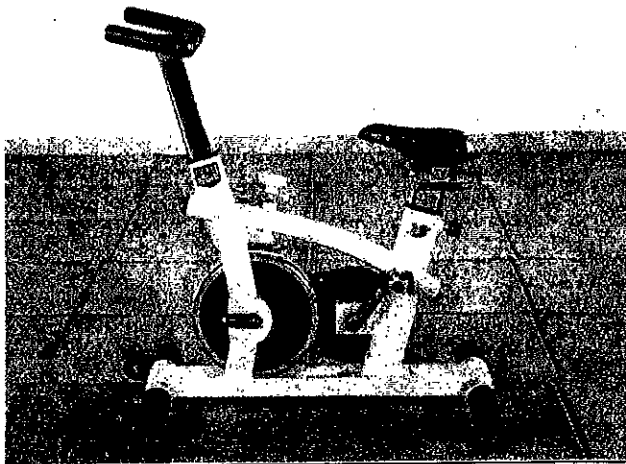
REMOVE (/CART/REMOVE?ORDERITEMID=72185452876PRODUCTID=2042704)

© 2012 Gopher Sports

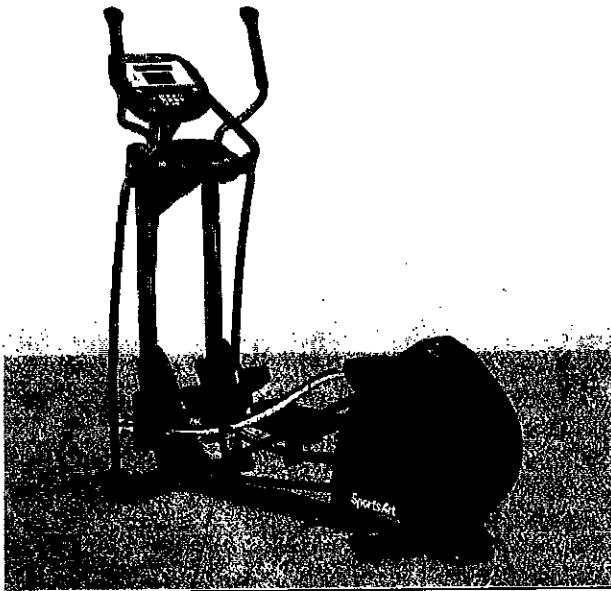
204



SportsArt T615 Treadmill
Item Number 68-382



X5 Youth Indoor Cycling Bike
Item Number 70-288



SportsArt E835-900 Elliptical
Item 73-698

GOPHER

Physical Education | Athletics | Fitness | Recreation

1/13/22

Matthew Krauss
East Stroudsburg Area Sch Dist
50 Vine St., E Stroudsburg PA 18301

Matthew,

Thank you for the opportunity to provide a proposal for your Adapted PE project!

Outlined below are some of the reasons our customers choose Gopher.

- Inventing products to solve problems and promote physical activity is our passion. We offer product solutions to enhance your program you won't find elsewhere.
- Our high-quality products save you time and money because equipment does not need to be re-purchased as often.
- We are the easiest company to do business with. Requests are answered quickly, and questions are resolved the first time you contact us. We also ship orders quickly. In-stock items arrive to you within 4 business days!
- You will not find a more comprehensive guarantee! If you are not satisfied with any product you buy from us, we will replace it or refund your money. No hassles. No exclusions. No kidding!

In addition to our formal proposal, I have attached a few images of the product(s) you are interested in on the following pages.

Again, thank you for the opportunity to send you a proposal for your project. I will follow up with you tomorrow to be sure you have all you need from me.

Adam Herbst

Territory Sales Manager

adamherbst@gophersport.com | 855-500-2748

*Quoted pricing is good for 30 days. Full or partial payment for your order may be required. Item availability may change hourly based on incoming orders. Please place your order quickly to ensure fast shipment of your product(s).

REQUIREDLink: <https://www.rehabmart.com/product/35382.html>

Convenient ways to place your order: - Checkout Online at Rehabmart.com using your Custom Discount Code: QT39653KS Copy/paste this code in shopping cart or use this link: https://www.rehabmart.com/discount/QT39653KS - Email Your Purchase Order to QuotePO@rehabmart.com - Fax Your Purchase Order to 678-254-1791 - Mail a check (payable to Rehabmart, LLC) for the full amount to the address listed above. Please include your quote number on your check and/or a copy of your quote document. * First time customers - see detailed PO Info and Credit Application Info at https://www.rehabmart.com/purchaseorders	Subtotal:	\$33,195.40
	Sales Tax:	None
	Shipping:	Included
	Discount	-\$1,659.77
Please verify the products listed above to confirm this quote represents the exact products you intend to purchase. Make color choices, fabric choices, and choose applicable product options before submitting your final order.	Total:	\$31,535.63

Return Policy Notification: All purchase orders are subject to the return policy, order policy, pricing errors policy and restocking fee policy. Please review all Rehabmart policies by visiting our policy page at: <https://www.rehabmart.com/policies/>

Rehabmart, LLC (rehabmart.com)
Rehabmart Federal Tax ID: 58-2515167
SBA Customer ID: P1002610
Hub Zone Certification # 39450
DUNS # 051112832
GSA 65IIA Contract # V797D-40285
GSA 65IIF Contract # V797P-3250M
CAGE Code: 56Z51

Questions? Quotes Team: RFQ@rehabmart.com | Call: 706-213-1144 / 800-827-8283 | Fax: 678-254-1791

THANK YOU FOR CONSIDERING REHABMART.COM

Quote Requested 1/12

Search 16,432 Products
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Your Cart: 11 Items

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[Shipping Info](#)

Your Shopping Cart



Your Order Ships Free!

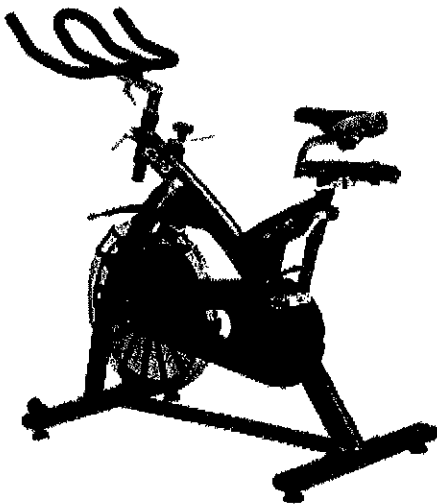
PROCEED TO CHECKOUT

Image

Description

Quantity

Amount



3

\$5,385.00

SportsArt Status Series
Indoor Stationary Cycle
C510

Free shipping!

210

- SportsArt Indoor Cycle : SportsArt Indoor Cycle C510 [sku: SPA-C510] \$1,795.00
- Additional Shipping Service Fees :

Order Online or Tap to Call: 1-800-827-8283

My Business/Facility Loading Dock -
LOADING DOCK REQUIRED [sku:
SPA-LOADDOCK] \$0.00

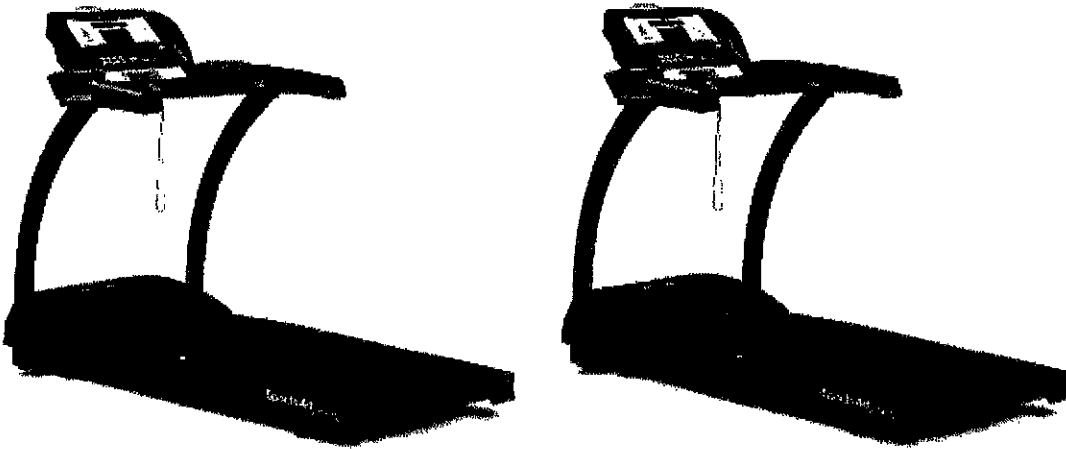
SKU: SPA-C510, SPA-LOADDOCK

**This product is not eligible for
International Shipping**

This unique custom fabricated item is made-to-order using a Just in Time manufacturing process. This is designed to keep your cost lower, but may require an additional 14 days day lead time before your product ships.

DELETE

3 \$12,585.00



**SportsArt T615-CHR Cardio
Treadmill**

Free shipping!

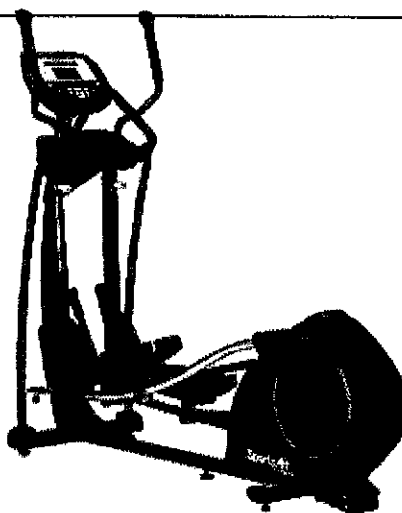
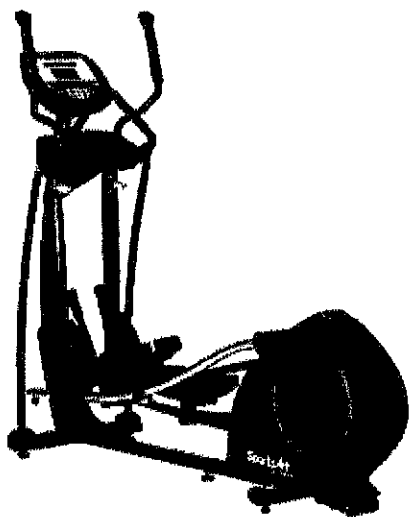
- SportsArt Treadmill : SportsArt Treadmill T615 [sku: SPA-T615-CHR] \$4,195.00
- Delivery Options : FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED [sku: SPA-LOADDOCK] \$0.00

SKU: SPA-T615-CHR, SPA-LOADDOCK

211

**This product is not eligible for
International Shipping**

Order Online or Tap to Call: 1-800-827-8283



SportsArt E835 Elliptical

3 \$11,685.00

Free shipping!

- SportsArt Elliptical : SportsArt Elliptical E835 [sku: SPA-E835] \$3,895.00
- Additional Shipping Service Fees : FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED [sku: SPA-LOADDOCK] \$0.00

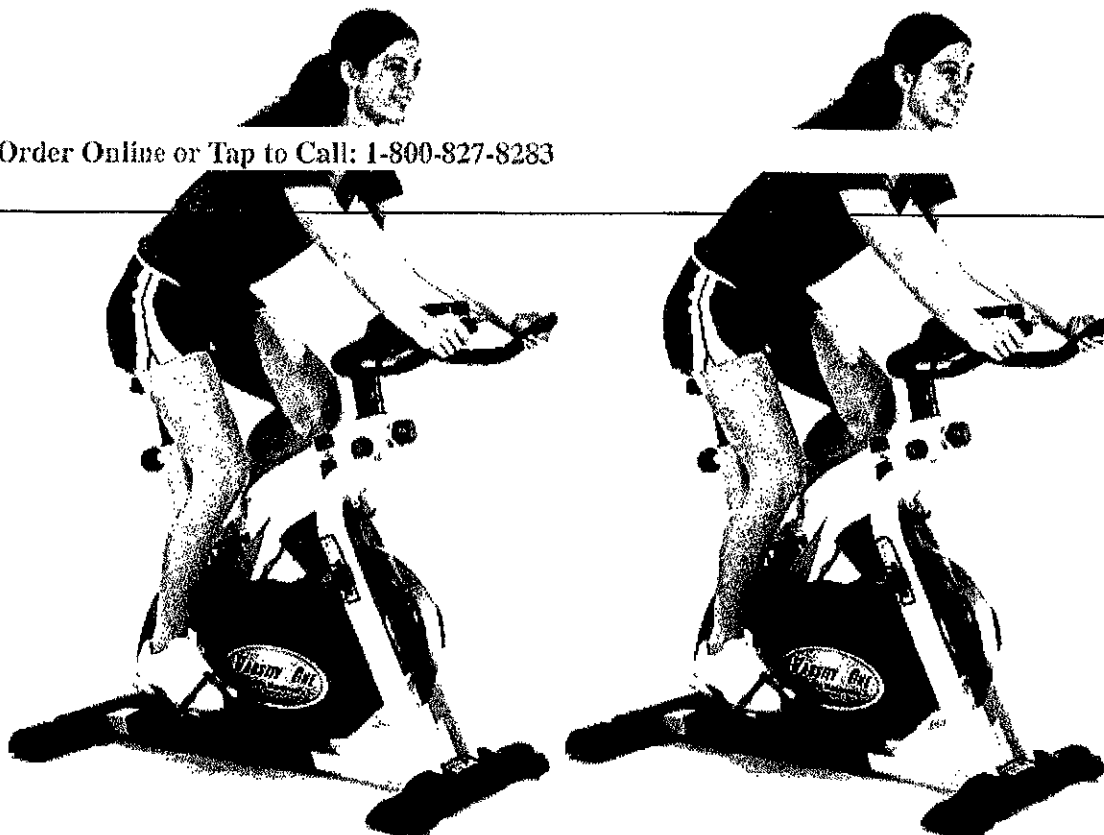
SKU: SPA-E835, SPA-LOADDOCK

**This product is not eligible for
International Shipping**

DELETE

2 \$3,540.40

Order Online or Tap to Call: 1-800-827-8283



**Kids Varsity One Indoor
Cycling Bike by KidsFit**

Free shipping!

- Choose Varsity One Indoor Cycling Bike : Varsity One Indoor Cycling Bike [sku: KFT-759] \$1,770.20
- Delivery Options : FREE Dock-to-Dock Shipping. Ship to My Business/Facility Loading Dock - LOADING DOCK REQUIRED [sku: KFT-LOADDOCK] \$0.00

SKU: KFT-759, KFT-LOADDOCK

This unique custom fabricated item is made-to-order using a Just in Time manufacturing process. This is designed to keep your cost lower, but may require an additional 28-35 days day lead time before your product ships.

DELETE

Sub Total: \$33,195.40
Grand Total: \$33,195.40
PROCEED TO CHECKOUT

Shipping?

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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	DEBIT	CREDIT
2022 07	55 BUA	01/12/2022	01/12/2022	vanessa-torres	N	Hist	2022			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT
1	10011670	432			VT			cover accounts with deficit		45,000.00
2	10-2720-432-000-000-000-0000-				VT		Transportation, Equip Repairs		150.00	
3	10011670	531			VT		cover accounts with deficit			
3	10-2720-531-000-000-000-0000-				VT		Transportation Postage		120.00	
4	10011670	624			VT		cover accounts with deficit			
4	10-2720-624-000-000-000-0000-				VT		Transportation Oil		20,000.00	
5	10011670	626			VT		cover accounts with deficit			
5	10-2720-626-000-000-000-0000-				VT		Transportation Gasoline/Oil		3,000.00	
6	10011670	650			VT		cover accounts with deficit			
6	10-2720-650-000-000-000-0000-				VT		Trans, Ed Tech Supplies		1,430.00	
7	10011670	432			VT		cover accounts with deficit			
7	10-2720-432-000-000-000-0000-				VT		Transportation, Equip Repairs		2,000.00	
8	10011730	433			VT		cover accounts with deficit			
8	10-2740-433-000-000-000-0000-				VT		Bus Garage Rep & Maint Veh		8,000.00	
9	10011730	449			VT		cover accounts with deficit			
9	10-2740-449-000-000-000-0000-				VT		Bus Garage, Uniform Rental		300.00	
10	10011730	581			VT		cover accounts with deficit			
10	10-2740-581-000-000-000-0000-				VT		Bus Garage In-District Mileage		10,000.00	
10	10011730	610			VT		cover accounts with deficit			
10	10-2740-610-000-000-000-0000-				VT		Bus Garage, Gen. Supplies			
** JOURNAL TOTAL									0.00	0.00

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YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT
2022 07	192 BUA	01/21/2022	01/20/2022	S. Simpson	N	Hist	2022			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT
1	10001060	650			JB			Cover S. Simpson Cont. Serv		1,500.00
2	10-1110-650-000-000-000-0000-				JB		Tech Services Supplies Tech			
2	10012350	330			JB		Cover S. Simpson Cont. Serv		1,500.00	
2	10-2844-330-000-000-000-0000-				JB		ITEC Other Prof Svcs			
** JOURNAL TOTAL									0.00	0.00

YEAR PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT
2022 07	193 BUA	01/20/2022	01/20/2022	fususan-cole	N	Hist	2022			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT
1	10001060	650			JB			Cover S. Simpson Cont. Serv		1,500.00
2	10-1110-650-000-000-000-0000-				JB		Tech Services Supplies Tech			
2	10012350	330			JB		Cover S. Simpson Cont. Serv		1,500.00	
2	10-2844-330-000-000-000-0000-				JB		ITEC Other Prof Svcs			
** JOURNAL TOTAL									0.00	0.00

East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
2022 07	193 BUA	01/20/2022	01/20/2022	insuff.	fusanan-cole					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	10010260	581			SJC		travel to HSS for HRN		40.00	
2	10-2420-581-000-30-820-602-000-0000-				SJC		EHSmedicalsvsIndistrictrvl			
3	10-2420-581-000-20-518-602-000-0000-				SJC		travel to HSS for HRN	40.00		
4	10-2430-610-000-10-000-602-000-0000-				SJC		LISmedicalsvsIndistrictrvl			
5	10-2430-610-000-10-000-602-000-0000-				SJC		for dental dues		3.00	
6	10-2430-810-000-10-000-602-000-0000-				SJC		Dental sv Gen Sup			
7	10-2430-810-000-10-000-602-000-0000-				SJC		for dental dues			
8	10-2430-810-000-10-000-602-000-0000-				SJC		Dental sv Dues&Fees			
** JOURNAL TOTAL								0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
2022 07	217 BUA	01/24/2022	01/24/2022	clear -	lorena-rosado					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	10002330	610					JTLRegularGen Sup		52.91	
2	10-1110-610-000-20-517-110-000-0000-						JTLRegularSupplies Tech	52.91		
** JOURNAL TOTAL								0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
2022 07	218 BUA	01/24/2022	01/24/2022	clear -	lorena-rosado					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	10002330	610					JTLRegularGen Sup		665.39	
2	10-1110-610-000-20-517-110-000-0000-						JTLRegularSupplies Tech	612.48		
3	10002470	610					JTLReadingGen Sup	52.91		
4	10-1110-610-000-20-517-151-000-0000-									
** 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	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB		
2022	07	220	BUA	01/24/2022	01/24/2022	clear-	lore-na-rosado	N	Hist	2022						
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB

1	10002330	610					JTLRegularGen Sup					245.00		245.00		
2	10006570	810					JTLGuidanceDues&Fees					245.00				

** JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB		
2022	07	221	BUA	01/24/2022	01/24/2022	clear-	lore-na-rosado	N	Hist	2022						
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB

1	10002330	610					JTLRegularGen Sup					13.39		13.39		
2	10007040	580					JTLTravel/Conf					13.39				

** JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB		
2022	07	248	BUA	01/25/2022	01/25/2022	balance	trjoyce-kirk	N	Hist	2022						
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB

1	10009390	550					bal transfer					100.00		100.00		
2	10009390	810					MSEPrincipalPrint&bind					500.00		500.00		
3	10009390	550					MSEPrincipalDues&Fees					500.00		500.00		
4	10009390	531					MSEPrincipalPostage					400.00		400.00		
5	10009390	550					MSEPrincipalPrint&bind					3,000.00		3,000.00		
6	10001800	610					bal transfer					400.00		400.00		
7	10001800	640					MSERegularGen Sup					3,000.00		3,000.00		
10	1110	640					MSERegularBooks/Period					3,000.00		3,000.00		

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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	07	248 BUA	01/25/2022	balance trjoyce-kirk		1	N	Hist	2022	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
8	10001800	610					ba) transfer		3,000.00		
	10-1110	610-000-10-214-110-000-0000-					MSERegularGen Sup				

** JOURNAL TOTAL 0.00

YEAR	PER JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2022	07	265 BUA	01/26/2022	conferencesusan-cole		1	N	Hist	2022	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10011930	360					SJC	conference for Lizzette		115.00	
2	10-2834-360-000-10-212-602-000-0000-						SJC	ESEMedicalTraining&Development			
3	10-2834-360-000-10-212-602-000-0000-						SJC	conference for Lizzette	115.00		
4	10-2834-360-000-10-212-602-000-0000-						SJC	NonPub EmpTraining&Development			
5	10-2834-360-000-10-212-602-000-0000-						SJC	conference for JM		115.00	
6	10-2834-360-000-10-212-602-000-0000-						SJC	ESEMedicalTraining&Development			
7	10-2834-360-000-10-213-602-000-0000-						SJC	conference for JM	115.00		
8	10-2834-360-000-10-213-602-000-0000-						SJC	JMH Empee Training&Development		15.00	
9	10-2834-360-000-10-212-602-000-0000-						SJC	conference for MSE			
10	10-2834-360-000-10-212-602-000-0000-						SJC	ESEMedicalTraining&Development	15.00		
11	10-2834-360-000-10-212-602-000-0000-						SJC	conference for MSE			
12	10-2834-360-000-10-214-602-000-0000-						SJC	MSE Medical Training&Develop		15.00	
13	10-2834-360-000-10-214-602-000-0000-						SJC	conference for RES			
14	10-2834-360-000-10-215-602-000-0000-						SJC	EHNMedicalTraining&Development	15.00		
15	10-2834-360-000-10-215-602-000-0000-						SJC	conference for RES			
16	10-2834-360-000-10-215-602-000-0000-						SJC	RES Medical Training&Develop		15.00	
17	10-2834-360-000-10-215-602-000-0000-						SJC	conference for SME			
18	10-2834-360-000-10-215-602-000-0000-						SJC	EHNMedicalTraining&Development	15.00		
19	10-2834-360-000-10-215-602-000-0000-						SJC	conference for SME			
20	10-2834-360-000-10-216-602-000-0000-						SJC	SME Medical Training&Develop		15.00	
21	10-2834-360-000-10-216-602-000-0000-						SJC	conference for JTL			
22	10-2834-360-000-10-216-602-000-0000-						SJC	EHS Medical Training&Develop		15.00	
23	10-2834-360-000-10-216-602-000-0000-						SJC	conference for JTL			
24	10-2834-360-000-10-217-602-000-0000-						SJC	Emplojee Training&development	15.00		
25	10-2834-360-000-10-217-602-000-0000-						SJC	conference for LIS			
26	10-2834-360-000-10-217-602-000-0000-						SJC	EHNMedicalTraining&development	15.00		
27	10-2834-360-000-10-217-602-000-0000-						SJC	conference for LIS			
28	10-2834-360-000-10-218-602-000-0000-						SJC	Emplojee Training&development	15.00		

** JOURNAL TOTAL 0.00

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
** GRAND TOTAL 0.00											

9 Journals printed

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East Stroudsburg Area SD, PA

JOURNAL INQUIRY



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

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East Stroudsburg Area School District

