

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PUPILS
 TITLE: ATTENDANCE ELIGIBILITY
 ADOPTED: August 19, 2002
 REVISED: April 11, 2005
 July 17, 2006
 August 18, 2008
 October 15, 2012
 June 20, 2016
 March 19, 2018
 April 25, 2022
 June 20, 2022
 December 19, 2022

202. ATTENDANCE ELIGIBILITY

1. Purpose
 24 P.S. 501, 502,
 503

The Board shall operate the schools of the school district for the benefit of the children residing in the school district. Children residing in the school district are eligible to attend the schools of the school district.

The Pennsylvania School Code states that a child shall be considered a resident of the school district in which his/her parents or the guardian of his/her person resides. When the parents reside in different school districts due to separation, divorce or other reason, the child may attend school in the school district of residence of the parent with whom the child lives for a majority of the time, unless a court order or court approved custody agreement specifies otherwise. If the parents have joint custody and time is evenly divided, the parents may choose which of the two school districts the child will enroll for the school year. If the child is an emancipated minor, the resident school district is the one in which the child is then living. For purposes of this section, an emancipated minor is a person under 21 years of age who has chosen to establish a domicile apart from the continued control and support of parents or guardians. A minor living with a spouse is deemed emancipated.

To ascertain if a student is, in fact, emancipated and has a right to attend school in the school district the student shall:

1. sever most "filial ties" and must be substantially free from parental "domination and control"; and
2. live apart from the parent; and
3. be financially independent of the parent; and
4. be responsible for his/her own welfare and behavior.

The parent or guardian shall place on file a sworn statement attesting to the fact that the four previous conditions exist. Every reasonable effort should be made to secure this documentation directly from the parent or guardian in order to confirm that the child is not a runaway or under the control of juvenile authorities or some other agency. Where the parent or guardian cannot be contacted or does not provide the statement, verification can be made by having the student provide evidence that the four tests have been satisfactorily

<p>2. Authority SC 1305</p> <p>4. Guidelines</p> <p>SC 1316, 2561</p> <p>SC 1301, 1316</p>	<p>met. In instances whereby a parent has submitted the required evidence of emancipation, the school district reserves the right to request additional evidence substantiating the veracity of any such claims. In instances where the school cannot verify emancipation, the student shall be referred to an appropriate child care agency.</p> <p>Note: Students who are married and living with a spouse are also considered to be emancipated. This is usually the case no matter what the age of either partner.</p> <p>Federal installations/land are considered a part of the school district or districts in which they are situated and the children residing on such installations shall be counted as resident students of the school district. This policy pertains to all students registering in all grades (K-12) including original entries, re-entries and new entries in the school district.</p> <p>It shall be the responsibility of the administration to determine the residency status of each student at the time of his/her application for enrollment and to obtain the necessary affidavit and supporting documents as required</p> <p>The child will be enrolled in the building which s/he would normally attend in accordance with established school district attendance areas. The school district shall normally enroll a child the next business day, but no later than five (5) business days, after the date of application. The school district has no obligation to enroll a child until the parent, guardian or other person having control or charge of the student making the application has been supplied proof of the child's age, residence, immunizations, and other documentation as required by law and this policy. This applies equally to nonresident children who are children living in facilities or institutions as defined in 22 Pa. Code § 11.8 (relating to nonresident children living in facilities or institutions), or foster homes, or with a school district resident who is supporting the child without personal compensation as defined in 22 Pa. Code § 11.9 (relating to nonresident children living with a school district resident), provided that the person making the application has supplied the documentation required by law.</p> <p>The District shall not be responsible for transportation to or from school for any student residing outside school district boundaries, unless required by the McKinney Homeless Act.</p> <p><u>Eligibility of Non-Resident Students</u></p> <p>The Board recognizes that there may be occasions when nonresident students may be required or permitted to attend the schools of the school district. This policy addresses such occasions.</p>
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SC 1302
Title 22
Sec. 11.19

The Board shall require that appropriate legal documentation showing dependency or guardianship or a sworn statement of residential support be filed with the Board Secretary before an eligible nonresident student may be accepted as a student in the schools of the school district, as provided in this policy. The Board may require a resident to submit additional reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the Pennsylvania Department of Education, and as provided in this policy.

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid.

A resident whose student is to be disenrolled from the District may request a Board hearing to determine the student's eligibility to attend the District's schools. The District's administration shall adopt procedures for the notification of the resident and the student of the disenrollment and the right to request a hearing, including adopting a reasonable deadline for making a request. A resident who requests a Board hearing to determine the student's enrollment eligibility under this policy shall remain enrolled in the District's schools pending the Board's decision.

Where applicable, tuition rates shall be determined in accordance with statute.

Court-Ordered Guardianship

A resident of the District who has a court order granting guardianship of a child may enroll the child in the District's schools without the payment of tuition. A court order granting custody of the child will not, in and of itself, substantiate the right of a non-parent to enroll the child.

Other Nonresident Students Under Section 1302(a)(2) of the Public School Code

A non-resident student may be admitted to the school district where attendance is justified on the grounds that the student lives full-time and not just for the school year with a school district resident who has assumed the responsibility to keep and support the student in line with applicable state law and the provisions of the School Code or is visiting this country as an exchange student and lives in the school district.

A resident seeking enrollment of a non-resident student under this policy provision must provide a Sworn Statement of Support Under Section 1302. A resident who knowingly provides false information in the sworn statement shall be subject to the penalties provided by law.

Title 22
Sec. 11.19
SC 1302

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Title 22
Sec. 11.18
SC 1305

As substantiation of the sworn statement that the child is being supported gratis, the resident shall, in addition to the sworn statement, furnish at least one of the following documents at the time of the application for enrollment:

- Copy of Federal or State tax form which lists child as a dependent of resident, or
- Copy of insurance policy/card/statement listing child as eligible for services as a dependent of resident or public assistance, or
- Copy of marriage certificate listing the child's parent as a spouse of the resident, or
- Documentation that the child's parent(s) has been deployed for active military duty.

In lieu of providing one of the aforementioned four (4) acceptable substantiating documents, resident(s) who seek enrollment of student(s) pursuant to this policy must, as a further condition of enrollment, sign an agreement that if they fail to provide one of the aforementioned acceptable substantiating documents within sixty (60) days of their application for the student's enrollment, they shall be responsible for the payment of tuition on a prorated daily basis for the number of days the student(s) attended school in the District.

The failure to provide such proof of residency within sixty (60) days of the application for the student's enrollment pursuant to this policy provision shall result in the disenrollment of the student from the District. The District administration shall establish procedures for the notification of parent(s)/guardian(s) of the student's disenrollment. A student who is disenrolled for failure to establish residency in the District under this policy provision shall have the right to request a Board hearing to determine the student's residency status. If a Board hearing is requested, the student shall remain enrolled in the District's schools pending the outcome of the hearing.

Nonresident Children Placed By a Court or Appropriate Government Agency In The School District

Any child placed in the home of a resident of the school district by a court or an agency of the government shall receive the same benefits and be subject to the same duties as resident children. The resident shall provide to the District administration appropriate documentation to substantiate the residential placement of the child by the court or government agency. A child custody order does not constitute court-ordered residential placement for the purposes of this policy provision.

Title 22
Sec. 11.18
SC 1306

Residents of Institutions

A child who resides in an institution for the care or training of children located within the school district is not a legal resident of the school district by such placement, but shall be admitted to the schools of the school district and a charge shall be made for tuition in accordance with the school district's established tuition rates and the School Code.

Immigration Status

A child's right to be admitted to school may not be conditioned on the child's immigration status. A school may not inquire regarding the immigration status of a student as part of the admission process. This provision does not relieve a student who has obtained an F-1 visa from the student's obligation to pay tuition under Federal law.

Future Residents

Students whose parent(s)/guardian(s) have purchased a domicile or are building a primary residence in the school district, but face delayed occupancy, may start school in a given school year provided that the delay in occupying that residence is reasonably anticipated to be no more than ninety (90) days.

Parent(s)/guardian(s) who seek enrollment of students pursuant to this policy provision must, as a further condition of enrollment, sign an agreement that if they fail to establish residency in the District within ninety (90) days of their application for the student's enrollment, they are responsible for the payment of tuition on a pro-rated daily basis for the number of days the student attended school in the District.

The failure to establish residency within ninety (90) days of the application for the student's enrollment pursuant to this policy provision shall result in the disenrollment of the student from the District. The District administration shall establish procedures for the notification of parent(s)/guardian(s) of the student's disenrollment. A student who is disenrolled for failure to establish residency in the District under this policy provision shall have the right to request a Board hearing to determine the student's residency status. If a Board hearing is timely requested, the student shall remain enrolled in the District's schools pending the outcome of the hearing.

The school district reserves the right to require proof of the anticipated residency, to verify the representations as to the purchase/construction of a residence, and to deny admission to or to remove from school any non-resident student whose request for enrollment is not considered by the school district as having been substantiated. The Board is not responsible for the transportation of non-resident students.

SC 1316

Former Residents

Regularly enrolled children whose parent(s)/guardian(s) have moved out of the school district may be permitted to finish the school year without payment of tuition provided that:

1. The student is in twelfth grade when the parent(s)/guardian(s) have moved from the school district.
2. The student is not in the 12th grade but there is less than one full marking period remaining in the school year.
3. Parent(s)/guardian(s) must agree to provide all necessary transportation.
4. The student displays acceptable behavior and academic progress, as determined by the administration. In the event there is a violation of the Code of Student Conduct during the school year that results in an expellable offense, this permission will be rescinded and any future request will be denied.
5. The administration has made a recommendation for the student to remain in the school district.

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

In all cases, a resident student whose family is displaced from the school district for a total time period not to exceed six (6) weeks may continue enrollment in the school district. However, the parent(s)/guardian(s) is required to provide or arrange for the necessary transportation. If the students' family is still residing outside the school district at the end of the six (6) week interval, the student's enrollment in the school district will be ended and s/he will be removed from the school district rolls.

Registration Process

Parents/guardians of all students registering in the school district must present acceptable proof of residency before a student is permitted to register and attend school. The following are proofs of residency which may be accepted by the school district:

Application for registration must be accompanied by one proof of residency from List `A` and one proof of residency from List `B`.

List A

1. Current lease agreement, indicating the term of lease, address of leased property, names and signatures of property owner(s) and lessee(s).
2. Mortgage settlement document(s) indicating address of residence, and

name(s) of property owner(s).

3. Recorded deed indicating address of residence, and name(s) of property owner(s).
4. School property tax bill in the resident's name for the current or immediately preceding tax year.

In addition to providing one of the aforementioned documents, a Landlord/Tenant Affidavit shall be made available to residents residing in a property not owned/leased by resident.

List B

1. Valid Pennsylvania driver's license indicating physical address of residence.
2. Valid Pennsylvania identification card indicating physical address of residence.
3. Valid Pennsylvania automobile registration indicating physical address of residence.
4. Signed income tax return filed for the current or immediately preceding tax year indicating physical address of residence.
5. Documentation from wages, public assistance, or social security issued within the past thirty (30) days indicating physical address of residence.
6. Current Pennsylvania Local Earned Income Tax Residency Certification Form
7. Federal or state documentation demonstrating exemption from above six (6) requirements.
8. In lieu of providing any of the aforementioned seven (7) acceptable proofs of residency from List 'B', parent(s)/guardian(s) who seek enrollment of student(s) pursuant to this policy must, as a further condition of enrollment, sign an agreement that if they fail to provide one of the aforementioned acceptable proofs of residency within sixty (60) days of their application for the student's enrollment, they shall be responsible for the payment of tuition on a prorated daily basis for the number of days the student(s) attended school in the District.

The failure to provide such proof of residency within sixty (60) days of the application for the student's enrollment pursuant to this policy provision shall result in the disenrollment of the student from the District. The District administration shall establish procedures for the notification of parent(s)/guardian(s) of the student's disenrollment. A student who is disenrolled for failure to establish residency in the District under this policy provision shall have the right to request a Board hearing to determine the student's residency status. If a Board hearing is requested, the student shall remain enrolled in the District's schools pending the outcome of the hearing.

Title 22
Sec. 11.11

The school district may require more than one (1) type of proof of residency from List A and/or List B (above) either at the time of initial application or at any subsequent time should the legitimacy of residency become an issue.

At the time of registration, the parent/guardian must present a positive form of identification, which shall include government issued photo identification.

Tuition Students

The school district provides for attendance on a prepaid monthly tuition basis for non-resident students, including F-1 Visa students where space is available and on an annual tuition basis for students educated in accord with the Fair Share Policy agreement entered into with Colonial Intermediate Unit #20 and/or any other similar inter-district special education placement agreement.

ESASD School Personnel Exception

In an effort to recruit, attract, and retain new personnel within the district, the Board has authorized that all non-resident school personnel will have the option of requesting that their child(ren) attend school in the East Stroudsburg Area School District tuition free.

Enrollment is contingent upon the following:

1. Parent/Guardian shall be responsible for the transportation of their child(ren) to/from school each day. Transportation of their child(ren) shall not conflict with the parent/guardian's scheduled work hours within the district.
2. Attendance is an important factor regarding your child(ren)'s education. In the event there is excessive absenteeism or tardiness during the school year, this permission can be rescinded and any future requests may be denied.
3. The child(ren) displays acceptable behavior and academic progress, as determined by the administration. In the event there is a violation of the Code of Student Conduct during the school year that results in an expellable offense, this permission will be rescinded and any future request will be denied.
4. Policy shall not prevent reassignment of administrative, professional and/or support staff members within the district during the school year. Upon separation from the district, the employee's child(ren) will automatically be returned to their zoned school district.
5. The district reserves the right to make a final determination regarding each student's assignment within the district based upon existing available space and each student's educational program requirements.

Pol. 906

Home Language Survey

The school district shall administer a home language survey to all students seeking first time enrollment in its schools in accordance with requirements of the United States Department of Education's Office for Civil Rights.

Withdrawal Process

When the school district receives a request for educational records from another school district or charter school, it shall forward the records within ten (10) business days of receipt of the request.

Penalties And Enforcement

Children of violators of this policy and/or of those submitting a falsified affidavit and/or who are otherwise not in legal compliance with residency regulations shall be dropped from the rolls of the school district, and such violators may be prosecuted under applicable law.

The school district reserves the right to request proof of residency of any resident with school-age children at any time. The school district also reserves the right to make home visits to verify residency/occupancy or to authorize its agent(s) to make such home visits.

Exclusions

This policy does not pertain to the education of homeless children placed in residential institutions within school district boundaries. The admission and education of those students are covered through appropriate Pennsylvania legislation.

The District administration shall develop procedures for the enrollment of nonresident children which:

1. Admit such students only on proper application and submission of required documentation by the parent or guardian.
2. Verify claims of residency.
3. Do not exclude any eligible student on the basis of race, creed, color, gender, sexual orientation, national origin, ancestry, or handicap/disability.
4. Deny admission where the educational facilities or program maintained for school district students is inadequate to meet the

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	<p>needs of the applicant.</p> <p>5. Make continued enrollment of any nonresident student contingent upon maintaining established standards of attendance, discipline and academics.</p>
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EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PROPERTY
 TITLE: USE OF FACILITIES
 ADOPTED: August 19, 2002
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 November 15, 2004
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 July 16, 2007
 June 22, 2009
 May 15, 2017
 November 20, 2017
 (Effective Date 1/1/18)
 February 25, 2019
 (Retro Back to February 1, 2019)
 January 25, 2021
 December 19, 2022

707. USE OF FACILITIES	
<p>1. Purpose SC 775</p>	<p>The Board recognizes that the primary purpose of the buildings, facilities, and property of the district is to provide students with an appropriate learning environment. The district does make available its facilities without discrimination to district residents, community organizations and organizations providing a benefit to the school and community on a space available basis outside of normal school hours. This use is not intended to be permanent or ongoing for an extended time. District events shall have priority in the use of facilities and may preempt requests for use by other groups. This policy establishes conditions, restrictions and procedures for the use of school facilities for non-school-sponsored purposes.</p>
<p>2. Authority SC 511 Title 22 Sec. 12.9 SC 775</p>	<p>The Board will permit the use of school facilities when permission has been requested in writing and has been approved in accordance with this policy.</p> <p>Scheduling priority shall be granted in order of classification.</p> <p>The Board shall establish annually a schedule of fees for the use of school facilities. Please refer to Attachment A.</p> <p>The Board will not consider waivers of any of the requirements set forth in this policy.</p>
<p>3. Definitions</p>	<p>An event is any single use consisting of up to four (4) consecutive hours.</p>
<p>4. Delegation of Responsibility</p>	<p>The Superintendent or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals/groups affected by them.</p> <p>An application for use of school facilities may be disapproved by the Superintendent because of noncompliance with established policy and procedures.</p>

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5. Guidelines

Application Process

- a. When requesting permission to use school district buildings, facilities or property, the applicant must submit a written request on the prescribed application form at least thirty (30) calendar days prior to the date for which a facility is requested. Applications for Class IV organizations may only be submitted for a facility use occurring no less than 30 and no more than 120 days from the date of application. (Applications for such usage may be obtained in any school office.) Completed applications not submitted for determination of availability of the requested facility as set forth above shall be denied.
- b. The application must specify the portion of the school facilities requested for use; proposed event; anticipated number of individuals participating; and the date, time and duration of the proposed event. Any school equipment that is to be used in conjunction with requested facilities shall be identified on the application. The applicant must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.
- c. The applicant shall agree to exercise proper care in the use of the property and facilities, to indemnify and hold harmless the school district for any and all damages to school or other property by any person or persons attending the affair and to indemnify and hold harmless the school district against liability for any and all damage to any person or persons for injuries, including death.
- d. A certificate of insurance shall be attached to the application. The minimum limits of liability are: a minimum of \$100,000 for all damages arising out of bodily injury/person/accident; and \$300,000 aggregate for all damages sustained by two (2) or more persons/accident. Applicants other than Class I applicants (defined below) must secure liability and property insurance in the amount of not less than \$500,000 Bodily Injury Liability and \$500,000 Property Damage Liability, listing the school district as an additional insured. In such event, the applicant shall furnish the building principal with a certificate showing that such insurance has been obtained. The *Certificate of Insurance* MUST list the applicant as the insured and the East Stroudsburg Area School District as a certificate holder as well as an additional insured on the policy.
- e. An application fee may be assessed in accordance with the 707A-Schedule of Fees.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored activity. Any scheduled school activity, whether taking place during the school day or otherwise, shall have precedence over any other activity for the use of such facility. In the event a school activity is postponed due to inclement weather, etc., and the make-up day conflicts with a planned community or other activity, the school program would take precedence and necessitate the rescheduling of the community activity and/or other activity.
2. Access to school facilities that are closed due to renovations, maintenance, cleaning, the school calendar or Board action.
3. Access to school facilities containing equipment or furnishings which, if damaged or operated by an unqualified operator, would be detrimental to the operation of a school district program.
4. Prevention or encumbrance of school district personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.

Limitations

When applicants receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. All events must terminate and all groups and event participants must vacate school premises at a designated time; but school premises must always be vacated by 10:30 p.m. unless otherwise authorized in advance by the Superintendent.
2. Facilities may not be occupied beyond rated capacity. The total number of participants and spectators in that activity must be provided on the application.
3. Individuals shall not use, access or enter upon any portions of the school facilities or their contents not specified in the approved written request form.
4. Individuals shall not prop open doors to the facility while in use. This is a safety and security issue.

<p>22 PA Code 18.42</p>	<ol style="list-style-type: none">5. If advertising or promoting events held at school facilities, groups shall clearly communicate that the events are not sponsored by the school district. This disclaimer must be posted on all flyers and flyers must have approval of Superintendent prior to posting and/or distribution. All flyers must contain specific disclaimer language that may be obtained through the Superintendent's Office.6. Accidents involving persons and/or property should be promptly reported to School Police at 570-424-7833 (24-hours).7. Requests for use of district kitchens and/or concession stands shall be clearly indicated on the application. The use of district kitchen or concession stand equipment requires the supervision of the district's Food Service Department. Personnel fees shall be incurred by the applicant.8. Requests for use of district-owned equipment including but not limited to: stage facilities, lighting, installation of scenery, scoreboards, sound equipment, overhead projectors/screens and other specialized equipment/technology shall be clearly indicated on the application. School district staff may be required to operate and/or setup and secure such systems at the discretion of the district. Personnel fees shall be incurred by the applicant.9. For any use of swimming pool facilities, the requesting group must supply documentation of certified lifeguard(s) in accordance with applicable law.10. Where large audiences are anticipated, the applicant shall be responsible for proper security, parking of cars on the paved parking area and to provide the additional services needed to direct and control parking. Security and parking provisions must be approved by the Chief of School Police prior to the event taking place. The Chief of School Police shall determine whether school district security personnel are required due to the anticipated number of participants.11. Responsible adult supervision in adequate numbers must be provided by the sponsoring organization. Sponsors of an activity must remain on the premises until all participants and attendees have left the facility.12. The use of school facilities may not be permitted when schools are closed due to inclement weather or the closing of school due to early dismissal. The school district is not responsible for any costs incurred by the user which may result from such closure. Users are responsible to consult the district website, local TV and/or radio stations for information on mid-week school closings. Users are also responsible for contacting School Police at 570-424-7833 (24 hours) for information on weekend closures due to inclement weather.
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<p>SC 511</p> <p>35 P.S. 1223.5 20 U.S.C. Sec. 7182, 7183</p>	<p>13. A custodian and/or other school district personnel shall be on duty at all times when an indoor facility is in use.</p> <p>14. After the application has been approved, the applicant may not assign, sublet, or transfer its rights or privileges to any other individual, group, or organization.</p> <p>15. Individuals/Groups are responsible to remove all equipment/supplies at the conclusion of the event unless prior permission is granted by school officials.</p> <p><u>Conduct of Patrons/Prohibited Activities</u></p> <p>The following activities are strictly prohibited in school facilities and on school grounds when groups are granted written permission to use said school facilities:</p> <ol style="list-style-type: none">1. Conduct that would alter, damage or be injurious to any school district property, equipment or furnishings.2. Conduct that would constitute a violation of the Pennsylvania Crimes Code and/or state and federal laws and regulations.3. The possession, use or distribution of controlled substances prohibited by state or federal law and/or alcoholic beverages in any form.4. Use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, as defined in the law by any person in school buildings or on any property that is owned, leased or controlled by the school district. <i>Products 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, are permitted, as long as the product is not inhaled.</i> <p>The possession or use of weapons on or near the premises of the school property.</p>
<p>SC 511</p>	<p><u>Violations</u></p> <p>The school district reserves the right to remove from school district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.</p>

The district reserves the right to bill any group regardless of classification for cleanup costs at a rate of 150% of the actual cost, if facilities are not returned in the same condition as they were received by the group.