Date Range 12/17/21 through 1/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1508	01/10/2022	PCARD VENDOR	HS SOUTH BAND WHILE ATTENDING STATE FOOTBALL GAME	\$ 179.17
1509	01/10/2022	PCARD VENDOR	HS SOUTH BAND WHILE ATTENDING STATE FOOTBALL GAME	\$ 190.02
1510	01/10/2022	PCARD VENDOR	BUS DRIVER APPRECIATION LUNCHEON 11/11/2021	\$ 100.00
1511	01/10/2022	PCARD VENDOR	NY TIMES MONTHLY SUBSCRIPTION	\$ 4.00
1512	01/10/2022	PCARD VENDOR	LUNCHEON DURING THE LEAD LEARNER PLANNING	\$ 25.74
1513	01/10/2022	DOLLAR TREE	CAFETERIA SUPPLIES - D FLYNN	\$ 67.00
1514	01/10/2022	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 235.55
1515	01/10/2022	WALMART COMMUNITY/GEMB	CAFETERIA SUPPLIES - D FLYNN	\$ 19.53
1516	01/10/2022	PCARD VENDOR	HS SOUTH MEALS FOR FOOTBALL PLAYERS STATES GAME	\$ 791.34
1517	01/10/2022	PCARD VENDOR	HS SOUTH MEALS FOR CHEERLEADERS FOOTBALL STATES	\$ 251.15
1518	01/10/2022	PCARD VENDOR	PREMIUM MEMBERSHIP FOR INTERNATIONAL SOCIETY	\$ 295.00
1519	01/10/2022	WALMART COMMUNITY/GEMB	LEHMAN FCS CLASSROOM SUPPLIES - D MORETTO	\$ 260.92
1520	01/10/2022	PCARD VENDOR	HS NORTH FCS CLASSROOM SUPPLIES - H CARUSO	\$ 139.87
1521	01/11/2022	WEIS MARKET, INC.	JT LAMBERT FCS CLASSROOM SUPPLIES - M MOLINA	\$ 390.48
256221	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256222	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256223	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256224	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256225	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256226	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256227	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 60.00
256228	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256229	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256230	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256231	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256232	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256233	12/17/2021	EHS FIELD TRIP REFUND	DORNEY PARK CANCELTION TICKET REFUND	\$ 29.00
256234	12/17/2021	WILKES BARRE/SCRANTON PENGUINS	LEHMAN SCRANTON PENGUINS TICKETS	\$ 29.00
256235	12/17/2021	NANCY VANWHY	2020 SENIOR REBATE - VANWHY, NANCY	\$ 720.00
256236	01/06/2022	21ST CENTURY CYBER CHARTER SCHOOL	Tuition / 21st Century / JAN 22 / #440120	\$ 650.00
256237	01/06/2022	ABC TROPHY STROUDSURG. LLC	Name Plate for New Board Member - S. Lurry	\$ 15,118.76
256238	01/06/2022	ACHIEVEMENT HOUSE CHARTER SCHOOL	Tuition / Achievement / DEC 21 / #765079	\$ 33.00
256239	01/06/2022	ADVANCE AUTO PARTS	ADVANCE AUTO - OPEN ORDER FOR PARTS	\$ 8,099.17
				\$ 807.87

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East Stroudsburg Area School District

Date Range 1/15/22 through 1/20/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256571	01/20/2022	SMITHFIELD SEWER AUTHORITY	ESE 4TH QTR 2021 SEWER FEE #1002	\$ 4,875.00
256572	01/20/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	JTL SEWER 4TH QTR 2021 FEE #0079	\$ 8,775.00
256573	01/20/2022	STROUDSBURG WRESTLING CLUB	Inv 6266110 BES boiler maintenance	\$ 75.96
256574	01/20/2022	SWEET, STEVENS, KATZ & WILLIAMS LLP	SOUTH WRESTLING ENTRY FEE FOR STROUDSBURG TOURNEY	\$ 250.00
			BALANCE OF INV 142396	\$ 608.50
			Legal Consultation Agreement	\$ 2,000.00
			LEGAL SERVICES PROVIDED FOR SPECIAL EDU	\$ 1,683.68
256575	01/20/2022	TAIWO AFOLABI	Professional services through 11/30/21	\$ 39.00
256576	01/20/2022	TALLEY PETROLEUM	Open PO for Taiwo Afolabi CONTRACT DRIVER	\$ 4,357.44
256577	01/20/2022	TAMARA CYKOSKY	HEATING FUJIL SY 20202021	\$ 32,727.00
			Empl Expense claim # 4407.	\$ 25.93
256578	01/20/2022	TAYLOR QUIRE	Empl Expense claim # 4408.	\$ 30.35
256579	01/20/2022	UNIVERSITY MUSIC SERVICE	Expense claim # 4414.FALL 2021 TUITION REIMBURSEM	\$ 1,410.00
256580	01/20/2022	US FOODS	Black is the Color of My True Love's Hair - SATB-	\$ 150.34
256581	01/20/2022	VOYAGER SOPRIS LEARNING	US FOODS 2021-2022 INVOICES	\$ 44,766.41
256582	01/20/2022	WALMART COMMUNITY/GEMB	ESSER III Acadience Evaluation Tool	\$ 2,325.00
			ATHLETICS 2021 WINTER CONCESSION	\$ 462.88
			Heather Reichl - Walmart supplies open purchase	\$ 34.54
256583	01/20/2022	WILLIAM VITULLI	HSS Life Skills Open PO - Curriculum Supplies	\$ 43.18
256584	01/20/2022	YVONNE MOUNTS	Empl Expense claim # 4409.	\$ 54.99
Grand Total			LEHMAN 7 SILVER TEAM HOLIDAY ACTIVITIES	\$ 99.67
				\$ 1,347,262.67

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1522	01/21/2022	AMAZON	CAFETERIA SUPPLIES - M POSSINGER	\$ 113.95
1523	01/21/2022	DOLLAR TREE	CAFETERIA SUPPLIES - M POSSINGER	\$ 29.00
1524	01/21/2022	GRAINGER	CAFETERIA SUPPLIES - M POSSINGER	\$ 619.11
1525	01/21/2022	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 37.80
1526	01/21/2022	WEIS MARKET, INC.	CAFETERIA SUPPLIES - M POSSINGER	\$ 56.33
1527	01/27/2022	HUDL	SOUTH ATHLETICS HUDL INVOICE FOR 2021-2022	\$ 2,899.00
1528	01/27/2022	ATTACHMENT & TRAUMA NETWORK, INC	Conference for Shae Jones, Social Worker	\$ 295.00
1529	01/27/2022	COOPER ELECTRIC SUPPLY CO.	Inv 5046260682.001 North Lighting	\$ 51,686.95
1530	01/27/2022	CRAMER'S HOME CENTER	MAINTENANCE SUPPLIES FOR NOVEMBER	\$ 6,460.57
1531	01/27/2022	FREEDOM FLIGHT MODELS	Open PO for Cramers Home Center	\$ 2,327.18
1532	01/27/2022	HAIJUCA CORPORATION	SOUTH SCIENCE OLYMPIAD MODEL AIRPLANE KIT	\$ 72.00
1533	01/27/2022	HD SUPPLY FACILITIES MAINTENANCE LTD	PO for Hajoca Jetter with hoses	\$ 1,383.17
1534	01/27/2022	PASBO	Parking Violations Tags from HD Supply	\$ 383.50
1535	01/27/2022	PHILADELPHIA 76ERS L.P.	Conf regis fee for Matt Krauss, Access	\$ 384.00
1536	01/27/2022	PLAYON! SPORTS	FINAL PAYMENT FOR 76ERS TICKETS	\$ 2,706.00
1537	01/27/2022	ROBOTICS EDUCATION & COMPETITION FOUNDATION	PIXELLOT SUBSCRIPTION FOR NORTH ATHLETICS	\$ 69.99
1538	01/27/2022	SHUTTERSTOCK INC	robotics team reg	\$ 200.00
1539	01/27/2022	TEAMBUILDR LLC	Post card subscription	\$ 29.00
1540	01/27/2022	US NEWS & WORLD REPORT, L.P.	SOUTH ST LUKES TEAMBUILDR SOFTWARE FOR S&C	\$ 1,000.00
1541	01/27/2022	WASTE MANAGEMENT	US News Best Public Elementary Badge purchase	\$ 1,640.00
1542	01/27/2022	ZOOM VIDEOS COMMUNICATIONS, INC	Open PO for Waste Management - HSS	\$ 10,641.33
1543	01/28/2022	HERSHEY LODGE	Monthly Charge DECEMBER 2021	\$ 59.96
1544	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 330.20
1545	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 19.82
1546	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 191.39
1547	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 33.00
1548	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 16.27
1549	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 17.19
1550	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 18.78
1551	01/28/2022	PCARD VENDOR	MONTHLY SUBSCRIPTION CHARGE	\$ 4.00
1552	01/28/2022	PCARD VENDOR	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 30.00
1553	01/28/2022	DOLLAR TREE	MEAL FOR W RIKER WHILE ATTENDING SAS CONF	\$ 22.54
			CAFETERIA SUPPLIES - M POSSINGER	\$ 16.00

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1554	01/28/2022	PRICE CHOPPER #236	CAFETERIA SUPPLIES - M POSSINGER	\$ 8.94
1555	01/28/2022	THE WEBSTAIRANT STORE	CAFETERIA SUPPLIES - M POSSINGER	\$ 39.76
1556	01/28/2022	HOME DEPOT CREDIT SERVICES	CAFETERIA SUPPLIES - D FLYNN	\$ 40.84
1557	01/28/2022	KEYCO DISTRIBUTORS INC.	CAFETERIA SUPPLIES - D FLYNN	\$ 154.96
1558	01/28/2022	WEIS MARKET, INC.	HS SOUTH FCS SUPPLIES - R BROTHERTON	\$ 158.60
1559	01/28/2022	MIGNOSIS SUPER FOOD	HS NORTH FCS SUPPLIES - J CURRY	\$ 347.72
1560	01/28/2022	WALMART COMMUNITY/GEMB	LEHMAN FCS SUPPLIES - D MORETTO	\$ 478.99
1561	01/28/2022	WEIS MARKET, INC.	JTL FCS SUPPLIES - M MOLINA	\$ 512.89
1563	01/28/2022	MICHAELS STORE 1168	HS SOUTH FCS SUPPLIES - K ECKLEY	\$ 177.70
1564	01/28/2022	ESPECIAL NEEDS	Car Seat for Special Transportation	\$ 1,568.55
1565	01/31/2022	PCARD VENDOR	HS NORTH FCS SUPPLIES - H CARUSO	\$ 61.09
1566	01/31/2022	PCARD VENDOR	HS NORTH FCS SUPPLIES - H CARUSO	\$ 8.97
1567	01/31/2022	PCARD VENDOR	HS NORTH FCS SUPPLIES - H CARUSO	\$ 21.16
1568	01/31/2022	WEIS MARKET, INC.	HS NORTH FCS SUPPLIES - H CARUSO	\$ 45.94
256585	01/27/2022	AARON A FISH	Snow Removal- Invoice 21-1654	\$ 17,775.00
256586	01/27/2022	ACCU-TECH CORPORATION	Accu-Tech Order	\$ 9,586.00
256587	01/27/2022	ADVANCE AUTO PARTS	Advance Auto - Open Order for Parts	\$ 69.62
			Inv 6952135641560 District Truck	\$ 28.74
			Inv 6952136134486 District Van	\$ 116.57
256588	01/27/2022	AMAZON	Inv6952135241375 Oil for Trucks	\$ 41.81
			Amazon order 1/6/22	\$ 80.19
			Facilities Amazon Order	\$ 18.56
			General Office supplies	\$ 120.70
			library graphic novels/Manga updates collection	\$ 12.99
			NORTH & LEHMAN SCOREBOOKS FOR BASEBALL & SOFTBALL	\$ 77.94
			NORTH BOYS TENNIS BALLS	\$ 169.00
			Office Supplies	\$ 57.50
			PBIS funds -SWPBS star shop	\$ 1,343.84
			SCHOOL WIDE POSITIVE BEHAVIOR PROGRAM	\$ 216.81
			SCHOOL WIDE POSITIVE BEHAVIOR PURCHASES	\$ 1,171.18
			Supplies for building	\$ 84.36
			supplies for foreign language	\$ 40.36
			SUPPLIES FOR SPECIAL EDU STUDENT	\$ 131.07

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256589	01/27/2022	ASPEN PEST SERVICES, LLC	Open PO Aspen - ESE	\$ 55.00
			Open PO Aspen - RES	\$ 116.33
			Open PO for Aspen - HSN	\$ 25.66
			Open PO for Aspen - HSS	\$ 145.33
			Open PO for Aspen - JMH	\$ 45.00
			Open PO for Aspen - JTL	\$ 108.69
			Open PO for Aspen - LIS	\$ 60.00
			Open PO for Aspen - MSE	\$ 65.00
			Open PO for Aspen - SMI	\$ 88.00
			Open PO for Aspen-BUSHKILL	\$ 65.66
256590	01/27/2022	AVANT GARDE CONTRACTING CO	Open PO for HSN - ASPEN PEST SERVICES	\$ 115.00
			2021 PROPERTY TAX REFUND - PARCEL 060040270 #995	\$ 576.63
256591	01/27/2022	BATTERY WAREHOUSE	TAX REFUND PARCEL 060039251 #996 CAMPBELL CONTRA	\$ 72.37
256592	01/27/2022	BAYADA HOME HEALTH CARE	Inv 893 District Batteries	\$ 16.32
			NURSE COVERAGE 11/30 THRU 12/03/2021	\$ 2,638.13
			NURSE COVERAGE 12/13 THRU 12/17/2021	\$ 2,441.25
			NURSE COVERAGE 12/21 THRU 12/22/2021	\$ 787.50
256593	01/27/2022	BRODHEAD CREEK REGIONAL AUTHORITY	Nurse coverage for absences at HSS	\$ 6,352.50
			ESE WATER FEE 4TH QTR 2021 05429-0	\$ 1,770.29
			JTL WATER FEE 05516-0	\$ 1,355.87
256594	01/27/2022	VARSIY BRANDS HOLDING CO., INC	SOUTH BUS GARAGE WATER FEE 05516-1-0	\$ 320.02
256595	01/27/2022	CAROLINE DOHRMAN	8ym floor cover tape	\$ 219.99
256596	01/27/2022	CHESTER COUNTY INTERMEDIATE UNIT	TRANSPORTATION PARENT DRIVER	\$ 709.52
			PERSONAL CARE & TUITION SPE EDU STDT	\$ 9,247.15
256597	01/27/2022	CM REGENT RESOURCES	SPEECH CONSULTATION SPE EDU STDT	\$ 23.49
256598	01/27/2022	CM REGENT RESOURCES	JANUARY LONG TERM DISABILITY INSURANCE	\$ 9,470.26
256599	01/27/2022	COLONIAL INTERMEDIATE UNIT 20	JANUARY LIFE INSURANCE	\$ 11,335.68
256600	01/27/2022	COMMONWEALTH OF PA	Annual Commodity Internet Service 21/22 SY	\$ 3,635.55
256601	01/27/2022	COMPUTER DISCOUNT WAREHOUSE	File#00600 Boiler certificates	\$ 974.14
256602	01/27/2022	DECKER EQUIPMENT/SCHOOL FIX	Purchase of mice and keyboards	\$ 477.75
256603	01/27/2022	DISTRICT XI WRESTLING COACHES ASSOCIATION	Signs for display of School Closures and Delays	\$ 136.00
256604	01/27/2022	DM SUPPLY SOURCE, LLC	LEHMAN WRESTLING ENTRY FEE	\$ 270.00
			Inv 8709 LIS temp control	\$ 447.28

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256604	01/27/2022	DM SUPPLY SOURCE, LLC	Inv 8713 Truck Stock Engine Heater	\$ 152.20
256605	01/27/2022	DONNA G KENDERDINE, RPR	Inv 8714 ESE batteries	\$ 439.10
256606	01/27/2022	APPLICATION RESEARCH & DESIGN, INC.	Invoice # 12-22 Bill for Student Hearing	\$ 163.55
			Invoice # 27-22 for Student Expulsion Hearing	\$ 75.00
			DoubleClick Computers Invoice S-21336	\$ 745.00
			DoubleClick Computers Invoice S-21338	\$ 1,654.00
256607	01/27/2022	EASTBAY INC.	DoubleClick Computers Invoice S-21339	\$ 1,106.00
			NORTH ATHLETICS EMB LOGO FOR WINTER COACHES	\$ 131.25
256609	01/27/2022	EPLUS TECHNOLOGY	SOUTH ATHLETICS WINTER EMBROIDERY	\$ 225.00
256610	01/27/2022	EASTERN PENN SUPPLY COMPANY	short throws for Lehman Guidance and room 2B	\$ 88.00
			Inv S02850826.001 JTL parts/tools	\$ 101.08
			Inv S028508592.001 JTL parts/tools	\$ 325.48
			Inv S028511763.001 SME parts/tools	\$ 68.26
			Inv S028512110.001 JTL part/tool	\$ 96.40
			Inv S028544129.001 truck stock	\$ 1,744.51
256611	01/27/2022	FASTENAL COMPANY	Inv S028544364.001 SME parts/tools	\$ 39.08
256612	01/27/2022	FRANCIS SMITH & SONS, INC.	Inv PASTR112736 HSS parts/tools	\$ 52.42
256613	01/27/2022	FRASER ADVANCED INFORMATION SYSTEMS	Inv DING 98275 BES Oil Tank Repair	\$ 255.00
256614	01/27/2022	FRONTIER	21-22 copier cost 2ND QTR	\$ 13,687.33
256615	01/27/2022	FUN AND FUNCTION	Frontier Phone Service 21/22 SY	\$ 516.83
256616	01/27/2022	GENERAL BINDING CORPORATION	IEP Supplies for Students	\$ 131.60
256617	01/27/2022	GRAINGER	Laminator Account 113760	\$ 2,430.44
256618	01/27/2022	GUYETTE COMMUNICATION INDUSTRIES, CORP.	Inv 9162207139 MSE Single Door	\$ 322.82
256620	01/27/2022	HILLTOP SALES & SERVICE	North Campus lightning protectors	\$ 1,923.00
			Inv 01-42865 HSS part for snow equipment	\$ 18.85
			Inv 01-42866 parts for snow equipment	\$ 18.85
256621	01/27/2022	INTEGRAONE	supplies	\$ 85.09
			IntegraONE invoice CW65328	\$ 128.00
256622	01/27/2022	JONES SCHOOL SUPPLY COMPANY INC.	IntegraOne Invoices for Chromebook repairs	\$ 896.00
256623	01/27/2022	JOSTENS	Music supplies	\$ 136.08
256624	01/27/2022	KEYSTONE FIRE PROTECTION CO.	HS SOUTH 2022 YEARBOOKS	\$ 4,556.84
256625	01/27/2022	KRUEGER SHEET METAL	Admin Board Room sound system repair	\$ 1,040.00
			Inv 23-133 LIS/HSN Gutter Project	\$ 489.00

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256626	01/27/2022	LINDE GAS & EQUIPMENT INC	PO for Linde Gas	\$ 92.40
256627	01/27/2022	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 289.72
256628	01/27/2022	MAID-RITE SPECIALTY FOODS INC	To pay invoices for the 2021-2022 school year	\$ 2,634.00
256629	01/27/2022	MAKE-A-WISH	HS SOUTH PLAN ACTION DONATION	\$ 250.00
256630	01/27/2022	MARSHALLS CREEK PLUMB.&ELECT. SUPPLIES	Inv 17001. District Supply	\$ 16.29
256631	01/27/2022	FRANK MARTZ COACH COMPANY	HS NORTH DEPOSIT FOR PROM BUSES	\$ 1,780.91
256632	01/27/2022	MEIER SUPPLY CO., INC.	Inv 2459521 HSS parts/tools	\$ 96.48
256633	01/27/2022	MET-ED	Inv 2462391 HSS filters and towels	\$ 382.52
256634	01/27/2022	MIND MATTERS COACHING, COUNSELING & PSYCHOLOGICAL	SOUTH CAMPUS DECEMBER ELECTRIC 100017327568	\$ 20,873.15
256635	01/27/2022	MODERN GAS SALES, INC.	TRAFFIC LIGHT JANUARY ELECTRIC 100054179492	\$ 31.35
256636	01/27/2022	MONIQUA S SANTIAGO	Independent evaluation for a sp ed student	\$ 4,000.00
256637	01/27/2022	NORTH EAST PARTS GROUP	LEHMAN PROPANE FOR THE POOL	\$ 533.20
256638	01/27/2022	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP	RESICA PROPANE FOR THE BOILERS	\$ 5,332.00
256639	01/27/2022	OFFICE DEPOT	Independent contractor per agreement	\$ 1,400.00
256640	01/27/2022	VICTORY TEAM APPAREL	Auto Parts/Supplies	\$ 132.19
256641	01/27/2022	OTICON INC	Inv 2717-125960 Bucket Truck parts/tools	\$ 67.69
256642	01/27/2022	OTIS ELEVATOR COMPANY	Inv 2717-126064 Bucket Truck Parts/Tools	\$ 70.26
256643	01/27/2022	P & S GARAGE	Open PO for Napa Auto Parts	\$ 201.49
256644	01/27/2022	PENNSYLVANIA PRINCIPALS ASSOCIATION	Marylouise Neyhart NASN/PASNAP membership renewal	\$ 130.00
256645	01/27/2022	PA DECA	Susan Cole NASN membership renewal	\$ 130.00
256646	01/27/2022	PANDADOC, INC	Office Supplies	\$ 473.67
256647	01/27/2022	PATRICIA A TIERNAN	NORTH CHEER TEAM POMS	\$ 607.20
256648	01/27/2022	PEMCO	Headset repair for a sp ed student	\$ 215.00
256649	01/27/2022	PEPSI-COLA	Inv NPS16502001 ESE Elevator Repair - Billable	\$ 553.75
256650	01/27/2022	POCONO MOUNTAIN UNITED WAY	REPAIRS TO 2019 IZUZU - NPR	\$ 2,736.17
			PA Principal Association renewal JESSICA REESE	\$ 595.00
			PA DECA STATE CONFERENCE REGISTRATION	\$ 4,830.00
			Licensing Proposal PandaDoc-200 users	\$ 20,950.00
			HS SOUTH YEARBOOK CELEBRATION	\$ 162.54
			Flexible seating/collaborative tables & desks	\$ 12,359.15
			JTL Sp Ed Transition Cafe	\$ 7,386.76
			HS SOUTH WINTER CONCESSION SUPPLIES	\$ 475.60
			Title IV Board Approved Contract	\$ 24,000.00

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256652	01/27/2022	PRO ED, INC.	Testing materials for psychologists PO#22002047	\$ 222.20
256653	01/27/2022	PROSSER LABORATORIES, INC.	Inv 11262021.50 October Operations	\$ 5,593.00
256654	01/27/2022	PUNDOCK CONSTRUCTION	Inv 12282021.08 November Operations	\$ 3,770.50
256655	01/27/2022	QUADIENT LEASING USA, INC	Pundock Construction	\$ 1,030.00
			Pundock Construction Repair Materials	\$ 516.48
			Fee for mail machine	\$ 706.80
256656	01/27/2022	R.E.M GRADUATE SERVICES LLC	QUADIENT LEASE PAYMENT OPEN PO	\$ 706.80
256657	01/27/2022	ROBOTICS EDUCATION & COMPETITION FOUNDATION	two payments of 706.80. split lease with Lehman	\$ 706.80
256658	01/27/2022	SBP CONSULTING, INC	HS NORTH PAY CAP & GOWN	\$ 442.00
256659	01/27/2022	SCHOLASTIC	JTL TEAM REGISTRATION FOR VEXMEN OPEN	\$ 140.00
			TACT2 Annual Senior Trainer Recertification	\$ 1,000.00
			4TH GRADE READING MATERIALS	\$ 4,301.14
256660	01/27/2022	SCHOOL SPECIALTY LLC	Scholastic art magazine	\$ 27.45
			2nd gr. / dunn	\$ 89.40
			Art supplies	\$ 315.55
			HSS	\$ 1,541.24
			KINDERGARTEN SCHOOL SUPPLIES	\$ 48.00
			kindergarten supplies	\$ 89.40
			Office Supplies	\$ 126.89
			padded envelopes for teacher use	\$ 2,106.97
			SCHOOL SUPPLIES	\$ 1,091.08
			Student/teacher supplies	\$ 187.12
			supplies	\$ 105.89
			supplies for art	\$ 371.32
			supplies for closet for students sadowsky	\$ 89.40
			Supplies for guidance	\$ 168.88
			supplies for teacher	\$ 123.50
			Supplies needed for guidance	\$ 54.45
256661	01/27/2022	SHARP ENERGY	Supplies needed for students	\$ 899.65
256662	01/27/2022	STAPLES CREDIT PLAN	SHARP ENERGY OPEN ORDER FOR PROPANE - NORTH	\$ 6,157.27
256663	01/27/2022	STEVE SHANNON TIRE & AUTO CENTER	Office Supplies	\$ 77.93
256664	01/27/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	Tire Fix	\$ 11.20
			Inv 6267352 LIS rivet tool kit	\$ 379.99

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256664	01/27/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	Inv 6267354 HSS parts/tools for HW pumps	\$ 164.96
256665	01/27/2022	STUDENT REFUNDS	STUDENT REIMBURSEMENT FOR SUPPLIES	\$ 22.99
256666	01/27/2022	SWOREN'S TRANSMISSION & AUTO	Transmission Supplies	\$ 4,568.45
256667	01/27/2022	TALLEY PETROLEUM	HEATING FUJIL SY 20202021	\$ 32,727.00
256668	01/27/2022	THE BANK OF NEW YORK MELLON	PAYING AGENT FEE INV#282-2443071 2017GOB	\$ 750.00
256669	01/27/2022	TOUCHPOINT INDUSTRIES	TOUCHPOINT CLOCK REPLACEMENTS	\$ 80,558.31
256670	01/27/2022	TRANE U.S. INC.	BES HVAC Controls Upgrade Board Approval 10/18/21	\$ 19,771.00
256671	01/27/2022	TSA REGION 9	JTL TEAM REGISTRATION FOR PA TSA REGION 9	\$ 96.00
256672	01/27/2022	VOYAGER SOPRIS LEARNING	LETRS Training books-Module 2	\$ 92.38
256673	01/27/2022	WEIS MARKET, INC.	LETRS Training materials	\$ 5,280.16
256674	01/27/2022	ZESWITZ MUSIC COMPANY	student of the quarter celebration	\$ 70.00
256675	02/03/2022	21ST CENTURY CYBER CHARTER SCHOOL	Reeds, AOA, Valve Oil	\$ 363.79
256676	02/03/2022	ACHIEVEMENT HOUSE CHARTER SCHOOL	Selmer Clarinet Repair	\$ 475.47
256677	02/03/2022	AGORA CYBER CHARTER SCHOOL	Tuition / 21st Century / FEB 22 / #440647	\$ 10,940.77
256678	02/03/2022	ALBERTA TALLADA	Tuition / Achievement / JAN 22 / #769120	\$ 6,936.57
256679	02/03/2022	ALYSSA STRUBLE	Tuition / Agora / JAN 22 / #768104	\$ 48,555.92
256680	02/03/2022	AMAZON	PROPERTY TAX REFUND - PARCEL 05-3.17.1 # 60002	\$ 5.00
256681	02/03/2022	AMAZON	Empl Expense claim # 4436.	\$ 225.00
			Amazon Order 12/10/21 LATE FEE ON STATEMENT	\$ 35.00
			ACCESS Office Supplies	\$ 399.00
			Amazon Order Snowball Ice Microphone	\$ 131.06
			Amazon tools for fire alarm system for security	\$ 99.38
			Chairs for ESACA	\$ 2,399.88
			General Social Studies	\$ 467.64
			Graphics classroom supplies	\$ 1,910.97
			Guidance	\$ 49.93
			HS-S A Little Hope	\$ 68.40
			ITEM: IDOO 12Pods Hydroponics Growing System, Ind	\$ 616.25
			library books to replace lost books	\$ 182.86
			MCP books	\$ 178.49
			MCR books for South	\$ 533.19
			noise makers for sporting events	\$ 71.96
			NORTH ATHLETICS DOUBLE ROLL TICKETS	\$ 20.98

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256681	02/03/2022	AMAZON	NORTH BASEBALL GLOVES, AGILITY TRAINER, BALLS	\$ 89.98
			NORTH BOYS TENNIS RACKETS, DAMPENERS, BALL CASE	\$ 482.38
			NORTH GOLF GRANT RANGEFINDERS, BALLS	\$ 444.83
			NORTH SOFTBALL SOCKS	\$ 210.00
			NORTH TRACK & FIELD STOPWATCHES, TARPS	\$ 141.96
			office	\$ 539.42
			office heaters	\$ 56.86
			PO 22002822 INVIRC3-T4RD-3X6X	\$ (399.00)
			PO 22002925 INV13QH-1PXL-4FQ3	\$ (19.89)
			project supply items	\$ 336.35
			Scanners for buildings DUPLICATE ORDER PO22002029	\$ 2,434.74
			smead folders for payroll	\$ 147.81
			SOUTH ATHLETICS CHAIR WHEEL CASTER, LABEL MAKER	\$ 100.68
			Speaker for HS-S Library	\$ 569.60
			Special Education IEP Materials/ACCESS Office Sup	\$ 536.05
			supplies	\$ 235.32
			Supply Order	\$ 266.09
			Susan Cole - First Aid supplies	\$ 61.05
			SWPBS Grant prizes	\$ 296.42
			Tassinari	\$ 263.24
			Title I KG Fair supplies	\$ 35.97
			Title One	\$ 179.37
			USB-B > USB-C dongles for superdrives	\$ 194.40
			Vehicle supplies	\$ 219.49
256682	02/03/2022	ANTHONY J CALDERONE	Empl Expense claim # 4430.	\$ 37.02
256683	02/03/2022	ARTS ACADEMY CHARTER SCHOOL	Tuition / Arts Academy / JAN 22	\$ 4,445.28
256684	02/03/2022	ATLANTIC LINING CO., INC	HSN Liner Replacement BD approved 1/25/22	\$ 31,882.08
256685	02/03/2022	B & H PHOTO	Photo supplies for the Photography classes	\$ 229.85
256686	02/03/2022	BANCROFT NEUROHEALTH	Tuition / Bancroft / OCT - NOV 21	\$ 10,640.00
256687	02/03/2022	BAYADA HOME HEALTH CARE	NURSE COVERAGE 01/04 THROUGH 01/06/2022	\$ 1,260.00
256688	02/03/2022	BEHAVIORAL HEALTH ASSOCIATES	Tuition / BHA / DEC 21 / #3984	\$ 16,611.54
256689	02/03/2022	BOGNET, INC	Open PO for JMH Vestibule	\$ 10,976.83
256690	02/03/2022	BRODHEAD CREEK REGIONAL AUTHORITY	ESE Sprinkler Fee 12/31/21 to 12/31/22	\$ 403.32

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256690	02/03/2022	BRODHEAD CREEK REGIONAL AUTHORITY	ESE Hydrant Fee 12/31/21 to 12/31/22	\$ 604.98
			ESE Sprinkler Fee 12/31/21 to 12/31/22	\$ 806.64
			Inv MSE Hydrant Fee 12/31/21 to 12/31/22	\$ 604.98
256691	02/03/2022	VARSITY BRANDS HOLDING CO., INC	Inv MSE Sprinkler Fee 12/31/21 to 12/31/22	\$ 403.32
			NORTH & LEHMAN BASEBALL HATS, BALLS	\$ 2,688.00
256692	02/03/2022	BUS PARTS WAREHOUSE	SOUTH BOYS TENNIS 1/4 ZIP, TENNIS BAGS	\$ 728.00
256693	02/03/2022	CAROLINE AGOSTO	Special Transportation Vest Harness	\$ 148.15
256694	02/03/2022	CATAPULT LEARNING, LLC	Empl Expense claim # 4431.	\$ 57.40
256695	02/03/2022	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	ESSER Grant Nonpublic Allocation - PD	\$ 3,000.00
256696	02/03/2022	CINTAS CORPORATION #101	Tuition / Central PA / DEC 21 / #22000125	\$ 10,136.20
256697	02/03/2022	CLAUDE S. CYPHERS, INC.	OPEN ORDER FOR FIRST AID CABINETS	\$ 90.45
			Inv 716999 North Campus Tractor Supplies	\$ 142.30
			Inv 717020 HSN/LIS tractor supplies	\$ 87.72
256698	02/03/2022	CLINIC FOR SPECIAL CHILDREN	Inv716799 MSE Generator Batteries	\$ 559.90
256699	02/03/2022	COLONIAL INTERMEDIATE UNIT 20	MIDDLE SMITHFIELD ELEM CASUAL FOR A CAUSE DONATION	\$ 100.00
256700	02/03/2022	COMMONWEALTH CHARTER ACADEMY SCHOOL	Title II Nonpublic Services	\$ 1,934.78
256701	02/03/2022	D&M CONSTRUCTION UNLIMITED INC	Tuition / Commonwealth / JAN 22 / #767619	\$ 261,293.94
256702	02/03/2022	D'HUY ENGINEERING, INC.	HSN/LIS Window Replacement Board apps 1/24/22	\$ 34,229.70
256703	02/03/2022	DAWN M ARNST	Open PO for D'HUY Retainer Services Only	\$ 2,000.00
256704	02/03/2022	DEGLER-WHITING, INC.	Empl Expense claim # 4422.	\$ 183.80
256705	02/03/2022	DEMCO INC	SOUTH SCOREBOARD CABLE	\$ 95.00
256706	02/03/2022	DES-CPR, INC.	Demco Book Covers	\$ 124.31
			Inv 63920 District Shredding	\$ 620.00
256707	02/03/2022	E.S.E.A.	Inv 64366 District Shredding	\$ 545.00
256708	02/03/2022	EAST STROUDSBURG	Payroll Run 1 - Warrant 220203	\$ 28,642.06
256709	02/03/2022	EASTBAY INC.	Payroll Run 1 - Warrant 220203	\$ 6,601.16
			JTL WRESTLING UNIFORMS	\$ 1,226.25
			NORTH FIELD HOCKEY GOALIE EQUIPMENT	\$ 670.00
			SOUTH BOYS BASKETBALL KORNEY BOARDS, POLOS	\$ 924.92
			SOUTH SOFTBALL PITCHING MACHINE	\$ 2,090.00
			SOUTH SWIM SUITS, FINS, CAPS	\$ 2,330.25
256710	02/03/2022	EASTON ARTS ACADEMY CHARTER SCHOOL	Tuition / Easton Arts / JAN 22 / #767354	\$ 7,473.85
256711	02/03/2022	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 220203	\$ 23.00

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East Stroudsburg Area School District

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Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256712	02/03/2022	ELENI ANGELOPOULOS	Empl Expense claim # 4421.	\$ 69.00
256713	02/03/2022	EASTERN PENN SUPPLY COMPANY	Inv S028551491.001 SME part/tool	\$ 18.02
256714	02/03/2022	EVERGREEN COMMUNITY CHARTER SCHOOL	Tuition / Evergreen / JAN 22 / #20122	\$ 19,710.53
256715	02/03/2022	FIVE STAR INTERNATIONAL LLC	FIVE STAR OPERN ORDER FOR PARTS	\$ 272.06
256716	02/03/2022	FOLLETT SCHOOL SOLUTIONS, INC.	BES Follett Book Order 1	\$ 1,068.50
			ESE Follett Book Order	\$ 307.67
256717	02/03/2022	FRONTIER	MSE Book Order 2 2021-22	\$ 119.60
256718	02/03/2022	GOVERNMENT SOFTWARE SERVICES	Frontier Phone Service 21/22 SY	\$ 947.57
256719	02/03/2022	HAB-DLT	LEH PORT TWMNSHIP MONTHLY LEASE FOR SOFTWARE	\$ 100.00
256720	02/03/2022	HILLARY STEVENS	Payroll Run 1 - Warrant 220203	\$ 129.69
256721	02/03/2022	HILLTOP SALES & SERVICE	LEHMAN MUSIC FOR BLACK HISTORY MONTH	\$ 23.50
256722	02/03/2022	HOIST FITNESS SYSTEMS	Maintenance Repairs	\$ 226.08
256723	02/03/2022	HORNET H20 BOOSTER CLUB	SOUTH WEIGHTROOM CABLE AND PULLEYS	\$ 133.70
256724	02/03/2022	INSIGHT PA CYBER CHARTER SCHOOL	SOUTH SWIM ENTRY FEE FOR DXI LAST CHANCE MEET	\$ 190.00
256725	02/03/2022	J.W.PEPPER & SONS-ACCT.#36-136400	Tuition / Insight PA / JAN 22 / #768697	\$ 49,630.51
			10281675 - A Farewell Molly Ijames - Beckenhorst P	\$ 77.74
			Dept. Concert Music	\$ 65.00
256726	02/03/2022	JOAN ABEL	Sheet music for the JTL 6th Grade Band	\$ 180.00
256727	02/03/2022	JULIANNE NEWMAN	SENIOR 2020 TAX REBATE - ABEL, JOAN	\$ 500.00
256728	02/03/2022	KAREN L BUIS	Empl Expense claim # 4435.	\$ 253.00
256729	02/03/2022	KELLEY BROS., LLC	Empl Expense claim # 4432.	\$ 33.43
			Inv 76-2110632 HSS Stadium Doors	\$ 4,200.00
256730	02/03/2022	KEYSTONE FIRE PROTECTION CO.	Inv 76-2110643 JMH Doors	\$ 2,025.00
256731	02/03/2022	KING, SPRY, HERMAN, FREUND & FAUL, LLC	Keystone Invoice HS S clean agent repair to alarm	\$ 1,000.00
			General Matters - Zoom Meeting Inv# 163785	\$ 148.00
			LEGAL SER FOR SPE EDU STUDENT	\$ 2,441.50
256732	02/03/2022	KISTLER PRINTING COMPANY	Special Education Consulting	\$ 370.00
256733	02/03/2022	KRISTEN M. LONG	Programs for James and the Giant Peach Jr	\$ 600.00
			Empl Expense claim # 4437.	\$ 128.88
256734	02/03/2022	LEHIGH VALLEY CHARTER HIGH SCHOOL FOR	Empl Expense claim # 4438.	\$ 8.79
256735	02/03/2022	LINDE GAS & EQUIPMENT INC	Tuition / Lehigh Valley / JAN 22	\$ 8,719.49
256736	02/03/2022	LISA CLARKE	PO for Linde Gas	\$ 591.07
			Empl Expense claim # 4434.	\$ 7.02

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East Stroudsburg Area School District

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Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256737	02/03/2022	LYMAN & ASH	Invoice #3275 Special Construction Counsel	\$ 685.00
256738	02/03/2022	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 1,141.25
256739	02/03/2022	MANVEL PAGE	Empl Expense claim # 4425.	\$ 9.41
256740	02/03/2022	MARSHALLS CREEK PLUMB.&ELECT. SUPPLIES	Inv 17032 res parts/tools	\$ 49.66
256741	02/03/2022	MARYWOOD UNIVERSITY NAFME COLLEGIATE	Marywood Wind Band Celebration Registration Fee	\$ 420.00
256742	02/03/2022	MATT HIRSCH	Empl Expense claim # 4433.	\$ 130.00
256743	02/03/2022	MAUREEN SEIDEL	Empl Expense claim # 4429.	\$ 96.99
256744	02/03/2022	MET-ED	ESE ELEM JANUARY ELECTRIC 100065663211	\$ 5,245.49
			JM HILL JANUARY ELECTRIC 100105710071	\$ 3,006.56
			JT LAMBERT JANUARY ELECTRIC 100019615861	\$ 8,400.20
			TRAFFIC LIGHT JANUARY ELECTRIC 100019284494	\$ 18.13
256745	02/03/2022	MICHAEL STORY	TRAFFIC LIGHT JANUARY ELECTRIC 100075377489	\$ 29.46
256746	02/03/2022	MONROE CAREER AND TECHNICAL INSTITUTE	North Guest Composer 2022	\$ 1,000.00
256747	02/03/2022	MORNING CALL	MONROE CAREER & TECHNICAL INSTITUTE 2021-2022	\$ 164,528.00
256748	02/03/2022	MURRAYS HEAVY DUTY TOWING, INC	Invoice #046234844000 for ITEC RFP	\$ 248.17
256749	02/03/2022	NORTH EAST PARTS GROUP	Murray's Heavy Duty Towing, INC.	\$ 400.00
			Napa Auto Parts Brakes pad/rotors for J6	\$ 489.94
256750	02/03/2022	NATIONAL ASSOC. SCHOOL NURSES MEMBERSHIP	Open PO for Napa Auto Parts	\$ 333.43
256751	02/03/2022	NYSCSPC (NEW YORK STATE CHILD SUPPORT	Eileen Early NASN/PASNAP membership renewal	\$ 130.00
256752	02/03/2022	OFFICE TECHNOLOGY, LLC	Payroll Run 1 - Warrant 220203	\$ 129.00
256753	02/03/2022	ORAZIO SARACENO	HP Laser Jet Ink Cartridge	\$ 99.00
256754	02/03/2022	ORIENTAL TRADING	Empl Expense claim # 4427.	\$ 13.89
256755	02/03/2022	OVERDRIVE, INC.	order supplies for student council	\$ 367.73
256756	02/03/2022	PENNSYLVANIA PRINCIPALS ASSOCIATION	Open PO OverDrive eBooks	\$ 50.94
			Membership Dues GAIL KULICK	\$ 595.00
256757	02/03/2022	PA DISTANCE LEARNING CHARTER SCHOOL	PPA RENEWAL MEMBERSHIP INV#04094	\$ 595.00
256758	02/03/2022	PATRIOT WORKWEAR	Tuition / PA Distance / JAN 22 / #769427	\$ 15,988.22
			Patriot uniform vest carrier for Cook	\$ 109.00
256759	02/03/2022	PATTAN	Patriot uniforms for Malika Gonzalez SPO	\$ 873.00
256760	02/03/2022	PEMCO	Conference Registration Fee K LONG	\$ 225.00
256761	02/03/2022	PENNSYLVANIA CYBER CHARTER SCHOOL	JTL Sp Ed Transition Cafe	\$ 9,533.56
256762	02/03/2022	PENNSYLVANIA LEADERSHIP CHARTER SCHOOL	Tuition / PA Cyber / JAN 22	\$ 58,154.83
			Tuition / PA Leadership / JAN 22 / #766455	\$ 62,257.98

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256763	02/03/2022	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Final Reimbursement EoYR Update Ref PO#22001411	\$ 11,661.20
256764	02/03/2022	PMEA DISTRICT 10	Tuition / PA Virtual / JAN 22 / #770187	\$ 17,438.98
256765	02/03/2022	PMEA DISTRICT 10	PMEA D10 Chorus Student Registration Fees	\$ 704.00
256766	02/03/2022	POSTMASTER	Region Orchestra Registration	\$ 80.00
256767	02/03/2022	PRESENTATION SYSTEMS	STAMPS FOR RESICA ELEM.	\$ 232.00
256768	02/03/2022	PSADA	printer supplies	\$ 1,015.00
256769	02/03/2022	PSAT/NMSQT	PSADA WORKSHOP REGISTRATION FEES	\$ 1,375.00
256770	02/03/2022	QUADIENT LEASING USA, INC	PSADA ANNUAL CONFERENCE REGISTRATION ATHLETICS	\$ 1,500.00
256771	02/03/2022	REACH CYBER CHARTER SCHOOL	PSAT for Juniors	\$ 2,028.00
256772	02/03/2022	RITA PARADIS	QUADIENT LEASE PAYMENT OPEN PO	\$ 706.80
256773	02/03/2022	SHARP ENERGY	Tuition / Reach / JAN 22 / #766978	\$ 98,264.49
256774	02/03/2022	SHAWN A WESCOTT	2020 SENIOR REBATE - PARADIS, JOSEPH & RITA	\$ 250.00
256775	02/03/2022	SKYLANES	SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,176.42
256776	02/03/2022	ST. LUKES FAMILY PRACTICE	Empl Expense claim # 4428.	\$ 34.94
256777	02/03/2022	STEVE SHANNON TIRE & AUTO CENTER	Adapted PE Special Olympics Bowling	\$ 582.00
256778	02/03/2022	SUNTEX INTERNATIONAL, INC.	CPR/AED TRAINING 23 EMPS STUDENT AIDS	\$ 460.00
256779	02/03/2022	SWEET, STEVENS, KATZ & WILLIAMS LLP	Steve Shannon Tire & Auto Centers	\$ 2,115.16
			STEVEN SHANNON OPEN ORDER FOR TIRES	\$ 1,005.56
			ESSER III Math 24 subscription	\$ 13,573.60
			Grievance/Arbitration Inv# 143407	\$ 273.00
			Labor Matters Inv# 143406	\$ 1,131.00
			Labor Matters Inv# 144060	\$ 546.00
			LEGAL SERVICES POOL COUNSEL FILE # 045.0117	\$ 2,000.00
			PROFESSIONAL SERVICES FOR 12/31/2021	\$ 331.50
			PROFESSIONAL SERVICES RENDERED	\$ 275.25
			PROFESSIONAL SERVICES THROUGH 11/30/2021	\$ 156.00
			PROFESSIONAL SERVICES THROUGH 12/31/2021	\$ 487.50
			PROFESSIONAL SERVICES THROUGH 12/31/2021 SPEC EDU	\$ 78.00
			SP EDU D/P PROFESSINAL SERVICES	\$ 39.00
256780	02/03/2022	TALLEY PETROLEUM	ULPs Charges INV# 144061	\$ 292.50
256781	02/03/2022	TAMARA ANN MILLER	HEATING FUJIL SY 20202021	\$ 32,727.00
256782	02/03/2022	THE A.G. MAURO COMPANY	CHROME BOOK REIMBURSEMENT FOR SPE EDU STUDENT	\$ 302.09
			Inv PS182239 JTL Doors and parts-Cyber/Pod	\$ 9,035.00

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256783	02/03/2022	THE INSTRUMENTALIST	Spring Band Awards	\$ 199.00
256784	02/03/2022	TRANE U.S. INC.	Inv312256132 HSN upgraded license	\$ 3,301.50
256785	02/03/2022	TYLER TECHNOLOGIES, INC.	Inv312256226 LIS upgraded license	\$ 3,301.50
256786	02/03/2022	UNIVERSITY MUSIC SERVICE	ESASD PACE 8 - TRAINING MAINT START 020122 END 01	\$ 5,292.00
256787	02/03/2022	USA TESTPREP, INC.	Black is the Color of My True Love's Hair - SATB-	\$ 176.09
256788	02/03/2022	VALOR CLINIC FOUNDATION	USA Test Prep Sub for SAT & Keystone English	\$ 1,558.20
256789	02/03/2022	VERIZON WIRELESS	HS SOUTH CASUAL FOR A CAUSE DONATION	\$ 150.00
256790	02/03/2022	VISTA HIGHER LEARNING, INC	Verizon Wireless Phone Services 21/22 SY	\$ 3,048.18
256791	02/03/2022	VOYAGER SOPRIS LEARNING	Title III ESL Newcomer Materials	\$ 5,945.99
256792	02/03/2022	WALMART COMMUNITY/GEMB	LETRS Training books-Module 2	\$ 923.75
			LETRS Training materials	\$ 2,660.40
			GROCERIES FOR HS SOUTH PANTRY	\$ 428.33
			HS SOUTH DONATION FROM FIRST NORTHERN BANK	\$ 577.00
			HS SOUTH WINTER CONCESSION	\$ 300.14
256793	02/03/2022	WALMART COMMUNITY/GEMB	HSN Life Skills Open PO - Curriculum Supplies	\$ 81.94
256794	02/03/2022	WARRIOR STRONG INC	JT LAMBERT MUNCHIES FOR MOVIE NIGHT	\$ 363.54
256795	02/03/2022	WEST MUSIC COMPANY	JT LAMBERT PENNY WAR DONATION	\$ 2,715.84
256796	02/10/2022	ADVANCE AUTO PARTS	Music supplies	\$ 272.49
			Advance Auto - Open Order for Parts	\$ 441.42
			Inv 69522004788446 Truck Wiper Blades	\$ 34.82
			Inv 6952200758866 Maint. Van Headlight	\$ 18.19
			Inv6952201442493 Bucket Truck part	\$ 10.13
			REPLACEMENT PARTS	\$ 49.85
			supplies	\$ 17.00
			Truck repair	\$ 117.65
256797	02/10/2022	AMERICAN WATER	TAX REFUND - OVERPAID	\$ 46.44
256798	02/10/2022	ANDREA FRITZ	Empl Expense claim # 4439.	\$ 21.41
256799	02/10/2022	APPLE INC.	SMI Broadcast iPad order	\$ 1,398.00
256800	02/10/2022	ASCD STORE	SELECT MEMBERSHIP 1847051	\$ 89.00
256801	02/10/2022	ATLANTIC LINING CO., INC	Change Order PO- HSN Liner Replacement	\$ 24,226.48
256802	02/10/2022	VARSITY BRANDS HOLDING CO., INC	SOUTH BASEBALL SCOREBOOKS, BASEBALLS, HATS	\$ 1,455.57
256803	02/10/2022	CARISSA JOHNSON	Final Payment for Empl Expense claim # 4454.	\$ 33.05
256804	02/10/2022	UGI CENTRAL	ESE JANUARY NATURAL GAS LINE 411006828957	\$ 3,706.65