An evaluation form shall be completed by the building administrator and/or designee to document any individual or community group's non-compliance with this policy and/or terms under which permission was granted to use the school facilities. Evaluation forms are to be submitted to the Superintendent's office for review.

In the event an individual or community group violates this policy or the terms under which permission was granted, the Superintendent will determine whether that individual or community group forfeits the right to submit future written requests to use school district property.

Classifications

Class I --ESASD School-Sponsored Organizations

- Events directly sponsored by the district, including but not limited to its student organizations, student clubs, athletics and/or extra-curricular activities.

Class II – ESASD School-Related Organizations

- Events directly sponsored by organizations that are officially attached to the district and whose existence is contingent upon that of the school district, including but not limited to alumni organizations, parent-teacher organizations, and formally-recognized booster groups. To be considered a school-related organization, groups must receive formal designation from the Chief Financial Officer by submitting an annual list of officers with authority to sign the permit application.

Class III – Local Non-Profit Organizations

- Local non-profit organization that has an office(s) located in Monroe and/or Pike County performing a service which benefits the district students and/or its residents; a local chapter of a state or nationally-recognized organization performing a service which benefits the district students and/or its residents.
- Class III Organizations include but are not limited to: Boy & Girl Scouts, Boys & Girls Clubs, Community Recreation Organizations, YMCA, and Fraternal Service Groups (e.g. Rotary, Kiwanis, etc.)

Class IV—All Other Organizations

- Any organization, whether for-profit or non-profit, that is not otherwise defined in Classes I, II, or III.

Fee Structure

Class I School-Sponsored Organizations:

Facility and personnel fees are waived for all Class I organizations.

Class II School-Related Organizations and Class III Local Non-Profit Organizations:

Facility fees and mid-week personnel fees are waived for all Class II and III organizations.

Saturday personnel fees are waived for the first two (2) events per school year, for Class II and III organizations. Any additional use/events, will be assessed personnel fees according to the established Saturday labor rates. (See definition of “event” on page one.)

Sunday personnel fees will be assessed for all Class II and III organizations according to the established Sunday labor rates.

Class IV Organizations:

Facility rental fees shall be applied to all Class IV organizations in accordance with the attached schedule of fees (Attachment A). All fees due to the school district for the use of a facility are due within thirty (30) days after the activity. Any groups owing fees from a previous use/event, or which did not promptly remit payment for a previous use/event, may be denied future use of facilities.

Personnel fees will also be assessed for all school personnel required to adequately staff the event and shall be at the sole discretion of the school district.

District Employees

District employees requesting the use of district facilities in a capacity other than their official capacity must conform to the same requirements as any of the classification groups as identified in this policy.

References:

School Code – 24 P.S. Sec. 511, 775, 779

State Board of Education Regulations – 22 PA Code Sec. 403.1

Department of Revenue Regulations – 61 PA Code Sec. 901.1, 901.701

Local Option Small Games of Chance Act – 10 P.S. Sec. 328.101 et seq.

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

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

Boy Scouts of America Equal Access Act – 20 U.S.C. Sec. 7905

Board Policy – 000

	<p>Immediate family shall mean a parent, parent-in-law, spouse, child, spouse of a child, brother, brother-in-law, sister, sister-in-law, or the domestic partner of a parent, child, brother or sister.</p> <p>Business partner shall mean a person who, along with another person, plays a significant role in owning, managing, or creating a company in which both individuals have a financial interest in the company.</p>
<p>3. Delegation of Responsibility</p>	<p>Each employee and Board member shall be responsible to maintain standards of conduct that avoid conflicts of interest. The Board prohibits members of the Board and district employees from engaging in conduct that constitutes a conflict of interest as outlined in this policy.</p>
<p>4. Guidelines</p>	<p>All Board members and employees shall be provided with a copy of this policy and acknowledge in writing that they have been made aware of it. Additional training shall be provided to designated individuals.</p>
	<p><u>Disclosure of Financial Interests</u></p>
<p>Pol. 004</p>	<p>No Board member shall be allowed to take the oath of office or enter or continue upon his/her duties, nor shall s/he receive compensation from public funds, unless s/he has filed a statement of financial interests as required by law.</p>
<p>51 PA Code 15.2 65 Pa. C.S.A. 1104</p>	<p>The district solicitor and designated district employees shall file a statement of financial interests as required by law and regulations.</p>
	<p><u>Standards of Conduct</u></p>
<p>2 CFR 200.318</p>	<p>The district maintains the following standards of conduct covering conflicts of interest and governing the actions of its employees and Board members engaged in the selection, award and administration of contracts.</p> <p>No employee or Board member may participate in the selection, award or administration of a contract supported by a federal award if s/he has a real or apparent conflict of interest as defined above, as well as any other circumstance in which the employee, Board member, any member of his/her immediate family, his/her business partner, or an organization which employs or is about to employ any of them, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.</p>
<p>65 Pa. C.S.A. 1101 et seq</p>	<p>The district shall not enter into any contract with a Board member or employee, or his/her spouse or child, or any business in which the person or his/her spouse or child is associated valued at \$500 or more, nor in which the person or spouse or child or business with which associated is a subcontractor unless the Board has</p>

determined it is in the best interests of the district to do so, and the contract has been awarded through an open and public process, including prior public notice and subsequent public disclosure of all proposals considered and contracts awarded. In such a case, the Board member or employee shall not have any supervisory or overall responsibility for the implementation or administration of the contract.

When advertised formal bidding is not required or used, an open and public process shall include at a minimum:

1. Public notice of the intent to contract for goods or services;
2. A reasonable amount of time for potential contractors to consider whether to offer quotes; and
3. Post-award public disclosure of who made bids or quotes and who was chosen.

Any Board member or employee who in the discharge of his/her official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his/her interest as a public record.

No public official or public employee shall accept an honorarium.

2 CFR 200.318
Pol. 322

Board members and employees may neither solicit nor accept gratuities, favors or anything of monetary value from contractors or parties to subcontracts, unless the gift is an unsolicited item of nominal value. Gifts of a nominal value may be accepted in accordance with Board policy.]

Improper Influence

No person shall offer or give to a Board member, employee or nominee or candidate for the Board, or a member of his/her immediate family or a business with which s/he is associated, anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment based on the offeror's or donor's understanding that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.

No Board member, employee or nominee or candidate for the Board shall solicit or accept anything of monetary value, including a gift, loan, political contribution, reward or promise of future employment, based on any understanding of that Board member, employee or nominee or candidate that the vote, official action or judgment of the Board member, employee or nominee or candidate for the Board would be influenced thereby.

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2 CFR 200.318

Organizational Conflicts

Organizational conflicts of interest may exist when due to the district's relationship with a subsidiary, affiliated or parent organization that is a candidate for award of a contract in connection with federally funded activities, the district may be unable or appear to be unable to be impartial in conducting a procurement action involving a related organization.

In the event of a potential organizational conflict, the potential conflict shall be reviewed by the Superintendent or designee to determine whether it is likely that the district would be unable or appear to be unable to be impartial in making the award. If such a likelihood exists, this shall not disqualify the related organization; however, the following measures shall be applied:

1. The organizational relationship shall be disclosed as part of any notices to potential contractors;
2. Any district employees or officials directly involved in the activities of the related organization are excluded from the selection and award process;
3. A competitive bid, quote or other basis of valuation is considered; and
4. The Board has determined that contracting with the related organization is in the best interests of the program involved.

Reporting

Any perceived conflict of interest that is detected or suspected by any employee or third party shall be reported to the Superintendent. If the Superintendent is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Board President.

Any perceived conflict of interest of a Board member that is detected or suspected by any employee or third party shall be reported to the Board President. If the Board President is the subject of the perceived conflict of interest, the employee or third party shall report the incident to the Superintendent, who shall report the incident to the solicitor.

No reprisals or retaliation shall occur as a result of good faith reports of conflicts of interest.

<p>2 CFR 200.112</p>	<p><u>Mandatory Disclosure</u></p> <p>The Superintendent or designee shall report in writing to the federal awarding agency or pass-through entity any potential conflict of interest related to a federal award, in accordance with federal awarding agency policy.</p> <p><u>Investigation</u></p> <p>Investigations based on reports of perceived violations of this policy shall comply with state and federal laws and regulations. No person sharing in the potential conflict of interest being investigated shall be involved in conducting the investigation or reviewing its results.</p> <p>In the event an investigation determines that a violation of this policy has occurred, the violation shall be reported to the federal awarding agency in accordance with that agency's policies.</p> <p><u>Disciplinary Actions</u></p> <p>If an investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, when not prohibited by law, inform the complainant.</p>
<p>2 CFR 200.112</p>	<p>Violations of this policy may result in disciplinary action up to and including discharge, fines and possible imprisonment. Disciplinary actions shall be consistent with Board policies, procedures, applicable collective bargaining agreements and state and federal laws.</p> <p>References:</p> <p>65 Pa. C.S.A. 1101 et seq</p> <p>51 PA Code 15.2</p> <p>65 Pa. C.S.A. 1104</p> <p>2 CFR 200.112, 200.318</p> <p>Pol. 004, 011, 317, 319, 322, 609, 702</p>

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC RELATIONS
OBJECTIVES

ADOPTED: August 19, 2002

REVISED: December 19, 2022

901. PUBLIC RELATIONS OBJECTIVES	
1. Purpose	The purpose of the school-community relations program is to establish and maintain communication that informs the parents/guardians and public and involves them in the educational goals and programs of the district's schools.
2. Authority	To achieve this purpose, the Board shall provide parents/guardians and other district residents opportunities to receive information and orientation regarding the schools. The Board will utilize all appropriate means and media to achieve its public relations objectives.
3. Guidelines	The objectives of the district's public relations program shall be to communicate factual information to: Explain the programs, achievements and needs of the schools which keep students, parents/guardians and staff members involved and informed about relevant school events, Board Policies and procedures.
4. Delegation of Responsibility	<p>It shall be the responsibility of all district staff to inform the Director of Communications and Operations of programs, achievements, or events involving the educational goals and programs of the district in addition to:</p> <ol style="list-style-type: none"> 1. Give courteous and thoughtful consideration to all inquiries and suggestions and carefully investigate all complaints. 2. Make parents/guardians, volunteers and visitors feel welcome in the school and in the classroom. 3. Cooperate with parent-teacher and other community groups. 4. Maintain student relations that encourage cooperation of the parent/guardians. 5. Observe interstaff relations conducive to high morale that merit the respect of students and citizens.

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLICATIONS
PROGRAM

ADOPTED: August 19, 2002

REVISED: December 19, 2022

902. PUBLICATIONS PROGRAM	
1. Purpose	The Board believes that all reasonable means should be employed to keep the public informed on matters of importance regarding school district policies, finances, programs, personnel and operations.
2. Authority	The Board shall determine which of its official actions have such community impact and interest to warrant special release, and it will release information to the media on matters of importance.
3. Delegation of Responsibility	Matters of a routine nature may be released by the Superintendent, Director of Communications and Operations or his/her designee as they have been recorded in the minutes of Board meetings and upon request of media representatives. This includes but may not be limited to: All publications, releases, photographs and the like depicting the accomplishments of school district students and staff.

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EAST STROUDSBURG AREA SCHOOL DISTRICT

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

	<p style="text-align: center;">904. PUBLIC ATTENDANCE AT SCHOOL EVENTS</p> <p>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.</p> <p>2. Definition 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.
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<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.

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.

Personal Belongings/Searches

No non-clear backpacks, purses or bags are permitted with the exception of one of the following, per person, may be brought inside the facility.

- One clear plastic, vinyl or PVC bag/backpack, or
- One small clutch bag or wristlet no larger than 6.5” x 4.5”

Diaper bags, strollers, walkers and other medically necessary items will be permitted following a detailed search.

Clothing, blankets, cameras and cell phones will be permitted if carried loosely or in an approved clear bag.

All bags and personal items are subject to search.

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

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: COMMUNITY
ENGAGEMENT

ADOPTED: August 19, 2002

REVISED: December 19, 2022

910. COMMUNITY ENGAGEMENT	
1. Purpose	The purpose of community engagement is to create a collaborative environment in which students, parents/guardians, families, residents, businesses, and community organizations are encouraged and invited to be involved stakeholders in the school community. Such engagement strengthens broad-based community support for the school district’s mission, goals, operations and educational programs.
2. Definition	Community engagement is defined as an ongoing collaborative process in which the school district works with the public to build understanding, guidance, and active support for the education of students in the community.
2. Authority	<p>The Board endorses the concept that community engagement is essential for the school district and the community to maintain mutual understanding, respect and trust, and to work together to improve the quality of education for district students. The Board intends, through this two-way communication, to identify the community’s concerns, needs and suggestions, and to be responsive to the community through the Board’s actions.</p> <p>The Board also recognizes that the public offers resources of training and experience useful to the schools. The quality of the district’s operations and programs can be strengthened when these resources are used in an advisory capacity.</p>
3. Delegation of Responsibility	<p>The Board directs the administration to develop and implement a planned program of community engagement that regularly provides opportunities for students, parents/guardians, families, residents, businesses and community organizations to participate in dialogue and decision-making related to district-wide and school-based issues.</p> <p>The Administration shall develop and use varied, effective communication methods to ensure that all community members receive information about district and school programs and the available opportunities to become actively involved.</p>

<p>4. Guidelines</p>	<p>Students, parents/guardians and community members must submit to the Superintendent's office any communications and questions addressed to the Board.</p> <p>The Board and Administration shall give substantial weight to the input received from the community. When evaluating the community's suggestions, the Board and Administration will consider the impact on the district's goals, operations, educational programs, and financial resources. Recommendations made by the community shall not reduce the authority or responsibility of the Board and/or Administration, which may accept or reject such recommendations.</p> <p>Reference 24 P.S. 510</p>
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EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: NEWS MEDIA RELATIONS

ADOPTED: August 19, 2002

REVISED: December 19, 2022

911. NEWS MEDIA RELATIONS	
1. Purpose	Representatives of the local press, radio and TV can be an important resource in communications between school and community. Maintenance of good working relationships with media representatives is essential to meeting the objectives of the school-community relations program.
2. Authority	The Board reserves the right to negotiate for radio broadcasting, televising, filming, or sound recording of any school event by an outside agency. These rights, if sold, shall be contracted under conditions that bring the most favorable terms to the school district.
3. Delegation of Responsibility	<p>The chief communications representative for the District shall be the Superintendent and/or Director of Communications & Operations.</p> <p>The communications representative maintains good working relationships with media representatives by:</p> <ol style="list-style-type: none"> 1. Responding to requests from media representatives. 2. Keeping media representatives informed. 3. Submitting and suggesting feature stories or articles of interest or relevance. 4. Assisting various school related groups in their relations with the news media. 5. Assisting the Board in preparing regular and special publications for the public.
4. Guidelines	<p>Staff members shall not give school information or interviews requested by news media representatives without prior approval of the district's communications representative.</p> <p>The District's communications representative or designee shall be present at all meetings with news media representatives.</p>

Submission of photographs to news media and permissions for news media representatives to photograph district subjects, personnel, or students shall be authorized by the communications representative and the individuals involved or their parents/guardians.

References

24 P.S. 510

Transportation Department



Home Students Trips Field Trips Reports Options

Field Trip: 09730

Main Notes Documents History

*-Required Fields

Requested: 09/27/22 17:47 PM By: Dreisbach, Ashley

Status: Level 3 - 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: 4/17/2023 * Time: 07:30 AM

* Return Date: 4/17/2023 * Time: 05:00 PM

Departure: Smithfield Elem / SMI

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.

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:

Email:

Notes:

Directions

Directions: Head north toward US-209 S
56 ft
Turn left toward US-209 S
66 ft
Turn right toward US-209 S

Trip Details

51

Transportation Department



Home Students Trips Field Trips Reports Options

Field Trip: 10216

Main Notes Documents History

*-Required Fields

Requested: 12/06/22 16:02 PM By: Labar, Keith

Status: Level 3 - Request Approved

Change To: [Select New Status]

Comments:

* Field Trip Name: State Capital Performance - North Chorale

* School: E Stroudsburg HS - N / EHN

* Department: HSN

* Activity: N Choir

Contact

* Contact: Keith LaBar

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

* Email: keith-labar@esasd.net

Departure

* Depart Date: 3/22/2023 * Time: 08:15 AM

* Return Date: 3/22/2023 * Time: 05:30 PM

Departure: [Select One]

Notes: Mr. Labar understands this is pending availability of bussing.

Destination

* Destination: PA State Capitol (N Third Street Harrisburg)

* Street: N Third Street

* City: Harrisburg

* State: Pa * Zip: 17101

Contact:

Title:

Phone: 800-868-7672 Phone Ext:

Fax:

Email:

Notes:

Directions

Directions:

Trip Details

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Transportation Department



Home Students Trips Field Trips Reports Options

Field Trip: 10186

Main Notes Documents History

*-Required Fields

Requested: 11/23/22 16:22 PM By: Lazowski, Philip

Status: Level 3 - Request Approved with charter...requesting routes

Change To: [Select New Status]

Comments:

* Field Trip Name: Vexmen Open - VIQC Qualifying Robotics Tournament - Middle School
* School: J T Lambert Int / JTL
* Department: JTL
* Activity: JT Lambert

Contact

* Contact: Phil Lazowski
* Phone: 570-424-8430 *Phone Ext: 17300/1730
* Email: philip-lazowski@esasd.net

Departure

* Depart Date: 1/21/2023 * Time: 06:00 AM
* Return Date: 1/21/2023 * Time: 06:00 PM

Departure: J T Lambert Int / JTL

Notes: JTL Tech Ed STEM club students will travel to Downington Sixth grade center to participate in a robotics competition. Advisors Mr. Lazowski and Mrs. Lazowski will chaperone this trip. 20 students will attend this trip.

Destination

* Destination: Marsh Creek Sixth Grade Center
* Street: 489 Dorlan Mill Road
* City: Downington
* State: Pa * Zip: 19335

Contact:

Title:

Phone: Phone Ext:

Fax:

Email:

Notes: JTL tech ed stem club students will depart from JTL and travel to Downington. Students will return when the competition is over.

Directions

Directions: Travel Info
Our event will be held at the Downingtown Area School District Marsh Creek Sixth Grade Center.
The Downingtown Area School District, Marsh Creek Sixth Grade Center (DASD MC6GC) has plenty of parking for cars and buses.(as shown in the map below)

Trip Details

55

* Equipment: CHARTER BUS
 Classification: JTL
 * Number of Students: 20
 * Number of Wheel Chairs: 0
 * Estimated Miles: 170
 * Estimated Hours: 12

* Number of Adults: 2
 * Number of Vehicles: 1
 * Estimated Cost: 365

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
10-1110-513-000-30-819-260-000-0000 North tech ed (/)	365.00			
[Select One]				

Rows: 1 Total: 365.00

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

*Map It! is a service provided by Google.com. Transfinder is not responsible for the information returned by Google.com or its mapping services.

2022-2023 SQL

Logged In: Riker, William
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 v12.8.30394

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Transportation Department



Home Students Trips Field Trips Reports Options

Field Trip: 09883

Main Notes Documents History

*-Required Fields

Requested: 10/19/22 16:14 PM By: Ridner Jr, Fred

Status: Level 3 - Request Approved

Change To: [Select New Status]

Comments:

* Field Trip Name: Biology Trip to Adventure Aquarium

* School: E Stroudsburg HS - S / EHS

* Department: HSS

* Activity: HS South

Contact

* Contact: Fred Ridner

* Phone: 570-424-8471 *Phone Ext: 37938

* Email: fred-ridner-jr@esasd.net

Departure

* Depart Date: 3/30/2023 * Time: 08:00 AM

* Return Date: 3/30/2023 * Time: 05:30 PM

Departure: E Stroudsburg HS - S / EHS

Notes: Charter bus will depart from the front of the south high school parking lot. Return in the same place.

Destination

* Destination: Adventure Aquarium (1 Riverside Drive Camden)

* Street: 1 Riverside Drive

* City: Camden

* State: NJ * Zip: 08103

Contact: Samantha Quigley

Title: Sales Coordinator

Phone: 856-365-3300 Phone Ext:

Fax:

Email: groups@adventureaquarium.com

Notes:

Directions

Directions: Use GPS for the address listed above.

Trip Details

57

* Equipment: CHARTER BUS
 Classification: EHS
 * Number of Students: 50
 * Number of Wheel Chairs: 0
 * Estimated Miles: 210
 * Estimated Hours: 0

* Number of Adults: 5
 * Number of Vehicles: 1
 * Estimated Cost: 1677

Invoicing Information:

* Code (Department/Activity)	Amount (\$)	PO	Invoice Date	Payment Date
EHS STUDENT ACTIVITY FUND (HSS/HS South)	1,677.00			
EHS SPECIAL ACTIVITY FUND (HSS/HS South)	560.00			
[Select One]				
Rows: 2		Total: 2,237.00		

Delete Request

*Map It!

Cancel/Return to List

Save

*Map It! is a service provided by Google.com. Transfinder is not responsible for the information returned by Google.com or its mapping services.

2022-2023 SQL

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Transportation Department



Home Students Trips Field Trips Reports Options

Field Trip: 10061

Main Notes Documents History

*-Required Fields

Requested: 11/11/22 18:26 PM By: Stevens, Hillary

Status: Level 3 - Request Approved

Change To: [Select New Status]

Comments:

* Field Trip Name: Capitol Field Trip - CREW

* School: Lehman Int / LIS

* Department: ACAD

* Activity: N Choir

Contact

* Contact: Hillary Stevens

* Phone: 5705884410 *Phone Ext: 18120

* Email: hillary-stevens@esasd.net

Departure

* Depart Date: 3/29/2023 * Time: 07:15 AM

* Return Date: 3/29/2023 * Time: 05:30 PM

Departure: [Select One]

Notes: Students will arrive on their bus and then move to another bus to go down to the Capitol building. The bus that goes with us cannot come back and then go get them. So we will need a sub-driver to drive these students for this amazing opportunity.