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256804	02/10/2022	UGJ CENTRAL	HS SOUTH JANUARY NATURAL GAS LINE 411008006032	\$ 10,308.00
256805	02/10/2022	CHRISTOPHER S. BROWN LAW OFFICES	JTL JANUARY NATURAL GAS LINE 411006894413	\$ 5,913.96
256806	02/10/2022	CINTAS CORPORATION #101	CHRIS BROWN JAN 2022 DUES	\$ 8,064.97
			CINTAS OPEN ORDER FOR UNIFORMS	\$ 298.96
			Open PO for Cintas	\$ 830.44
			Open PO for Cintas - Bushkill	\$ 33.53
			Open PO for Cintas - ESE	\$ 447.78
			Open PO for Cintas - HSN	\$ 482.97
			Open PO for Cintas - HSS	\$ 693.12
			Open PO for Cintas - JTL	\$ 438.84
			Open PO for Cintas - MSE	\$ 49.66
256807	02/10/2022	CLAUDE S. CYPHERS, INC.	Open PO for Cintas - RES	\$ 88.48
256808	02/10/2022	COLLEEN TREBILCOCK	Inv 717090 Trailer Light - District Truck	\$ 4.99
256809	02/10/2022	COLONIAL INTERMEDIATE UNIT 20	Empl Expense claim # 4457.	\$ 12.64
			21/22 PARTIAL HOSPITALIZATION INSTALLMENT PAYMENT	\$ 53,792.45
			CIU20 PSYCH EVALS & TRANSPERFECT NOV	\$ 2,276.23
256810	02/10/2022	DAVID'S WHOLESALE/MODA	COLO IU Instructional Costs Installment Payment	\$ 96,729.37
256811	02/10/2022	DEBORAH R. GLASER, EDD, LLC	52 Piece Kids Bulk School Supply Kits - Wholesale	\$ 1,374.00
256812	02/10/2022	DEMCO INC	ParaReading Training Materials	\$ 815.00
256813	02/10/2022	DENISE A FLYNN	BES Demco Supplies 21-22	\$ 321.92
			Empl Expense claim # 4449.	\$ 11.76
256814	02/10/2022	DENISE S ROGERS	Empl Expense claim # 4450.	\$ 138.25
256815	02/10/2022	EASTBAY INC.	Empl Expense claim # 4447.	\$ 223.24
256816	02/10/2022	EASTON AREA HIGH SCHOOL	SOUTH TRACK & FIELD SINGLETs	\$ 2,320.00
256817	02/10/2022	ECOLAB INC.	HS South ReadOlym Comp Registration Fee	\$ 40.00
256818	02/10/2022	EASTERN PENN SUPPLY COMPANY	to pay invoices for 2021-2022 school year	\$ 1,139.94
			Inv 5028559804.001 Truck Stock	\$ 105.90
256819	02/10/2022	FASTENAL COMPANY	Inv 5028590446.001 SME parts/tools	\$ 47.68
			Inv PASTR112816 HSS Bin Stock	\$ 263.81
			Inv PASTR112817 HSS Bolt Bin Stock	\$ 298.64
			Inv PASTR112818 North Campus Bolt Bin Stock	\$ 337.19
256820	02/10/2022	FIRST BOOK	Inv PASTR112819 HSS Bolt Bin Stock	\$ 199.30
			Title I KG Fair supplies	\$ 477.06

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East Stroudsburg Area School District

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Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256821	02/10/2022	THE GOODYEAR TIRE & RUBBER COMPANY	GOODYEAR TIRE & RUBBER OPEN ORDER FOR TIRES	\$ 1,753.78
256822	02/10/2022	THE PROPHET CORP	PHYS ED SUPPLIES NEEDED	\$ 1,050.29
256823	02/10/2022	GOVERNMENT SOFTWARE SERVICES	School Interim Tax Bills INW#12266	\$ 203.94
256824	02/10/2022	HERSHEY LODGE	HERSHEY LODGE DECA 2022 STATE CAREER CONFERENCE truck maint.	\$ 19,206.00
256825	02/10/2022	HILLTOP SALES & SERVICE	NORTH SWIM DXI LAST CHANCE MEET ENTRY FEE	\$ 148.84
256826	02/10/2022	HORNET H2O BOOSTER CLUB	Ironton Global 21/22 SY	\$ 45.00
256827	02/10/2022	ITC GLOBAL NETWORKS, LLC	Empl Expense claim # 4443.	\$ 1,096.09
256828	02/10/2022	JENNIFER ANDREWS	2021 PROPERTY TAX REFUND - PARCEL 09.13B.1.70	\$ 34.87
256829	02/10/2022	JOSHUA CORRELL	Data Mining Training	\$ 4.62
256830	02/10/2022	K12 SYSTEMS	Sapphire Training	\$ 75.00
256831	02/10/2022	KEYSTONE FIRE PROTECTION CO.	Keystone repair to intrusion alarm at JTL	\$ 75.00
256832	02/10/2022	LOSER'S MUSIC, INC.	Choir Music-22002489	\$ 560.00
256833	02/10/2022	M A BRIGHTBILL BODY WORKS INC.	Choral Music for PMEA D10 Festival	\$ 147.50
256834	02/10/2022	MANWALAMINK WATER COMPANY	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 87.61
256835	02/10/2022	MEIER SUPPLY CO., INC.	SMITHFIELD JANUARY WATER AND SEWER FEE 0001386	\$ 241.82
			Inv 2464484 HSS HVAC Repair/Parts	\$ 556.86
			Inv 2464957 HSS TRANE Sensor	\$ 202.26
			Inv 2465800 parts for HSS Boiler 7	\$ 108.13
			Inv 2465810 HSN air filter	\$ 1,317.66
			Inv 2465812 MSE air filter	\$ 593.85
			Inv 2465813 District Air Filters	\$ 255.08
			Inv 2465814 District Wide Air Filters	\$ 47,407.78
256836	02/10/2022	MELISSA COLLEVECHIO	Empl Expense claim # 4455.	\$ 10,632.33
			Empl Expense claim # 4456.	\$ 37.97
256837	02/10/2022	MET-ED	Empl Expense claim # 4456.	\$ 33.29
256838	02/10/2022	NORTH EAST PARTS GROUP	NORTH CAMPUS JANUARY ELECTRIC 100018255800	\$ 27,723.70
256839	02/10/2022	OFFICE DEPOT	Auto parts	\$ 277.88
			Office Supplies - tape and cert holders	\$ 90.44
256840	02/10/2022	OFFICE TECHNOLOGY, LLC	Stapler and post its for the Superintendent's Off	\$ 42.03
			Toner cartridge for security office at admin	\$ 106.00
256841	02/10/2022	OFFICE TECHNOLOGY, LLC	TONER FOR PRINTERS	\$ 256.00
256842	02/10/2022	PATRICIA A TIERNAN	Toner cartridge for Bushkill kitchen printer	\$ 65.00
			FALL 2022 SEMESTER OF SERVICE SUPPLIES	\$ 174.71

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256843	02/10/2022	PEMCO	ATSI grant furniture purchase quote PEMQ8132	\$ 3,744.73
256844	02/10/2022	PENNSYLVANIA ONE CALL SYSTEM, INC.	Open PO for PA One Call System	\$ 17.13
256845	02/10/2022	PEPSI-COLA	to pay invoices for 2021-2022 school year	\$ 295.98
256846	02/10/2022	PIKE COUNTY PROTHONOTARY	JOHN & JANET SARER DELINQUENT TAX	\$ 6.00
256847	02/10/2022	PMEA DISTRICT 10	Region Chorus Registration Fees	\$ 400.00
256848	02/10/2022	POCONO MOUNTAIN DAIRIES	TO PAY DAIRY INVOICES FOR 2021-2022	\$ 23,895.64
256849	02/10/2022	POCONO MOUNTAIN UNITED WAY	Title IV Board Approved Contract	\$ 21,500.00
256850	02/10/2022	POCONO RECORD	Open Purchase Order for Board Advertisements	\$ 219.24
256851	02/10/2022	PP&L	HS SOUTH TRAFFIC LIGHTS 67841-29000	\$ 25.84
			HS SOUTH TRAFFIC LIGHTS 92422-54001	\$ 26.04
			HS SOUTH TRAFFIC LIGHTS 95041-29005	\$ 26.04
			HS SOUTH TRAFFIC LIGHTS 98641-29009	\$ 27.80
256852	02/10/2022	PROSSER LABORATORIES, INC.	Inv 530276 MSE water testing	\$ 60.00
256853	02/10/2022	RAY E. LENHART	MIDDLE SMITHFIELD SCHOOL WIDE BEHAVIOR REWARDS	\$ 270.00
256854	02/10/2022	RICHARD H. ADELMAN	2021 PROPERTY TAX REFUND - PARCEL 09.14D.8-1.36	\$ 2.00
256855	02/10/2022	ROCKLAND BAKERY	TO PAY INVOICES FOR 2021-2022 YEAR	\$ 1,618.94
256856	02/10/2022	ROSANNE KRUEGER	Empl Expense claim # 4451.	\$ 40.32
256857	02/10/2022	ALTRONICS, INC	Altronics alarm monitoring/daily testing per bldg	\$ 2,784.00
256858	02/10/2022	SCOTT C. IHLE	Empl Expense claim # 4442.	\$ 128.29
256859	02/10/2022	SHARP ENERGY	ANNUAL SERVICE LATE FEE	\$ 8.94
			SHARP ENERGY OPEN ORDER FOR PROPANE-SOUTH	\$ 6,128.91
256860	02/10/2022	SIMCO LOGISTICS, INC	to pay invoices for 2021-2022 school year	\$ 893.98
256861	02/10/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	Inv 6269915 JTL parts/tools	\$ 99.99
			Inv 6272434 HSN AHU	\$ 32.97
256862	02/10/2022	SUN LITHO-PRINT, INC.	Inv 6272435 District Part	\$ 530.00
256863	02/10/2022	SUSAN M. FINLEY-WELSH	HSN logo env & tardy slips	\$ 235.00
256864	02/10/2022	TABITHA BRADLEY	tutoring services for comp ed student	\$ 450.00
256865	02/10/2022	TALLEY PETROLEUM	Empl Expense claim # 4445.	\$ 40.25
256866	02/10/2022	TAMARA CYKOSKY	HEATING FUJIL SY 20202021	\$ 49,090.50
256867	02/10/2022	THE AMERICAN BOTTLING CO	Empl Expense claim # 4444.	\$ 86.29
256868	02/10/2022	THE EC/BCLS TRAINING CENTER	to pay invoices for 2021-2022 school year	\$ 210.00
256869	02/10/2022	VEX ROBOTICS INC	BLS TRAINING -CPR/AED CERTIFICATION	\$ 13.00
			ROBOTICS	\$ 3,567.62

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256870	02/10/2022	WEIS MARKET, INC.	TO PAY FOR INVOICES FOR 2021-2022 SCHOOL YEARS	\$ 98.63
256871	02/10/2022	WILLIAM RIKER	Empl Expense claim # 4446.	\$ 48.44
256872	02/10/2022	WILLIAM V. MACGILL & CO.	Susan Cole - First Aid supplies	\$ 136.29
256873	02/10/2022	WILLIAM VITULLI	Empl Expense claim # 4448.	\$ 29.48
256874	02/10/2022	ZESWITZ MUSIC COMPANY	Guitar Strings	\$ 20.99
256875	02/10/2022	ZONAR CONNECTED	Trombones	\$ 3,150.56
256876	02/17/2022	AARON A FISH	Zonar Cards	\$ 557.54
256877	02/17/2022	ACHIEVEMENT HOUSE CHARTER SCHOOL	North Campus Snow Plowing	\$ 14,050.00
256878	02/17/2022	ALLIED 100, LLC	north campus snow removal	\$ 13,675.00
256879	02/17/2022	AMAZON	Tuition / Achievement / FEB 22 / #774186	\$ 6,936.57
			Replacement of district AED units	\$ 13,139.50
			Art supplies for art classes	\$ 306.80
			ATHLETIC TRAINER WRESTLING SUPPLIES	\$ 38.18
			ATSI Order	\$ 1,739.60
			Element for our kiln, used for ceramics classes	\$ 61.50
			General supplies	\$ 387.20
			HDM1 cord for new auditorium projector	\$ 29.97
			HDMI wall plate for EHS auditorium projector	\$ 20.98
			HS South Eng Dept Sem2 Supplies	\$ 77.60
			Learning Support Supplies	\$ 49.40
			materials needed for Fashion/Clothing Constr.	\$ 698.28
			mouse pad	\$ 17.78
			NORTH ATHLETICS SIGN HOLDER	\$ 25.47
			NORTH BASEBALL GLOVES, AGILITY TRAINER, BALLS	\$ 231.96
			NORTH GOLF GRANT	\$ 1,094.46
			Office Supplies	\$ 185.01
			office supplies for Spec Ed and Pupil services	\$ 65.26
			Office Supplies INV 1WQR-X1HG-PLJ1	\$ (24.02)
			PT supplies for student	\$ 139.99
			Resources for MCP course (both High Schools)	\$ (299.80)
			Saw blades	\$ 143.66
			STUDENT BADGE HOLDERS	\$ 168.52
			Supplies for Room 108 can opener	\$ 23.98

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256879	02/17/2022	AMAZON	Supplies for teachers and school	\$ 171.73
			Supplies needed for art classes/photo classes	\$ 465.71
			Title 1 - Prizes for Reading Bingo Games	\$ 161.10
			Title 1 KG Fair supplies	\$ 107.96
			Wall of Fame material INV 14D6-YGCF-H433	\$ (89.99)
256880	02/17/2022	AMERICAN RED CROSS	Wall plate to finish Board Room	\$ 10.98
256881	02/17/2022	ANDERSON'S	LG CERTS	\$ 328.00
256882	02/17/2022	ASPEN PEST SERVICES, LLC	STUDENT OF THE MONTH REWARDS	\$ 760.51
			Open PO Aspen - ESE	\$ 55.00
			Open PO Aspen - RES	\$ 53.33
			Open PO for Aspen - HSS	\$ 149.80
			Open PO for Aspen - JMH	\$ 45.68
			Open PO for Aspen - JTL	\$ 105.00
			Open PO for Aspen - LIS	\$ 60.00
			Open PO for Aspen - MSE	\$ 66.69
			Open PO for Aspen - SMI	\$ 49.00
			Open PO for Aspen-BUSHKILL	\$ 69.47
256883	02/17/2022	ATHMEDICS	Open PO for HSN - ASPEN PEST SERVICES	\$ 141.01
256884	02/17/2022	ATLANTIC TACTICAL INC	ATHLETIC TRAINER TAPE, SPLINTS	\$ 1,397.35
256885	02/17/2022	BATTERY WAREHOUSE	Ammo for certifications by school police	\$ 524.79
256886	02/17/2022	BAYADA HOME HEALTH CARE	Inv 964 Clock Batteries for District	\$ 16.32
			Nurse coverage HSS 01/11 thru 01/14/22	\$ 1,955.63
			nursing services 01/18 & 01/19/2022	\$ 1,023.75
256887	02/17/2022	H.A. BERKHEIMER INC.	nursing services 01/24 thru 01/28/2022	\$ 1,653.75
256888	02/17/2022	BEST	JANUARY TAX COLLECTION FEE	\$ 30.42
256889	02/17/2022	BETHLEHEM AREA SCHOOL DISTRICT	DISTRICT WIDE CASUAL FOR A CAUSE DONATION	\$ 822.00
256890	02/17/2022	BRIAN BERT	Tuition / Bethlehem Area / #2200000221	\$ 1,681.52
256891	02/17/2022	BRIANNA ZAZULAK	Expense claim # 4464.FALL 2021 TUITION REIMBURSEME	\$ 2,980.00
256892	02/17/2022	VARSITY BRANDS HOLDING CO., INC	HS SOUTH SOPHOMORE SNOWBALL DANCE	\$ 150.00
256893	02/17/2022	CENTRAL JERSEY EQUIPMENT LLC	SOUTH BASEBALL SCOREBOOKS, BASEBALLS, HATS	\$ 813.43
256894	02/17/2022	UGI CENTRAL	battery	\$ 50.60
			JM HILL JANUARY NATURAL GAS LINE 411007277063	\$ 1,480.47
			MAINT BLDG JANUARY NATURAL GAS LINE 411008050535	\$ 225.21

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256894	02/17/2022	UGI CENTRAL	SOUTH STADIUM JANUARY NATURAL GAS LINE 4110055071	\$ 1,176.33
256895	02/17/2022	UGI CENTRAL	ESE JANUARY NATURAL GAS 411006828957	\$ 2,800.90
256896	02/17/2022	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	HS SOUTH JANUARY NATURAL GAS 411008006032	\$ 8,305.78
256897	02/17/2022	CITY CENTER WHOLESAL, LLC	JTL JANUARY NATURAL GAS 411006894413	\$ 4,617.10
256898	02/17/2022	CLAUDE S. CYPHERS, INC.	Tuition / Central PA / FEB 22 / #22000163	\$ 10,136.20
256899	02/17/2022	COLONIAL INTERMEDIATE UNIT 20	EHN 2021 WINTER concession SUPPLIES	\$ 827.35
256900	02/17/2022	COUNTY OF PIKE	Inv 717503 M1 Truck Battery	\$ 239.90
256901	02/17/2022	CYNTHIA C CHRISTIAN	Inv 717574 Truck M3 parts	\$ 35.90
256902	02/17/2022	D & S MARKETING SYSTEM	operating costs for December 2021	\$ 3,655.64
256903	02/17/2022	D'HUY ENGINEERING, INC.	ESASD PORTION OF TAX COLLECTOR BOND FOR 2022-2026	\$ 13,120.00
			Expense claim # 4462.FALL 2021 TUITION REIMBURSEME	\$ 300.00
			AP Biology Prep Books	\$ 329.18
			Inv 54263 RES/MSE Water Filtration	\$ 729.25
			Inv 54264 HSN Sanitary Liner	\$ 520.00
			Inv 54265 HSS Pool Repairs	\$ 291.52
			Inv 54266 HSN/LIS Window Replacement	\$ 2,089.97
			Inv 54267 JMH Vestibule	\$ 128.71
			Inv 54268 HSN/SME Flooring Replacement	\$ 33,386.43
			Inv 54269 HSN Natatorium Roof Replacement	\$ 16,718.80
			Inv 54270 HSN Natatorium HVAC Replacement	\$ 14,107.80
256904	02/17/2022	DEBRA A PADAVANO	LEHMAN ITEMS FOR SCHOOL STORE (SWPB5)	\$ 97.18
256905	02/17/2022	DIANA ALLISON	Empl Expense claim # 4470.	\$ 25.27
256906	02/17/2022	DIRECT ENERGY BUSINESS	JM HILL JANUARY NATURAL GAS 411007277063	\$ 2,446.52
256907	02/17/2022	DIVERSIFIED STORAGE SOLUTIONS, INC	MAINTENANCE BLDG JANUARY NATURAL GAS 411008050535	\$ 183.28
256908	02/17/2022	DM SUPPLY SOURCE, LLC	SOUTH STADIUM JANUARY NATURAL GAS 411005507123	\$ 1,057.15
			Inv D12756 Admin File Room Repair	\$ 235.00
			Inv 8744 North Bus Garage rollers	\$ 94.76
			Inv 8745 District Truck parts for M5	\$ 382.30
			Inv 8750 HSS actuators	\$ 1,026.32
256909	02/17/2022	E.S.E.A.	Inv 8763 HSS Shop Wireless Mouse	\$ 51.75
256910	02/17/2022	EAST STROUDSBURG NORTH PTO	Payroll Run 1 - Warrant 220217	\$ 28,985.49
256911	02/17/2022	EAST STROUDSBURG	ESN PTO 2021 fall concession pay-out	\$ 314.21
			Payroll Run 1 - Warrant 220217	\$ 6,714.50

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256912	02/17/2022	EAST STROUDSBURG SOUTH VOLLEYBALL	EHS VOLLEYBALL 2021 fall concession pay-out	\$ 779.54
256913	02/17/2022	EASTON ARTS ACADEMY CHARTER SCHOOL	Tuition / Easton Arts / FEB 22 / #774011	\$ 7,473.85
256914	02/17/2022	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 220217	\$ 23.00
256915	02/17/2022	EHS-EXPENDABLE SCHOLARSHIPS	E. STROUDSBURG ACHIEVERS SCHOLARSHIP -CHANCE PEREZ	\$ 250.00
256916	02/17/2022	ELECTRIC CITY ROASTING CO.	HS SOUTH CORE CAFE	\$ 167.96
256917	02/17/2022	EMIMANUELA AZIKIWE	Expense claim # 4460.FALL 2021 TUITION REIMBURSEME	\$ 831.00
256918	02/17/2022	EASTERN PENN SUPPLY COMPANY	Credit MemoS028436120.002 used	\$ 375.00
			Inv S028562434.001 SME Washroom tools/parts	\$ 1,307.09
256919	02/17/2022	ESHN BAND	Inv S028621058.001 SME parts/tools	\$ 667.53
256920	02/17/2022	ESHS BAND	ESN Band 2021 fall concession pay-out	\$ 314.21
256921	02/17/2022	ESHS BOYS SOCCER	EHS BAND 2021 fall concession pay-out	\$ 445.45
256922	02/17/2022	ESHS CHEERLEADING	EHS BOYS SOCCER 2021 fall concession pay-out	\$ 1,781.81
256923	02/17/2022	ESHS FIELD HOCKEY	EHS CHEER 2021 fall concession pay-out	\$ 890.91
256924	02/17/2022	ESHS GIRLS SOCCER	EHS FIELD HOCKEY 2021 fall concession pay-out	\$ 1,113.63
256925	02/17/2022	ESHS WRESTLING	EHS GIRLS SOCCER 2021 fall concession pay-out	\$ 1,336.36
256926	02/17/2022	EVERGREEN COMMUNITY CHARTER SCHOOL	EHS WRESTLING 2021 fall concession pay-out	\$ 445.45
256927	02/17/2022	FACE/SCHOLASTIC INC.	Tuition / Evergreen / FEB 22 / #20222	\$ 21,346.97
256928	02/17/2022	FASTENAL COMPANY	Title / KG Fair books	\$ 423.00
			Inv PASTR112942 HSN Bolt Bin Stock	\$ 71.12
256929	02/17/2022	FRONTIER	Inv PASTR112943 HSS Bin Stock	\$ 20.61
256930	02/17/2022	GLECO PAINTS, INC.	Frontier Phone Service 21/22 SY	\$ 616.84
256931	02/17/2022	THE PROPHET CORP	Paint	\$ 203.06
256932	02/17/2022	GRAINGER	PE equipment	\$ 948.20
256933	02/17/2022	H.T. LYONS INC	Inv 9183826818 ESE Nurses Office Heater	\$ 691.14
			Inv 910021534 HSS Stadium Boiler Repair	\$ 692.00
256934	02/17/2022	HAB-DLT	Inv 910021538 HSN Boiler #1 repair	\$ 352.00
256935	02/17/2022	HEMPFIELD AREA SD	Payroll Run 1 - Warrant 220217	\$ 30.38
256936	02/17/2022	HILLTOP SALES & SERVICE	Tuition / Hempfield Area SD / #2100002374	\$ 2,678.72
			Hilltop Open Purchase Order	\$ 269.99
			Repair for pump	\$ 153.59
			WIPER,motor,blade,arm	\$ 469.38
256937	02/17/2022	HOME DEPOT CREDIT SERVICES	District Open PO - Home Depot	\$ 2,256.34
			Home Depot Open Purchase Order	\$ 21.65

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256937	02/17/2022	HOME DEPOT CREDIT SERVICES	supplies	\$ 1,986.63
256938	02/17/2022	INSERVCO INSURANCE SERVICES, INC.	CLAIM FEE BILL REPRICING JAN 22 INV#0421-0122	\$ 1,716.59
256939	02/17/2022	J.W. PEPPER & SONS-ACCT.#36-136400	Sheet music for Lehman Choirs	\$ 1,375.34
256940	02/17/2022	JESSICA REESE	Expense claim # 4458.FALL 2021 TUITION REIMBURSEME	\$ 3,520.00
256941	02/17/2022	JONES SCHOOL SUPPLY COMPANY INC.	DO NOT ORDER JUST NEED TO BE PAID AWARDS	\$ 29.35
256942	02/17/2022	JOSEPH P MARTIN	LEHMAN SUPPLIES	\$ 53.62
256943	02/17/2022	KATHY OILER	Empl Expense claim # 4471.	\$ 36.15
256944	02/17/2022	LINCOLN LEADERSHIP CHARTER SCHOOL	Empl Expense claim # 4474.	\$ 123.03
256945	02/17/2022	LJC DISTRIBUTORS OF FULLER BRUSH	Empl Expense claim # 4475.	\$ 29.66
256946	02/17/2022	LUNCH ACCT REFUND	Tuition / Lincoln / FEB 22	\$ 7,131.73
256947	02/17/2022	LUNCH ACCT REFUND	Inv 39244 ESSERS/LJC KN95 Face Masks	\$ 12,000.00
256948	02/17/2022	LVCNFF	REFUND FOR #138859	\$ 12.60
256949	02/17/2022	MARIANNE SANTILLI	REFUND TO STUDENT #201525	\$ 19.20
256950	02/17/2022	MARY CAPULISH	NORTH FOOTBALL LVCNFF SCHOLAR ATHLETE PROGRAM	\$ 100.00
256951	02/17/2022	MARYLOUISE M NEYHART	LEHMAN JAMES AND THE GIANT PEACH CHOREOGRAPHER	\$ 1,200.00
256952	02/17/2022	MAUREEN SEIDEL	Expense claim # 4461.FALL 2021 TUITION REIMBURSEME	\$ 381.65
256953	02/17/2022	MEGLINO LANDSCAPING & EXCAVATION	Empl Expense claim # 4473.	\$ 15.21
			Empl Expense claim # 4469.	\$ 98.51
			ese snow removal	\$ 10,492.50
			hss snow removal	\$ 33,202.50
			JMH Snow Removal	\$ 6,325.00
			JTL SNOW REMOVAL	\$ 16,875.00
			Res. Snow Removal	\$ 9,047.50
			smi snow removal	\$ 5,840.00
256954	02/17/2022	MEIER SUPPLY CO., INC.	Inv 2468652 North Bus Garage motor parts	\$ 482.07
			Inv 2468873 District Wide Air Filters	\$ 2,720.59
			Inv 2469368 ESE current relay	\$ 21.79
			Inv 2469910 District Wide Air Filters	\$ 644.31
			Inv 2470323 HSS Maintenance Shop Stock	\$ 188.80
			Inv 2471600 RES air filters	\$ 560.32
			Inv 2471602 MSE air filters	\$ 152.21
256955	02/17/2022	MET-ED	MIDDLE SMITHFIELD JANUARY ELECTRIC 100071509721	\$ 4,672.54
			RESICA FEBRUARY ELECTRIC 100016949099	\$ 5,807.02

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
256955	02/17/2022	MET-ED	TRAFFIC LIGHT JANUARY ELECTRIC 100031621285	\$ 16.64
			TRAFFIC LIGHT JANUARY ELECTRIC 100051981031	\$ 16.94
256956	02/17/2022	MICHAEL HEALEY	TRAFFIC LIGHT JANUARY ELECTRIC 100080490897	\$ 26.16
256957	02/17/2022	MODERN GAS SALES, INC.	Expense claim # 4466.FALL 2021 TUITION REIMBURSEME	\$ 2,464.00
			LEHMAN PROPAIN	\$ 526.22
			RESICA BOILER PROPANE	\$ 3,113.20
256958	02/17/2022	MONROE COUNTY TREASURERS OFFICE	RESICA BOILER PROPIAN	\$ 4,071.00
256959	02/17/2022	WILLIAM M. SNYDER	MONROE CTY INTERIM A & B REMINDERS	\$ 15.81
256960	02/17/2022	MOUSER ELECTRONICS	replaced broken switch for appliance at HSN	\$ 204.05
256961	02/17/2022	NESTLE WATERS NORTH AMERICA	Supplies for electronics class	\$ 278.52
			Inv 02A0448132985 RES 12/25/21 to 1/24/22	\$ 662.22
256962	02/17/2022	NICOLE RODRIGUEZ	Inv 02A6700180061 MSE Dec-Jan water delivery	\$ 862.62
256963	02/17/2022	NYSOSPC (NEW YORK STATE CHILD SUPPORT	Empl Expense claim # 4472.	\$ 21.41
256964	02/17/2022	OFFICE DEPOT	Payroll Run 1 - Warrant 220217	\$ 129.00
			office supplies for spe edu and pupil services	\$ 162.44
256965	02/17/2022	PA DISTANCE LEARNING CHARTER SCHOOL	Susan Cole - Toner for Printer in Nurse's Office	\$ 110.99
256966	02/17/2022	PEMCO	Tuition / PA Distance / FEB 22 / #773767	\$ 20,433.51
256967	02/17/2022	PENNSYLVANIA CYBER CHARTER SCHOOL	ATSI PEMCO Furniture	\$ 3,744.73
256968	02/17/2022	POCONO 4 WHEEL DRIVE CENTER	Tuition / PA Cyber / FEB 22	\$ 60,108.82
256969	02/17/2022	POCONO RECORD	PARTS	\$ 217.00
256970	02/17/2022	POCONO VALLEY RESORT & CONFERENCE CENTER	Open Purchase Order for Board Advertisements	\$ 71.24
			LEHMAN 8 BLUE FIELD TRIP TO POCONO VALLEY	\$ 3,513.40
256971	02/17/2022	PROSSER LABORATORIES, INC.	LEHMAN 8 SILVER FIELD TRIP TO POCONO VALLEY	\$ 3,974.40
			Inv 530277 North Campus Monitoring Wells	\$ 2,075.00
			Inv 530278 BES Water Testing	\$ 70.00
			Inv 530279 North Campus Effluent Testing	\$ 313.00
256972	02/17/2022	PSAT/NMSQT	Inv 530280 RES Water Testing	\$ 75.00
256973	02/17/2022	PSERS	PSAT October 2021 Payment	\$ 1,040.00
			2005-2006 Parkes, Jo	\$ 94.81
			2005-2006 Rogalinski, Kathleen	\$ 24.11
256974	02/17/2022	SCHNAITMAN'S FLOORING AMERICA	2006-2007 Kump, Lucia	\$ 74.69
256975	02/17/2022	SHARP ENERGY	Inv 10464 HSS stair tread	\$ 4,348.07
			SHARP ENERGY OPEN ORDER FOR PROPANE - NORTH	\$ 6,525.35

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East Stroudsburg Area School District

Date Range 1/21/22 through 2/18/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256976	02/17/2022	SHAWN A WESCOTT	Empl Expense claim # 4468.	\$ 24.10
256977	02/17/2022	SINGER EQUIPMENT COMPANY, INC	To pay for supplies for the 2021-2022 school year	\$ 6,801.17
256978	02/17/2022	SKYLANES	CYBER STUDENTS MONTHLY BOWLING TRIP	\$ 90.00
256979	02/17/2022	SNOANN TOBIN	Expense claim # 4467.FALL 2021 TUITION REIMBURSEME	\$ 1,566.00
256980	02/17/2022	STEPHEN ZALL	Expense claim # 4459.FALL 2021 TUITION REIMBURSEME	\$ 3,181.14
256981	02/17/2022	STEVE SHANNON TIRE & AUTO CENTER	Inv 16059698 Truck M3 parts	\$ 990.00
256982	02/17/2022	STRAND POOL SUPPLY, LLP	Inv 25432-SV HSS Pool Repairs	\$ 8,134.08
256983	02/17/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	Open PO for Strand Pool Supply - HSS	\$ 59.25
			Inv 6054046 ESE tool	\$ 14.99
			Inv 6054048 RES tools	\$ 54.12
			Inv 6107813 North Bus Garage Capacitor	\$ 9.99
			Inv 6107817 MSE capacitor	\$ 24.99
			Inv 6107837 JMH Motor Repair	\$ 80.00
			Inv 627402 HSN tractor	\$ 19.98
			Inv 6275533 HSS Q-Motor Repairs	\$ 675.00
256984	02/17/2022	SUSAN HARRIS	Inv 6278415 JTL Batting Cage	\$ 95.99
256985	02/17/2022	SWEET, STEVENS, KATZ & WILLIAMS LLP	Expense claim # 4465.FALL 2021 TUITION REIMBURSEME	\$ 718.40
			2020 Teacher Negotiations Inv# 143408	\$ 117.00
			Compliance Discovery Solutions monthly fee	\$ 99.17
256986	02/17/2022	SWOREN'S TRANSMISSION & AUTO	Legal Services Consultation Agreement	\$ 2,000.00
256987	02/17/2022	TASC	Inv 18411 M2 Truck repairs/parts	\$ 2,181.80
256988	02/17/2022	THE A.G. MAURO COMPANY	FSA ADMIN/RENEWAL FEES IN2173792	\$ 2,320.29
256989	02/17/2022	THE GROUND KEEPER LLC	Inv PSI182796 JMH doors	\$ 4,450.00
256990	02/17/2022	TRANE U.S. INC.	ese rental mulch blower	\$ 1,750.00
256991	02/17/2022	TRANSFINDER CORPORATION	Inv 11555100 HSN Transformer and Actuator	\$ 935.34
256992	02/17/2022	US COACHWAYS, INC.	Transfinder Annual Upgrade	\$ 13,620.00
256993	02/17/2022	US FOODS	HS NORTH CLASS OF 2022 PROM BUS DEPOSIT	\$ 1,780.91
256994	02/17/2022	VICTIMS' INTERVENTION PROGRAM	US FOODS 2021-2022 INVOICES	\$ 69,640.57
256995	02/17/2022	VOYAGER SOPRIS LEARNING	DISTRICT CARUAL FOR A CAUSE DONATION	\$ 138.00
256996	02/17/2022	WILKES BARRE/SCRANTON PENGUINS	LETRS Training materials PO#22002690	\$ 147.80
256997	02/17/2022	ZACHARY COLE	HS NORTH TICKETS FOR HOCKEY GAME	\$ 878.75
Grand Total			Expense claim # 4463.FALL 2021 TUITION REIMBURSEME	\$ 2,797,615.90

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East Stroudsburg Area School District

Date Range 2/19/2022 through 2/24/2022

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
256998	02/24/2022	ACAR LEASING INC.	SOUTH RIFLE VAN RENTAL FOR DISTRICTS	\$ 95.95
256999	02/24/2022	APPLE INC.	Van Rental - North Vocal Music Department - Februa PO for Env. Svcs iPad's - Apple	\$ 299.75 \$ 598.00
257000	02/24/2022	BARBARA PREVOST	PO for Facilities - iPad's	\$ 598.00
257001	02/24/2022	BRIAN J BOROSH	Open PO for Barbara Prevost contract driver	\$ 7,404.10
257002	02/24/2022	VARSITY BRANDS HOLDING CO., INC	Empl Expense claim # 4477.	\$ 100.50
257003	02/24/2022	CARLEEN FINK	SOUTH BASKETBALL CARTS	\$ 430.00
257004	02/24/2022	CHARLES W DAILEY	Open PO for Carleen Jane Fink contract driver	\$ 3,421.66
257005	02/24/2022	CHERYL KUTZMAN	Empl Expense claim # 4480.	\$ 155.61
257006	02/24/2022	CINTAS CORPORATION #101	Open PO for Cheryl Kutzman contract driver	\$ 4,969.58
257007	02/24/2022	CLAUDE S. CYPHERS, INC.	Cintas inspection/test/standpipe HS S	\$ 1,468.06
257008	02/24/2022	CREST GOOD MFG CO INC	North Water Tower Generator credit#00717646	\$ 195.98
257009	02/24/2022	DAILEY RESOURCES	Inv 717584 Maintenance Vans	\$ 229.92
257010	02/24/2022	DIANE KRUPSKI	Inv 41738 HSN Plumbing parts	\$ 820.63
257011	02/24/2022	DM SUPPLY SOURCE, LLC	DAILEY RESOURCES OPEN ORDER FOR WELDING GAS	\$ 239.50
257012	02/24/2022	DUSTIN SISKA	Open PO for Diane Krupski contract driver	\$ 6,601.10
257013	02/24/2022	EASTBAY INC.	Inv 8773 MSE weatherstripping	\$ 984.15
257014	02/24/2022	GREATER PHILADELPHIA CLEAN CITIES, INC	Inv 8791 HSS Maint Shop cylinder CO2 tank	\$ 531.90
257015	02/24/2022	EMILY NIEMAN	Inv 8792 SME security mirror	\$ 44.50
257016	02/24/2022	FIVE STAR INTERNATIONAL LLC	Inv 8794 HSS Stadium temp control bulb	\$ 305.48
257017	02/24/2022	FLUENCY MATTERS	Open PO for Dustin Siska contract driver	\$ 5,544.88
257018	02/24/2022	GEORGE CARAMELLA	Hoodies	\$ 1,423.00
257019	02/24/2022	GRAINGER	Membership Renewal 2022-2023 Invoice #03777	\$ 5,000.00
257020	02/24/2022	IONIE SINCLAIR	Empl Expense claim # 4476.	\$ 57.68
257021	02/24/2022	JENNY GALUNIC	Open Purchase Order for parts	\$ 766.40
			Kiesling online readers	\$ 217.95
			Open PO for George Caramella contract driver	\$ 5,580.74
			Inv 9190951005 Bucket Truck First Aid Kit	\$ 55.84
			Open PO for Ionie Sinclair contract driver	\$ 5,542.24
			Open PO for Jenny Galunic contract driver	\$ 5,314.68

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East Stroudsburg Area School District

Date Range 2/19/2022 through 2/24/2022

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
257022	02/24/2022	JOSEPH FUCHS	Open PO for Joe Fuchs contract driver	\$ 7,832.42
257023	02/24/2022	KARLA I LABAR	Open PO for Karla LaBar contract driver	\$ 8,225.14
257024	02/24/2022	KATHARINE HOLMES	Open PO for Katharine Holmes contract driver	\$ 5,350.84
257025	02/24/2022	KELLEY BROS., LLC	Inv 76-761010 HSN Door Thresholds	\$ 420.00
257026	02/24/2022	KEYSTONE FIRE PROTECTION CO.	Keystone repair wet sprinkler HSNorth low battery	\$ 224.00
257027	02/24/2022	LINDE GAS & EQUIPMENT INC	PO for Linde Gas	\$ 256.20
257028	02/24/2022	LISA ROSEN-GERST	Open PO for Lisa Gerst contract driver	\$ 5,076.28
257029	02/24/2022	M A BRIGHTBILL BODY WORKS INC.	MA BRIGHTBILL OPEN ORDER FOR PARTS & SUPPLIES	\$ 608.10
257030	02/24/2022	MARIA FRASCCELLA	Open Order For Contract Driver-Maria Frascella	\$ 5,577.44
257031	02/24/2022	MARSHALLS CREEK PLUMB.&ELECT. SUPPLIES	Inv 17076 LIS Pool part	\$ 4.04
257032	02/24/2022	MELODY SEVERUD	Open PO for Melody Severud contract driver	\$ 4,900.94
257033	02/24/2022	MIGUEL DEJESUS	Open PO for Miguel Dejesus contract driver	\$ 10,218.84
257034	02/24/2022	MOELLER WELDING	Inv 352 North Boiler Parts	\$ 2,315.00
			Inv 353 JMH Hand Rail Repairs	\$ 1,425.00
257035	02/24/2022	NAVIGATE360, LLC	Navigate Emer. Mgmt Suite Subscription7/1-6/30/22	\$ 5,000.00
257036	02/24/2022	NETOP TECH INC.	Bus Dept Vision Pro class kit renewal	\$ 515.00
257037	02/24/2022	OFFICE DEPOT	OFFICE SUPPLIES	\$ 386.57
257038	02/24/2022	PATRIOT WORKWEAR	Patriot body armor carrier for M Gonzalez SPO	\$ 1,049.00
			Patriot uniform pants for Johnson	\$ 52.00
257039	02/24/2022	PMEA DISTRICT 10	Registration for PME A Region V Choir - Victoria Ga	\$ 240.00
257040	02/24/2022	POCONO 4 WHEEL DRIVE CENTER	Inv 231716 Parts for Trailer-facilities	\$ 118.00
257041	02/24/2022	POWAY CENTER FOR THE PERFORMING ARTS FOUNDATION	VIRTUAL FIELD TRIP ESE	\$ 50.00
257042	02/24/2022	QUIA	Quia subscription for Catherine Hennings	\$.99.00
257043	02/24/2022	STRAND POOL SUPPLY, LLP	Open PO for Strand Pool Supply - HSS	\$ 305.78
257044	02/24/2022	STRATIX SYSTEMS, INC.	INK FOR RISCO	\$ 126.00
257045	02/24/2022	SUPER DUPER PUBLICATIONS	Speech Supplies for new teacher RES	\$ 1,157.44
257046	02/24/2022	SUPER-DUPER PUBLICATIONS	SPEECH SUPPLIES FOR NEW TEACHER MSE	\$ 1,045.64
257047	02/24/2022	TAIWO AFOLABI	Open PO for Taiwo Afolabi contract driver	\$ 5,639.04
257048	02/24/2022	TINA M FALBO	Empl Expense claim # 4478.	\$ 11.37
			Empl Expense claim # 4479.	\$ 15.85

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East Stroudsburg Area School District

Date Range 2/19/2022 through 2/24/2022

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
257049	02/24/2022	TRANE U.S. INC.	Inv 11622412 HSS Maint Shop Module Assembly	\$ 514.46
257050	02/24/2022	US FOODS	open PO US FOODS orders	\$ 1,003.34
257051	02/24/2022	J.W.PEPPER & SONS-ACCT.#36-136400	Music	\$ 50.79
257052	02/24/2022	POCONO RECORD	Eckert Seamans Bond Ad	\$ 154.32
257053	02/24/2022	SCHOLASTIC BOOK FAIR	Book Fair Ref#21003911 Cust#54501229 CCodeLKQC	\$ 90.00
Grand Total				\$ 129,055.62

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JANUARY 2022 WIRE PAYMENTS

PAYROLL	\$ 3,469,427.53
ACCOUNTS PAYABLE - BENEFITS	\$ 2,200,889.52
FLEX SPENDING ACCOUNTS - TASC	\$ 20,925.84
WORKER'S COMP - INSERVCO	\$ 26,016.69
PROCUREMENT CARD	\$ 86,562.95
EBTEP	\$ 1,733,287.14
ARBITERPAY, LLC ARBITERPAY PPD	\$ 17,083.25
NEOPOST POSTAGE	\$ 1,000.00
WRIGHT EXPRESS FLEET - GAS CARDS	\$ 4,685.93
	<u>\$ 7,559,878.85</u>

EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF JANUARY 31, 2022

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

1/1/22 Balance	\$ 8,216,071.32
Receipts	\$ 6,835,721.84
Interest/Dividends	\$ 53.01
Disbursements	\$ (10,486,091.17)
1/31/22 Balance	\$ 4,565,755.00

PLGIT - GENERAL FUND

1/1/22 Balance	\$ 4,438,032.56
Receipts	\$ 600,327.23
Interest/Dividends	\$ 45.40
Disbursements	
1/31/22 Balance	\$ 5,038,405.19

PSDLAF - GENERAL FUND

1/1/22 Balance	\$ 93,600,952.73
Receipts	\$ 10,528,089.54
Interest/Dividends	\$ 2,733.34
Disbursements	\$ (15,084,322.37)
1/31/22 Balance	\$ 89,047,453.24

ESSA WORKERS COMP SELF INS - GENERAL FUND

1/1/22 Balance	\$ 300,076.23
Receipts	
Interest/Dividends	\$ 2.55
Disbursements	
1/31/22 Balance	\$ 300,078.78

ESSA PAYPAL - GENERAL FUND

1/1/22 Balance	\$ 1,022.37
Receipts	
Interest/Dividends	\$ 0.01
Disbursements	
1/31/22 Balance	\$ 1,022.38

ESSA FERNWOOD ESCROW - GENERAL FUND

1/1/22 Balance	\$ 38,568.99
Receipts	
Interest/Dividends	\$ 0.33
Disbursements	
1/31/22 Balance	\$ 38,569.32

ESSA - CAFETERIA FUND

1/1/22 Balance	\$ 144,625.59
Receipts	\$ 12,129.00
Interest/Dividends	\$ 1.26
Disbursements	\$ (1,613.63)
1/31/22 Balance	\$ 155,142.22

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FIRST KEYSTONE COMMUNITY BANK

1/1/22 Balance	\$ 250,359.80
Receipts	
Interest/Dividends	\$ 63.79
Disbursements	
1/31/22 Balance	\$ 250,423.59

PLGIT - CAPITAL RESERVE FUND

1/1/22 Balance	\$ 19,752,765.45
Receipts	
Interest/Dividends	\$ 302.79
Disbursements	
1/31/22 Balance	\$ 19,753,068.24

ESSA - CONCESSION STAND

1/1/22 Balance	\$ 27,921.26
Receipts	
Interest/Dividends	\$ 0.24
Disbursements	
1/31/22 Balance	\$ 27,921.50

ESSA - EXPENDABLE TRUST

1/1/22 Balance	\$ 31,858.29
Receipts	
Interest/Dividends	\$ 0.27
Disbursements	
1/31/22 Balance	\$ 31,858.56

ESSA - NON-EXPENDABLE TRUST

1/1/22 Balance	\$ 18,758.80
Receipts	
Interest/Dividends	\$ 0.16
Disbursements	
1/31/22 Balance	\$ 18,758.96

ESSA - SPECIAL ACTIVITY

1/1/22 Balance	\$ 243,468.88
Receipts	
Interest/Dividends	\$ 2.07
Deferred Interest	
Disbursements	
1/31/22 Balance	\$ 243,470.95

ESSA CD INVESTMENT - SPECIAL ACTIVITY

1/1/22 Balance	\$ 41,855.47
Receipts	
Interest/Dividends	
Disbursements	
1/31/22 Balance	\$ 41,855.47

ESSA - STUDENT ACTIVITY

1/1/22 Balance	\$ 74,808.60
Receipts	
Interest/Dividends	\$ 0.64
Disbursements	
1/31/22 Balance	\$ 74,809.24

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EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch 1/19/22 - To Diane Kelly for approval 1/19/22

Approved by: Diane Kelly 1/21/22

MONTH: Dec-21

ESSA Checking ~~\$ 8,216,071.32~~ \$ 8,216,071.32

Less:	Outstanding Checks-Treasury Fund	\$ 595,079.38	
	Outstanding Payroll Activity	\$ -	
	Outstanding PA Withholding		
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts		
	Outstanding TSA		
		<u>\$ 595,079.38</u>	
			<u>\$ 7,620,991.94</u>

General Ledger 00-0000-010-000-00-000-000-0000 ~~\$ 7,619,965.14~~

Adjustments:	Balance of Payroll Vendors Processed in December but Rolled into January Pay	\$ 1,026.88	
	East Stroudsburg Boro Tax Account 12/31/21 Interest rolled into Treasury 1/3/22	\$ (0.08)	
		<u>\$ 1,026.80</u>	
			<u>\$ 7,620,991.94</u>

Difference \$ 0.00



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 01/31/2022

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		\$4,565,755.00

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$8,216,071.32
	34 Credit(s) This Period	\$6,835,774.85
	55 Debit(s) This Period	-\$10,486,091.17
01/31/2022	Ending Balance	\$4,565,755.00
	Service Charges	\$12.00

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$53.01
Interest Paid Year-to-Date	\$53.01

Deposits

Date	Description	Amount
01/03/2022	TRANSFER FROM	\$21,244.08
01/03/2022	TRANSFER FROM	\$64,199.44
01/03/2022	TRANSFER FROM	\$153,523.67
01/03/2022	TRANSFER FROM	\$0.08
01/04/2022	TRANSFER FROM	\$26,588.98
01/04/2022	TRANSFER FROM	\$13,504.34
01/04/2022	TRANSFER FROM	\$1,163.32
01/04/2022	TRANSFER FROM	\$21,837.38
01/04/2022	TRANSFER FROM	\$46,589.70
01/05/2022	TRANSFER FROM	\$1,047.03
01/05/2022	TRANSFER FROM	\$429.97
01/05/2022	TRANSFER FROM	\$131,023.42
01/06/2022	TRANSFER FROM	\$2,654.68
01/06/2022	TRANSFER FROM	\$2,931.71
01/06/2022	TRANSFER FROM	\$2,943.25
01/06/2022	TRANSFER FROM	\$6,739.74
01/07/2022	TRANSFER FROM	\$2,881.10
01/07/2022	TRANSFER FROM	\$995.35
01/10/2022	TRANSFER FROM	\$16,764.75
01/10/2022	ACH REJ ArbitrPay	\$17,083.25
01/12/2022	TRANSFER FROM	\$25.85
01/20/2022	WIRE FROM PSDLA	\$6,000,000.00
01/21/2022	DEPOSIT STROUDSBURG	\$12.00
01/24/2022	WIRE FROM COMMERCIAL LOAN WIRE TR	\$4,287.35
01/31/2022	INTEREST FROM ACCT	\$0.80