Destination

* Destination: Capitol Building

* Street: 501 N 3rd St

* City: Harrisburg

* State: PA * Zip: 17120

Contact: Chuck Neidhardt

Title: Music in our Schools Month PMEA Chair

Phone: Phone Ext:

Fax:

Email: pmea.neidhardt@gmail.com

Notes: It is my pleasure to inform you that the Lehman I.S Crew Club Chorus has been scheduled to perform in the Rotunda of the State Capitol building on Wednesday, March 29, 2023 as part of the MIOSM celebration sponsored by PMEA and NAFME. You will have one hour, from 12:00 pm - 1:00 pm to present your program. Your performance area will be on the Main Staircase in the Rotunda (front entrance) of the Capitol building. The Chorus should stand on the

Directions

Directions: <https://goo.gl/maps/GDM61AYHWzr95yb59>

Trip Details

* Equipment:

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ESASD New Teacher Induction Plan

December 2022

Teacher Induction Planning Participants

Name	Affiliation	Membership Category
Mr. Stephen Zall	Director of Human Resources	Administrator
Dr. Tabitha Bradley	Director of Elementary Curriculum and Instruction	Administrator
Mrs. Jennifer Fuller	Dean of Students- Secondary	Teacher
Mrs. Rose Cirinigliaro	Administrative Assistant	Confidential Administrative Assistant
Mrs. Kristin Lord	Elementary Principal	Administrator
Mrs. Stacey Brescancine	Reading Specialist	Teacher
Ms. Deatrice Lowe	English Teacher	Teacher
Ms. Katie Greiner	Secondary Teacher	Teacher
Mrs. Christine Mayrhauser	Administrative Assistant	Confidential Administrative Assistant

Goals and Competencies:

The East Stroudsburg Area School District Induction Plan is designed to implement research-based instructional practices that align with Pennsylvania Academic Standards to increase student achievement. The Induction Plan will assess the needs of the Inductee and guide and support the transition of the beginning teacher throughout their first year of teaching.

The East Stroudsburg Area School District will conduct its teacher induction program in a series of planned activities, experiences, and studies which will be developed cooperatively by the administrator, mentor teacher and beginning teacher. Through the utilization of this team effort, it is the desire of the district that this process increases the beginning teachers' competencies and knowledge, as well as continually improve their teaching skills.

Research in the field of teacher induction indicates: 1) a structure must be developed to achieve an effective beginning teacher-mentor relationship, 2) the induction process should be ongoing during the school year and 3) the structure should promote a positive attitude toward the teacher induction process on the part of all members of the induction team. This research serves as the foundation for the five major goals of the East Stroudsburg Area School District Induction Program. The program goals consist of:

GOALS:

Goal 1: To build a strong mentoring relationship for all new professional employees, the induction team, and/or mentors.

- a. Developing a building support team for new teachers
- b. Providing training for new teachers and mentors
- c. Providing opportunities for interaction among team members

Goal 2: To build a knowledge base of essential resources, policies and procedures by

- a. Providing information regarding essential resources, policies and procedures of the district.
- b. Providing information regarding essential resources, policies and procedures of the building.
- c. Providing information regarding essential resources, policies and procedures at the state and federal levels.
- d. Providing information regarding the Pennsylvania Comprehensive System of Personnel Development performance goals and other current statewide initiatives.

Goal 3: To build a knowledge base of district student learning achievement by

- a. Providing information regarding Chapter 4 regulations, Pennsylvania Academic Standards and state and local assessments measuring student proficiency of standards.
- b. Reinforcing effective delivery of a standards-based curriculum.

Goal 4: To develop an understanding of effective classroom techniques and procedures by:

- a. Reinforcing effective classroom management skills.
- b. Reinforcing a variety of effective instructional strategies.
- c. Reinforcing the usage of a multitude of student assessment strategies.
- d. Utilizing research-based instruction.

Goal 5: To build an awareness of expectations by:

- a. Studying the Code of Professional Practice and Conduct.
- b. Fostering professional attitudes and positive self-esteem
- c. Defining community, district, and building expectations
- d. Defining new teacher expectations
- e. Learning skills to promote effective communication with students, parents, community members and colleagues.

These goals and competencies are addressed where practical. Where appropriate, guidelines and/or activities to be addressed at the district or building level are outlined. Participating entities are encouraged to implement district-generated guidelines/ activities designed to achieve program goals and competencies.

COMPETENCIES:

All inductees will receive professional development and training in the following:

- District policies and procedures
- The Professional Code of Conduct
- Instruction that aligns with the Pennsylvania Academic Standards
- Introduction to the building facility, faculty, and non-instructional support staff
- Day to Day operations within the building as well as building standards
- Instructional practices that improve student learning
- Explanation of board approved curriculum, materials and supplies
- Establishing collegial relationships among new teachers, all staff members and administrators
- Peer support through the use of a mentor
- Developing communication skills with parents/ guardians
- Integration of technology into instruction effectively

In addition to the goals and competencies, the East Stroudsburg Area School District upholds the expectations of Chapter 235 Code of Professional Practice and Conduct for Educators for all teachers. Professional practices are behaviors and attitudes that are based on a set of values the professional education community believes and accepts. These values are evidenced by the professional educator's conduct toward students, colleagues, and the educator's employer and community.

COHORT STATUS

Cohort 1 : New To Teaching - Includes Long Term Substitutes

- New teachers will receive a comprehensive plan to meet the needs of a beginning teacher
 - Will be provided with a Mentor
- ❖ First Year Teacher Academy:
 - Presentations from various district staff members for comprehensive training
 - Topics will be on various components that align with the Charlotte Danielson Framework
 - ❖ Year 2:
 - Invited to participate with first-year teachers at the New Teacher Orientation. One opt-out service hour will be provided.
 - Utilize online resources and tools to further develop self and others

❖ Year 3:

- Video self-teaching for educational purposes only. Video will be reviewed with an instructional coach or a member from the New Teacher Induction committee.
- Utilize online resources and tools to further develop self and others

Cohort 2: New to District

- Teachers who are new to the District but have previous teaching experience will receive district support tailored to their previous placement and experience.
- Mentor may be provided as needed as determined by the building principal.

Cohort 3: New to Placement - Current District Employee

- Will receive support such as: building logistics, acquiring materials and curriculum fluency.
- Mentor may be provided as needed as determined by the building principal.

ASSESSMENT PROCESS

Research regarding the importance of induction programs is compelling. Holloway (2001) stated that a focused, structured and systematic induction program positively influences the performance of new educators and is also advantageous to mentors. Charlotte Danielson (1999) found that this type of program helps novice teachers improve teaching practices and assume responsibility for their classrooms when coupled with reflective activities and professional conversations. In addition, well-designed programs lower the attrition rate of new teachers (National Association of State Boards of Education, 1998). Numerous studies (Boyer, 1999; Storm, Wing, Jinks, Banks & Cavazoz, 200; Everston & Smithey, 2000; Scott, 1999) found that programs designed to meet the varied needs of new educators play a significant role in their professional growth, assist them in honing planning and management skills and encourage them to reflect on the effectiveness of their instruction.

To assist new teachers in expanding their knowledge and develop various teaching skills and related skills, the needs of the new faculty members will be assessed using the following assessment instruments:

First Year Teacher Assessment:

- A needs assessment instrument will be provided to each inductee to be completed halfway through the first year of the induction program. The inductee will use this tool to self-evaluate his or her competency level in each area. This will also help the district plan specific professional opportunities for future inductees.
- Participate in beginning of the school year orientation activities
- Observe at least two different experienced teachers in the assigned building: mentor and at least one teacher in the assigned department/ grade level. The building principal will

recommend teachers. (this is strictly non-evaluative and offers Track 1 teachers the opportunity to see other experts in action)

- Participate in appropriate continuing professional educational activities as required by the district's in-service and Act 80-day programming and building planning time.
- Meet with the assigned mentor, member of the Induction Committee, and/ or principal at the end of the year meeting.
- End of Year Survey
- Needs Assessment Survey (Administered annually to identify needs and priorities for the Act 48 Professional Education Program and the Induction Program)

Mentor:

- Participate in mentor training activities
- Participate in summer orientation activities
- Maintain the Mentor Teacher Checklist
- Maintain the Mentor Teacher Log
- Meet with the new teacher at least once each week
- Observe inductee two times, once each semester (this is strictly non-evaluative and offers Track 1 teachers the opportunity to be provided support)
- Complete the Mentor Observation Form for each observation
- Meet with the beginning teacher, member of the Induction Committee, and/ or principal at the end of the year meeting.
- End of the Year survey

MENTOR:

The role of a mentor is to provide professional instruction and guidance to assist inductees in making a smooth entry into the district with practical, working knowledge of effective teaching practices. The ESASD recognizes the importance of this role; therefore, the Building Administrator will select teachers for this position who demonstrate the following qualities:

- Recognized as an excellent teacher who implements the district's standards-aligned mission-focused curriculum.
- Works well with students, families, colleagues, and community members.
- Demonstrates organizational skills, has knowledge of and uses effective classroom management techniques.
- Exhibits a good grasp of learning theory and an understanding of how theory is translated into effective teaching and assessment of student learning.
- Implements a variety of different and differentiated instructional strategies successfully.
- Integrates technology thoughtfully and purposefully introduces instruction, assessment, and professional practice.

- Demonstrates good listening skills and an understanding of the needs of newly certificated professionals.
- Demonstrates enthusiasm for teaching and a positive attitude toward the profession.
- Motivated to contribute to the professional development of the inductee.

MENTOR SELECTION:

Qualifications:

1. To be eligible for selection, a mentor must be a teacher with five years of successful teaching experience as a regular full-time employee.
2. The mentor teacher must possess a valid Instructional II certification from the Commonwealth of Pennsylvania, Department of Education, at the time of application.
3. Teach in the same grade level or the same subject area as the beginning teacher, if applicable.

Criteria for selecting mentors in East Stroudsburg Area School District:

1. Knowledge and skills in the classroom
2. A commitment to the teaching profession and service to children
3. Instructional Leadership
4. Effectively teachers to teach the district standards-aligned curriculum
5. The use of appropriate, effective problem-solving techniques related to teaching and communicating.
6. Various instructional, classroom organizational, management and grouping techniques enhance student learning.
7. The ability to convey enthusiasm for a subject to students.
8. Has knowledge of how to effectively provide special attention to students requiring assistance.
9. Success in fostering student academic and emotional growth
10. The ability to give and receive constructive criticism.
11. Strong written and oral communication skills
12. Strong interpersonal communication skills with colleagues, parents and students.
13. Knowledge about the district and building-level policies and procedures
14. Expresses an interest in being a mentor
15. Willingness to dedicate the extra time it takes to support a beginning teacher
16. Aware of the benefits of different teaching styles
17. Knowledgeable about the resources of the school and staff
18. Able to maintain confidentiality
19. Has modeled being a lifelong learner

Responsibilities:

1. Assist inductee in implementing district curriculum and instructional practices.
2. Assist the inductee in implementing district and school policies and procedures.
3. Assist the inductee in organizing the classroom.
4. Advise the inductee concerning preparation for the opening of school.
5. Assist the inductee in preparing for an open house and/or back-to-school night
6. Advise inductee in preparing for teacher/ parent conferences
7. Meet with the inductee at least once a week during the first semester and at least biweekly during the second semester to provide assistance and direction as needed. The frequency of meetings may be altered at the discretion of the building principal.
8. Conduct peer observation and coaching with pre- and post-observation conferences. Peer observation is non-evaluative.
9. The mentor-beginning-teacher relationship is confidential. Mentors never speak with an administrator about a beginning teacher's performance.

Compensation:

The collective bargaining agreement between ESASD and the ESASD Association determines the compensation for mentor teachers.

ACTIVITIES AND TOPICS

The ESASD Teacher Induction Program activities include a two-day orientation in August and up to a minimum of three seminars scheduled throughout the school year. In addition, the district will conduct the following district/building induction activities:

- Building level meeting with Administrator and mentors as needed

For first-year teachers, seminar goals and competencies reflect the stages of teacher development identified in current teacher effectiveness research and designed to meet the differentiated learning styles of participants. Charlotte Danielson's Professional Practice Framework also informs these competencies for Educators. Some of the topics to be addressed for each of the five major goals of the program are outlined below:

Goal 1: To build a strong mentoring relationship for all new professional employees and the induction team and or mentor.

1. Roles and responsibilities of the induction team members
2. Informally assess the needs of inductees
3. Informal peer visitation guidelines

Goal 2: To build a knowledge base of essential resources, policies and procedures.

1. School Entity Policies and Procedures including the following:
 - Philosophy
 - Contractual Obligations
 - Professional Obligations
 - Discipline Policy
 - Grading/Retention Policy
2. Building Policies & Procedures including the following:
 - Materials Acquisition
 - Attendance Procedures
 - Schedule
 - Extra Duties
 - Emergency Phone Numbers
 - Recordkeeping
 - Home/School Communication
 - Emergency Procedures
 - Parent Teacher conferencing
 - Assessment Procedures
 - Community Resources
 - Field Trip Procedures
 - Media Services
 - Pupil Personnel Services
 - Extracurricular Activities
 - Federal Programs

Goal 3: To build a knowledge base of district student learning achievement.

1. Student Achievement including the following:
 - Proficiency of Standards
 - Graduation Requirements (secondary level)
 - Standards-Based Curricula
 - District Assessment Plan
 - Textbook/ Resource Materials
 - Five District Strategic Objectives (connection to everything we do)

Goal 4: To develop an understanding of effective classroom techniques and procedures.

1. Organizing for the First Day/ Week
2. Organizing for Instruction
3. Classroom Management/ Effective Behavior/ School-Wide Behavior Support
4. Student Assessment
5. Academic Standards/ State Initiatives

6. Motivating Students
7. Meeting Student Needs
8. Instruction to Address Culturally/ Linguistically Diverse Learners
9. Trauma-informed and Social-Emotional Learning

Goal 5: To build an awareness of expectations.

1. Professional Expectations & Conduct including the following:
 - Code of Conduct, standards and practice
 - Confidentiality
 - Support of system
 - Support of colleagues
 - Ethics professional Demeanor
 2. Teacher Self Esteem and Self-care
 3. Community Demographics & Social Structure
 4. Parental Contact/ Involvement
 5. Parent/Teacher Conferencing Techniques
 6. Expectations for Beginning Teachers
 - Teacher evaluation process
 - Understanding the Danielson Model
- Cohort # 1 - New Teachers: The teacher mentors are expected to review the following agenda with the new teachers throughout the school year as appropriate:

AUGUST:

- Survival Checklist for New Teachers
- Procedures for beginning the school year, including a checklist
- Review Code of Conduct.
- Lesson plans (requirements for format and content including emergency plan requirements)
- Developing student guidelines/ expectations.
- Completing grade books and report cards.
- Grading system.
- Homework assignments.
- Diagnostic Tests.
- Positive behavior management strategies
- School nurse and student illness.
- Behavior management.
- Review SWPBIS program

- Student Discipline Procedures (including submitting a referral/ incident in Sapphire).
- Planning periods.
- School Assemblies.
- Requisition of supplies.
- Trauma-informed strategies
- Emergency Procedures.
- Employee-absence- sick, personal and bereavement days.
- Professional association membership.
- Time management
- Role of the school administrator(s) and office staff
- Needs assessment

September:

- Open House procedures
- Conducting Parent Conferences
- Dismissal procedures for students
- Using technology
- Special instructions for substitute teachers- provide lessons and activities
- Role of School Librarian
- Child Abuse
- Clubs
- Activities accounts and procedures
- PSSA/ Keystone and other building-level and district-level testing requirements (share Assessment Calendar)
- Attending professional conferences
- In-service Day and Act 80 Day responsibilities
- Review homework policy & share ideas regarding assignment submission by students
- Review confidentiality policy information
- Discuss understanding of how to write weekly lesson plans that focus on student learning & benchmarks/ expectations (ex. Can refer to Madeline Hunter model and ESASD policy #111)
- Discuss any beginning of the year assessments that need to be administered
- Discuss concerns about students who might be struggling and identify possible interventions including SAP team; Child Study team; MTSS; and resources available through the guidance department and building specialists.
- Discuss methods of maintaining documentation of student concerns and actions taken to address the concerns.
- Teacher role during an IEP/ 504 Plan meeting
- Review Sapphire - grade book (or other gradebook options for grade levels not using Sapphire)

- Review upcoming progress report process (ensure gradebook can support progress report completion)
- Set up a scheduled time to meet as mentor/inductee in October
- Needs assessment

October

- Review Charlotte Danielson's Framework
- Examine/ Discuss classroom management/ discipline plan and maintaining class control
- Debrief department, grade level, team or committee meetings. Answer questions about unknown terms or unclear processes
- Share grading guidelines and quarterly grades
- Discuss school holiday/ function policies (parties, dances, food, activities)
- Review grade reporting system (sapphire- progress report grades; end of the quarter grades)
- Discussion on parent/teacher conferences and tips in how to prepare for and conduct
- Discuss any potential difficult conferences & suggest support personnel that might attend the conference
- Discuss working with students with IEPs, 504's, ELL, GIEP
- Set up a scheduled time to meet as mentor/ inductee in November
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Field Trip procedures
- Procedures for outside presenters and visitors to building
- Parent and family engagement
- Fostering positive relationships with students
- Trauma-informed school philosophy and strategies for implementation
- Needs assessment

November:

- Mentor informally observers at least one (1) class period
- Inductee informally observes at least one (1) teacher for at least one (1) class period
- Home contacts
- Using the computer as an instructional tool
- Developing good custodial/ clerical relations
- Role of Special Teachers
- Discussion on parent/teacher conferences and tips in how to prepare for and conduct
- Emergency/ weather related processes
- Discuss procedures for snow day/ delayed starts
- Address instructional pacing
- Review holiday units & activities (if applicable)
- Review building-level and district-level assessments to be administered this month.

- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Set up a scheduled time to meet as mentor/inductee in December
- Needs assessment

December

- Development of mid-term or final exams (secondary only)
- Researching materials needed for the classroom
- Selecting field trips
- Completing referrals for psychological evaluation
- Share/ Discuss ideas on how to plan meaningful and engaging activities for the days before winter break
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Set up a scheduled time to meet as mentor/inductee in January
- Needs assessment

January

- Review and Discuss half year experiences
- Set end-of-year goals for areas of professional growth (choose at least two areas together) and create an action plan for reaching those goals)
- Review report cards/ progress reports to send home
- Contacting parents of struggling students
- Examine second-semester classes/schedule (if applicable)
- Discuss home communications & ideas to strengthen home/school connections
- Discuss how to prepare students for upcoming testing
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Set up a scheduled time to meet as mentor/inductee in February
- Needs assessment

February

- Mentor informally observers at least one (1) class period.
- Inductee informally observes one (1) teacher for at least one (1) class period
- Requisition forms for new materials (secondary only)
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Set up a scheduled time to meet as mentor/inductee in March
- Needs assessment

March

- Review testing schedule, testing procedures and suggestions for conducive testing environment
- Become aware of professional organizations in your discipline or area of interest
- Look for upcoming workshops, classes, professional development opportunities
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Set up a scheduled time to meet as mentor/inductee April
- Needs assessment

April

- Promotion-retention procedures
- Tips on closing the school year in the classroom
- End of the year procedures
- Discuss procedures for end-of-the-year events, ordering, field trips, etc.
- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Review PSSA/ Keystone exam procedures
- Review the district calendar together for the rest of the year
- Review end-of-the-year paperwork (if applicable)
- Set up a scheduled time to meet as mentor/ inductee in May
- Final needs assessment

May/June

- Review building-level and district-level assessments to be administered this month.
- Review instructional decision-making using the data gathered from classroom-level, building-level and district-level assessments.
- Discuss procedures for closing up the end of the school year- room preparation
- Review process for applying for summer postings (if applicable)
- Discuss final weeks activities
- Explain room pack-up procedures and where to obtain supplies needed

- Share with the teacher summer access to the classroom for fall set-up
- Discuss plans for working together for year two
- Time log and Monthly Mentor sheets are up to date and submitted by the date indicated
- CELEBRATE THE END OF A SUCCESSFUL 1ST-year

EVALUATION AND MONITORING

The East Stroudsburg Area School District has established a multi-tiered process for monitoring and evaluating the New Teacher Induction Program. As part of the ESASD New Teacher Induction Program, the New Teacher packet outlines the monitoring and evaluation methods and individual responsibilities of each stakeholder participating in the program. The New Teacher, the mentor teacher, and the building principals all have specific responsibilities in monitoring and evaluating the new teacher program, including:

New Teacher:

1. Evaluation of the summer orientation and all other continuing professional education activities.
2. Reflection through completion of observation reports completed after observations of other teachers.
3. Self-evaluation through developing and implementing an Individual Professional Development Plan and end-of-the-year review.

Mentor Teacher:

1. Evaluation of summer orientation and continuing professional education activities.
2. Evaluation of a new teacher through: (a) the development and implementation of the new teacher's Individual Professional Development Plan, (b) the completion of 1 observation of the new teacher, (c) the participation in weekly meetings with the new teacher, and (d) the participation in the end of the year review.
3. Program evaluation through completion of the New Teacher Induction Program Evaluation Form.

Building Principal:

1. Evaluation of summer orientation and all other continuing professional education activities.
2. Evaluation of new teachers through: (a) the development and implementation of the new teacher's Individual Professional Development Plan, (b) the completion of 2 observations of the new teacher, and (c) the participation in the end of the year review.
3. Monitoring of progress through periodic meetings with new teachers and mentors.
4. Program evaluation through completing the New Teacher Induction Program Evaluation Form.

The building principals will utilize the data collected throughout the year to determine if individual teachers successfully met the competencies established in the plan. The building principals are responsible for the final evaluations of all teachers in their buildings. At the end of the school year, all individual participants will evaluate the program. The evaluation data will be presented to the New Teacher Induction Committee. Revisions to the plan will be made as appropriate. The results will be reported to the Superintendent. This information will be used in the writing of the next plan.

PARTICIPATION AND COMPLETION

All professional employees with no previous experience or who are new to the ESASD will be required to have a mentor and be considered inductees. Previous experience will be defined and determined by the Director of Human Resources. Experienced certificated employees new to the district who are full-time, part-time, or 45-plus days will also be requested to participate in the induction program. Ideally, efforts will be made to identify one mentor for each inductee. The length of this involvement may vary and will be determined by the Director of Human Resources.

The ESASD will maintain records of those beginning teachers completing the induction process by: (1) giving each beginning teacher completing the program certification of this accomplishment, (2) placing a copy of the certification with the signed Teacher Induction Criteria for Completion Form in the teacher's personnel file and (3) maintaining a district file of all beginning teachers completing the process within the school entity.