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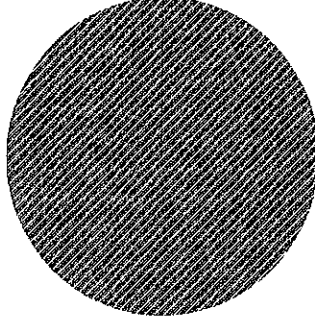
Account Statement - Transaction Summary

For the Month Ending January 31, 2022

East Stroudsburg Area School District - General Fund -

PLGIT-Class	
Opening Market Value	4,438,032.56
Purchases	600,372.63
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$5,038,405.19
Cash Dividends and Income	45.40

Asset Summary		
	January 31, 2022	December 31, 2021
PLGIT-Class	5,038,405.19	4,438,032.56
Total	\$5,038,405.19	\$4,438,032.56
Asset Allocation		



PLGIT-Class
100.00%

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PSDLAF Monthly Statement
East Stroudsburg ASD

Please Note:
THE FUND WILL BE CLOSED FEBRUARY 21ST IN OBSERVANCE OF
THE PRESIDENTS' DAY HOLIDAY

Activity Summary . General Fund

1/1/2022 - 1/31/2022

Investment Pool Summary	MAX
Beginning Balance	\$45,123,953.93
Dividends	\$156.62
Purchases	\$1,530,330.12
Redemptions	(\$15,084,322.37)
Ending Balance	\$31,570,118.30
Average Monthly Rate	0.005%
Share Price	\$1.000
Total	\$31,570,118.30
Total Fixed Income	\$57,477,334.94
Account Total	\$89,047,453.24

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

East Stroudsburg ASD
Craig Neiman
50 Vine Street
East Stroudsburg, PA 18031



PMA Financial Network
2135 CityGate Lane, 7th Floor
Naperville, IL 60563



PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Purchases 1/1/2022 - 1/31/2022

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
SEC	SEC-50111-1	01/05/2022	01/06/2022	05/19/2022	TREASURY BILL	\$2,999,456.92	0.050%	\$3,000,000.00
SEC	SEC-50225-1	01/12/2022	01/13/2022	04/21/2022	TREASURY BILL	\$1,999,733.22	0.050%	\$2,000,000.00
SEC	SEC-50227-1	01/12/2022	01/13/2022	05/26/2022	TREASURY BILL	\$1,999,416.28	0.080%	\$2,000,000.00
SEC	SEC-50229-1	01/12/2022	01/13/2022	06/16/2022	TREASURY BILL	\$1,999,153.00	0.100%	\$2,000,000.00
						\$8,997,759.42		\$9,000,000.00

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Type	Holding Id	Trade date	Description	Interest
Flex	Flex-250361-1	01/31/2022	Flex-250361-1 NEXBANK, NJ	\$2,440.94
Flex	Flex-250363-1	01/31/2022	Flex-250363-1 PSDLAF - Full Flex Pool (Vtx)	\$50.84
Flex	Flex-250362-1	01/31/2022	Flex-250362-1 PSDLAF - Full Flex Pool (Penfed)	\$84.94
				\$2,576.72





Interest 1/1/2022 - 1/31/2022

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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		\$300,078.78

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$300,076.23
	1 Credit(s) This Period	\$2.55
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$300,078.78

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$2.55
Interest Paid Year-to-Date	\$2.55

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$2.55
		1 item(s) totaling \$2.55

Daily Balances

Date	Amount
01/31/2022	\$300,078.78



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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT PAYPAL ACCOUNT
C/O CRAIG NEIMAN
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$1,022.38

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$1,022.37
	1 Credit(s) This Period	\$0.01
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$1,022.38

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.01
Interest Paid Year-to-Date	\$0.01

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.01
		1 item(s) totaling \$0.01

Daily Balances

Date	Amount
01/31/2022	\$1,022.38

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

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		\$38,566.32

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$38,568.99
	1 Credit(s) This Period	\$0.33
	1 Debit(s) This Period	-\$3.00
01/31/2022	Ending Balance	\$38,566.32
	Service Charges	\$3.00

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.33
Interest Paid Year-to-Date	\$0.33

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.33
		1 item(s) totaling \$0.33

Other Debits

Date	Description	Amount
01/31/2022	CHARGE FOR DORMANCY	\$3.00
		1 item(s) totaling \$3.00

Daily Balances

Date	Amount
01/31/2022	\$38,566.32







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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		\$155,142.22

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$144,625.59
	30 Credit(s) This Period	\$12,130.26
	3 Debit(s) This Period	-\$1,613.63
01/31/2022	Ending Balance	\$155,142.22

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.26
Interest Paid Year-to-Date	\$1.26

Electronic Credits

Date	Description	Amount
01/03/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$32.50
01/03/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$22.50
01/04/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$295.00
01/05/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$686.55
01/06/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$314.60
01/07/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$865.00
01/10/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$97.50
01/10/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$405.00
01/10/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$70.00
01/11/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$117.50
01/12/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$660.00
01/13/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$652.50
01/14/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$568.00
01/18/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$114.15
01/18/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$1,245.00
01/18/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$633.20
01/19/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$247.50
01/20/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$647.50
01/21/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$465.00
01/24/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$257.50
01/24/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$505.00
01/24/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$65.00
01/25/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$77.50
01/26/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$475.00
01/27/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$550.00



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PO BOX 289
BERWICK, PA 18603-0289

RETURN SERVICE REQUESTED

>002613 6887822 0001 092731 10Z 211

EAST STROUDSBURG AREA SCHOOL DISTRICT
50 VINE ST
EAST STROUDSBURG PA 18301-2150

00518464
L191



Statement Ending 01/31/2022

Page 1 of 4

Managing Your Accounts

- Customer Service (570)752-3671
(888)759-2266
- Mailing Address 111 W Front Street
PO Box 289
Berwick, PA 18603
- Online Banking www.fkc.bank
- Email Info@fkc.bank
- Telephone Banking (570)759-2265
(888)759-2265



Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSD/Government		\$250,423.59

NOW SPSD/Government

Account Summary			Interest Summary	
Date	Description	Amount	Description	Amount
01/01/2022	Beginning Balance	\$250,359.80	Annual Percentage Yield Earned	0.30%
	1 Credit(s) This Period	\$63.79	Interest Days	31
	0 Debit(s) This Period	\$0.00	Interest Earned	\$63.79
01/31/2022	Ending Balance	\$250,423.59	Interest Paid This Period	\$63.79
			Interest Paid Year-to-Date	\$63.79

Account Activity

Post Date	Description	Debits	Credits	Balance
01/01/2022	Beginning Balance			\$250,359.80
01/31/2022	Credit Interest		\$63.79	\$250,423.59
01/31/2022	Ending Balance			\$250,423.59



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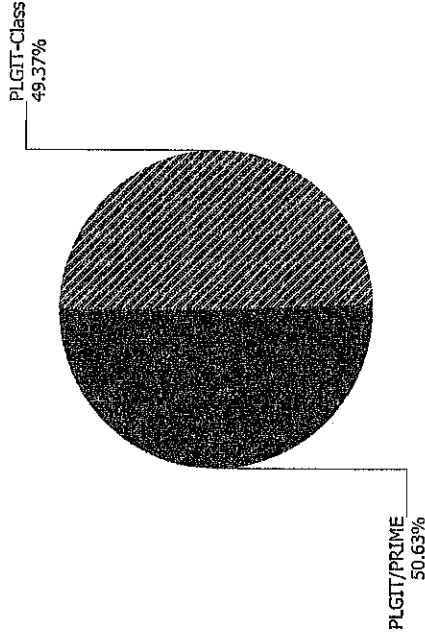
Account Statement - Transaction Summary

For the Month Ending January 31, 2022

East-Stroudsburg Area School District - Capital Reserve

PLGIT-Class	
Opening Market Value	19,752,765.45
Purchases	159.70
Redemptions	(10,000,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$9,752,925.15
Cash Dividends and Income	159.70
PLGIT/PRIME	
Opening Market Value	0.00
Purchases	10,000,143.09
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$10,000,143.09
Cash Dividends and Income	143.09

Asset Summary		
	January 31, 2022	December 31, 2021
PLGIT-Class	9,752,925.15	19,752,765.45
PLGIT/PRIME	10,000,143.09	0.00
Total	\$19,753,068.24	\$19,752,765.45
Asset Allocation		







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

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$27,921.50

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$27,921.26
	1 Credit(s) This Period	\$0.24
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$27,921.50

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	\$0.24

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.24
		1 Item(s) totaling \$0.24

Daily Balances

Date	Amount
01/31/2022	\$27,921.50



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT EXPENDABLE SCHOLARSHIP
C/O CRAIG NEIMAN
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$31,858.56

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$31,858.29
	1 Credit(s) This Period	\$0.27
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$31,858.56

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.27
Interest Paid Year-to-Date	\$0.27

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.27
		1 item(s) totaling \$0.27

Daily Balances

Date	Amount
01/31/2022	\$31,858.56



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		\$18,758.96

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$18,758.80
	1 Credit(s) This Period	\$0.16
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$18,758.96

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	\$0.16

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.16
		1 item(s) totaling \$0.16

Daily Balances

Date	Amount
01/31/2022	\$18,758.96



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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		\$243,470.95

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$243,468.88
	1 Credit(s) This Period	\$2.07
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$243,470.95

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$2.07
Interest Paid Year-to-Date	\$2.07

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$2.07
		1 item(s) totaling \$2.07

Daily Balances

Date	Amount
01/31/2022	\$243,470.95



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Savings

Account Number

Statement Date

01/03/2022

Page 1

Date	Transaction Description	Amount	Ending Balance
12/30/2021	Interest Deposit - INTEREST PAID 10/01 THROUGH 12/31	*73.71	41,855.47

EAST STROUDSBURG AREA
SCHOOL DISTRICT
C/O CRAIG NEIMAN
60 VINE ST
EAST STROUDSBURG PA 18301

01/03/22





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

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$74,809.24

Government Checking

Account Summary

Date	Description	Amount
01/01/2022	Beginning Balance	\$74,808.60
	1 Credit(s) This Period	\$0.64
	0 Debit(s) This Period	\$0.00
01/31/2022	Ending Balance	\$74,809.24

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.64
Interest Paid Year-to-Date	\$0.64

Other Credits

Date	Description	Amount
01/31/2022	INTEREST PAID 1/01 THROUGH 1/31	\$0.64
		1 item(s) totaling \$0.64

Daily Balances

Date	Amount
01/31/2022	\$74,809.24



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Balance Sheet Report for 2022 Period 7



Account Number	Description	Period Net Change	Account Balance
00-0000-010-000-000-000-0000-0000-	AP Cash - TREASURY FUND	(3,714,621.00)	3,905,344.14
Liabilities			
00-0000-001-000-000-000-0000-0000-	Due To/Due From General Fund	3,213,517.47	(6,271,899.63)
00-0000-002-000-000-000-0000-0000-	Due To/Due From Special Activi	472.02	13,825.63
00-0000-003-000-000-000-0000-0000-	Due To/Due From Capital Reserv	547,267.63	2,635,670.50
00-0000-004-000-000-000-0000-0000-	Due To/Due From Cafeteria Fun	(51,327.46)	(162,658.22)
00-0000-005-000-000-000-0000-0000-	Due To/Due From Student Activi	7,990.74	(23,336.02)
00-0000-006-000-000-000-0000-0000-	Due To/Due From Concession Sta	(3,204.52)	(30,607.95)
00-0000-007-000-000-000-0000-0000-	Due To/Due From Private - Purp	(31.02)	7,024.74
00-0000-008-000-000-000-0000-0000-	Due To/Due From Investment Tru	(63.86)	(73,363.19)
	Total Assets	3,714,621.00	3,905,344.14
	Total Liabilities	3,714,621.00	(3,905,344.14)
	Total Liabilities + Fund Balance	3,714,621.00	(3,905,344.14)

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Balance Sheet Report for 2022 Period 7



Account Number	Description	Period Net Change	Account Balance
Assets			
10-0000-010-000-00-000-000-000-0000-	AP Cash - GENERAL FUND	(7,128,683.04)	125,546,195.95
10-0103-020-000-00-000-000-000-0000-	Cash Petty Cash	(3,213,517.47)	6,271,899.63
10-0111-011-000-00-000-000-000-0003-	Investment PLGIT	0.00	350.00
10-0111-011-000-00-000-000-000-0009-	Investment Liquid Asset PSDLAF	600,372.63	5,038,405.19
10-0121-012-000-00-000-000-000-0013-	Delinquent Taxes Receivable	(4,553,499.49)	89,047,453.24
10-0121-012-000-00-000-000-000-0014-	Delinquent Taxes Interim	0.00	14,302,160.94
10-0121-012-000-00-000-000-000-0015-	Taxes Receivable Tax Claim Dif	0.00	192,293.77
10-0142-014-000-00-000-000-000-0023-	State Subsidies Receivable	0.00	(3,046,644.57)
10-0143-014-000-00-000-000-000-0026-	Federal Subsidies Receivable	0.00	2,423,624.72
10-0155-015-000-00-000-000-000-0034-	Due from Employees	0.00	8,961,085.58
10-0155-015-000-00-000-000-000-0036-	Due from Students & Misc	20,811.36	41,194.17
10-0181-018-000-00-000-000-000-0041-	Prepaid Expenses Arbitrpay	0.00	13,296.22
10-0101-020-000-00-000-000-000-0019-	Cash ESSA PayPal	17,083.25	51,052.95
10-0101-020-000-00-000-000-000-0025-	Cash ESSA W/C Escrow	0.01	1,022.38
10-0101-020-000-00-000-000-000-0028-	Cash ESSA Fernwood Escrow	2.55	300,078.78
10-0101-020-000-00-000-000-000-0200-	Cash- 1st. Keystone Comm. Bank	0.33	38,569.32
10-0121-012-000-00-000-000-001-0013-	Assessed Appeal Taxes Rec	63.79	250,423.59
Liabilities		(1,590,726.92)	(22,473,721.92)
10-0000-042-000-00-000-000-000-0000-	Accounts Payable	27,504.16	(989,974.97)
10-0421-039-000-00-000-000-000-0043-	Account Payable CDL class	0.00	(7,620.00)
10-0421-039-000-00-000-000-000-0044-	Account Payable Donation	76.75	(881.00)
10-0462-046-000-00-000-000-000-0082-	Federal Withholding	(386.21)	0.00
10-0462-046-000-00-000-000-000-0083-	Federal Withholding Contracts	5,362.50	0.00
10-0462-046-000-00-000-000-000-0084-	FICA - OASDI Withholding	(432.46)	0.00
10-0462-046-000-00-000-000-000-0085-	FICA - HI Withholding	(101.14)	0.00
10-0462-046-000-00-000-000-000-0086-	PA State Withholding	(107.07)	0.31

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

JANUARY 2022

FOR 2022 07

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10 General Fund							
1110 Regular	57,291,316	57,282,325	26,074,652.40	4,450,659.32	680,412.24	30,527,259.90	46.7%
1190 Federal	2,280,155	2,280,155	1,008,841.89	171,562.01	6,063.49	1,265,249.62	44.5%
1191 Federal Wages	0	0	19,205.21	.00	.00	-19,205.21	100.0%
1192 Summer Program	0	0	222,807.95	.00	.00	-222,807.95	100.0%
1200 Special	71,823	165,809	131,331.15	-76,582.72	3,835.00	30,642.54	81.5%
1211 Lifeskillsupp	2,745,534	2,733,644	1,110,917.26	203,578.84	16,851.41	1,605,875.82	41.3%
1221 Deaf/Hearing	187,000	117,000	110,515.44	36,838.48	.00	76,484.56	59.1%
1224 Blind/Visualfy	117,402	117,402	65,643.97	19,801.48	.00	51,758.03	55.9%
1225 SpeechLang	1,114,452	1,114,452	599,729.98	178,475.29	.00	514,182.11	53.9%
1231 Emtsupp	4,248,903	4,249,685	1,725,091.25	363,416.64	1,923.12	2,522,670.43	40.6%
1232 Emotional Support PRRI	0	0	18,903.60	5,293.00	10,640.00	-29,543.60	100.0%
1233 Autisticsupp	1,108,000	1,108,000	662,204.31	252,923.62	.00	445,795.69	59.8%
1241 LearningSupp	13,774,533	13,691,655	5,733,230.11	1,047,898.10	1,835.74	7,956,588.97	41.9%
1243 GiftedSupp	349,007	349,007	198,828.47	37,984.86	.00	150,178.53	57.0%
1260 PhysicalSupp	460,000	460,000	271,647.78	90,549.26	.00	188,352.22	59.1%
1270 Handicap	618,000	618,000	261,965.28	87,321.76	.00	356,034.72	42.4%
1280 EIntervent	88,708	88,708	60,667.27	11,164.67	.00	28,040.73	68.4%
1281 Developbelaysupport	2,500	2,500	.00	.00	.00	2,500.00	0.0%
1290 Ospeccprog	5,502,000	5,502,000	2,292,172.32	370,879.60	343,245.38	2,866,582.30	47.9%
1360 BusinessEd	933,122	933,122	400,689.38	73,201.47	.00	532,432.62	42.9%
1390 OthVoedprog	2,000,000	2,000,000	1,042,066.00	111,348.00	822,640.00	135,294.00	93.2%
1410 Drivers'Ed	249,184	249,184	104,125.06	19,634.39	.00	145,058.94	41.8%
1430 Homebound Instruction	35,314	35,314	1,521.16	.00	.00	33,792.84	4.3%
1441 Adjudicated Court Place	275,000	275,000	16,110.12	.00	.00	258,889.88	5.9%
1442 Alt Edu Program	600,000	600,000	504,022.82	137,595.61	16,611.54	79,365.64	86.8%
1450 AfterschoolProg	0	0	17,246.10	.00	25,357.50	-50,715.00	100.0%
1500 Nonpublic School Prog	18,000	18,000	17,246.10	.00	13,091.04	-12,337.14	168.5%
1801 Pre-K Instruction	3,278	3,278	24,398.83	.00	.00	-21,120.83	744.3%
2111 Dir of Pupil Svc	365,329	376,516	211,888.58	32,301.90	245.92	164,381.05	56.3%
2119 SpvStuservother	431,854	418,997	241,263.79	37,287.31	7,593.66	170,139.38	59.4%
2120 Guidance	3,629,020	3,629,265	1,692,812.52	257,009.56	2,266.27	1,934,186.16	46.7%
2140 Psychological Services	933,701	933,972	354,794.75	48,472.12	1,179.00	577,997.87	38.1%
2143 Psychological Services	0	1,400	3,500.00	1,400.00	.00	-2,100.00	250.0%
2144 Psychotherapy Services	930,000	930,000	93,435.10	31,043.54	.00	836,564.90	10.0%
2160 Social Work Services	613,069	613,069	127,660.00	18,384.66	.00	485,409.00	20.8%
2170 Student Acct Services	646,936	646,936	370,973.91	86,035.97	250.00	275,712.54	57.4%
2190 Oth Pupil Per	252,920	252,920	73,151.49	11,590.65	.00	179,768.51	28.9%
2250 Library	1,659,751	1,668,282	758,809.15	124,823.10	35,767.24	873,705.32	47.6%
2260 Instr&CurDev	941,858	941,358	446,975.86	68,131.51	.00	494,382.14	47.5%
2271 StaffDevCent	179,918	180,009	164,171.56	26,072.25	12,200.45	3,636.99	98.0%
2280 NonPublicSuppservice	300	300	.00	.00	52.14	247.86	17.4%
2310 Boardsvc	132,016	132,016	286,519.45	3,083.77	4,399.64	-158,903.09	220.4%
2330 TaxAssess&Collect	471,013	471,013	132,641.14	55,542.72	3,525.00	335,046.86	28.9%
2350 Legal Services	480,000	480,000	162,876.74	23,578.46	8,668.42	308,454.84	35.7%

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

JANUARY 2022

FOR 2022 07

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
2360 Office Superintendent	1,069,727	1,069,727	551,469.93	76,551.13	563.80	517,693.27	51.6%
2370 Community Relations Svc	127,403	127,403	.00	.00	.00	127,403.00	.0%
2380 Principal	6,305,481	6,305,638	3,255,289.01	464,574.00	20,535.63	3,029,813.83	52.0%
2390 Other Admin Svcs	40,000	40,000	11,178.19	134,969.99	3,854.38	24,967.43	37.6%
2420 Medical Svcs	1,739,654	1,739,654	730,099.04	134,393.58	34,068.65	975,486.31	43.9%
2430 Dental Svcs	150,976	150,976	63,801.09	11,240.00	234.05	86,940.86	42.4%
2450 NonpubHlthsvcs	56,389	56,389	21,594.86	4,170.29	148.71	34,645.43	38.6%
2490 Other Health Service	117,747	117,747	67,937.17	10,507.91	.00	51,809.83	56.0%
2511 Supervisor Of Fiscal	198,732	198,732	114,112.95	16,316.74	.00	84,619.05	57.4%
2514 Payroll Services	238,653	238,653	125,444.47	18,010.92	.00	113,208.53	52.6%
2515 Financial Acct Service	1,240,843	1,241,091	704,309.27	82,895.32	2,281.61	534,500.29	56.9%
2611 Supervision-Op/Maint	407,079	407,079	220,629.70	31,524.10	.00	186,449.30	54.2%
2620 OperBldg	11,540,843	11,541,397	6,586,937.47	1,048,177.16	449,214.60	4,505,244.97	61.0%
2630 Grounds	414,500	414,500	91,849.73	38,242.16	31,241.83	291,408.44	29.7%
2660 Security	2,814,894	2,814,894	1,407,698.52	225,420.96	16,573.63	1,390,621.56	50.6%
2711 Adm-Trans -Head	133,912	133,912	71,841.32	10,209.52	.00	62,070.68	53.6%
2719 Spv-Trans -Other	426,853	426,853	238,047.39	30,366.58	.00	188,805.61	55.8%
2720 Vehicle Operation Svc	8,360,856	8,340,556	3,473,161.47	523,899.51	561,797.51	4,305,597.02	48.4%
2740 Vehiclesvc&Maint	427,947	448,247	305,515.09	46,445.40	47,777.65	94,954.26	78.8%
2750 Nonpublic Trans	465,200	465,200	225,852.70	38,124.48	.00	239,347.30	48.5%
2831 SPV of Staff Services HR	214,238	214,238	119,403.45	16,430.12	.00	94,834.55	55.7%
2832 Recruit & Place	200	200	.00	.00	.00	200.00	.0%
2833 StaffAccsry	365,249	363,749	228,284.83	27,131.05	7,887.97	127,576.20	64.9%
2834 SpvNonInstCert	71,050	73,050	15,696.27	984.61	694.99	56,658.74	22.4%
2836 SpvNonInstCert	51,230	49,570	8,957.60	864.00	2,185.00	38,427.36	22.5%
2840 DataProcess	263,634	263,634	220,614.26	2,139.87	1,888.59	41,131.49	84.4%
2841 Supervisor Itec	234,547	234,547	117,015.04	16,023.22	.00	117,531.96	49.9%
2844 OperationSVCS	3,685,336	3,686,235	2,651,933.05	1,246,008.36	255,691.17	778,610.56	78.9%
2850 Liaison SVCS	141,492	141,492	78,376.18	10,710.46	106.00	63,009.82	55.5%
2910 UNDEFINED	50,000	50,000	39,765.60	.00	.00	10,234.40	79.5%
3210 StudentActivity	489,976	490,737	240,765.31	15,441.33	4,553.28	245,418.41	50.0%
3250 Athletics	2,539,927	2,539,927	1,131,597.80	249,837.88	160,273.55	1,248,056.05	50.9%
3310 CommRecreation	87,097	87,097	62,713.86	27,999.83	29,399.32	-5,016.18	105.8%
4600 Bldg Imp	0	0	19,771.00	19,771.00	.00	-19,771.00	100.0%
5110 Debt Service	15,846,179	15,846,179	13,586,709.32	-4,287.35	.00	2,259,469.63	85.7%
5130 Refund Prior Yr Rev	260,000	260,000	186,544.26	2,716.19	.00	73,455.74	71.7%
5800 Suspense Account	0	0	369,468.91	15,773.73	10,000.00	-579,468.91	100.0%
5900 Budgetary Reserve	11,000,000	10,997,365	-90,463,270.56	-495,137.95	.00	10,997,365.00	.0%
6111 Current Real Estate Tax	-90,744,021	-90,744,021	-90,463,270.56	-495,137.95	.00	-280,750.44	99.7%
6112 Interim Real Estate Tax	-65,000	-65,000	-115,250.33	.00	.00	50,250.33	177.3%
6113 PURTA-Public Utility Realty T	-125,000	-125,000	-100,347.01	.00	.00	-24,652.99	80.3%
6114 Pay In Lieu -St/Local	-100,000	-100,000	-71,257.47	.00	.00	-28,742.53	71.3%
6143 Local Service Tax - LST	-75,000	-75,000	-32,169.04	-1,474.57	.00	-42,830.96	42.9%
6151 Current Act 511 EIT	-3,800,000	-3,800,000	-1,947,333.91	-93,902.80	.00	-1,852,666.09	51.2%

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

JANUARY 2022

FOR 2022 07

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	-996,616.25	-188,287.66	.00	-3,383.75	99.7%
6411 Delinquent Real Estate	-9,000,000	-9,000,000	-5,617,112.48	-524,593.71	.00	-3,382,887.52	62.4%
6510 Interest on Invest	-100,000	-100,000	-20,791.94	-2,898.43	.00	-79,208.06	20.8%
6710 Admissions	-35,000	-35,000	-28,539.66	-7,502.62	.00	-6,460.34	81.5%
6740 Fees	-2,000	-2,000	-1,067.00	.00	.00	-933.00	53.4%
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	-27,017.02	-2,348.59	.00	-27,982.98	49.1%
6941 Regular Sch Tuition	-15,000	-15,000	.00	.00	.00	-15,000.00	.0%
6942 Summer School Tuition	-12,000	-12,000	.00	.00	.00	-12,000.00	.0%
6944 Tuition from Other Lea	-40,000	-40,000	.00	.00	.00	-40,000.00	.0%
6980 Rev from Community Serv	0	0	-151,000.00	.00	.00	151,000.00	100.0%
6990 MiscRevenue	0	0	-36.50	-3.68	.00	36.50	100.0%
6991 RefundPriorityReceipt	-20,000	-20,000	-12,165.24	-2,477.00	.00	-7,834.76	60.8%
6999 Other Revenues Misc	-100,000	-100,000	-21,181.20	-805.32	.00	-78,818.80	21.2%
7111 Basic Education	-18,274,681	-18,274,681	-8,006,247.00	.00	.00	-10,268,434.00	43.8%
7112 Basic Ed Fund-Social Security	-2,798,677	-2,798,677	-1,420,859.57	.00	.00	-1,377,817.43	50.8%
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	-2,991,560.00	-747,890.00	.00	-2,002,078.00	59.9%
7311 Pupl Transportation Subsidy	-2,900,000	-2,900,000	-1,029,944.00	.00	.00	-1,870,056.00	35.5%
7312 NonPublicCharterTransp	-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	.00	.00	-504,213.67	63.3%
7330 Health Services/ Act 25	-155,000	-155,000	-136,149.54	.00	.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	-7,841,584.90	.00	.00	-4,948,882.10	61.3%
8110 Payments Fed Impacted	-625,000	-625,000	-589,487.00	.00	.00	-35,513.00	94.3%
8514 NCLB-Title I	-2,103,914	-2,103,914	-1,138,204.28	-507,333.00	.00	-965,709.72	54.1%
8515 NCLB-Title II	-263,596	-263,596	-123,424.83	-150,279.57	.00	-140,171.17	46.8%
8516 NCLB-Title III	-25,574	-25,574	-27,925.37	-18,828.29	.00	2,351.37	109.2%
8517 NCLB-Title IV	-143,402	-143,402	-52,442.21	-1,821.79	.00	-90,959.79	36.6%
8732 Arra-Qscbs	-54,900	-54,900	-27,783.97	.00	.00	-27,116.03	50.7%
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	-183,066.00	-91,533.00	.00	-9,816,934.00	1.8%
8742 GEER-Governor'sEmergency COVI	0	0	-8,315.00	-8,315.00	.00	8,315.00	100.0%
8743 ESSER II	0	0	-6,554,208.40	-163,855.21	.00	6,554,208.40	100.0%
8749 Other CARES Act Funding	0	0	-15,977.87	.00	.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 Assi Reimb Trans	-80,000	-80,000	-146,388.85	.00	.00	66,388.85	183.0%
9210 Capital Lease Equipment	-1,528,602	-1,528,602	-1,138,924.10	-1,138,924.10	.00	-389,677.90	74.5%
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	-54,327,288.20	8,719,409.96	3,659,966.03	55,196,139.44	1118.8%
TOTAL REVENUES	-172,788,143	-172,788,143	139,695,040.96	-4,158,475.29	.00	-33,093,102.04	
TOTAL EXPENSES	177,316,960	177,316,960	85,367,752.76	12,877,895.25	3,659,966.03	88,289,241.48	

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East Stroudsburg Area SD, PA



YEAR-TO-DATE BUDGET REPORT

JANUARY 2022

FOR 2022 07

	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	-54,327,288.20	8,719,409.96	3,659,966.03	55,196,139.44	1118.8%
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** END OF REPORT - Generated by Sonya Burch **

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V.I.E.I

APPLICATION FOR PAYMENT

CAP702
Page: 1 of 2

PROJECT:
 2021-018
 ESASD High School North and Lehigh
 Intermediate School Window
 Replacement

APPROVAL DATE:
 JAN 11, 2022
 JAN 31, 2022
 MAY 25, 2021

FOR CONTRACTOR'S USE:
 D&M Construction Unlimited Inc
 1573 Upper Fords Pond Rd
 Clarks Summit, PA 18411

FOR OWNER'S USE:
 Owner Architect Contractor
 Construction Mgr Field Other

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: \$ 347,971.37
- 5. Retainage Summary:

- a. 10.00 % of Completed Work \$ 34,797.14
- b. 10.00 % of Stored Material \$ 0.00

- Total Retainage: \$ 34,797.14
- 6. Total Completed Less Retainage: \$ 313,174.23
- 7. Less Previous Applications: \$ 295,745.73
- 8. Current Payment Due, This Application: \$ 17,428.50

9. Contract Balance (including Retainage): \$ 246,825.77

CHANGE ORDER NUMBER	AMOUNT	SUBTOTAL
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) _____

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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) D. P. Red
 D&M Construction Unlimited Inc

Date: JAN 11, 2022
 State Authorized: Pennsylvania
 County of: LACKAWANNA
 Subscribed and sworn to before me this 12 day of January
 Notary Public: Bobby V. Mabe
 My Commission expires: May 28, 2023

Commonwealth of Pennsylvania - Notary Seal
 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: \$17,428.50
 Joshua Grice
 (Architect's Signature) Date: 1/28/22

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

From Contractor (Signature) DJY

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APPLICATION FOR PAYMENT - CONTINUATION SHEET

From: D&M Construction Unlimited Inc
 1513 Upper Fords Pond Rd
 Clarks Summit, PA 18411
To: ESASD
 50 Vine Street
 East Stroudsburg, PA 18301
Project: 2021-018
 ESASD High School North and Lehman
 Intermediate School Window
 Replacement
Application No: 8
Application Date: 1/11/2022
Period To: 1/31/2022
Contract Date: 5/25/2021
Architect/Project:

A Item No	B Description of Work	C Contract Value	E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G/C)	I Balance To Finish (C-G)	J Retainage (If Variable Rate)
			D From Previous Application (D+E)	This Period					
1	General Conditions & Site Supervision	50,000.00	25,000.00	7,500.00	0.00	32,500.00	65	17,500.00	3,250.00
2	Bonds and Insurance	8,500.00	8,500.00	0.00	0.00	8,500.00	100	0.00	850.00
3	Mobilization/Demobilization	15,000.00	10,500.00	0.00	0.00	10,500.00	70	4,500.00	1,050.00
4	Demo of Existing System	94,380.00	61,347.00	0.00	0.00	61,347.00	65	33,033.00	6,134.70
5	Secure Opening	24,800.00	16,120.00	0.00	0.00	16,120.00	65	8,680.00	1,612.00
6	Storefront Curb Work	10,000.00	6,500.00	0.00	0.00	6,500.00	65	3,500.00	650.00
7	Storefront, Curtain Wall, & Door Hardware material	157,300.00	94,380.00	7,865.00	0.00	102,245.00	65	55,055.00	10,224.50
8	Storefront, Curtain Wall & Door Hardware Installation	62,920.00	18,876.00	0.00	0.00	18,876.00	30	44,044.00	1,887.60
9	Storefront Water Test	2,500.00	0.00	0.00	0.00	0.00	0	2,500.00	0.00
10	Masonry Repairs	10,000.00	10,000.00	0.00	0.00	10,000.00	100	0.00	1,000.00
11	Clerestory Roof Work	30,000.00	21,000.00	0.00	0.00	21,000.00	70	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	70	5,400.00	1,260.00
13	4" Metal Stud Framing with Plywood	40,000.00	22,000.00	4,000.00	0.00	26,000.00	65	14,000.00	2,600.00
14	Wood Blocking	12,000.00	7,800.00	0.00	0.00	7,800.00	65	4,200.00	780.00
15	Project Allowance	24,600.00	13,983.37	0.00	0.00	13,983.37	57	10,616.63	1,398.34
16	CC-001 Through Wall Flashing	0.00	0.00	0.00	0.00	0.00	0	0.00	0.00
	Cost charged to Allowance								
		560,000.00	328,606.37	19,365.00	0.00	347,971.37	62	212,028.63	34,797.14

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VI.D.1



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No. 54263
12/31/2021

East Stroudsburg Area School District

60 Vine Street
East Stroudsburg, PA 18301
Craig Neiman

Resica E.S. & Middle Smithfield E.S. Water Filtration
287016
For Services Rendered From November 27, 2021 To December 31, 2021
DEI Fee = \$15,250 (7.5% of Construction Cost \$170,000 + \$2,500)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$15,250.00	\$15,250.00	100.00	\$0.00

01 - DEP Application for Public Water Service

Professional Services

	Task	Hours	Rate	Amount
Engineer In Training	Meetings	1.00	90.00	\$90.00
Principal Engineer	Project Administration	2.00	170.00	\$340.00
Total Professional Services for 01				\$430.00

Reimbursables

	Unit Rate	Qty	Markup	Amount
Subconsultant DMG Inv #3232- \$17,407.50 BTD	285.00	1.00	1.05	\$299.25
Total Reimbursables for 01				\$299.25
Total Charges for 01				\$729.25

INVOICE TOTAL \$729.25

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V.I.D.2



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No: 54264
12/31/2021

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 November 27, 2021 To December 31, 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	\$47,098.00	100.00	\$0.00

01 - DEP Application for Public Water Service

Professional Services

Task	Hours	Rate	Amount
Project Manager Computer Aided Drafting	4.00	130.00	\$520.00
Total Professional Services for 01			\$520.00
Total Charges for 01			\$520.00

Reimb - Reimbursable Submission Fees

INVOICE TOTAL \$520.00

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53947	10/29/2021	\$0.00	\$2,850.00	\$0.00	\$0.00	\$2,850.00
54140	11/26/2021	\$8,609.65	\$0.00	\$0.00	\$0.00	\$8,609.65
Total Prior Billing		\$8,609.65	\$2,850.00	\$0.00	\$0.00	\$11,459.65

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V.I.D.3



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No. 54285
12/31/2021

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

High School South Pool Repairs
287024
For Services Rendered From November 27, 2021 To December 31, 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	\$28,860.98	100.00	\$291.52

INVOICE TOTAL \$291.52

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53948	10/29/2021	\$0.00	\$874.57	\$0.00	\$0.00	\$874.57
54141	11/26/2021	\$291.53	\$0.00	\$0.00	\$0.00	\$291.53
Total Prior Billing		\$291.53	\$874.57	\$0.00	\$0.00	\$1,166.10

274

V.I.D.U



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No. 54266
12/31/2021

East Stroudsburg Area School District

60 Vine Street
East Stroudsburg, PA 18301
Craig Nelman

**High School North & Lehman I.S. Window Replacement
287025**

For Services Rendered From November 27, 2021 To December 31, 2021

DEI Fee: \$4,000 + 7% of \$560,000 = \$43,200

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$43,200.00	\$36,790.03	90.00	\$2,089.97

INVOICE TOTAL \$2,089.97

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53949	10/29/2021	\$0.00	\$2,331.42	\$0.00	\$0.00	\$2,331.42
Total Prior Billing		\$0.00	\$2,331.42	\$0.00	\$0.00	\$2,331.42

275

V.I.D.S



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.9000 www.dhuy.com

INVOICE

No: 54267
12/31/2021

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 November 27, 2021 To December 31, 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	\$12,742.29	100.00	\$128.71

INVOICE TOTAL \$128.71

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
54142	11/26/2021	\$128.71	\$0.00	\$0.00	\$0.00	\$128.71
Total Prior Billing		\$128.71	\$0.00	\$0.00	\$0.00	\$128.71

274

V.I.D.C



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.866.3000 www.dhuy.com

INVOICE
No. 54268-
12/31/2021

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 November 27, 2021 To December 31, 2021
DEI Fee: 7% of \$1,244,915 = \$87,144.05

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$87,144.05	\$18,900.00	60.00	\$33,386.43

INVOICE TOTAL \$33,386.43

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53951	10/28/2021	\$0.00	\$4,725.00	\$0.00	\$0.00	\$4,725.00
54143	11/26/2021	\$14,175.00	\$0.00	\$0.00	\$0.00	\$14,175.00
Total Prior Billing		\$14,175.00	\$4,725.00	\$0.00	\$0.00	\$18,900.00

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VID 7



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No. 54269
12/31/2021

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 November 27, 2021 To December 31, 2021
DEI Fee: 7% of \$884,400 = \$61,908

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$61,908.00	\$20,426.00	60.00	\$16,718.80

INVOICE TOTAL \$16,718.80

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
53952	10/29/2021	\$0.00	\$5,106.50	\$0.00	\$0.00	\$5,106.50
54144	11/26/2021	\$15,319.50	\$0.00	\$0.00	\$0.00	\$15,319.50
Total Prior Billing		\$15,319.50	\$5,106.50	\$0.00	\$0.00	\$20,426.00

278

V.I.D. 8



D'HUY Engineering, Inc.
One East Broad Street, Suite 310 Bethlehem, PA 18018
Phone: 610.865.3000 www.dhuy.com

INVOICE

No. 54270
12/31/2021

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 November 27, 2021 To December 31, 2021

DEI Fee: 7% of \$460,900 = \$32,263

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$32,263.00	\$5,250.00	60.00	\$14,107.80

INVOICE TOTAL \$14,107.80

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
54146	11/26/2021	\$5,250.00	\$0.00	\$0.00	\$0.00	\$5,250.00
Total Prior Billing		\$5,250.00	\$0.00	\$0.00	\$0.00	\$5,250.00

279

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2019-2020

1. NAME OF ORGANIZATION: Staff SWPBS

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account

Account # _____

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

Raise money for events and items to prompt school-wide positive behavior

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

Staff will benefit from this organization because the funds raised will be used for st events and items.

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) The member are volunteers, meetings will occur once a month for planning.

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.)

The funds will be used to purchase items to boost staff moral

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)

The team will make fundraising decisions together and how the fund are used will be decided by the team.

Date Submitted: February 1, 2022 Submitted by: Sarah Campbell

Advisor's Signature: _____

Print Name: Sarah Campbell

Co-Advisor's Signature: _____

Print Name: Lauren Rovi

Principal's Signature: _____

Date: 2/1/22

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: ESACA

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account

Account # 2970

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

Cyber program in East Stroudsburg School district

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

We mostly use account to deposit field trip money + issue check request

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)

Building administrator & Cyber Coach

6. FUND RAISING:

a. Will this organization raise funds? Yes No Maybe

b. If "yes", briefly describe typical fund-raising activities and who will be involved.

if we fundraise - might be a Concession stand for students or perhaps 5K - We do NOT plan on kids selling individually

7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students of the district.)

Incentives / Group Activities

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)

Lisa Vitulli Elizabeth Bock

Date Submitted: 2-2-22 Submitted by: Lisa Vitulli

Advisor's Signature: Elizabeth Bock

Print Name: Elizabeth Bock

Co-Advisor's Signature: _____

Print Name: _____

Principal's Signature: Lisa Vitulli

Date: 2/2/22

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: East Stroudsburg North Softball
2. CHOOSE FROM ONE (1) OF THE FOLLOWING:
Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account
Account # 5142 Account # (TBD) _____
3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To raise money for North Softball
4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
purchasing gear for athletes / senior night / banquet
5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)
coaches will run account
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.
chocolate sales - coaches and students will be involved
7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
purchasing gear for athletes / senior night / banquet
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)
Head coach will be responsible for final decisions

Date Submitted: 1/18/22 Submitted by: Chris fetherman
Advisor's Signature: Andrea Massaro
Print Name: Andrea Massaro
Co-Advisor's Signature: Chris Fetherman
Print Name: Christopher Fetherman
Principal's Signature: [Signature]
Date: 1/18/22

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: East Stroudsburg North Swim Team

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account

Establish a New Special Activity Account

Account # #5160

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

Putting account ~~ad~~ under new name & funding for the team

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)

Will be run by advisor, funds from fundraising go to this account

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.

Events that the swim team runs

7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)

Funds will be used ~~to~~ for swim events or equipment needed

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 be responsible for handling funds & organize fundraisers

Date Submitted: 1/13 Submitted by: _____

Advisor's Signature: Olivia Lukshides

Print Name: Olivia Lukshides

Co-Advisor's Signature: Taylor Howerly

Print Name: Taylor Howerly

Principal's Signature: [Signature]

Date: 1/13/22

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EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A SPECIAL ACTIVITY -- 2021-2022

1. NAME OF ORGANIZATION: Spring Production

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Special Activity Account Establish a New Special Activity Account

Account # 2927

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

School Musical

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

School Musical/School Play for Students

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)

Will be ran by Musical Director

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.)

Donations from local companies

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)

Lori Flanagan

Date Submitted: 9-23-21 Submitted by: Lori Flanagan

Advisor's Signature: Lori Flanagan

Print Name: Lori Flanagan

Co-Advisor's Signature: _____

Print Name: _____

Principal's Signature: [Signature]

Date: 9-23-21

**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 19 day of Jan., 2022, by and between:

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

AND

Mike Hinkle (the "Contractor") of Backtrack Vocals

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):

Backtrack is coming to JTL to put on a concert for each grade. Between the concerts the members of Backtrack will be leading workshops for our band and choir students about the different musical skills used in a cappella music.

Location of Services: J.T. Lambert

Effective Date: March 9, 2022 (daytime)

Professional Fee:

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

b) Fixed Rate: \$ 3,500 _____

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

Budget Code: 29-Principal's account Department: _____

District Initiator: Craig Reichl

Authorization for Payment: _____ Date: _____

Purchase Order # _____

BACKTRACK PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of Jan. 19, 2022 between JT Lambert Intermediate School (the "Operator") and Backtrack Vocals (the "Band") for the hiring of Band as independent contractors to perform (the "Show") for Operator at JT Lambert Intermediate School (the "Venue"), located at 2000 Milford Rd. East Stroudsburg, PA 18301.

It is agreed as follows:

1. **Place, date, and time of Show.** The parties agree that the time and place of Show will be located at the address above, on the 9th day of March, 2022, during school hours.
2. **Description of Show.** Three in-school assembly performances lasting 30-40 minutes each, and one hour of workshops split into two half-hour sessions. Band will provide a sound system for the duration of the Show.
3. **Payment.** Compensation for the Show will be 3,500 dollars (the "Fee"). The Fee is due immediately prior to Band's Show, but may be made earlier. No deposit is necessary at this time.

Directions for payment:

Compensation is payable to Backtrack Vocals LLC by check.

Checks may be delivered in person or mailed to the following address:

Mike Hinkle
409 Marlborough Road
Brooklyn, NY 11226

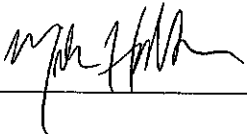
4. **Cancellation.** If full payment is not made by the time immediately prior to Band's Show, Show may be canceled by Band, and Operator may not seek any damages. Cancellation may be made by Operator before 7 days prior to the time of Show, in which case Operator's Deposit is non-refundable, but Operator will not have to pay the remainder of the Fee. If Show is canceled within 7 days of Show, Operator must pay Band's full Fee.
5. **Force Majeure.** In the event Show cannot reasonably be put on because of unpredictable occurrences such as an act of nature, government, or illness/disability of Band, Band must refund Fee in its entirety. No further damages may be sought for failure to perform because of force majeure.
6. **Songs.** Band will select songs from repertoire with input from Operator.
7. **Parking.** Operator will secure sufficient parking for Band's Minivan within a reasonably convenient distance to Venue for a minimum period of 30 minutes prior to the show and lasting until 30 minutes after the show.

8. Security, Health, and Safety. Operator warrants that Venue will be of sufficient size to safely conduct Show, that Venue is of stable construction and sufficiently protected from weather, and that there will be adequate security and/or emergency medical responders available if foreseeably necessary. Operator maintains sufficient personal injury/property insurance for Venue sufficient to cover foreseeable claims.

9. Arbitration settles disputes. All claims or disputes by either party from or under this Agreement will be submitted to arbitration.

10. Severability. If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.

The below-signed Band Representative warrants s/he has authority to enforceably sign this agreement for Band in its entirety. The below signed Operator's Representative warrants s/he has authority to bind Operator and Venue (above).

Signature of Band Representative:  _____ Mike Hinkle

Band's name: Backtrack Vocals

Operator's Representative Signature: _____

Operator's Representative name and title: _____

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

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

THIS AGREEMENT is made this 19 day of Jan, 2022, by and between:

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

AND

Mike Hinkle (the "Contractor") of Backtrack Vocals

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):

Backtrack is going to be putting on a concert for JTL families. This is part of our school wide positive behavior program. Students can earn tickets for their family.

Location of Services: JT Lambert

Effective Date: March 9, 2022 (evening)

Professional Fee:

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

b) Fixed Rate: \$ 1,500

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

Budget Code: 29-3210-7610-000-20-517-000-000-2917 Department: _____

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

BACKTRACK PERFORMANCE CONTRACT

This contract (the "Agreement") is made on this day of _____ between JT Lambert Intermediate School (the "Operator") and Backtrack Vocals (the "Band") for the hiring of Band as independent contractors to perform (the "Show") for Operator at JT Lambert Intermediate School (the "Venue"), located at 2000 Milford Rd. East Stroudsburg, PA 18301.

It is agreed as follows:

1. **Place, date, and time of Show.** The parties agree that the time and place of Show will be located at the address above, on the 9th day of March, 2022, after school hours.
2. **Description of Show.** Show will total 1 hour; interactive a cappella concert lasting 1 hour. Band will provide a sound system for the duration of the Show.
3. **Payment.** Compensation for the Show will be 1,500 dollars (the "Fee"). The Fee is due immediately prior to Band's Show, but may be made earlier. No deposit is necessary at this time.

Directions for payment:

Compensation is payable to Backtrack Vocals LLC by check.

Checks may be delivered in person or mailed to the following address:

Mike Hinkle
409 Marlborough Road
Brooklyn, NY 11226

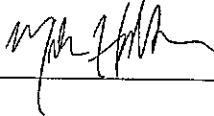
4. **Cancellation.** If full payment is not made by the time immediately prior to Band's Show, Show may be canceled by Band, and Operator may not seek any damages. Cancellation may be made by Operator before 7 days prior to the time of Show, in which case Operator's Deposit is non-refundable, but Operator will not have to pay the remainder of the Fee. If Show is canceled within 7 days of Show, Operator must pay Band's full Fee.
5. **Force Majeure.** In the event Show cannot reasonably be put on because of unpredictable occurrences such as an act of nature, government, or illness/disability of Band, Band must refund Fee in its entirety. No further damages may be sought for failure to perform because of force majeure.
6. **Songs.** Band will select songs from repertoire with input from Operator.
7. **Parking.** Operator will secure sufficient parking for Band's Minivan within a reasonably convenient distance to Venue for a minimum period of 30 minutes prior to the show and lasting until 30 minutes after the show.