Appendix A: SPECIAL EDUCATION TEACHERS

- Progress Monitoring
- Sapphire training
- IEP writing
- Writing Re-Evaluations
- Caseload Management
- FBA
- Manifestation meetings
- Social Skills groups
- Working with district-provided supports and outside agencies (including district social workers, etc.)
- Facilitating an IEP meeting
- Modifying Instruction
- IEP days
- Documentation strategies that will hold up in court
- Communicating effectively with parents
- Building positive relationships with students
- List of contact people (Special Ed secretary, Supervisors, Department chair, OT, Speech)
- How to write a lesson plan
- Parent and family engagement
- Trauma-informed school philosophy and strategies for implementation
- School-wide positive behavior support and the role of the special education teacher
- Time management strategies (balancing teaching lessons with other responsibilities)
- Fostering positive relationships with students

Appendix B: SCHOOL COUNSELORS- SECONDARY

- Overview of Chapter 339 ESASD Comprehensive K-12 School Counseling Program
- Act 71 Suicide Awareness, Prevention and Response
- Mandatory Reporting of Child Abuse/Neglect
- New Student Registration Procedures
- Student Scheduling Process
- ESASD Grading System
- ESASD Graduation Requirements
- Student Assistance Program (SAP)
- Child Study Team
- School Counselor's role with Special Education
- School Counselor's role with district social workers
- MCTI
- School Counselor Competencies
- ESASD School Counselor Evaluation Process
- Transfer Student Procedures
- School Counselor's role with Chapter 15/s (shown on Sapphire how to create these documents) and writing legally defensible 504 plans
- Access to their school emails and Sapphire prior to beginning of year
- Proper documentation procedures that will hold up in court
- CPE Tracker
- AESOP
- Curriculum for classroom lessons
- Time management strategies (balancing teaching lessons with other responsibilities)
- Making positive parent and family connections
- Fostering positive relationships with students
- Trauma-informed school philosophy and strategies for implementation
- School-wide positive behavior support and the role of the school counselor

Appendix: B- SCHOOL COUNSELOR- ELEMENTARY

- Overview of Chapter 339 ESASD Comprehensive K-12 School Counseling Program
- Act 71 Suicide Awareness, Prevention and Response
- Mandatory Reporting of Child Abuse/Neglect
- Student Assistance Program (SAP)
- Role of the school counselor with ESACA
- Child Study Team
- Responsibilities providing Child Protection Unit for second grade
- Guidance lessons based on 339 requirements
- Guidance Lesson Curriculum
- Oversight of Smart Futures/Career Development requirements
- School Counselor's role in gifted education (KBIT, OLSAT, Evaluation)
- Group Counseling
- Meeting individually with students
- Parent Contact and documentation procedures
- School Counselor's role with Special Education
- School Counselor's role with special education paperwork
- School Counselor's role with district social workers
- MCTI (Grade 5)
- School Counselor Competencies
- Parent/Teacher Conferences
- Retention Considerations
- Open House
- ESASD School Counselor Evaluation Process
- Oversight of Open Permission Logs
- Transfer Student Procedures
- Transfer IEP (paperwork/meetings/intake)
- School Counselor's role with Chapter 15/s (shown on Sapphire how to create these documents) and writing legally defensible 504 plans
- Access to their school emails and Sapphire prior to beginning of year
- Proper documentation procedures that will hold up in court
- CPE Tracker
- AESOP
- Referral & Collaboration with Provider 50 Services
- Referral source for community services
- Time management strategies (balancing teaching lessons with other responsibilities)
- Making positive parent and family connections
- Fostering positive relationships with students

- Trauma-informed school philosophy and strategies for implementation
- School-wide positive behavior support and the role of the school counselor
- Middle school transition
- Early Intervention Transition
- Kindergarten Orientation
- Kindergarten Screening
- School Counselor responsibilities in the summer
- Maintenance of special education records

Appendix C : Certified School Nurse

**Certified School Nurse Mentor Log
August/September**

Procedures for beginning the school year including:

- How to Navigate and use the “School Nurse Health System” in Sapphire
- New Student Registration in Sapphire- immunizations, provisional enrollment, physicals, health concerns
- Health Room Preparation
- Receiving Supplies - Packing Slips
- Writing IHPs, 504 plans and IEP health addendums
- School Physician Standing Orders
- Emergency First Aid Kits for the classroom teachers
- Kindergarten Screening and Kindergarten Orientation
- Scheduling Mandated Screenings
- Review Building Student Handbook
- Preparation of Food Allergy List/ Communication with Food Services
- Preparation of Bee Sting List
- Preparation of latex allergy list
- How to withdraw a student from Sapphire

Review Board Policies:

- 203 - Communicable Diseases and Immunizations
- 203AR- Immunizations
- 203.1- HIV Infection
- 207 Confidential Communications with Student

Emergency Procedures

Employee absent/sick, personal and bereavement days (AESOP)

Professional Association Memberships

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

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Certified School Nurse Mentor Log

August/September

Substitute Nurses Book

Receiving and Documentation of Medications in Sapphire - Special attention to how to document insulin

Conference with teachers regarding students with special health needs

Procedure for managing Immunization Provisional Enrollments and Immunization Exclusions

Bloodborne Pathogen Exposure Plan and Personal Protective Equipment

Board Policy

- 209 Health Examinations
- 209.1 Pediculosis
- 209.2 Diabetes
- 210 Medication including how to document, store, track, and administer (5 Rights)
- 210.1 Possession/Administration of Asthma Inhaler/Epinephrine Auto Injectors
- 210.2 Food Allergies
- 246 Student Wellness
- 246 AR Student Wellness/808 AR Food Services
- 121 Field trips (see february)

PATEP

Start health room screenings

Continue Sapphire Training as needed

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

Certified School Nurse Mentor Log

October

Act 48

Access Billing for Students, How to document in Sapphire

Concussion Management

Confidentiality HIPAA/ FERPA

School Dental Hygienist

Homeless Children and Youth - McKinney Vento Homeless Assistance Act

Board Policy

- 434 Sick Leave
- 435 Family Medical Leave
- 436 Personal Necessity Leave
- 436.1 Leaves for Short Term Absences for ex emergencies Days without Pay

Workman's Compensation

Continue Sapphire Training as needed

Introduce to the PA Department of Health Website for School Health

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

Certified School Nurse Mentor Log

November

- Mentor informally observes inductee: Date: _____
- Inductee informally observes Mentor: Date: _____
- Emergency Weather Protocols and Processes
- Discuss Procedures for Snow Days
- Medical Marijuana
- Medical Personal Assisting with School Health Program
- Narca/ Narcan Training
- PA- SIIS immunization program
- Budget Justifications
- Letters Home for Private Physicals
- Continue Sapphire Training as needed

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Date of Mentor observing Inductee #1: _____

Date of Inductee observing Mentor #2: _____

Certified School Nurse Mentor Log December

- PA Immunization Report
- Sharps Disposal Procedure
- PTO/PTA Organization
- Multicultural Diversity
- Home School Procedure
- Wellness Committee
- Safety Committee
- Staff Development/Staff InService Days
- Continue Sapphire Training as needed

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

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Certified School Nurse Mentor Log

January

- Reminder Physical Letters to Parents
- Scheduling School Physicals
- Sports Physicals
- BID List for Supplies
- Inventory of Supplies
- Following up on Mandated Screening Referrals
- Continue Sapphire Training as needed
- Pupil Services
 - Guidance Services
 - Psychological Services

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

Certified School Nurse Mentor Log February

- Field Trips - ESASD Board Policy 121 and attachment B, C, DEF
- PA DOH Field Trip guide
- Continue Sapphire Training as needed
- Contractual Review
- Emergency procedures related to D&A, Suicide, First Aid and CPR
- District Philosophy
- Review the Planned Course

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Date of Mentor observing Inductee #2: _____

Date of Inductee observing Mentor #2: _____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

Certified School Nurse Mentor Log March

- Professional development, organizations, workshops, classes
- Elementary Kindergarten Screening Preparation
- Incorporating healthy lessons into the classroom
- Chronic Conditions Report

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

Certified School Nurse Mentor Log

April

- Physical Examination and Scoliosis Screening Exclusion Letters
- Demonstrate how to post the Health Screening Letters to Sapphire Portal
- Continue to review School Nurse Health System in Sapphire
- Review End of Year Procedures

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

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Certified School Nurse Mentor Log May/June

- Discuss procedures for closing up the nurse's office including:
- Sending home forms for the next school year including Asthma Action Plans, Food Allergy Action Plans, Seizure Action Plans and Medication forms.
- Notifying parents about pick up of medications and EPIPENS/sending home of inhalers.
- Moving up Health Records and transferring health records one week prior to the end of school for (5th to 6th and 8th to 9th)
- Provisional Immunization Letters
- Packing up the Nurse's Office for Summer Cleaning
- Audiometers to ESE for Calibration yearly
- Talk about Summer Hours for the new School Year
- Discuss plans for working together for two years

Meeting dates (in person, by phone or google meet)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Certification of Activities:

Mentor: _____ Date: _____

Inductee: _____ Date: _____

Building: _____

This certifies that the below named inductee has completed the requirements of the New Teacher Induction Program.

Inductee: _____ **Date:** _____

Mentor: _____ **Date:** _____

Principal: _____ **Date:** _____

Director of Human Resources: _____ **Date:** _____

Appendix D : School Psychologist

- Role and responsibility of a School Psychologist in Child Study/ MTSS
- When to issue an PTE or PTRE for transfer students
- How to write a PTE/R
- How to conduct a FBA / responsibility and role of a School Psychologist in FBA
- Process with paperwork from start to finish / who is responsible for what, who gets copies
- Importance of adhering to legal deadlines
- Procedures for sending downtown a tracking form when a PTE was sent and maintaining building-level documentation procedures with due dates, etc.
- Responsibility in the manifestation process: manifestation procedure from start to finish, who is responsible for what, who gets copies (Ex. Leading manifestation determination meeting, complete the Manifestation Determination Worksheet, make copies and send one of them to central admin)
- Sapphire training - where to find all of the information, how to generate ER/RR and permissions, how to add graphs, etc.
- List of outside agencies partnering with ESASD and their contact information (Colonial Academy, PATH, PA Mentor, etc.)
- List of mandated trainings/after school meetings
- How to use applications under Staff Dashboard (Aesop, Munis, PA-ETEP, Work Request, etc.)
- How to use ESASD Moodle to find information on procedures and forms
- Type of consent forms to communicate with the outside agencies

Appendix E : ESL

- Sapphire
- Classroom Accommodations
- The 5 Levels (Level 1- Early Beginner; Level 2- Students who are just acquiring the language; Level 3&4- Level 5- Students who have exited)
- Wida Access Exam
- Progress Sheet
- School-wide positive behavior support and the role of the ESL teacher

APPENDIX F: Reading Specialist

- Process for using Title I funds
- Overview of the important Title I documents
- Need to explain to parents what Title 1 is
- Need knowledge on administering Acadience Tests, and analyzing testing data (not just Acadience Testing, but PSSA Test Data, MAPS Tests, Screeners, etc).
- Understanding of the 5 big ideas of reading, how to determine reading strengths and weaknesses of students
- The importance of Phonemic Awareness and how to teach it
- Access to Acadience Website and the different reports it can generate
- Resources available in the district to hold Title 1 Event - Food Service, reimbursement procedures, etc.
- How to do a budget for the district, vendors, and the forms used
- 95% (Chip Kit) and Phonics Lesson Library training
- Effectively communicating reading data to parents & having strategies for how they can help close reading gaps at home
- Collaborate with teachers across all grade levels to assist in moving students forward in their reading skills
- Overview of all the programs used for intervention (Read Naturally, Explode the Code, Phonics for Reading etc.)
- Process for inventory for Core Reading materials, Acadience Benchmark and Progress Monitoring Books, Wonderworks materials etc.
- Overview of school-wide and district-wide reading events
- School-wide positive behavior support and the role of the reading specialist
- Time management strategies (balancing teaching lessons with other responsibilities)

APPENDIX G: MTSS COORDINATOR

- School-wide positive behavior support and the role of the MTSS coordinator
- Elementary level: Time management strategies (balancing teaching lessons with other responsibilities)

APPENDIX H: LIBRARIAN

- Library Curriculum
- Destiny Library Manager (our automation system)
- Online subscriptions available to our students
- Policies for acquisition and weeding of materials
- Policies for circulation of materials
- School-wide positive behavior support and the role of the librarian
- Time management strategies (balancing teaching lessons with other responsibilities)
- All accounts (ESASD, G suite, Gmail groupings, Clever)
- Titlewave/Titlewise Analysis
- Book Budgets and Ordering Processes
- Librarian and Paraprofessional Roles and Responsibilities
- Virtual/Hybrid Learning Model and Expectation

APPENDIX I: MUSIC

- General Instruction:
 - Large class behavior management skills
 - Rehearsal Strategies: Macro - Micro - Macro goal
 - Developing Rapport and Motivating Students
 - Adaption of lessons for students with exceptionalities
 - Culturally responsive teaching
- Music-Specific Instruction:
 - Diagnosing common instrument-specific issues (both physical, conceptual)
 - Appropriate vocal modeling to encourage healthy singing
 - Time management strategies (balancing teaching lessons with other responsibilities)
 - Sequencing of instruction in the general music classroom (outside of the ensemble setting)
 - Curriculum Knowledge
 - Choosing Music
 - Concert Programming/Literature selection
 - Choosing Age/Level Appropriate Repertoire
- Concepts related to instruction:
 - School-wide positive behavior support and the role of the music teacher
 - Budgets for music, equipment, supplies, festivals etc.
- Advocacy: Advocating for your Program / Community Outreach / Parent Involvement
- Professionalism: Collaborating with colleagues both in and out of the department
- Suggested Involvement Professional Music Organizations
 - Pennsylvania Music Educators Association
 - American Choral Directors Association

APPENDIX J: Art

- Ordering supplies (K-12)
- How to promote more Art Electives at the High School Level (Grades 9-12)
- How to organize supplies and folders for students to ensure smooth transitions between classes and cycles (K-12)
- Organizing and planning for an end of the year art show (planning really begins in September and can become overwhelming quickly if not periodically worked on throughout the year);
 - each building and/or campus does their art show differently so this may be “optional” versus “required”

APPENDIX K: Health & Physical Education

Elementary:

- Communication log
- Be prepared to be “pulled” from your scheduled classes to substitute in a classroom in a moments notice

Intermediate:

- A set of clear rules and expectations for each class.
- Guidelines for locker room use - this is the first time 6th graders are changing for PE!
- Sub plans and class lists for attendance - including emergency plans for three days.
- Fitnessgram testing, scoring and data entry.
- Weight Room use, cleaning safety.
- Alternative plans for COVID when equipment cannot be utilized.
- Incorporating technology into Health and PE - Google Classroom

High School:

- Health restriction list (keep up to date with students' information), always check class list, so the teacher knows student issues, restrictions etc. Bee sting allergies (epipen)
- Document on sapphire nurse communication and when offered to go to the nurse

Elementary/ Intermediate/ High School:

- Sub plans with attendance sheets
- Back up plans for outside/inside/PE in the classroom
- Plans for when the gym is taken away during the day for other activities
- Plans for lessons when you can't use equipment due to Covid restrictions
- SAP program (we see all students so HPE is usually involved in identifying students)
- Encouraging student participation and how to approach students who are sitting out
- Fitnessgram fitness testing
- Special Education students
- Gymnasium/Weight Room safety
- How to incorporate technology into PE classes

APPENDIX K: FAMILY CONSUMER SCIENCE

- Travel/time to acquire materials for labs, classroom projects, etc.; see your lead/chairperson for additional information for suggestions on best way to execute these processes
- Annual, spring evening award ceremony for recognition of HSN students
- Monthly record keeping for budget, procurement cards, and materials use
- Please note this position requires close relationships with the department for planning, ordering, organizing, room/materials utilization as well as maintaining spaces, supplies, resources, and teacher responsibilities. You will be required to sign a district contract for the use of a district-issued procurement card, which allows you to organize purchases within an allotted budget for your courses. It is highly recommended that you work closely with your counterpart and district chairperson through the process to follow proper procedures and use.
- Our department uses a wide range of materials that need to be purchased, maintained and monitored during classes and throughout the school year. For example, sewing machines, kitchen appliances, *Baby Think It Over* Simulators, maternity simulators, and a wide range of materials/resources, etc.. Each teacher is responsible for inventories, cleaning, storing, organization, planned maintenance and shared use of materials, lab spaces, classrooms, and storage areas.

**APPENDIX L: TECHNOLOGY EDUCATION
Demographics/ Program Highlights**

Demographics:

Grade Levels	K-12	Urban/ Suburban/ Rural	
Student Population	(2019-2020) 6,170	Ethnic Makeup (% of each)	American Indian / Alaskan Native - 137 Asian - 149 Black or African American- 1,460 Hispanic- 1,211 Multi-Racial- 593 Native Hawaiian or other Pacific Islander(not hispanic)- 24 White- 2,733
Teacher Population		% New Teachers (hired within last three years)	
		Per-pupil Expenditure	

Program Highlights

Unique Feature of Program		Mentoring Is/ Is Not Mandated	<i>Is mandated for first-year teachers.</i>
Coaching Is/ Is Not a Component	<i>Coaching is a component</i>	Mentors Do/ Do Not Evaluate the New Teachers With Whom They Work	<i>Mentors do not evaluate</i>
Cost of Program		Funding	
Mentors are Full-Time/ Part-Time Teachers	<i>Mentors are full-time teachers with experience and/ or district-provided</i>	Mentor Remuneration	<i>Mentors receive compensation per the Schedule B contract in the amount of \$.</i>

	<i>training</i>		
How Long Program Has Been In Existence		Duration of Program for New Teachers	<i>Three years</i>
Higher Education Affiliation	<i>None</i>	Program Coordinator	

Questions or concerns regarding this plan should be directed to:

Mr. Stephen Zall - Director of Human Resources
 stephen-zall@esasd.net

ESASD New Teacher Induction Plan

The Board of Directors for the East Stroudsburg Area School District approved the New Teacher Induction Plan on December 19, 2022

By: _____

Richard Schlameuss, Board President

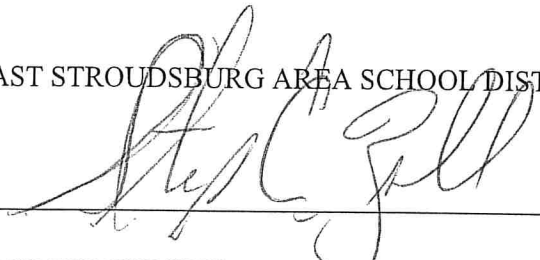


**East Stroudsburg Area School District
SNOW REMOVAL OPERATIONS
Memorandum of Understanding**

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:

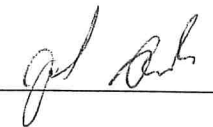
- A) Association classifications with personnel eligible for Snow Removal Operations include the following: Bus Drivers, Custodians, Maintenance, Maintenance/Grounds, Mechanics.
- B) Bargaining unit members will be compensated at 1 ½ times their regular base hourly rate for the actual time performing snow removal operations only regardless of holiday or application of accrued time within the week.
- C) Work days shall not exceed contractual hours without prior approval from one's supervisor(s). The Supervisor shall submit a timesheet/email to payroll corroborating the hours applied for snow removal operations.
- D) This agreement shall neither constitute a new practice nor nullify an existing past practice.
- E) This agreement pertains to the 2022-2023 school year only unless otherwise addressed through current negotiations.

EAST STROUDSBURG AREA SCHOOL DISTRICT



Date: 12/13/22

EAST STROUDSBURG AREA EDUCATION SUPPORT PROFESSIONAL ASSOCIATION



Date: 12-14-22

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

RESOLUTION

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

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

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

WHEREAS, the East Stroudsburg Area School District index for the 2023-2024 fiscal year is 5.9% as calculated by the Department of Education;

WHEREAS, the East Stroudsburg Area School District Board of Education wishes to express its intention that it shall not raise the real estate property tax rate for the support of the East Stroudsburg Area School District for the 2023-2024 fiscal year by more than the index.

WHEREAS, this Resolution does not require that the East Stroudsburg Area School District Board of School Directors raise the real estate property tax rate for the 2023-24 fiscal year.

AND NOW, on this 19th day of December, 2022, it is hereby RESOLVED by the East Stroudsburg Area School District (hereinafter "District") Board of Education (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2023-2024 school year at a rate that exceeds the index as calculated by the Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of the District's proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2023-2024 fiscal year.

4. The Administration of the District is directed to submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District is directed to send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2023-2024 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Richard Schlameuss , Board President

Date

ATTEST:

Patricia Rosado, Board Secretary

Date

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

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Department *

Curriculum & Instruction

Building *

all elementary buildings

What service or item are requesting *

QuaverEd Music online program

Why are you requesting the service or item *

To use in conjunction with the current elementary music curriculum

Suggested replacement *

n/a

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

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

single user

What is the total cost of the purchase? *

\$52,920.00

Procurement Method: *

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

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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.

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Which Fund will be charged? *

10 ▼

What account will be charged? *

10-1110-650-990-10-000-920-000-8744

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

yes

Any additional information you would like to provide.

This subscription will be funded for the first 2 years using a grant. The remaining 4 years beginning with the 24/25 SY will be funded from each schools budget.

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

Google Forms

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Quote

East Stroudsburg School District

Date: 10/21/2022

License Length: July 1, 2022 to June 30, 2028 (6yr)

Item Description:	Grades	# of Schools	Unit	Total
QuaverMusic Curriculum	K-5	6	\$10,080.00	\$60,480.00
Multi-year discount 12.5%				-\$7,560.00
Quarterly Content Updates				INCLUDED
Student Access to Student Resources				INCLUDED
24/7 Access to 50+ Hours of Online Resources/PD				INCLUDED
			Total	\$52,920.00

**Sales Tax will be included on final invoice unless Tax Exempt Certificate is included at time of purchase.*

Includes all of the following elements:

- Customizable Lesson Plans
- Lesson Plan Presenter
- Teacher GradeBook
- Auto-Graded Assessments
- ClassPlay
- Bach's Brain
- World Music
- Student Accounts
- Online Quaver Classrooms
- Quaver Unplugged Content
- Virtual Training Program

Proposal valid for 90 days.

QuaverEd.com
65 Music Square West
Nashville, TN 37203

Sean Smith
Director of Sales
Sean@QuaverEd.com
615.585.0337

Music Dept.

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Quote for 6 years subscription	\$52,920.00					
Total paid by ESSERS III (22/23 and 23/24 SY)	-\$17,640.00					
Balance to divide between 6 elem. buildings beginning in 24/25 SY	\$35,280.00					
			3rd year	4th year	5th year	6th year
			24/25 SY	25/26 SY	26/27 SY	27/28 SY
East Stroudsburg Elem.	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
Bushkill	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
J.M. Hill	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
Middle Smithfield	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
Resica	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
Smithfield	\$5,880.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00
	\$35,280.00		\$1,470.00	\$1,470.00	\$1,470.00	\$1,470.00

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East Stroudsburg Area School District
December 2022
Financial Information System Cost Proposal - 2022-23 School Year

	CSIU	Tyler Munis		
Annual Hosted Subscription	\$38,160			
SC View License	\$11,534			
Purchasing/Accounts Payable	\$3,995			
Staff Onboarding	\$4,995			
Mileage Reimbursement	\$695			
Total Annual Cost:	\$59,379	\$142,870	Savings:	\$83,491
One Time Setup Fee	\$1,400			
Data Conversion	\$3,800			
Training	\$5,000			
Total One Time Cost:	\$10,200			

Note: Tyler Munis contract expires December 31, 2023

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CSIU Financial Information System Proposal – East Stroudsburg Area School District

6,408 student count

Bidding, Fund Accounting, Payroll, Personnel, Staff Portal

Service	Rates	2022-23 Full Year Cost	Ongoing Annual Cost
Annual hosted subscription Student Count: 6,408	Bidding: \$3,700 Fund Accounting: \$11,725 Payroll: \$14,975 Personnel: \$7,760 Staff Portal: Included with Payroll and Personnel subscription	\$38,160	\$38,160 est.
Training and Support			
Annual combined support allowance*	No charge	36 hours	36 hours
Additional bank of support hours (optional)	\$90/hr. up to 33 hr. max	TBD	N/A
Training			
- Group Webinars	Included	No charge	No charge
- Group Classroom @ CSIU	Included	No charge	No charge
- Group Classroom @ regional site	Included	No charge	No charge
- Individual phone**	Included	No charge	No charge
Custom and on-site	\$97/hr.	As needed	As needed
One-time setup fee per application	\$350/per	\$1,400	N/A
Hours above allowance and bank	\$97/hr.	TBD	TBD
Data Conversion Services			
Data Conversion***	\$97/hr.	\$3,800 est.	N/A

- Price adjusted annually based on most recently published enrollment counts and “then-current” subscription rate.
- Travel time is billed at the “then-current” hourly rate and at the same rate as the service (i.e. on-site training, consulting or project management, etc.) rendered; Mileage, room, and meal charges are not billable for Pennsylvania clients.
- Custom programming, if approved, is billed at the “then-current” hourly rate for this service.
- This proposal is effective October 10, 2022 thru June 30, 2023 and is our best estimate based upon your student enrollment count provided or the most recently audited student count published. Your 2022-23 final pricing figures will be based upon your audited 2021-22 student count and the 2022-23 “then-current” FIS rates. Your ongoing rates will be based upon your audited student count from the previous year and the “then-current” FIS rates.
- See the most recent Exhibit 1.a price sheet for additional details regarding our current rates, training, support, hourly fees, etc.

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- * Time exceeding the allowance will be billed at the "then-current" hourly rate.
- ** Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and may not be available at peak times, so please plan accordingly.
- *** Data conversions are difficult to estimate due to a number of factors, including number of applications implemented, modules used within those applications, time of year, etc. The proposed estimates are based upon our experience with previous clients and are meant for budgeting purposes. The average cost of the past 44 clients totaled \$3,800 for the three core applications. Actual charges will be billed on an hourly basis for only the time it takes, not what is estimated. These estimates are assuming we only have to do the conversion only one time and that the original files are accurate. The following are examples of the three core applications and most popular modules we convert:
 - Fund Accounting – vendors & accts = 6 hours
 - Fund Accounting – summarized totals per year = 3 more hours
 - Payroll – 12 hours (main conversion would/could include things like demographics, PSERS, Direct Deposit, Wage accounts and rates, deductions, etc.)
 - Summarized check history add 10 hours (for YTD or first year); additional per year = 4 hours per
 - Personnel
 - Personnel Master info - 3 hours (assuming the PY master info is already there) otherwise 6 hours
 - Absences - 6 hours
 - Insurances - 9 hours
 - Salary - 8 hours (i.e. contracts for salary projection)
 - Course Credit - 6 hours
 - Certification - 6 hours (can be eliminated with PIMS import)
 - Applicant info - 8 hours

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CSIU SCView PROPOSAL – East Stroudsburg Area School District

Student Count: 6,408

Service	Rates	Annual Support Allowance	2022-23 Full Year Cost	Ongoing Annual Cost
SCView Base System Lite License includes: Document Management/ Electronic Forms Builder/ Workflow (LITE option includes 3 user licenses)	Flat fee of \$810, plus per student on file Tier 1: 1,800 @ \$3.32 Tier 2: 1,000 @ \$1.00 Tier 3: 1,000 @ \$0.75 Tier 4: 2,000 @ \$0.50 Tier 5: 608 @ \$0.00	12 Hours	\$9,536	\$9,536 est.
SCView Base System Unlimited License includes: Document Management/ Electronic Forms Builder/ Workflow (Unlimited user licenses)	Flat fee of \$810, plus per student on file Tier 1: 1,800 @ \$4.43 Tier 2: 1,000 @ \$1.00 Tier 3: 1,000 @ \$0.75 Tier 4: 2,000 @ \$0.50 Tier 5: 608 @ \$0.00	12 Hours	\$11,534	\$11,534 est.
Optional Modules				
Purchasing / Accounts Payable * (includes 1 SCScan Station license)	Flat fee per student tier 4,801 – 8,000 students = \$3,995	8 Hours	\$3,995	\$3,995 est.
Staff Onboarding	Flat fee per student tier 4,801 – 8,000 students = \$4,995	8 Hours	\$4,995	\$4,995 est.
Mileage Reimbursement	Flat Fee: \$695	4 Hours	\$695	\$695
Document Conversion Services				
Data Conversion	\$97/ hour, plus \$.01 (one cent) per document converted	N/A	N/A	N/A
Training Services				
Training	Included	No charge	No charge	No charge
- Group Webinars	Included	No charge	No charge	No charge
- Group Classroom @ CSIU	Included	No charge	No charge	No charge
- Group Classroom @ regional site	Included	No charge	No charge	No charge
- Individual phone**	Included	As needed	As needed	As needed
- Custom and on-site	\$97/hr	\$97/hr	\$97/hr	\$97/hr

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SCView® is a third-party product of SC Strategic Solutions (SCSS) for which CSIU assumes hosting, training, support and co-development responsibilities.

* Additional SCScan Station licenses can be purchased for a one-time fee of \$895 per license

** Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and generally not available at peak times, so please plan accordingly. Time exceeding both the allowance and pre-paid bank of hours will be billed at the "then-current" hourly rate.

- Price adjusted annually based on most recently published enrollment counts and "then-current" subscription rate.
- Intermediate Unit student count based upon the average of all school districts within their boundary
- Travel time is billed at the "then-current" hourly rate and at the same rate as the service (i.e. on-site training, consulting or project management, etc.) rendered; Mileage, room, and meal charges are not billable for Pennsylvania clients.
- Custom programming, if approved, is billed at the "then-current" hourly rate for this service.
- This proposal is Effective August 18, 2022 thru June 30, 2023 and is our best estimate based upon your student enrollment count provided on the most recently audited student count published. Your 2022-23 final pricing figures will be based upon your audited 2021-22 student count and the new SCView rates. Your ongoing rates will be based upon your audited student count from the previous year and the "then-current" SCView rates. NOTE: Intermediate Unit student count based upon the average of all school districts within their boundary.
- See the most recent Exhibit 1.e price sheet for any details regarding our current rates and hourly fees.

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***CENTRAL SUSQUEHANNA INTERMEDIATE UNIT
AGREEMENT FOR SUBSCRIPTION TO HOSTED
SOFTWARE SERVICES***

EFFECTIVE DATE:
_____, 20xx

RETURN ONE EXECUTED COPY OF THIS AGREEMENT TO:

Central Susquehanna Intermediate Unit
Attention: Marly Artley
Technology Group Director's Office
90 Lawton Lane
Milton, PA 17847

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***AGREEMENT FOR SUBSCRIPTION
TO HOSTED SOFTWARE SERVICES***

THE BACKGROUND OF THIS CONTRACT IS AS FOLLOWS:

- I. CENTRAL SUSQUEHANNA INTERMEDIATE UNIT (Intermediate Unit No. 16), (referred to throughout this Agreement as "CSIU"), is an intermediate unit established by and existing under Chapter 11 of the Public School Code of 1949, as amended, 24 P.S. §§9-951 et seq., with its principal place of business located at 90 Lawton Lane in the Borough of Milton, Northumberland County, Pennsylvania and having as its mailing address 90 Lawton Lane, Milton, Pennsylvania 17847.
- II. _____, referred to throughout this Agreement as "SUBSCRIBER" is a Local Education Agency organized and existing under the laws of the Commonwealth of Pennsylvania with its principal place of business at _____, _____, Pennsylvania _____.
- III. The Technology Group of the CSIU develops and resells certain software programs and services.
- IV. CSIU and SUBSCRIBER desire to enter into an agreement for the providing of such services to SUBSCRIBER by CSIU.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL OBLIGATIONS EXPRESSED BELOW, AND INTENDING TO BE LEGALLY BOUND, CSIU AND SUBSCRIBER AGREE THAT:

1. **Effective Date**. This Agreement shall take effect on _____, 20xx

irrespective of the actual date of its execution and shall supersede any other Agreement between the parties for the designated services.

- 1.1 This agreement shall remain in effect indefinitely unless either party notifies the other party, on or before April 1 of any fiscal year, of its intent to terminate it effective at the close of business on the following June 30 or exercises any other right of termination set forth in this Agreement.

2. **Software Services.** The CSIU Technology Group will provide to SUBSCRIBER the services selected on Exhibit 1.

- 2.1. With respect to each selected application, CSIU will afford SUBSCRIBER access to and use of the software generally available to clients as developed and maintained or resold for its Pennsylvania public education clients.
- 2.2. Reasonable efforts will be made to provide upgrades to hardware, and operating systems, when deemed necessary, in its sole discretion, to provide SUBSCRIBER with optimal performance and reliability.
- 2.3. CSIU will provide timely software updates and notifications of enhancements contained within those updates. Updates will be performed during non-peak hours.
- 2.4. From time to time, CSIU will need to respond to a critical situation by applying a hotfix for all clients which may need to be done during business hours.

3. **Access and Use of Software.** CSIU shall allow SUBSCRIBER access to its computer network as well as the use of such software as is available for that computer network, written by or licensed to the CSIU Technology Group.

4. **Support.** CSIU shall provide reasonable support and training to SUBSCRIBER's staff in the use of CSIU's software as specified in Exhibit 1.

- 4.1. Telephone and email support will be provided during CSIU Technology Group office hours (8:00 A.M. – 4:00 P.M.) Monday through Friday, excluding CSIU holidays.
5. **Compensation**. SUBSCRIBER shall compensate CSIU in accordance with the rate schedule for the applications selected by SUBSCRIBER from the software service schedule (Exhibit 1) presented by CSIU.
6. **Workstations**. SUBSCRIBER shall be responsible for the acquisition and installation of workstations necessary for the full utilization of services provided to it by CSIU under this Agreement.
7. **Confidentiality and Information Security**. In the process of responding to a request from the client to investigate a possible malfunction of the software or a data problem, there may be a need for employees or agents of CSIU to review the client's data. CSIU acknowledges that the contents of the data files of the SUBSCRIBER are confidential and that it is bound to maintain the confidentiality of that data except to the extent that it cannot be maintained due to the nature of the client's request for support.
 - 7.1. CSIU also covenants to adhere to its Information Security Specifications as set forth from time to time on the CSIU On-line Support Center web page.
 - 7.2. In the event of a data breach or compromise, CSIU will notify clients in accordance with any CSIU Data Security Policy and applicable state/federal laws in place at the time.
8. **Ownership**. CSIU shall at all times remain the owner of the software applications or the license for software applications used to provide the services contemplated by this Agreement.
 - 8.1. SUBSCRIBER, by executing this Agreement, acknowledges the

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title of CSIU to the software applications and covenants not to dispute that title.

8.2. SUBSCRIBER shall not in any manner represent to any other party that has any rights to the services and software applications except those expressly provided in this Agreement.

8.3. Any disclosure of the information contained in those programs, systems, or form designs is prohibited.

9. **Taxes**. The SUBSCRIBER shall pay all sales taxes, use taxes, excise taxes, or similar charges relating to the applications.

10. **Limitation of Liability**. CSIU's sole liability if the services provided under this Agreement cannot be made satisfactory is that SUBSCRIBER shall have the option to terminate this Agreement.

10.1. CSIU shall not be liable for any costs, lost revenues, or any other damage to SUBSCRIBER with respect to any matter covered by this Agreement.

10.2. IN NO EVENT WILL CSIU BE LIABLE FOR SPECIAL OR CONSEQUENTIAL DAMAGES TO SUBSCRIBER OR ANY OTHER PARTY, EVEN IF CSIU HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10.3. SUBSCRIBER'S REMEDIES UNDER THIS AGREEMENT ARE EXCLUSIVE OF ALL OTHER REMEDIES AT LAW OR IN EQUITY.

10.4. CSIU shall not be liable to SUBSCRIBER or any other party for performance, nonperformance, or defect in performance of the services, which are the subject of this Agreement or for any representations and warranties made by SUBSCRIBER or any other party in connection with this Agreement.

10.4.1. CSIU does not warrant that the services covered by this Agreement will meet all of the SUBSCRIBER's requirements or that the operation of its software will be error-free.

11. **Indemnification**. Each party shall hold the other party, its employees,

agents, and representatives harmless from and against, and shall indemnify the other party, its employees, agents, and representatives for any liability, loss, expenses, suits, claims, damages, judgments, demands, and reasonable attorney's fees, whatsoever, asserted by any person or business or other entity, resulting directly or indirectly, from any alleged breach of this Agreement by that party or any of its employees or agents, or resulting directly or indirectly from that party's alleged unlawful or actionable conduct in the course of its business activities or based upon any alleged or actual infringement of any federal copyright or patent by that party. Both parties acknowledge that they are governmental units subject to the immunities and limitations of liability provided by the Political Subdivision Tort Claims Act (hereafter the "Act") and that, in the event of a claim or suit, they are entitled to the full protections of the Act.

12. **Limitation of Use**. With respect to the services provided by CSIU pursuant to this Agreement, SUBSCRIBER shall not afford access to them to any third person or entity.
13. **Assignment**. SUBSCRIBER shall not, without the written consent of CSIU, assign, sell, lease, loan, or share the software services with any third party.
 - 13.1. CSIU shall not unreasonably withhold its consent to assignment of this Agreement to any successor in interest to SUBSCRIBER.
14. **Assignment by CSIU**. The interest of CSIU under this Agreement may

be assigned or transferred by it without prior notice to SUBSCRIBER.

14.1. In the event of such assignment or transfer by CSIU, its transferee shall have the full benefit of this Agreement.

14.2. In the event of such an assignment, CSIU shall notify SUBSCRIBER in writing within 30 days. Upon notice, Subscriber may elect to terminate this Agreement.

15. **Default.** The following shall constitute acts of default by SUBSCRIBER under this Agreement.

15.1. Failure to make any payment required by the Agreement.

15.2. Failure to perform or adhere to any other covenant or provision of this Agreement

15.3. The failure of either party to insist upon strict performance of any of the provisions of this Agreement shall not affect the right of such party thereafter to enforce same nor shall the waiver of any breach of any of the provisions be construed as a waiver of any subsequent default of same or similar nature, nor shall it be construed as a waiver of strict performance of any other provisions.

16. **Cure of Default.** Any such failure or failure to adhere shall not constitute an event of default under this Agreement if

16.1. SUBSCRIBER cures any such breach or failure, as to a monetary default, within ten (10) days of receipt of written notice by CSIU, or

16.2. as to a non-monetary default, if such breach or default is cured within one (1) month after receipt of written notice from CSIU.

16.3. In the event of such non-monetary default, if such cure cannot be reasonably completed within such one-month period, such breach or default shall be deemed to be cured if SUBSCRIBER commences such cure within such one-month period and proceeds with diligence towards the conclusion of such cure.

17. **Remedies on Default.** In the event of a default by SUBSCRIBER, which is not cured, CSIU may, at its option do any of the following:

17.1. Terminate the contract.

17.2. Demand payment of all amounts and monies then due and owing.

18. **Exercise of Remedies.** All remedies of CSIU under this Agreement are cumulative and may, to the extent permitted by law, be exercised concurrently or separately.

18.1. The exercise of any one remedy shall not be deemed to be an election of that remedy or to preclude the exercise of any other remedy.

18.2. No failure on the part of CSIU to exercise and no delay in exercising any right or remedy under this Agreement shall operate as a waiver of that remedy.

19. **Entire Written Agreement.** CSIU HAS MADE NO WARRANTIES OR REPRESENTATIONS, EXPRESSED OR IMPLIED, CONCERNING THE SOFTWARE SERVICES OTHER THAN THOSE CONTAINED IN THIS AGREEMENT.

19.1. This document represents the entire Agreement between CSIU and SUBSCRIBER for the specific services covered by this Agreement and all prior conversations, agreements, or representations relating to this Agreement are deemed to have been integrated into it.

20. **Arbitration.** In the event that any dispute should arise between the parties regarding the meaning or effect of this Agreement, which dispute cannot be resolved by the parties, they each shall appoint an arbitrator and a third arbitrator shall be appointed by the first two.

20.1. Proceedings under this paragraph may be initiated by either party informing the other in writing of the necessity for arbitration and the subject matter of the arbitration.

20.2. The parties shall select the first two arbitrators within forty-five (45) days after such notice has been sent.

- 20.3. The panel of two arbitrators shall select the third arbitrator within thirty (30) days has been sent.
- 20.4. Proceedings under this paragraph shall be commenced and pursued as expeditiously as possible.
- 20.5. The parties shall compensate the arbitrators selected by them. All other costs of the arbitration, including the fee of the third arbitrator, shall be borne equally.
- 20.6. All proceedings or the enforceability of any award and all other matters pertaining to the arbitration shall be governed by the Uniform Arbitration Act in force in Pennsylvania or any applicable succeeding legislation.
21. **Amendments**. No amendment to this Agreement shall be binding on either party unless it be in a writing signed by both parties, which writing makes specific reference to this Agreement.
22. **Best Efforts**. CSIU will use its best efforts to assure reliability and security of its services.
- 22.1. However, CSIU will not be responsible for work delayed or invalidated because of computer problems, telecommunication problems, software problems, system failures, or similar problems beyond the control of CSIU.
23. **Notices**. All notices required by this Agreement shall be delivered by certified mail to the parties at the addresses referred to in the Background of this Agreement.
24. **Governing Law**. This Agreement shall be governed by and construed under the laws of the Commonwealth of Pennsylvania.
25. **Survival of Agreement**. This Agreement shall be binding on and inure to the benefit of the successors and assigns of both parties.
- 25.1. The obligations of SUBSCRIBER with respect to non-disclosure

set forth in this Agreement shall remain binding on
SUBSCRIBER even after termination of use of the license or
termination of this Agreement.

IN WITNESS WHEREOF, the parties, intending to be legally bound, have caused
their hands and seals to be affixed this _____ day of _____, 20__.

Witness:

CENTRAL SUSQUEHANNA
INTERMEDIATE UNIT

Marly Artley

Dr. Kevin Singer

Print Name Above:

By _____

Print Name Above:

Date: _____

Executive Director

Title: _____

Witness:

_____ School District

Print Name Above:

By _____

Print Name Above:

Date: _____

Title: _____

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Exhibit 2 - CSIU

Application Service Provider Information Security Specifications

Provider Location: CSIU Main Office, 90 Lawton Lane, Milton, PA 17847

Client Representatives: CSIU Computer Services staff

1. Physical controls in place for security assurance

- a. Hosted systems are maintained in our data center.
- b. Access to the data center is monitored electronically. Personnel entering the room without electronic passes are admitted only by authorized personnel. Additionally, the data center is located behind secured doors in a passage designated for CSIU personnel only. Finally, all entrances to the building are monitored electronically, by camera, and by front desk personnel, thus presenting four levels of security.
- c. Staff access to the application servers and software is restricted to a separate domain than CSIU staff. Temporary access to client data is granted to staff on an 'as needed' basis for resolving client-initiated calls. This access to client data automatically "times-out" at the end of an established access period, and is unique to each request; hence, an audit trail is established. Also, these occurrences are documented regarding need, date, and time.
- d. The datacenter is equipped with smoke detectors and an automatic fire suppression system (HFC-125 Extinguishing System). The system is interconnected and monitored by a third-party alarm company which reports incidents to the Union County 911 Center as needed. There is also air conditioning with a second back-up unit.
- e. The entire main CSIU office is supported by a diesel generator that comes on-line, within seconds, in the event of a power outage. This generator can provide the full electrical capacity for the facility and can run for multiple days at a time if there is diesel fuel available. Weekly tests are completed to ensure this generator is in proper working order.

2. Security Safeguards based on auditor recommendations

a. Security Protocols for Windows Servers:

- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- User passwords must be changed every 30 days.
- The minimum length of any password is eight characters and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters (for example, !\$,%,&).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords can be repeated.
- Accounts that are inactive for more than 3 months are disabled and only re-enabled upon client request.
- Clients logged into a session that remains inactive (no keyboard or mouse activity) for more than 60 minutes will be logged off.

b. Web-Based Student Information System (SIS)

- Clients logged into a session that remains inactive (no page updates) for more than 60 minutes will be logged off automatically.
- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- Agency system administrator can set the frequency of expiration; every 7 days, 30 days, 60 days, or 90 days, or choose not to enforce expiration.
- The minimum length of any password is eight characters and must include one number (0-9) or a special character (for example, !\$#,%).

c. Web-Based Financial Information System (FIS)

- Clients logged into a session that remains inactive (no page updates) for more than 30 minutes will be logged off automatically.
- User passwords must be changed every 30 days.
- User accounts are locked after three incorrect login attempts until unlocked or 10 minutes passes.
- The minimum length of any password is eight characters and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters allowed are (&!@#\$\$%^+=).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords is repeated.

3. Single-Sign-On (SSO) - available for FIS clients

- Authentication can be shifted from the FIS to an external provider of the agency's choice.
- Using this service requires the agency to assume additional responsibilities and oversight. It is *critical* that agencies are aware of their responsibility for controlling access to the FIS logins and password complexity/change requirements, which under this method is no longer within CSIU's purview for strict authentication control.
- All SSO FIS solutions require a secure internet connection using client/server certificates to connect to the client's authentication service.
- It that are external to the CSIU (e.g., problems with connectivity to or failure of the external authentication service) can mean users will not be able to log in to their respective FIS website at CSIU. CSIU will be glad to assist in troubleshooting to confirm the source of any disruption, failure, and disconnect.
- Any audit inquiries or questions regarding SSO rules administered by an agency not using the FIS out-of-the-box security (as described in 2c above) will be redirected to the agency's administration.