8. **Security, Health, and Safety.** Operator warrants that Venue will be of sufficient size to safely conduct Show, that Venue is of stable construction and sufficiently protected from weather, and that there will be adequate security and/or emergency medical responders available if foreseeably necessary. Operator maintains sufficient personal injury/property insurance for Venue sufficient to cover foreseeable claims.

9. **Arbitration settles disputes.** All claims or disputes by either party from or under this Agreement will be submitted to arbitration.

10. **Severability.** If any portion of Agreement is in conflict with any applicable law, such portion will become inoperative, but all other portions of Agreement will remain in force.

The below-signed Band Representative warrants s/he has authority to enforceably sign this agreement for Band in its entirety. The below signed Operator's Representative warrants s/he has authority to bind Operator and Venue (above).

Signature of Band Representative:  _____ Mike Hinkle

Band's name: Backtrack Vocals

Operator's Representative Signature: _____

Operator's Representative name and title: _____

Backtrack Vocals LLC
 % Mike Hinkle
 409 Marlborough Road
 Brooklyn, NY 11226
 Contact Info: Mike Hinkle
 Tel: 302-753-1760
 Email: info@backtrackvocals.com

Backtrack Vocals

INVOICE **01.18.2022**

Bill To	SHIP To
JTL Choir Parents Group 2000 Milford Rd, East Stroudsburg, PA 18301	Same as recipient

Date of Services	Description	Price
March 09, 2022	After school hour long a cappella performance	\$1500

DEPOSIT DUE IMMEDIATELY	\$0
REMAINDER OF FEE	\$3500
TAX, SHIPPING & HANDLING	\$0
TOTAL DUE	\$1500

Thank you for your business!

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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 facilitate Applied Behavior Analytic Services (ABA) to include positive behavioral support plans, assessments, consultations, trainings, observations, data gathering, interviews, records review, report development, and participation in IEP meeting presentations in both the school and in the community as directed by the district.

The rate for this service will be \$65.42 per hour, for 30 hours, not to exceed \$1,962.60. This contract will be in effect from January 31, 2022 through the end of the 2021-2022 school year.

East Stroudsburg Area School 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

1/24/22
Date

East Stroudsburg Area School
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.

294

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

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

THIS AGREEMENT is made this 14th day of February, 2022, by and between:

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

AND

Brianna Zazulak (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

The Class of 2024 is hosting a one night "Sophomore Snowball" Dance to be held in the High School - South gymnasium as part of a fundraising event. The dance is open to all Sophomores of High School South, in addition to their one additional guest.

Location of Services:

The main gym of High School South and its surrounding hallway/common area.

Effective Date: Dance is scheduled to be held February 26, 2022

Professional Fee:

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

b) Fixed Rate: \$ 150.00

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

(class 2024)

Budget Code: 80-3210 - -30-820-510-000-8098 Department: Class of 2024

District Initiator: [Signature]

Authorization for Payment: [Signature] Date: 2/10/22

Purchase Order # _____

294

DJ Zazzy

(610)462-0950

PERFORMANCE CONTRACT FOR DJ SERVICES

Under the terms of this agreement, DJ Zazzy is pleased to provide DJ services for:

Clients' Names: East Stroudsburg High School South Class 2024

Address: 279 North Courtland Street

City: East Stroudsburg State: PA Zip: 18301

Telephone #: (570) 424-8471 Cel #: (570) 460-1594 Fax #: _____

Email: kym-gavitt@esasd.net Referred By: Rain Musarra

PERFORMANCE DATE: Saturday 2/26/22 The performance will take place at: main gym at East Stroudsburg (site). High School South

Site's address: 279 North Courtland Street

City: East Stroudsburg State: PA Zip: 18301

Site Telephone #: (570) 424-8471

Performance Hours: 7:00pm (starting time) 9:00pm (ending time).

Ceremony Time: _____

Time Guests Arrive for Reception: _____ Dinner Time: _____

Dance Time: _____

Please check the services desired: DJ SERVICE RATES:

_____ Wedding Dinner/Social and Dance Music \$500 (4 hours) \$125 extra hr.

_____ Wedding Ceremony Music \$50

_____ Special Event- Party Music \$400 (4 hours) \$100 extra hr.

_____ \$25 20-39 Miles \$50 40-59 miles \$75 60-79 miles \$100 80-99 miles

_____ TOTAL DUE

The total amount for DJ services is \$ \$150.

A minimum of a \$75 non-refundable deposit is due at the signing of this contract.

Any deposits paid in advance is non-refundable,

The balance of \$ _____ will be due seven (7) days before event Terms of Agreement

A \$75 non-refundable deposit is required to bind terms. Check should be payable to Pete or Brianna Zazulak. \$50 charge for a bounced check.

Parties entering into this contract are permanently bound to fulfill the obligations by this agreement unless one or more of the following conditions apply: Both parties mutually agree to leave the agreement and its responsibilities. The event described herein is completely cancelled, and a minimum of 60 days notice is given. If Canceled less then 60 days before event you are responsible to pay total amount due at cancellation time.

Any and all information or details must be communicated before the 5 days preceding the performance.

DJ Zazzy shall not be held liable for any action arising from or in connection with any individuals not directly affiliated with DJ Zazzy Furthermore, the party(s) contacting DJ Zazzy agrees to assume full responsibility for any and all damages caused by themselves or their guests involving any of the DJ Zazzy property.

I understand the terms and conditions described herein, and will abide by them.

Kym Gavitt (sign and date) Client 2/9/22

Pete or Brianna Zazulak (sign and date) Pete or Brianna Zazulak

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

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

THIS AGREEMENT is made this 27th day of January 2022, by and between:

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

AND

Robert Fetterman (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Mr. Fetterman will travel to East Stroudsburg, PA on February 28 and March 1, 2022 for the following:

1. Rehearse/clinic the HS South Combined Bands with a pre-selected piece
2. Rehearse/clinic the JT Lambert 7th & 8th grade concert band with a pre-selected piece
3. Rehearse/clinic the JT Lambert 6th grade concert band with a pre-selected piece
4. Rehearse/clinic the Combined South Elementary Band with a pre-selected piece
5. Conduct one selection for each of the aforementioned bands at the concert at 7 pm on Tuesday, March 1, 2022.

Location of Services: East Stroudsburg HS South & JT Lambert Intermediate Schools

Effective Date: March 1, 2022 (the day after the next ESASD school board meeting)

Professional Fee:

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

b) Fixed Rate: \$ 2,000

c) Are expenses included? YES

Budget Code: 10-3210-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Paul M. Bakner

Authorization for Payment: _____ Date: _____

**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 January 28, 2022, by and between:

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

AND

Alexis Mercado (the "Contractor") of **Lexicon Timing, LLC #5898**

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):

Timing Services for North Track & Field 5 dual meets

Location of Services:

East Stroudsburg North High School Stadium

Effective Date: From March 7, 2022 to May 31, 2022

Professional Fee:

a) Rate (Daily/Hourly/Other): \$450 X 5 Dual Meets = \$2,250.00

Time (Days/Hour/Other):

Total Cost: \$2,250.00

b) Fixed Rate: \$ _____

c) Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-3250-330-000-30-819-550-000-5181 Department: North Track & Field

District Initiator: David Krupski

Authorization for Payment: _____ Date: _____

Purchase Order # _____

Team Schedule
Track and Field
3/7/2022 to 5/31/2022

East Stroudsburg North HS
279 Timberwolf Dr.
Dingmans Ferry, PA 18328

Charles Dailey
School Phone: 570-588-4420 X2441
Fax: 570-588-4323
charles-dailey@esasd.net

Track and Field
Boys Varsity

			Place	Time
Tuesday	03/29/22	*Pleasant Valley	Home	3:30 PM
Friday	04/01/22	*Louis E Dieruff HS	Home	3:30 PM
Thursday	04/07/22	*Northampton Area High School	Home	3:30 PM
Wednesday	04/13/22	*Pocono Mountain West HS	Home	3:30 PM
Thursday	04/28/22	*William Allen Senior High School	Home	3:30 PM

Girls Varsity

			Place	Time
Tuesday	03/29/22	*Pleasant Valley	Home	3:30 PM
Friday	04/01/22	*Louis E Dieruff HS	Home	3:30 PM
Thursday	04/07/22	*Northampton Area High School	Home	3:30 PM
Wednesday	04/13/22	*Pocono Mountain West HS	Home	3:30 PM
Thursday	04/28/22	*William Allen Senior High School	Home	3:30 PM

Assistant Principals
Mrs. Parrish/Mr. Bomar

Principal
Benjamin Brenneman

Superintendent
Dr. William R. Riker

Athletic Director
Charles Dailey

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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 21 of Jan., 2022, by and between:

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

AND

George Johnson (the "Contractor") of Poccono Environmental Ed. center

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):

We'll be providing 3 in-person grant funded programs about "Seasonal Survival". Programs are each approximately 1 hour long.

Location of Services:

Resica Elementary

Effective Date: March 25, 2022

Professional Fee:

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

b) Fixed Rate: \$ _____ Free-Grant Funded (\$100/program)

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

Budget Code: _____ Department: _____

District Initiator: Suzane Ludwig 2nd Grade Teacher Resica Elementary
suzanne-ludwig@esasd.net

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 06 day of 08, 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

The Palace Center (the "Contractor") of 623 Hanover Avenue, Allentown, PA 18109

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):

Prom Event Services for the class of 2022
\$29.95 pp @ 250 ppl - \$7487.50
\$3.00pp @ 250ppl - \$750.00 – beverages
\$4.95pp @250ppl - \$1237.50 – choc. Fountain
\$6.95pp@ 250ppl- \$1737.50 – chiavari chairs
Service Charge - \$2242.50

Location of Services:

The Palace Center -- 623 Hanover Avenue Allentown, PA 18109

Effective Date: August 6, 2021

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ _____
Time (Days/Hour/Other): May 7th, 2022 Time TBD
Total Cost: \$ \$13,455.00

b) Fixed Rate: \$ _____

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

Budget Code: _____

Department: _____

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

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The Palace Center

623 Hanover Avenue Allentown, PA 18109

Agreement of Services and Event Booking

Patron hereby applies for the services and use of The Palace Center facilities located at 623 Hanover Avenue, Allentown, PA 18109 (hereinafter referred to as "the Services") and agrees to the following conditions and payment policies (hereinafter referred to as "the Agreement"):

Name of Organization: East Stroudsburg North High School Prom

Event Day/Date: Saturday, May 7, 2022

Event Times: TBD

1. Price Quotation: \$29.95 per person 3-Entrée Buffet; \$4.95 per person Chocolate Fountain; \$6.95 per person Chiavari Chairs- quotations given to the Patron by The Palace Center for the Services may be increased at any time up to 180 days prior to the date on which the Services are actually provided. Within said 180 day period The Palace Center agrees not to raise its price quotations more than 5% for the Services.

2. Guarantee of Event Order: For all functions, the exact number of persons to attend must be specified to The Palace Center at least 14 days in advance of the scheduled event. This number so specified will be considered definite, not subject to reduction, and changes will be made accordingly. In addition, the banquet event order (BEO) will be presented for a final approval and signature 7 to 10 days prior to the scheduled event. The Palace Center cannot be responsible for providing additional service to more than 5% (five percent) of the final guaranteed attendance number specified. The final attendance guarantee shall not be less than the minimum attendance specified herein **250 ppl**. Any changes made to the banquet event order (BEO) after the final approval will incur an additional charge of 100 dollars for each change. The Palace Center sets a minimum attendance guarantee for each space reserved. If the Patron's final attendance number is lower than the room's minimum, The Palace Center reserves the right to transfer Patron's function to another room at the discretion of The Palace Center Management.

3. Taxes & Service Fees: 6% Pennsylvania sales tax may be imposed or be applicable to the Agreement and to the Services rendered by The Palace Center are in addition to the prices charged by The Palace Center for the Services, and the Patron agrees to pay the same. The 20% Service Fee is not an optional Gratuity and must be paid at the rate specified at the time of the original booking. Gratuities are at the discretion of the Patron and are greatly appreciated by the staff.

4. Deposit: This Agreement requires a deposit of 500 dollars minimum or if total estimated bill is less than 1000 dollars, 50% (fifty percent) of the entire anticipated bill.

5. Payment Agreement:

Nine months prior to the scheduled event, 50% (fifty percent) payment of the estimated bill must be made by cash or bank check made payable to The Palace Center or as indicated here **N/A**

Three months prior to all scheduled events, 50% (fifty percent) payment of the remaining estimated bill must be made by cash or check payable to The Palace Center or as indicated here **N/A**

Full Payment for all scheduled events is required 14 days prior to scheduled event based on the final attendance guarantee and is payable by cash or bank check. If advance payment is not made, The Palace Center may terminate this Agreement and retain the full dollar amount of the Patron's initial deposit in the case that either the 50% payment at nine months preceding all scheduled events, or the full payment at 14 (fourteen) days preceding all scheduled event is not paid. **Any remaining balance is due on or before 05/07/2022**

All credit card payments incur a 4% surcharge.

6. Corporate Payment Options are at the discretion of The Palace Center and may include the following:

- i. Direct billing only upon advance credit approval. Credit will only be considered for a corporate account and must be applied for 30 days prior to function. Direct bill clients are not exempt from deposit-cancellation policy.
- ii. Credit Card information on file that has been used for previous payments or deposits will be used for full payment when cash or check is not presented upon 7 days preceding all scheduled events

7. Cancellation Policy: In the case that Patron cancels scheduled event or otherwise terminates or

The Palace Center

623 Hanover Avenue Allentown, PA 18109

breaches this Agreement, based on Covid-19, The Palace Center shall refund all payments. Otherwise The Palace Center shall be entitled to retain the following charges:

The deposit securing the booking is forfeited if the function is cancelled for any reason. Within nine months of the scheduled event, any payment is completely non-refundable.

Within more than nine months of the scheduled event, 25% (twenty five percent) of payment is refundable.

- 8. Provision of Food and Beverages:** No beverages or food of any kind will be permitted to be brought into or taken out of The Palace by the Patron or any of Patron's guests or invitees from off the premises.
- 9. Facility Use:** Event space is available to Patron and Vendors 2-3 hours prior to scheduled said event.
- 10. Conclusion of Events:** Afternoon functions based on 3-4 hour rental shall conclude no later than 4:00 pm. Evening function based on 5-6 hour rental shall conclude no later than 12:00 midnight. Patron and vendors are responsible to remove all personal and rented items at the conclusion of their event. Please note that The Palace Center cannot ensure the security of items left unattended in function rooms.
- 11. Menu and Liquor Selections:** All menu and liquor selections shall be considered definite and not subject to change after signing the final BEO or a 100 dollar fee will incur per change.
- 12. Excused Non-Performance:** It is specifically agreed that The Palace Center shall not be liable for any failure to provide the Services or facilities herein described due to, but not limited to, Covid-19, strikes, labor disputes, accidents, government (federal, state, or municipal) restrictions or requirements, or any other event or circumstance beyond the control of The Palace Center. Any such non-performance shall be excused and The Palace Center may terminate this Agreement without further liability of any nature, upon return of Patron's payments.
- 13. Indemnity:** In consideration of the furnishing of the Services and facilities herein described and the entering into this Agreement by The Palace Center, the Patron hereby agrees to indemnify, save and hold harmless The Palace Center, its agents, representatives, successors and assigns from any and all damages, liability, costs and expenses which may be incurred by The Palace Center as a result of providing the Services and facilities herein described.
- 14. Displays of Decorations & Patrons Property:** All displays and exhibits must have the prior written approval of The Palace Center and must conform to all applicable government fire ordinances and cannot be tacked or taped to the furniture, walls, partitions, or ceilings. Any personal property of Patron or Patron's guests or invitees brought onto the premises of The Palace Center and left here on, either prior to, during or following the event, shall be at the sole risk of Patron, and The Palace Center shall not be liable for any loss or damage to any such property for any reason.
- 15. Damage to Property of The Palace Center:** Damages, defacement of property, theft, or vandalism to either interior or exterior property of The Palace Center by Patrons or their Guests will be the responsibility of the Patron(s) whose signature(s) appears below. Full replacement value will be demanded should any of these occur and is billable to the credit card held on file.
- 16. Security:** The Palace Center reserves the right to impose a security officer charge if it deems necessary.
- 17. This Agreement must be signed by both parties in order to be deemed contractually valid.**

Please return the signed contract within 10 days of holding your reservation of room or your space may be released.

Name and Signature of Patron (please print & Sign)

Date

The Palace Center Representative (please print & Sign)

Date

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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. East Stroudsburg Area School District will utilize Colonial Intermediate Unit 20 to provide an associate teacher for direct, one-on-one services at the following location:

JT Lambert Intermediate School - Autistic Support

The total cost for said services shall not exceed \$43,968.60. This contract will be in effect for the 2021-2022 school year.

East Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

The signed contract must be returned to Mr. Jon Wallitsch, Director of Fiscal Affairs, at the Intermediate Unit Office.



Mr. Jon Wallitsch
Director of Fiscal Affairs

2/14/22

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.



COLONIAL

Intermediate Unit 20

Dedicated to your children and the people who serve them

6 Danforth Drive
 Easton PA 18045-7899
 p 610-252-5550
 f 610-252-5740
 www.ciu20.org

East Stroudsburg Area School District RWAN Internet and DDoS Monthly Cost
July 1, 2022 - June 30, 2024 - Internet Access Charge
July 1, 2022 - June 30, 2025 - Distributed Denial of Service (Cloudflare) Protection

Internet Access Charge 1973 mbps ¹ - (E-Rate Eligible)	\$418.97
PTD Internet - \$280.86	
PAIUnet Internet - \$138.11	
Distributed Denial of Service (Cloudflare) Protection	\$979.70
Internet and DDoS Sub Total	\$1,398.67
E-Rate Credit (Effective E-Rate Discount 77%)	\$323.81
Monthly Net Due	\$1,074.86

RWAN Member acknowledges and understands that CIU20 will execute master service agreements with third party vendors to facilitate the RWAN Member's receipt of Internet and Distributed Denial of Service (DDoS) services at the prices set forth above. In order to do so, CIU20 is contractually bound to PenTeleData for a two (2) year period through June 30, 2024 for the internet access service, to PAIUnet for a two (2) year period through June 30, 2024 for internet access service, and to Central Susquehanna Intermediate Unit (CSIU) for a three (3) year period through June 30, 2025 for Cloudflare DDoS protection. In the event that RWAN Member seeks to terminate this Service Order for the internet access service with CIU20 prior to June 30, 2024, and/or seeks to terminate this Service Order for DDoS protection with CIU20 prior to June 30, 2025, RWAN Member agrees to pay for any early termination charges that CIU20 incurs from PenTeleData, PAIUnet, and CSIU.

The purpose of this service order is to update the internet access charge for the next two (2) years, as the original RWAN agreement that is currently in place until June 30, 2030, only has pricing for internet access service until June 30, 2022. CIU20 bids out internet service every few years to make sure that consortium members receive the best rate for internet service. In addition, this service order also updates the DDoS charge for the next three (3) years, as the original DDoS agreement that is currently in place only has pricing for DDoS protection until June 30, 2022. If the consortium's average utilization increases during the term of the contract, it is possible that the charge associated with DDoS above could increase proportionally with the increase of bandwidth utilization.

¹ The specific quantity of Internet bandwidth being charged to each RWAN member is based on each LEAs # of students relative to the other RWAN members. The total quantity being purchased across the RWAN is 20 Gbps. CIU20 anticipates that there will be adequate capacity to enable each RWAN member to have access to bandwidth above the quantity they are being billed for, to meet your needs. CIU20 does not anticipate the need to rate limit the Internet usage at this time.



COLONIAL

Intermediate Unit 20

Dedicated to your children and the people who serve them

6 Danforth Drive
Easton PA 18045-7899
p 610-252-5550
f 610-252-5740
www.ciu20.org

RWAN Member Name - East Stroudsburg Area School District

Dr. Christopher S. Wolfel

Date

Signature of Authorized Individual

Date

Ms. Alisha L. Kalapay
Secretary to the Board

Date

Printed name of Authorized
Signatory

Title of Authorized Signator

East Stroudsburg Area School District

Enrollment Count Matrix

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

BLDG	GRADE HMRM	EI	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
21CC	All	0	0	0	0	0	0	0	1	0	1	2	1	1	1	7
	21CC Total	0	0	0	0	0	0	0	1	0	1	2	1	1	1	7
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	1	0	0	0	0	0	0	0	0	0	0	0	0	6
	ADM Total	5	1	0	0	0	0	0	0	0	0	0	0	0	0	6
AGCC	All	0	3	2	4	0	3	0	1	1	2	4	1	3	4	28
	AGCC Total	0	3	2	4	0	3	0	1	1	2	4	1	3	4	28
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	60	52	57	59	67	73	0	0	0	0	0	0	0	368
	BES Total	0	60	52	57	59	67	73	0	0	0	0	0	0	0	368
CCAC	All	0	9	13	15	11	12	12	9	11	7	11	11	9	7	137
	CCAC Total	0	9	13	15	11	12	12	9	11	7	11	11	9	7	137
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	0	0	0	0	4	1	0	0	0	0	0	0	0	5
	EAAC Total	0	0	0	0	0	4	1	0	0	0	0	0	0	0	5
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	219	245	241	945
	EHN Total	0	0	0	0	0	0	0	0	0	0	240	219	245	241	945
EHS	All	0	0	0	0	0	0	0	0	0	0	338	322	328	349	1337
	EHS Total	0	0	0	0	0	0	0	0	0	0	338	322	328	349	1337
ESE	All	0	80	106	97	96	105	131	0	0	0	0	0	0	0	615
	ESE Total	0	80	106	97	96	105	131	0	0	0	0	0	0	0	615
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	2	0	1	2	4	4	4	4	5	1	1	32
	IPCC Total	0	1	3	2	0	1	2	4	4	4	4	5	1	1	32
IU20	All	0	13	7	11	12	8	12	9	14	12	12	8	14	18	150
	IU20 Total	0	13	7	11	12	8	12	9	14	12	12	8	14	18	150
JMH	All	0	93	60	70	72	60	85	0	0	0	0	0	0	0	440
	JMH Total	0	93	60	70	72	60	85	0	0	0	0	0	0	0	440
JTL	All	0	0	0	0	0	0	0	292	312	317	0	0	0	0	921
	JTL Total	0	0	0	0	0	0	0	292	312	317	0	0	0	0	921
LIS	All	0	0	0	0	0	0	0	204	213	221	0	0	0	0	638
	LIS Total	0	0	0	0	0	0	0	204	213	221	0	0	0	0	638
LLAC	All	0	0	0	0	0	0	0	0	0	1	0	1	2	1	5
	LLAC Total	0	0	0	0	0	0	0	0	0	1	0	1	2	1	5
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	55	65	74	82	77	0	0	0	0	0	0	0	427
	MSE Total	0	74	55	65	74	82	77	0	0	0	0	0	0	0	427

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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	1	1	4	1	1	3	5	1	7
	PACC Total	0	0	1	4	1	1	4	1	1	3	5	1	7	2	31
PADL	All	0	2	0	2	1	0	0	2	1	2	1	1	1	0	13
	PADL Total	0	2	0	2	1	0	0	2	1	2	1	1	1	0	13
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	3	1	2	2	0	0	1	5	2	1	1	0	21
	PAVC Total	0	3	3	1	2	2	0	0	1	5	2	1	1	0	21
RCCS	All	0	6	5	5	4	4	2	6	5	6	9	3	1	7	63
	RCCS Total	0	6	5	5	4	4	2	6	5	6	9	3	1	7	63
RES	All	0	79	57	64	72	83	63	0	0	0	0	0	0	0	418
	RES Total	0	79	57	64	72	83	63	0	0	0	0	0	0	0	418
SMI	All	0	50	49	57	64	61	72	0	0	0	0	0	0	0	353
	SMI Total	0	50	49	57	64	61	72	0	0	0	0	0	0	0	353
Total All Buildings		5	478	431	476	494	512	549	545	583	597	644	582	628	643	7167

NOTES:

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