4. Data Confidentiality, Integrity and Availability

a. Confidentiality

- All eService websites require client web browsers to connect at a minimum using a 256-bit encryption certificate (SSL) in all connections.
- CSIU uses Microsoft Active Directory security protocols and deploys current security patches and service packs. Client data is segmented in a separate Active Directory domain.
- Users are logged out of web sessions after 20 minutes of inactivity, except for the SIS which allows up to 60 minutes of inactivity.
- Data is located on servers housing other client data. Client data is secured via Microsoft's NTFS and Microsoft SQL Server permissions; thus, prohibiting one client access to another client's data.
- CSIU staff are required to read and sign a job description which includes the following language: *"The person employed in this position shall maintain confidentiality with regard to the personal and private information about clients and coworkers, programs and services and any other proprietary information accrued as a result of CSIU employment or as required by state or federal laws and regulations."*
- In response to client requests to investigate software malfunctions and data corruption, employees, and agents of the CSIU may need to review client data. The CSIU acknowledges this data is confidential and is bound to maintain the confidentiality of the data to the extent that it can be maintained given the nature of the client's request for support.
- The CSIU will not disclose or re-disclose the personally identifiable information from student and confidential records that it receives to any other party without the prior consent of the staff, parent, or eligible student, and the CSIU will use the personally identifiable information that it receives only for the purpose for which the disclosure to the CSIU was made.
- A complete vulnerability assessment and penetration test has been performed by the PA National Guard. We have developed a good relationship with their team and continue to utilize their services ongoing.
- We are receiving weekly vulnerability scans via the NCATS program, offered by DHS through US-CERT. A thorough report is reviewed with our internal teams weekly.
- CSIU is a member of the Multi-State Information Sharing and Analysis Center® (MS-ISAC®), which is funded and sponsored by the US Department of Homeland Security. We continually adjust our security priorities as needs are presented by this organization.

b. Integrity

- Backups
 - i. All data (VM and file-level) is encrypted and backed up to local storage daily and database logs are backed-up hourly.

- ii. Daily all data and servers are backed-up with an industry leading enterprise backup software company off-site in an encrypted repository 80 miles away from CSIU's main data center.
- iii. A full cycle of a minimum of 30-days of back-ups are retained for additional protection along with snapshots of the backup data.
- We institute change management procedures designed to ensure continued data integrity for client data.
 - i. Updates that are applied are completed in a test/QA environment before we move them to production.
 - ii. Application changes that go outside of our normal update sequences must have management authorization before being completed in a production environment.
 - iii. Our processes are limited to specific approved administrators to ensure rogue changes or updates do not happen
- CSIU staff are not permitted to change client data without signed authorization from an approved client contact.

c. Availability

- Disaster Recovery
 - i. No matter how much planning and proactivity is done, there is always a chance for disaster to strike. We have taken measures to be ready for situations involving lengthy outages in our disaster recovery strategy.
 - ii. We have a fully redundant data center which is replicated 80 miles away from CSIU's main data center. In the case of disaster or very extended outage, we can failover operations to the redundant location. We are continuing to enhance these capabilities ongoing.
 - iii. This plan is practiced regularly, and we strive to improve our recovery point objective (RPO) in findings during our practice scenarios.
 - iv. A copy of the full CSIU Computer Services Disaster Recovery Plan is available for review at our central office. Please contact our technical support staff if you have additional questions.
- Virtualization
 - i. We cluster our VM's which are highly available, and load balanced across multiple cluster hosts
 - ii. We use a storage area network (SAN) containing SSD hard drives which are RAID protected and use a 10G Base-T network backend to ensure high read/write speeds (IOPS) to our compute infrastructure.
 - iii. In the case of equipment malfunction or failure, our virtualization clusters are sized appropriately to ensure we have capacity to resume operations rapidly.
- CSIU pushes for continuous quality improvement by monitoring and anticipating problems **before** services are disrupted, whenever possible.
 - i. Automatic tests on hundreds of established metrics are running 24/7. When defined thresholds are met, notifications are sent via email and text alerts to

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CSIU technical support staff for resolution; new metrics are added continuously to be proactive.

- ii. If there is a service disruption, CSIU keeps clients informed by using a public website (<https://csiu.statuspage.io>) to post service status information. Clients are encouraged to subscribe to emails and text messages posted by CSIU on this site to know about service issues or when upgrades are scheduled.
- We are striving to eliminate any potential single points of failure within our infrastructure. We have completely overhauled our infrastructure to add additional redundancy wherever it is possible. For example, we have instituted the following in our datacenter;
 - i. Redundant firewalls at our perimeter allowing for high availability failover
 - ii. Redundant switches in our core multi homed to lower level switches
 - iii. Each physical server is doubly connected to separate Uninterruptible Power Supply (UPS) systems to carry through the gap from the loss of power until our building wide generator comes online.
 - iv. Dual ISP networks together provide redundancy in the event of an internet interruption.
 - v. All network traffic passes through our ISP network protection, and then through a route with an access-list limiting port access to all devices within our private network. Only approved devices have ports we specifically designate opened to the outside.

5. Hardware used by the client

- Client hardware considerations are beyond CSIU control.
- Clients can access CSIU applications with a variety of operating systems and hardware through a standardized session
- Client web browsers must be able to support an SSL 256-bit encryption certificate to access CSIU web applications.
- We strongly suggest that client hardware accessing CSIU applications do not operate with administrator rights or without advanced endpoint protection installed.

East Stroudsburg Area School District

Paper and Custodial Supply Bids – 2023-24

For the past several years, the East Stroudsburg Area School District has participated in the Joint Purchasing Bid for Paper and Custodial Supplies with the Colonial Intermediate Unit (CIU) 20. 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.

The Administration would like to once again participate in the Northampton/Monroe/Pike County Joint Purchasing Board bid and pricing analysis on February 23, 2023, at 9:30 a.m. The bid recommendation as awarded will be presented to the District's Finance Committee at the March 2023 Finance Committee meeting and the Board of School Directors for ratification at the March 2023 Regular Board meeting.

Motion to authorize the administration to participate in the 2023-24 Northampton/Monroe/Pike County Joint Purchasing Board bid and pricing analysis for Paper and Custodial Supplies on February 23, 2023 with ratification of the award occurring at the March 2023 Board of School Directors Regular Board meeting.

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
2023	05	49	BUA	11/03/2022	11/03/2022	short				phillip-kerzner	1	N	Hist	2023			
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE

1	10006570	610									1	N	Hist	2023			
											1	N	Hist	2023			
2	10006570	640									1	N	Hist	2023			
											1	N	Hist	2023			

111.00 111.00 0.00 0.00

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
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1	10010030	610									1	N	Hist	2023			
											1	N	Hist	2023			
2	10009940	610									1	N	Hist	2023			
											1	N	Hist	2023			
3	10009920	610									1	N	Hist	2023			
											1	N	Hist	2023			
4	10009970	610									1	N	Hist	2023			
											1	N	Hist	2023			
5	10010030	610									1	N	Hist	2023			
											1	N	Hist	2023			
6	10010010	610									1	N	Hist	2023			
											1	N	Hist	2023			

400.00 400.00 80.49 80.49 103.43 103.43 0.00 0.00

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
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1	10006860	650									1	N	Hist	2023			
											1	N	Hist	2023			
2	10007040	650									1	N	Hist	2023			
											1	N	Hist	2023			
3	10006850	640									1	N	Hist	2023			
											1	N	Hist	2023			

520.34 520.34 429.81 429.81 90.53 90.53 0.00 0.00

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
 2023 05 62 BUA 11/08/2022 11/08/2022 ESE650 marjory-gullstrand 1 N Hist 2023

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10006890	650						Improve Elementary databas	518.69		
10-2250-650-000-10-212-155-000-0000-								ESELibrarySupplies Tech		429.81	
2	10007070	650						Improve Elementary databas			
10-2250-650-000-20-518-155-000-0000-								LISLibrarySupplies Tech			
3	10006850	640						Improve Elementary databas		88.88	
10-2250-640-000-00-000-155-000-0000-								RegularBooks/Period			

** JOURNAL TOTAL

0.00 0.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
 2023 05 63 BUA 11/08/2022 JMH650 marjory-gullstrand 1 N Hist 2023

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10006920	650						Improve Elementary databas	519.17		
10-2250-650-000-10-213-155-000-0000-								JMHLibrarySupplies Tech		429.81	
2	10007090	650						Improve Elementary databas			
10-2250-650-000-30-819-155-000-0000-								EHLibrarySupplies Tech			
3	10006850	640						Improve Elementary databas		89.36	
10-2250-640-000-00-000-155-000-0000-								RegularBooks/Period			

** JOURNAL TOTAL

0.00 0.00

YEAR PER JOURNAL SRC EFF DATE ENT DATE JNL DATE JNL DESC CLERK ENTITY AUTO-REV STATUS BUD YEAR JNL TYPE
 2023 05 64 BUA 11/08/2022 MSE650 marjory-gullstrand 1 N Hist 2023

LN	ORG	ACCOUNT	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10006950	650						Improve Elementary databas	519.17		
10-2250-650-000-10-214-155-000-0000-								MSELibrarySupplies Tech		429.81	
2	10007130	650						Improve Elementary databas			
10-2250-650-000-30-820-155-000-0000-								EHLibrarySupplies Tech			
3	10006850	640						Improve Elementary databas		89.36	
10-2250-640-000-00-000-155-000-0000-								RegularBooks/Period			

** 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
2023	05	11/08/2022	11/08/2022	RES650	marjory-gullstrand	N	Hist	2023	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10006980	650					RESLIBRARYSUPPLIES TECH	Improve Elementary Databas	861.62		
2	10006850	640					REGULARBOOKS/PERIOD	Improve Elementary Databas		861.62	

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	11/14/2022	11/14/2022	Project	karen-mochan	N	Hist	2023	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10003280	610					EHNMATHEMATICSSUPPLIES TECH		125.00		
2	10003280	650					EHNMATHEMATICSSUPPLIES TECH			125.00	

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	11/15/2022	11/15/2022	Repair	paul-bakner	N	Hist	2023	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10012970	432					EHINSTRMUSICREP&MAINTVEH	Van Repair	240.00		
2	10012970	433					EHINSTRMUSICREP&MAINTVEH	Van Repair		240.00	

** JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	05	11/22/2022	11/22/2022	Pundock	diane-kelly	N	Hist	2023	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT	OB
1	10012970	432					EHINSTRMUSICREP&MAINTVEH	Van Repair	240.00		
2	10012970	433					EHINSTRMUSICREP&MAINTVEH	Van Repair		240.00	

** JOURNAL TOTAL 0.00 0.00

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East Stroudsburg Area SD, PA



JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ACCOUNT	LINE	DESCRIPTION	BUD YEAR	JNL	TYPE	STATUS	AUTO-REV	HIST	DEBIT	CREDIT	OB		
LN	ORG	OBJ	PROJ	REF1	REF2	REF3	REF4	REF5	REF6	REF7	REF8	REF9	REF10	REF11	REF12	REF13	REF14	REF15	REF16	REF17		
1	10011670	640			DK				cover pundo												2,000.00	
	10-2720-640-000-00-000-007-000-0000-				DK				Transportation													2,000.00
2	10011670	610			DK				cover pundo													
	10-2720-610-000-00-000-007-000-0000-				DK				Transp, Gen, Sup													
												** JOURNAL TOTAL		0.00	0.00							
												** GRAND TOTAL		0.00	0.00							

10 Journals printed

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

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East Stroudsburg Area School District

Date Range 10/14/22 through 11/11/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1838	10/17/2022	AMERICAN HEART ASSOCIATION, INC.	ATHLETIC TRAINER BLS PROVIDER COURSE ON USB	\$ 132.75
1839	10/17/2022	COMFORT SUITES	NASRO SCHOOL POLICE CONFERENCE HOTEL - F MILL	\$ 409.89
1840	10/17/2022	COOPER ELECTRIC SUPPLY CO.	NASRO SCHOOL POLICE CONFERENCE HOTEL - G MILFORD	\$ 409.89
1841	10/17/2022	HAJOCA CORPORATION	Open PO Cooper Electric - District	\$ 6,605.30
1842	10/17/2022	P.I.A.A., INC.	Open PO - Hajoca - DISTRICT	\$ 2,292.34
1843	10/17/2022	PCARD VENDOR	PIAA SPORT RULE BOOKS	\$ 1,051.50
1844	10/17/2022	PENNSYLVANIA STATE UNIVERSITY	LEADERSHIP CONFERENCE - A POLMOUNTER	\$ 187.09
1845	10/17/2022	SHUTTERSTOCK INC	Env Svcs. PSE training materials	\$ 161.46
1846	10/17/2022	TEACHERS PAY TEACHERS	Shutterstock open purchase order	\$ 29.00
1847	10/17/2022	WASTE MANAGEMENT	RES Guidance supplies	\$ 532.60
1848	10/17/2022	ZOOM VIDEOS COMMUNICATIONS, INC	DISTRICT Waste Management	\$ 11,201.24
1849	10/17/2022	PA ASSOCIATION OF SCHOOL ADMINISTRATORS	zoom open purchase order	\$ 59.96
1850	10/17/2022	PCARD VENDOR	SCHOOL SAFETY FROM TECH PERSPECTIVE WEBCAST	\$ 75.00
1851	10/17/2022	BOVINO'S PIZZA	KB-DAR INNER CHASSIS W/LENS	\$ 93.39
			PIZZA FOR SERVE SAFE CERT TEST	\$ 82.00
			PIZZA FOR TRAINING - S ZALL	\$ 128.00
1852	10/17/2022	PCARD VENDOR	PIZZA HS SOUTH SCRIMMAGE AT ESU	\$ 286.00
1853	10/17/2022	PCARD VENDOR	FOOD FOR CATERING	\$ 135.27
1854	10/17/2022	PCARD VENDOR	NEW TEACHERS TRAINING	\$ 38.14
1855	10/17/2022	BOVINO'S PIZZA	SNAPA CONFERENCE HOTEL STAY- M COLLEVECHIO	\$ 352.98
1856	10/17/2022	PA SCHOOL BOARDS ASSOCIATION (PSBA)	pizza for meeting - W. Vitulli	\$ 26.45
			2022 SCHOOL LEADERSHIP CONFERENCE - D KULICK	\$ 403.00
			2022 SCHOOL LEADERSHIP CONFERENCE - G ANDREWS	\$ 403.00
			2022 SCHOOL LEADERSHIP CONFERENCE - R BEAR	\$ 403.00
			2022 SCHOOL LEADERSHIP CONFERENCE - R SCHLAMEUSS	\$ 403.00
			2022 SCHOOL LEADERSHIP CONFERENCE - W ROHNER	\$ 403.00
1857	10/17/2022	PCARD VENDOR	MONTHLY SUBSCRIPTION FOR SUPERINTENDENT	\$ 4.00
1858	10/17/2022	PCARD VENDOR	MONTHLY SUBSCRIPTION FOR SUPERINTENDENT	\$ 12.00
1859	10/20/2022	WAYFAIR, INC	Sofa and table for Just Press Pause Room	\$ 1,041.16
260560	10/20/2022	A F BOYER HARDWARE LLC	NORTH RIFLE SUPPLIES	\$ 1,800.00
260561	10/20/2022	A/CAPA	A/Capa Conference Registration C. Johnson	\$ 365.00
260562	10/20/2022	ABINGTON HEIGHTS SCHOOL DISTRICT	JTL WRESTLING ENTRY FEE FOR COMET CLASH	\$ 250.00
260563	10/20/2022	AMROCK LLC	PROPERTY TAX REFUND PARCEL 09.11A.1.16&09.11A.1.16	\$ 64.92

East Stroudsburg Area School District

* Date Range 11/12/22 through 11/17/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261148	11/17/2022	THE KINDNESS PROJECT	BUSHKILL CASUAL FOR A CAUSE DONATION	\$ 111.00
261149	11/17/2022	TINA M FALBO	Final Payment for Empl Expense claim # 4947.	\$ 63.50
261150	11/17/2022	TU-WAY COMMUNICATIONS	Bus Radio Server (old PO 22004529)	\$ 4,642.00
261151	11/17/2022	US FOODS	Radio Repeater System Testing and Evaluation	\$ 1,250.00
261152	11/17/2022	VERNIER SOFTWARE & TECHNOLOGY LLC	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 112,560.50
261153	11/17/2022	WALMART COMMUNITY/GEMB	HS-S	\$ 319.00
			HSS Speech Open PO - Supplies	\$ 52.49
261154	11/17/2022	WEISSMAN'S THEATRICAL SUPPLIES INC	Open PO Life Skills HSS Daily Living	\$ 404.91
261155	11/17/2022	WILLIAM PARKER	Tap shoes for the play	\$ 81.63
261156	11/17/2022	WILLIAM RIKER	William Parker Senior Rebate 2022	\$ 250.00
			Final Payment for Empl Expense claim # 4954.	\$ 66.50
261157	11/17/2022	WINIFRED LIPTAK	Final Payment for Empl Expense claim # 4955.	\$ 89.00
261158	11/17/2022	ZEPHYR MAT CLUB	Winifred Liptak Senior Rebate 2022	\$ 500.00
Grand Total			JTL WRESTLING TOURNAMENT FEE ZEPHYR CLASSIC	\$ 375.00
				\$ 1,674,134.48

East Stroudsburg Area School District

Date Range 11/18/22 through 12/09/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1860	11/21/2022	BIG TEAMS LLC	ATHLETICS BIG TEAMS ONLINE SCHEDULER INVOICE	\$ 2,550.00
1861	11/21/2022	BLACK KNIGHT INFOSERV, LLC	DO NOT PAY DocVerify annual mem. Paid with CC	\$ 3,900.00
1862	11/21/2022	COOPER ELECTRIC SUPPLY CO.	Open PO for Cooper Electric - District	\$ 13,577.28
1863	11/21/2022	HAJOCA CORPORATION	Open PO - Hajoca - DISTRICT	\$ 248.51
1864	11/21/2022	ICOM NORTH AMERICA LLC	MECHANICS FULE PUMP KIT & COIL CLACK SOLENOID	\$ 707.30
1865	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 318.75
1866	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 318.75
1867	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 318.75
1868	11/21/2022	PCARD VENDOR	TRAUMA HEALING CONF HOTEL - S JONES	\$ 318.94
1869	11/21/2022	PCARD VENDOR	SOUTH CROSS COUNTRY PAUL SHORT ENTRY FEE	\$ 44.00
1870	11/21/2022	PCARD VENDOR	SOUTH CROSS COUNTRY PAUL SHORT ENTRY FEE	\$ 267.25
1871	11/21/2022	PCARD VENDOR	HS NORTH REFRIGERATOR AND ICE MAKER	\$ 350.00
1872	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 67.50
1873	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 49.00
1874	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 98.00
1875	11/21/2022	PCARD VENDOR	HS SOUTH FALL CONCESSION SUPPLIES	\$ 45.00
1876	11/21/2022	PESI, INC.	TRAUMA HEALING CONFERENCE - S JONES	\$ 439.99
1877	11/21/2022	SHUTTERSTOCK INC	Shutterstock open purchase order	\$ 29.00
1878	11/21/2022	THE READING INC	The Reading League Conference REGIST - S LUDWIG	\$ 499.00
			The Reading League Conference REGIST - T FALBO	\$ 499.00
			The Reading League Conference REGIST- T BRADLEY	\$ 499.00
1879	11/21/2022	WASTE MANAGEMENT	Open PO for Waste Management - HSS	\$ 11,648.24
1880	11/21/2022	ZOOM VIDEOS COMMUNICATIONS, INC	zoom open purchase order	\$ 59.96
1881	11/22/2022	DOLLAR TREE	JTL FCS SUPPLIES - J RUHL	\$ 25.00
1882	11/22/2022	PCARD VENDOR	JTL FCS SUPPLIES - J RUHL	\$ 38.65
1883	11/22/2022		JTL FCS SUPPLIES - J RUHL	\$ 393.36
1884	11/22/2022	PASBO	ELEMENTS OF HR REGISTRATION - D MORABITO	\$ 125.00
1885	11/22/2022	PCARD VENDOR	RETURN OVERPAYMENT OF ERATE	\$ 4,980.00
1886	11/22/2022	WALMART COMMUNITY/GEMB	LEHMAN FCS SUPPLIES - D MORETTO	\$ 869.26
1887	11/22/2022	NATIONAL SCHOOL PUBLIC RELATIONS ASSOCIATION	NSPRA Renewal Membership - E FORSYTH	\$ 295.00
1888	11/22/2022	DOLLAR TREE	CAFETERIA SUPPLIES - M COLLEVECHIO	\$ 70.00
1889	11/22/2022	PCARD VENDOR	CAFETERIA SUPPLIES - M COLLEVECHIO	\$ 136.95

East Stroudsburg Area School District

Date Range 11/18/22 through 12/09/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
1890	11/22/2022	PCARD VENDOR	UNIFORM T-SHIRTS CAFETERIA SUPPLIES - M COLLEVECHI	\$ 563.20
1891	11/22/2022	PCARD VENDOR	HS NORTH FCS SUPPLIES - H CARUSO	\$ 282.74
1892	11/22/2022	ASCD STORE	Membership Renewal for Superintendent	\$ 304.00
1893	11/22/2022	HERSHEY LODGE	HOTEL DEPOST FOR W RIKER TO ATTEND PASCD CONF	\$ 172.05
1894	11/22/2022	PA SCHOOL BOARDS ASSOCIATION (PSBA)	PASA-PSBA CONFERENCE FEE - L VANWHY	\$ 403.00
1895	11/22/2022	PA ASSOCIATION OF SCHOOL ADMINISTRATORS	PASA-PSBA CONFERENCE FEE - S LURRY	\$ 403.00
1896	11/22/2022	PCARD VENDOR	Membership Renewal for the Superintendent	\$ 2,070.00
1897	11/29/2022	MIGNOSIS SUPER FOOD	SUPERINTENDENT MONTHLY PAPER SUBSCRIPTION	\$ 12.00
1898	11/29/2022	MICHAELS STORE 1168	HS NORTH FCS SUPPLIES - J CURRY	\$ 209.14
1899	11/29/2022	FIREPLACE INC.	HS SOUTH FCS SUPPLIES - R BROTHERTON	\$ 83.44
261159	11/22/2022	AIRGAS, INC	CURRICULUM EDUCATOR SUPPLIES	\$ 228.00
261160	11/22/2022	ALBERT & MARITZA CARDONA	Inv 9992094756/9992094755 HSS/HSN Co2	\$ 74.09
261161	11/22/2022	ANN TORREGROSSA	2021 SENIOR TAX REBATE- CARDONA, ALBERT & MARITZA	\$ 250.00
261162	11/22/2022	APPLE INC.	Ann Torregrossa 2021 Senior Rebate	\$ 250.00
261163	11/22/2022	ASPEN PEST SERVICES, LLC	PAES Lab Testing Tablet	\$ 449.00
			Open PO for Aspen - BES	\$ 69.25
			Open PO for Aspen - ESE	\$ 137.50
			Open PO for Aspen - HSN	\$ 142.00
			Open PO for Aspen - HSS	\$ 208.75
			Open PO for Aspen - JMH	\$ 70.75
			Open PO for Aspen - JTL	\$ 106.50
			Open PO for Aspen - LIS	\$ 61.50
			Open PO for Aspen - MSE	\$ 110.50
			Open PO for Aspen - RES	\$ 127.00
			Open PO for Aspen - SME	\$ 50.25
261164	11/22/2022	ATHMEDICS	ATHLETIC TRAINER CRUTCHES SLHN	\$ 337.50
261165	11/22/2022	BANKS' VACUUM SALES AND SERVICE	Open PO for Banks Vacuum - HSN	\$ 471.95
			Open PO for Banks Vacuum ESE	\$ 478.28
			Open PO for Banks Vacuum Sales - HSS	\$ 437.97
261166	11/22/2022	BENJAMIN & CHARLOTTE GROSE	2021 SENIOR TAX REBATE- GROSE, BENJAMIN & CHARLOTT	\$ 500.00
261167	11/22/2022	BETTY SNYDER	2021 SENIOR TAX REBATE- SNYDER, BETTY	\$ 250.00
261168	11/22/2022	BOLLINGER LAW FIRM, LLC	Inv. # 22088 & 22086 Legal Services	\$ 1,372.50

East Stroudsburg Area School District

Date Range 11/18/22 through 12/09/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261169	11/22/2022	BOROUGH OF EAST STROUDSBURG	District Hydrant/Sprinkler 2022	\$ 1,210.00
261170	11/22/2022	UGI CENTRAL	JM HILL OCT NATURAL GAS LINE FEE 411007277063	\$ 566.33
			MAINTENANCE OCT NATURAL GAS LINE FEE 411008050535	\$ 69.85
261171	11/22/2022	CLAUDE S. CYPHERS, INC.	SOUTH STADIUM OCT NATURAL GAS LINE FEE 41100550712 mig wire	\$ 347.29
261172	11/22/2022	CM REGENT RESOURCES	NOVEMBER LIFE INSUREANCE PREMIUM	\$ 17.96
261173	11/22/2022	CM REGENT RESOURCES	NOVEMBER LONG TERM DISABILITY PREMIUM	\$ 11,544.23
261174	11/22/2022	COMMONWEALTH OF PA	2022 Notice of Assessment collected from Self Ins	\$ 9,658.96
261175	11/22/2022	CRITICAL SYSTEM, LLC	Open PO-Critical Systems Year 1 Dec 2022-Dec 2023	\$ 14,731.00
261176	11/22/2022	DEEP RUN AQUATIC SERVICES	Inv 221109-11 HSS Pool	\$ 9,115.00
261177	11/22/2022	DIRECT ENERGY BUSINESS	ESE OCT NATURAL GAS 411006828957	\$ 455.00
			JM HILL OCT NATURAL GAS 411007277063	\$ 1,557.12
			JTL OCT NATURAL GAS 411006894413	\$ 1,170.75
			MAINT BLDG OCT NATURAL GAS 411008050535	\$ 3,133.19
			SOUTH CAMPUS OCT NATURAL GAS 411008006032	\$ 97.53
			SOUTH STADIUM OCT NATURAL GAS 411005507123	\$ 5,945.83
261178	11/22/2022	DONNA TORTORICI	2021 SENIOR TAX REBATE- TORTORICI, DONNA	\$ 694.00
261179	11/22/2022	APPLICATION RESEARCH & DESIGN, INC.	Laptop Repair I-60671	\$ 250.00
			Laptop Repairs I-60687	\$ 1,138.00
261180	11/22/2022	ELAINE ESPOSITO	2021 SENIOR TAX REBATE- ESPOSITO, ELAINE	\$ 832.00
261181	11/22/2022	EASTERN PENN SUPPLY COMPANY	Inv S0302270032.001 MSE parts/tools	\$ 500.00
261182	11/22/2022	FELIX VURRO	2021 SENIOR TAX REBATE- VURRO, FELIX	\$ 83.06
261183	11/22/2022	FISHER & SON CO INC	Inv0000248167-IN snow melt	\$ 500.00
			Inv0000248168-IN snow melt	\$ 370.93
261184	11/22/2022	FIVE STAR INTERNATIONAL LLC	Open PO for Five Star 22-23 SY'	\$ 425.93
261185	11/22/2022	FIVE STAR INTERNATIONAL LLC	Open PO for Five Star 22-23 SY'	\$ 922.25
261186	11/22/2022	FRONTIER	Frontier Open PO FY '22-'23	\$ 339.90
261187	11/22/2022	GERTRUDE HAWK CHOCOLATES	HS SOUTH FUNDRAISER	\$ 1,925.73
261188	11/22/2022	THE GOODYEAR TIRE & RUBBER COMPANY	Open PO for Good Year/Tires	\$ 1,536.00
261189	11/22/2022	GRAINGER	Inv's 9488803421/94969656806 supplies -USE CREDIT	\$ 5,598.50
261190	11/22/2022	H&P CONSTRUCTION INC	Open PO H&P Construction - HSN Flooring	\$ 219.51
261191	11/22/2022	H.T. LYONS INC	Inv 910023096 RES Boiler Repair	\$ 44,062.03
				\$ 700.00

East Stroudsburg Area School District

Date Range 11/18/22 through 12/09/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261191	11/22/2022	H.T. LYONS INC	Open PO: Inv 910028312 JMH Pump #3 leaking	\$ 200.00
261192	11/22/2022	HELEN L WALLACE	2021 SENIOR TAX REBATE- WALLACE, HELEN	\$ 500.00
261193	11/22/2022	HERCULES ACHIEVEMENT INC.	2023 Diploma Acetates	\$ 164.32
261194	11/22/2022	HILLTOP SALES & SERVICE	Inv 01-53421 MSE equipment repair	\$ 58.46
261195	11/22/2022	HOME DEPOT CREDIT SERVICES	inv01-52833 spindle	\$ 215.98
			CUSTODIAL SUPPLIES	\$ 24.75
			Faculty fridge replacement	\$ 674.00
			Home Depot Open Purchase Order Grounds Dept	\$ 1,104.59
			Latching boxes fr Home Depot for Chief Mill	\$ 149.80
			MAINTENANCE SUPPLIES	\$ 1,870.68
			NORTH ATHLETICS CONCESSION STAND OVEN	\$ 698.00
			Open PO for Home Depot - DISTRICT MAINTENANCE	\$ 614.35
			press pause room	\$ 698.00
261196	11/22/2022	JAYNE LIPS	2021 SENIOR TAX REBATE- LIPS, JAYNE	\$ 650.00
261197	11/22/2022	JEAN A. GENTILE	2021 SENIOR TAX REBATE- GENTILE, JEAN	\$ 650.00
261198	11/22/2022	JORGE AMENERO	2021 SENIOR TAX REBATE- AMENERO, JORGE & ELSA	\$ 500.00
261199	11/22/2022	JUAN ORTIZ	2021 SENIOR TAX REBATE- ORTIZ, JUAN & MARJORIE	\$ 250.00
261200	11/22/2022	KATHLEEN HARRINGTON	2021 SENIOR TAX REBATE- HARRINGTON, KATHLEEN	\$ 250.00
261201	11/22/2022	LEHIGH VALLEY CENTER FOR INDEPENDENT LIVING	Interpreting svc for hearing impaired student	\$ 3,235.00
261202	11/22/2022	LOTTIE DARDEN	2021 SENIOR TAX REBATE- DARDEN, LOTTIE	\$ 650.00
261203	11/22/2022	MARIA ROMERO-TOMBA	2021 SENIOR TAX REBATE- ROMERO-TOMBA, MARIA	\$ 250.00
261204	11/22/2022	MODERN GAS SALES, INC.	PROPANE FOR LEHMAN CAMPUS	\$ 228.80
			PROPANE FOR RESICA BOILERS	\$ 1,558.95
261205	11/22/2022	MUNN ROOFING CORP	Open PO-Munn Roof -HSN Natatorium Roof APP1	\$ 105,986.70
261206	11/22/2022	RICHARD INFANTINE & JOANN SZCZESNIAK	2021 SENIOR TAX REBATE- INFANTIN, RICHARD & JOAN S	\$ 500.00
261207	11/22/2022	RICHARD SWARTZ	2021 SENIOR TAX REBATE- SWARTZ, RICHARD	\$ 250.00
261208	11/22/2022	SHARP ENERGY	Open PO for Sharp Energy: South	\$ 6,426.60
261209	11/22/2022	THERESA R. LAINO	2021 SENIOR TAX REBATE- LAINO, THERESA	\$ 250.00
261210	11/22/2022	TRANE U.S. INC.	Inv 313083008 ESE chiller down	\$ 2,339.05
			Inv 313083425 LIS/HSN HX-6 repair	\$ 2,110.65
			Inv 313088869 LIS/HSN Chiller 3 Down	\$ 925.00
261211	11/22/2022	VINCENT & JOAN COSTA	2021 SENIOR TAX REBATE- COSTA, VINCENT & JOANN	\$ 250.00

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261212	12/01/2022	95 PERCENT GROUP INC.	Title I Reading Dept Materials	\$ 18,970.00
261213	12/01/2022	ALAN & VALERIE BRANSDORFER	2022 PROPERTY TAX REFUND - BRANSDORFER, ALAN & VAL	\$ 25.36
261214	12/01/2022	AMAZON	Em. Sppt. Classroom Supplies	\$ 31.98
			Expo Markers for SK K-2	\$ 155.74
			Expo Markers for SK K-2	\$ 71.88
			Headphones for Learn Sppt. Clsssroom	\$ 319.80
			Learn Sppt Classroom Supplies	\$ 23.76
			Mary Dunstane - Supplies Amazon	\$ 80.41
			office items	\$ 50.16
			Office supplies	\$ 177.86
			Office Supplies Sed	\$ 40.00
			press pause room	\$ 1,003.29
			restock for pause room	\$ 130.49
			Speech Supplies for HSN/RES	\$ 282.66
			Student Wheel Desk LS JTL	\$ 179.99
			Supplies for Vision Student	\$ 12.74
			SWPBS supplies	\$ 1,007.75
			SWPBS- Star Cart	\$ 108.75
			teacher items	\$ 128.76
			Title 1 parent meeting prizes	\$ 68.61
261215	12/01/2022	VARSITY BRANDS HOLDING CO., INC	JTL VOLLEYBALL NET	\$ 287.00
			LEHMAN GIRLS BASKETBALL BALLS, SCOREBOOK, WHISTLE	\$ 600.01
			NORTH ATHLETIC TRAINER HOODY AND SHIRT	\$ 349.75
			NORTH GIRLS SOCCER SHORT, JERSEY REPLACEMENT	\$ 443.65
261216	12/01/2022	BUS PARTS WAREHOUSE	Open PO for Bus Parts Warehouse 22-23 SY'	\$ 521.67
261217	12/01/2022	CAROLINA BIOLOGICAL SUPPLY CO.	Item # 227891 Classroom Owl Pellet Study Kit	\$ 112.37
261218	12/01/2022	COMPUTER DISCOUNT WAREHOUSE	Open PO for Tech Supplies	\$ 325.55
			Please Order. Fujitsu Scansnap ix1600	\$ 498.28
261219	12/01/2022	CONCORDE, INC.	Title III Headphones for ESL classes	\$ 133.30
261220	12/01/2022	COUGHLAN COMPANIES LLC	Open PO for Concorde 22-23 SY'	\$ 999.67
261221	12/01/2022	DANIEL CAPP	library books	\$ 3,414.44
			2022 PROPERTY TAX REFUND - CAPP, DANIEL	\$ 235.36

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261222	12/01/2022	DEMCO INC	Demco Furniture HS-S Backordered items	\$ 26,626.40
261223	12/01/2022	APPLICATION RESEARCH & DESIGN, INC.	Lehman Demco from 2022 laptop repairs	\$ 13,127.51 \$ 2,276.00
261224	12/01/2022	MELISSA SADIN	MacBook repair	\$ 569.00
261225	12/01/2022	E.S.E.A.	Learning Loss Set Aside Grant - Trauma PD	\$ 3,500.00
261226	12/01/2022	EAST STROUDSBURG	Payroll Run 1 - Warrant 221123	\$ 29,878.35
261227	12/01/2022	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 221123	\$ 6,051.02
261228	12/01/2022	EILEEN VERWYS	Payroll Run 1 - Warrant 221123	\$ 16.00
261229	12/01/2022	EPLUS TECHNOLOGY	2022 PROPERTY TAX REFUND - VERWYS, EILEEN Projector - JTL	\$ 81.74 \$ 1,021.09
			Projector - Lehman	\$ 1,006.00
			projector bulbs for projector	\$ 409.00
			Projectors - Lehman	\$ 11,262.87
261230	12/01/2022	EPLUS TECHNOLOGY	Wasabi Storage	\$ 3,059.99
261231	12/01/2022	ESPECIAL NEEDS	EPLUS - SEE ATTACHED QUOTE	\$ 4,194.40
261232	12/01/2022	FASTENAL COMPANY	Medical Equip for Life Skills Student	\$ 945.00
261233	12/01/2022	FASTENAL COMPANY	Open PO for Fastenal 22-23 SY'	\$ 340.83
261234	12/01/2022	FLINN SCIENTIFIC INC.	Inv PASTR115147 District Exterior Door Parts HS-S	\$ 733.68 \$ 271.10
261235	12/01/2022	FOLLETT SCHOOL SOLUTIONS, INC.	Science materials for lab activities	\$ 98.81
261236	12/01/2022	WILLIAM C TREIBLE	HS-S Titlewave book Order 11/14/22	\$ 568.49
261237	12/01/2022	MELISSA MCABEE ZAHER	Inv B6646201 Lettering for Bucket Truck	\$ 200.00
261238	12/01/2022	GOTTA GO	HS-S	\$ 309.17
261239	12/01/2022	HAB-DLT	JTL ATHLETICS PORTABLE RESTROOM	\$ 140.00
261240	12/01/2022	HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY	Payroll Run 1 - Warrant 221123	\$ 129.90
			Sped Reading Supplies	\$ 551.00
261241	12/01/2022	INTEGRAONE	Title I Into Reading materials	\$ 5,728.81
261242	12/01/2022	IXL LEARNING	Lenovo Chromebook Repair CW69631	\$ 98.00
261243	12/01/2022	JOHN & LORI FRANCIS	1 yr IXL Classroom Licenses	\$ 719.00
261244	12/01/2022	JOHN CLARE	2022 PROPERTY TAX REFUND - FRANCIS, JOHN & LORI	\$ 70.00
261245	12/01/2022	JOSEPH FUCHS	2022 PROPERTY TAX REFUND - CLARE, JOHN 2022-2023 SY' PO for Joseph Fuchs	\$ 18.00 \$ 3,955.20

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261246	12/01/2022	KAZIMIERZ & EWA GORECKI	2022 PROPERTY TAX REFUND - GORECKI, KAZIMIERZ	\$ 120.01
261247	12/01/2022	KEYSTONE FIRE PROTECTION CO.	Access Control Additions	\$ 4,295.00
261248	12/01/2022	LAKESHORE LEARNING MATERIALS	Em. Sppt. Classroom Supplies	\$ 1,408.32
261249	12/01/2022	THE LIFE GUARD STORE, INC	Life Skills Math Supplies	\$ 403.59
261250	12/01/2022	M A BRIGHTBILL BODY WORKS INC.	LG South	\$ 660.00
261251	12/01/2022	MARSHALLS CREEK PLUMB.&ELECT. SUPPLIES	Open PO for BrightBill 22-23 SY'	\$ 2,912.86
261252	12/01/2022	MEIER SUPPLY CO., INC.	Inv 00017883 JTL Boiler Room Part	\$ 151.85
			Inv 2589530 HSS UV Lights	\$ 2,437.85
			Inv 2590464 HSS Greenhouse	\$ 72.71
			Inv 2590846 HSS Stadium filters for wrestling room	\$ 25.21
			Inv 2591700 District Air Filters	\$ 7,382.30
			Inv 2591780 HSS Pool Dextron and Unit repair	\$ 313.48
			Inv 2594633 SME Gripbelts	\$ 64.86
261253	12/01/2022	MET-ED	MIDDLE SMITHFIELD OCT ELECTRIC 100071509721	\$ 5,522.88
			NORTH CAMPUST OCT ELECTRIC 100018255800	\$ 30,569.92
			RESICA ELEM OCT ELECTRIC 100016949099	\$ 4,469.97
			TRAFFIC LIGHT OCT ELECTRIC 100031621285	\$ 15.14
			TRAFFIC LIGHT OCT ELECTRIC 100051981031	\$ 15.42
			TRAFFIC LIGHT OCT ELECTRIC 100080490897	\$ 24.01
261254	12/01/2022	MONROE CAREER AND TECHNICAL INSTITUTE	MONROE CAREER & TECHNICAL INST.2022-2023	\$ 171,752.00
261255	12/01/2022	MOTAWORD, LLC	Title III translation services	\$ 18.76
261256	12/01/2022	MOTIVATING SYSTEM, LLC	Pay invoice for PBIS student reward program	\$ 1,764.37
261257	12/01/2022	NATIONAL TIME & SIGNAL CORPORATION	balance of timeclock shipping	\$ 50.66
261258	12/01/2022	NYSCSPC (NEW YORK STATE CHILD SUPPORT	Payroll Run 1 - Warrant 221123	\$ 193.50
261259	12/01/2022	O'SHEA LUMBER COMPANY	Lumber	\$ 1,912.00
261260	12/01/2022	PARIN & ROHIT SHAH	2022 PROPERTY TAX REFUND - SHAH, PARIN & ROHIT	\$ 5.00
261261	12/01/2022	QUILL CORPORATION	Folders for special edu	\$ 107.04
261262	12/01/2022	REALLY GOOD STUFF	1st gr. / mitchell	\$ 93.12
261263	12/01/2022	ROBERT BEDI	2022 PROPERTY TAX REFUND - BEDI, ROBERT	\$ 20.00
261264	12/01/2022	SMITH SYSTEM MFG CO	Furniture for HSN LS Classroom	\$ 21,879.47
261265	12/01/2022	ST LUKES PHYSICIAN GROUP	Open PO for St.Lukes 22-23 SY'	\$ 485.00
261266	12/01/2022	SUBURBAN EMS, INC.	JTL FOOTBALL AMBULANCE COVERAGE	\$ 1,170.00

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261266	12/01/2022	SUBURBAN EMS, INC.	SOUTH FOOTBALL AMBULANCE COVERAGE	\$ 2,567.50
261267	12/01/2022	THE A.G. MAURO COMPANY	Open PO JTL Door 1 2022-2023	\$ 50,840.00
261268	12/01/2022	TRANE U.S. INC.	Open PO BES HVAC - TRANE - Old PO 22004413	\$ 715,035.24
261269	12/01/2022	TWO WAY DIRECT	Em. Sppt hand held radios	\$ 2,780.88
261270	12/01/2022	WILFRED HARRIS	2022 PROPERTY TAX REFUND - HARRIS, WILFRED	\$ 211.79
261271	12/08/2022	ACADIENCE LEARNING INC.	Title I Acadience Timers	\$ 302.78
261272	12/08/2022	ADR OPTIONS INC	ADROPTIONS INV. #778 DATED 11/7/22	\$ 2,027.00
261273	12/08/2022	ALL AMERICAN SPORTS CORP.	NORTH FOOTBALL LAUNDRY	\$ 7,477.45
261274	12/08/2022	APPLE INC.	Headphone Jack Adapter	\$ 36.00
261275	12/08/2022	BARBARA PREVOST	2022-2023 SY' PO for Barbara Prevost	\$ 1,958.66
261276	12/08/2022	BENCO DENTAL CO.	Karen Buis - Supplies BENCO Dental Supply Co	\$ 1,098.41
			Karen Buis - supplies for 2021-2022 PO#22000558	\$ 217.17
261277	12/08/2022	BETHLEHEM CATHOLIC HIGH SCHOOL	SOUTH CHEER ENTRY FEE BECCA GOLDEN HAWK	\$ 125.00
261278	12/08/2022	BLUE MOUNTAIN ATHLETICS	JTL WRESTLING ENTRY FEE FOR BLUE MOUNTAIN	\$ 300.00
261279	12/08/2022	VARSIY BRANDS HOLDING CO., INC	NORTH WRESTLING HEADGEAR, TAPE, CLEANER	\$ 890.99
			SOUTH CHEER CHAMPIONSHIP JACKETS #22004097	\$ 1,160.00
261280	12/08/2022	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	Tuition / Central PA / JUL - OCT 22	\$ 32,447.30
261281	12/08/2022	CI SOLUTIONS	Quote Q-02091-2 RFID Cards	\$ 1,001.00
261282	12/08/2022	CLAUDE S. CYPHERS, INC.	inv00727796 roller bearing	\$ 32.38
			inv00727797 rotary file kit	\$ 50.07
261283	12/08/2022	COMMONWEALTH OF PA	IPWS ID#2520517 North Bus Garage Annual Water fee	\$ 50.00
261284	12/08/2022	CRITICAL SYSTEM, LLC	HSS Generator Repair Work 12/2/22	\$ 6,901.37
261285	12/08/2022	D'HUY ENGINEERING, INC.	Open PO for D'Huy Retainer Services Only	\$ 2,000.00
261286	12/08/2022	DANIEL & AGNIESZKA KACPRZAK	2022 PROPERTY TAX REFUND - PARCEL 14.6A.1.134	\$ 76.86
261287	12/08/2022	DAVID LESTER	HS NORTH GIRLS SOCCER BANQUET & DANCE	\$ 800.00
261288	12/08/2022	DAVID PEGG	2022 PROPERTY TAX REFUND - PARCEL 09.18A.2.52&51	\$ 3.08
261289	12/08/2022	DECA INC.	DECA MEMBERSHIP	\$ 1,376.00
261290	12/08/2022	E.S.E.A.	Payroll Run 1 - Warrant 221208	\$ 30,009.77
261291	12/08/2022	EAST STROUDSBURG	Payroll Run 1 - Warrant 221208	\$ 5,988.37
261292	12/08/2022	EASTON ARTS ACADEMY CHARTER SCHOOL	Tuition / Easton Arts / JUL - OCT 22	\$ 13,002.90
261293	12/08/2022	ED FOUNDATION OF ES/GENERAL FUND	Payroll Run 1 - Warrant 221208	\$ 16.00
261294	12/08/2022	ELECTRIC CITY ROASTING CO.	HS SOUTH CORE CAFE SUPPLIES	\$ 641.97

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261295	12/08/2022	EPLUS TECHNOLOGY	Printer Toner for Business Office Printers	\$ 979.86
261296	12/08/2022	EXEMPLIS	2 High Back Stools HSN	\$ 725.00
261297	12/08/2022	FAMILY PROMISE OF THE POCONOS INC	Homeless Grant community partnership	\$ 10,942.46
261298	12/08/2022	FIVE STAR INTERNATIONAL LLC	Open PO for Five Star 22-23 SY'	\$ 169.95
261299	12/08/2022	FRONTIER	Frontier Open PO FY '22-'23	\$ 143.85
261300	12/08/2022	GARY CUMMINGS	2022 PROPERTY TAX REFUND - PARCEL 09.9B.1.15-9	\$ 56.51
261301	12/08/2022	GENERAL PRINTING & DESIGN, INC	Agenda Planners sped LS	\$ 1,604.89
261302	12/08/2022	GLOBAL EQUIPMENT COMPANY INC.	Woodshop supplies	\$ 1,421.39
261303	12/08/2022	THE PROPHET CORP	HPE items Lehman	\$ 660.41
			HPE supplies	\$ 1,177.63
			supplies for PE	\$ 302.40
261304	12/08/2022	GOVCONNECTION, INC	GSuite Enterprise for EDU Annual FDL	\$ 17,902.40
261305	12/08/2022	GOVERNMENT SOFTWARE SERVICES	INVOICE 13024 NOV 22 MONTHLY LEASE LEHMAN & PORTE	\$ 100.00
261306	12/08/2022	HAB-DLT	Payroll Run 1 - Warrant 221208	\$ 1,081.02
261307	12/08/2022	IMAGINE LEARNING LLC	Edgenuity PO#22000106-Overage	\$ 875.00
261308	12/08/2022	INSERVCO INSURANCE SERVICES, INC.	INV 0421-1122 C;LAIM FEE & BILL REPRICING	\$ 2,126.77
261309	12/08/2022	INSIGHT PA CYBER CHARTER SCHOOL	Tuition / Insight PA / JUL - OCT 22	\$ 47,060.58
261310	12/08/2022	INSIGHT PA CYBER CHARTER SCHOOL	Tuition / Insight PA / JUL - OCT 22	\$ 134,630.30
261311	12/08/2022	INTEGRAONE	Asset # 100604 Repair	\$ 98.00
			CHROMEBOOK REPAIR	\$ 490.00
			Chromebook Repair CW69402	\$ 294.00
261312	12/08/2022	INTERNATIONAL INSTITUTE FOR RESTORATIVE PRACTICES	book for Heather Piperato	\$ 32.16
261313	12/08/2022	WJD, JR, INC	Interstate Batteries	\$ 279.50
261314	12/08/2022	ITC GLOBAL NETWORKS, LLC	Ironton Open PO FY '22-'23	\$ 1,009.92
261315	12/08/2022	J.W.PEPPER & SONS-ACCT.#36-136400	11001143 "Eight Days of Lights" SATB Judith Clurma	\$ 703.24
			842856 Christmas Carolers Book - SATB Choral Score	\$ 633.39
			Reagan Choral	\$ 420.00
			Small Ensemble Music	\$ 367.88
			Sound Innovations Books	\$ 257.84
261316	12/08/2022	JOLYN CLOTHING COMPANY LLC	SOUTH SWIM LADIES SUITS	\$ 1,236.90
261317	12/08/2022	K12 SYSTEMS	act 158 and graduation software webinar	\$ 150.00
261318	12/08/2022	KEYSTONE FIRE PROTECTION CO.	MSE Sprinkler Fire Pump Replace-BD Ap 10-17-22	\$ 34,764.00

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261319	12/08/2022	KING, SPRY, HERMAN, FREUND & FAUL, LLC	Legal services sped student	\$ 6,093.50
261320	12/08/2022	LEARNING A-Z, LLC	Title I RAZ Plus renewal	\$ 8,208.00
261321	12/08/2022	M A BRIGHTBILL BODY WORKS INC.	Open PO for BrightBill 22-23 SY	\$ 7,190.99
261322	12/08/2022	MANWALAMINK WATER COMPANY	SMITHFIELD ELEM NOVEMBER WATER & SEWER FEE	\$ 581.88
261323	12/08/2022	MARIE LOUIS	2022 PROPERTY TAX REFUND - PARCEL 9.4C.1.101	\$ 694.95
261324	12/08/2022	MARIE VALENZA	2022 PROPERTY TAX REFUND - PARCEL 09.14B.3-4.32	\$ 24.03
261325	12/08/2022	MARSHALL MACHINERY INC.	Open PO for Marshall Machinery - HSN	\$ 49.54
261326	12/08/2022	MEADOW LAKE PLAZA LLC	PROPERTY TAX REFUND - MEADOW LAKE PLAZA	\$ 8,790.71
261327	12/08/2022	MET-ED	ELE NOVEMBER ELECTRIC 100065663211	\$ 4,971.76
			JM HILL NOVEMBER ELECTRIC 100105710071	\$ 3,471.57
			JTL NOVEMBER ELECTRIC 100019615861	\$ 9,138.90
			SMITHFIELD ELEM OCTOBER ELECTRIC 100066717749	\$ 4,260.74
			SOUTH CAMPUS OCTOBER ELECTRIC 100017327568	\$ 21,000.43
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100016944322	\$ 15.06
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100017096742	\$ 15.20
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100019284494	\$ 15.42
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100054179492	\$ 26.31
			TRAFFIC LIGHT NOVEMBER ELECTRIC 100075377489	\$ 24.92
261328	12/08/2022	MIDDLE SMITHFIELD ELEMENTARY PTO	TRAFFIC LIGHT NOVEMBER ELECTRIC 100141089464	\$ 14.98
261329	12/08/2022	MODERN GAS SALES, INC.	Summer Reading Incentive- Book fair Coupons	\$ 146.00
261330	12/08/2022	MORITZ EMBROIDERY WORKS INC.	PROPANE FOR HS NORTH & LEHMAN	\$ 207.78
261331	12/08/2022	MOTIVATING SYSTEM, LLC	ETeam T Shirts	\$ 222.00
261332	12/08/2022	N2Y, LLC	PBIS online program	\$ 2,517.50
261333	12/08/2022	TAYLOR BROTHERS DOOR LOCK LLC	Transition Band Unique Learning System	\$ 527.39
261334	12/08/2022	NYSCSPC (NEW YORK STATE CHILD SUPPORT	Nightlock-HSN	\$ 402.79
261335	12/08/2022	OFFICE DEPOT	Payroll Run 1 - Warrant 221208	\$ 193.50
261336	12/08/2022	OFFICE TECHNOLOGY, LLC	Supplies for Superintendent's Office	\$ 92.74
261337	12/08/2022	OPEN TEXT INC	HP Color Laser Jet Replacement toner Black	\$ 231.00
261338	12/08/2022	ORIENTAL TRADING	OpenText Fax2Mail	\$ 1,166.00
261339	12/08/2022	PA DISTANCE LEARNING CHARTER SCHOOL	STUDENT OF THE MONTH SUPPLIES	\$ 299.70
261340	12/08/2022	PA PRINCIPALS ASSOCIATION	Tuition / PA Distance / JUL - OCT 22	\$ 31,553.79
			PA Principal Association renewal 22/23 SY	\$ 605.00

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Check Number	Date	Vendor Name	Invoice Description	Check Amount
261341	12/08/2022	PAPCO INC.	Heating Fuel for 2022-2023 School Year	\$ 37,451.51
261342	12/08/2022	PAR INC	Suicide Intervention Questionnaire	\$ 371.52
261343	12/08/2022	PASBO	PO - Pasbo Invoices for Rob Romagno Courses	\$ 630.00
261344	12/08/2022	PASCD	ASCD Membership for Dr. Vitulli	\$ 89.00
261345	12/08/2022	PATRICIA A TIERNAN	STAFF PIZZA PARTY & COLLAGE WINNER GIFTS	\$ 77.00
261346	12/08/2022	PATRIOT WORKWEAR	Patriot Inv #36297 dated 11/4/2022	\$ 192.00
261347	12/08/2022	PEMCO	Furniture for MSE/ ESE new classrooms	\$ 7,059.94
261348	12/08/2022	PENTELEDATA	PenTeleData Open PO FY '22-'23	\$ 1,480.78
261349	12/08/2022	PERMA-BOUND BOOKS	Great Gatsby 123701	\$ 627.00
261350	12/08/2022	PIAA DISTRICT XI	NORTH & SOUTH CHEER DXI REGISTRATION	\$ 300.00
261352	12/08/2022	POCONO 4 WHEEL DRIVE CENTER	boug kit	\$ 30.00
261353	12/08/2022	POCONO CINEMA & CULTURAL CENTER	Projector Rental - Singin' in the Rain Jr.	\$ 250.00
261354	12/08/2022	POCONO PROPERTY ABSTRACT	2022 PROPERTY TAX REFUND - PARCEL 09.4D.3.4	\$ 867.29
261355	12/08/2022	PRESENTATION SYSTEMS	CERTIFICATE AND INK FOR SCHOOL NEEDS	\$ 1,310.00
261356	12/08/2022	PUNDOCK CONSTRUCTION	Pundock Cons. Invoice #45198	\$ 749.43
261357	12/08/2022	QUILL CORPORATION	OFFICE SUPPLIES FOR 22-23 SCHOOL YEAR	\$ 33.81
261358	12/08/2022	RAPHAEL CHARLEMAGNE	office supplies pupil services	\$ 73.09
261359	12/08/2022	ROBERT W & JANE L BRITTON	2022 PROPERTY TAX REFUND - PARCEL 14.91588	\$ 143.26
261360	12/08/2022	ROBERT & JACQUELINE SCHADT	2022 PROPERTY TAX REFUND - PARCEL 14.3D.1.46	\$ 435.76
261361	12/08/2022	ROBOTICS EDUCATION & COMPETITION FOUNDATION	2022 PROPERTY TAX REFUND - PARCEL 09.17B.1.32	\$ 292.37
261362	12/08/2022	ALTRONICS, INC	ESSER After School Grant - Robotics Competition	\$ 120.00
261363	12/08/2022	SAGE TECHNOLOGY SOLUTIONS, INC.	Pay invoice for student registration stem team	\$ 850.00
261364	12/08/2022	SCHOOL HEALTH CORPORATION	Altronic Inv #0000141255 dated 12/1/22	\$ 696.00
261365	12/08/2022	SCHOOL NURSE SUPPLY INC.	PA system upgrade for ESE - Board Approved (4498)	\$ 18,309.00
261366	12/08/2022	SEALMASTER ALLENTOWN	Eileen Early - School Health - First Aid Supplies	\$ 14.53
261367	12/08/2022	SHARP ENERGY	Jeanne Branigan - First Aid School Nurse Supply	\$ 486.98
261368	12/08/2022	SHEFFIELD POTTERY, INC	inv.2043906 aquaphalt	\$ 263.00
261369	12/08/2022	SHERRY TORREY	inv.2044446 aquaphalt	\$ 587.00
			Open PO for Sharp Energy: North	\$ 6,419.21
			Replacement Kiln purchase for HSN Art Dept	\$ 8,598.00
			Wedging table for the ceramics classes	\$ 704.99
			2022 PROPERTY TAX REFUND - PARCEL 09.3.1.10-2	\$ 60.76

East Stroudsburg Area School District

Date Range 11/18/22 through 12/09/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261370	12/08/2022	SINGING TELEGRAMS BY JEFF, INC.	Title PFE presentation	\$ 1,850.00
261371	12/08/2022	SKYLANES	MONTHLY BOWLING FIELD TRIP FOR CYBER STUDENTS-NOV	\$ 90.00
261372	12/08/2022	SMITH SYSTEM MFG CO	Classroom Furniture Lehman Sped	\$ 3,394.82
261373	12/08/2022	SOLDIERS ANGELS	BUSHKILL ELEM CASUAL FOR A CAUSE DONATION	\$ 100.00
261374	12/08/2022	SPECIAL ACTIVITY ONE-TIME-PAY	HS NORTH GIRLS SOCCER BANQUET & DANCE	\$ 109.41
261375	12/08/2022	STEPHEN LALLY	2022 PROPERTY TAX REFUND - PARCEL 09.10.2.63	\$ 6.00
261376	12/08/2022	STEVE SHANNON TIRE & AUTO CENTER	Inv.16070150 sumitomo	\$ 761.64
261377	12/08/2022	STROUD AREA REGIONAL POLICE	Open PO for Steve Shannon	\$ 735.00
261378	12/08/2022	STROUDSBURG ELECTRIC MOTOR SERVICE	HS SOUTH CASUAL FOR A CAUSE DONATION	\$ 103.00
			Inv 6390297 JMH Pump Seal Kit	\$ 642.65
			Inv 6390298 MSE ball bearings for HW pumps	\$ 90.00
			Inv 6390299 JMH ball bearings	\$ 80.00
261379	12/08/2022	FORTE INC	Inv 6392243 HSS HVAC Unit Heat Wheel	\$ 52.63
261380	12/08/2022	SWEETWATER SOUND HOLDING LLC	HS SOUTH ETIQUETTE LUNCHEON	\$ 744.92
261381	12/08/2022	TECHNOLOGY STUDENT ASSOCIATION	Woodwind Supplies for JTL Bands	\$ 378.94
261382	12/08/2022	TERP CONSULTING	Pay invoice for Stem membership	\$ 570.00
261383	12/08/2022	TIR-M MUSIC HONOR SOCIETY	Terp Invoices #11120 & 11318	\$ 3,910.00
261384	12/08/2022	TWO WAY DIRECT	TRI-M MUSIC HONOR SOCIETY ACTIVATION FEE	\$ 100.00
261385	12/08/2022	TYLER BUSINESS FORMS	ATHLETIC TRAINERS RADIOS SLHN	\$ 3,605.04
261386	12/08/2022	US FOODS	QUTOE #26710 - W2 AND 1099 FOR 2022	\$ 591.98
261387	12/08/2022	VERIZON WIRELESS	Open PO for online US FOODS ordering for FCS	\$ 673.71
261388	12/08/2022	VEX ROBOTICS INC	Verizon Open PO FY '22-'23	\$ 3,241.11
261389	12/08/2022	WARREN HILLS REGIONAL BOARD OF EDUCATION	Robotics	\$ 1,780.52
261390	12/08/2022	WAYFAIR, INC	SOUTH CHEER CHEER FEST ENTRY FEE	\$ 150.00
261391	12/08/2022	WAYNE PLANKER	Press Pause Grant	\$ 1,652.00
261392	12/08/2022	WILLIAM V. MACGILL & CO.	2022 PROPERTY TAX REFUND - PARCEL 14.95.1.74 & 14.	\$ 693.00
261393	12/08/2022	WOODWIND & BRASSWIND	Susan Cole - MacGill Lock boxes for med cabinets	\$ 1,630.20
261394	12/08/2022	ZE HONG NG	Reeds and other Supplies for JTL Bands	\$ 971.67
261395	12/08/2022	ZESWITZ MUSIC COMPANY	2022 PROPERTY TAX REFUND - PARCEL 09.16A.2.20-3 &	\$ 139.41
			Bass Clarinet Repair	\$ 108.00
			Clarinet and Baritone Repair	\$ 115.20
Grand Total				\$ 2,093,008.91

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261396	12/14/2022	ABELOFF AUTO GROUP	Repairs on South Cafeteria/Kitchen Van	\$ 149.95
261397	12/14/2022	ALL AMERICAN SPORTS CORP.	SOUTH FOOTBALL LAUNDRY INVOICE	\$ 6,360.00
261398	12/14/2022	AMANDA SIGNORELLO	Final Payment for Empl Expense claim # 5000.	\$ 113.13
261399	12/14/2022	AMAZON	1KKW-LM3-DXPP Unified Bocce ball-South PO 23001907	\$ (120.74)
			Amazon - Nondas/Filippo Maintenance	\$ 55.97
			Amazon Order for SD Cards (Transportation)	\$ 598.06
			ATHLETIC TRAINERS BATTERIES FOR AED SLHN	\$ 451.97
			CLASSROOM SUPPLIES	\$ 285.58
			Expo Markers for SK Grades K-2	\$ 143.76
			Facilities - Brendan T. for Eric F. office	\$ 43.54
			For SRO numerous parents braking down down	\$ 23.98
			Guidance Supplies	\$ 519.60
			hdmi cord	\$ 542.24
			Headphones for sped student	\$ 25.94
			HS-S Library supplies	\$ 372.35
			Learning Sppt. Classroom Supplies	\$ 159.99
			NORTH ATHLETIC OFFICE STORAGE CABINET, COMBO LOCK	\$ 399.96
			NORTH ATHLETIC TRAINER DETERGENT, EXTENSION CORD	\$ 101.82
			NORTH ATHLETICS DIRECTIONAL ARROW SIGNS	\$ 145.00
			NORTH ATHLETICS WEIGHT ROOM	\$ 34.86
			NORTH RIFLE SCOPE, TARGETS, SAFETY GLASSES	\$ 567.41
			Palletizing the Meraki APs	\$ 92.78
			Pay for amazon invoice supplies for building	\$ 51.69
			SCHOOL WIDE BEHAVIOR REWARDS	\$ 266.63
			SOUTH BOYS BASKETBALL LOCKER LOCKS SPEC ACT FUND	\$ 599.99
			supplies	\$ 432.28
			supplies for Life Skills	\$ 137.96
			SUPPLIES FOR MATH	\$ 102.90
			Tape Measures	\$ 26.96

East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261399	12/14/2022	AMAZON	teacher supplies for Dan Cloward/Lee Dresh	\$ 74.58
			Unified Bocce ball Supplies - South	\$ 323.28
			Vision supplies for students IEP	\$ 16.98
			Woodshop supplies	\$ 113.27
261400	12/14/2022	AMY FAMIGHETTI	Final Payment for Empl Expense claim # 5012.	\$ 18.25
261401	12/14/2022	ANDREA G WITTCHEN	Harpist for Winter Concert	\$ 325.00
261402	12/14/2022	ANTHONY J CALDERONE	Final Payment for Empl Expense claim # 4981.	\$ 196.13
261403	12/14/2022	APPLE INC.	NORTH & SOUTH ATHLETICS IPADS SLHN	\$ 5,230.00
261404	12/14/2022	ASPEN PEST SERVICES, LLC	Open PO for Aspen - BES	\$ 67.00
			Open PO for Aspen - ESE	\$ 95.00
			Open PO for Aspen - HSN	\$ 142.00
			Open PO for Aspen - HSS	\$ 172.25
			Open PO for Aspen - JMH	\$ 50.75
			Open PO for Aspen - JTL	\$ 148.00
			Open PO for Aspen - LIS	\$ 138.25
			Open PO for Aspen - MSE	\$ 66.50
			Open PO for Aspen - RES	\$ 83.00
			Open PO for Aspen - SME	\$ 45.75
261405	12/14/2022	BANCROFT NEUROHEALTH	Tuition / Bancroft / SEP - OCT 22	\$ 7,585.00
261406	12/14/2022	BARBARA PREVOST	2022-2023 SY' PO for Barbara Prevost	\$ 7,108.72
261407	12/14/2022	BEHAVIORAL HEALTH ASSOCIATES	Tuition, August 2022	\$ 3,825.00
			Tuition, Speech & OT Services	\$ 27,218.00
261408	12/14/2022	H.A. BERKHEIMER INC.	NOVEMBER TAX COLLECTION FEE	\$ 454.25
261409	12/14/2022	BOLLINGER LAW FIRM, LLC	Invoices #22087 & 22093 for Services Rendered	\$ 675.00
261410	12/14/2022	BRADLEY MIKKELSEN	SENIOR 2021 TAX REBATE - MIKKELSEN, BRADLEY & MARG	\$ 250.00
261411	12/14/2022	BRIAN J BOROSH	Final Payment for Empl Expense claim # 4988.	\$ 172.30
261412	12/14/2022	VARSITY BRANDS HOLDING CO., INC	SOUTH WINTER COACH GEAR EMBROIDERY	\$ 275.00
261413	12/14/2022	BUSHKILL ELEMENTARY PTO	BUSHKILL PTO SUMMER READING INCENTIVE CERTIFICATES	\$ 80.00
261414	12/14/2022	CANTICLE DISTRIBUTING INC	District Chorus Supplies	\$ 26.05

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261415	12/14/2022	CARLEEN FINK	2022-2023 SY' PO for Carleen Fink	\$ 3,151.12
261416	12/14/2022	CARLY GALLAGHER	Final Payment for Empl Expense claim # 4997.	\$ 41.13
261417	12/14/2022	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER	\$ 1,000.00
261418	12/14/2022	CARRIE L PANEPINTO	Final Payment for Empl Expense claim # 4975.	\$ 354.27
261419	12/14/2022	UGI CENTRAL	ESE NOVEMBER NATURAL GAS LINE 411006828957	\$ 2,202.56
			HS SOUTH NOVEMBER NATURAL GAS LINE 411008006032	\$ 6,733.30
			JTL NOVEMBER NATURAL GAS LINE 411006894413	\$ 3,875.67
261420	12/14/2022	CHAPMAN REFRIGERATION LLC	SOUTH STADIUM ICE MACHINE CELANED AND SANITIZED	\$ 149.00
261421	12/14/2022	CHAPMAN REFRIGERATION LLC	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 1,148.38
261422	12/14/2022	CM REGENT RESOURCES	GROUP LIFE INSURANCE PREMIUM DECEMBER PAYMENT	\$ 11,502.32
261423	12/14/2022	CM REGENT RESOURCES	LONG TERM DISABILITY INSURANCE PAYMENT	\$ 9,595.03
261424	12/14/2022	COLONIAL INTERMEDIATE UNIT 20	Title I Printing Handwriting Books	\$ 6,556.59
			Transperfect September 22-23	\$ 263.16
261425	12/14/2022	COMMONWEALTH CHARTER ACADEMY SCHOOL	Tuition / Commonwealth / JUL - NOV 22	\$ 1,131,156.56
261426	12/14/2022	CRAIG NEIMAN	Final Payment for Empl Expense claim # 4993.	\$ 108.00
			Final Payment for Empl Expense claim # 4995.	\$ 112.13
261427	12/14/2022	CREEDMOOR SPORTS INC	NORTH RIFLE QUAD SHOOTING MAT	\$ 268.35
261428	12/14/2022	DAMARIS ROBINS	Final Payment for Empl Expense claim # 5005.	\$ 204.75
261429	12/14/2022	DARA MARSH	Final Payment for Empl Expense claim # 5007.	\$ 113.75
261430	12/14/2022	DARYLE J MILLER	Final Payment for Empl Expense claim # 4968.	\$ 149.50
261431	12/14/2022	DAVID SANTOS	Final Payment for Empl Expense claim # 4971.	\$ 80.50
261432	12/14/2022	A M D A DISTRIBUTORS	DUPLICATE ORDER ON PO 22003056 - KEEPING ORDER	\$ 1,374.00
261433	12/14/2022	DEANA M OSTROSKI	Final Payment for Empl Expense claim # 4982.	\$ 41.13
261434	12/14/2022	DEBORAH ROJAS	Final Payment for Empl Expense claim # 5023.	\$ 38.94
261435	12/14/2022	DECA DISTRICT 7	DECA DISTRICT REGISTRATION FEE	\$ 2,340.00
261436	12/14/2022	DEMCO INC	Demco Furniture: duplicate req: DO NOT ORDER	\$ 55,629.15
			library book processing materials and supplies	\$ 470.81
261437	12/14/2022	DENISE S ROGERS	Final Payment for Empl Expense claim # 4980.	\$ 169.00
261438	12/14/2022	DENISE STATES-DELCANE	SENIOR 2021 TAX REBATE - STATE-DELCANE, DENISE	\$ 250.00

East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261439	12/14/2022	DIANA ALLISON	Expense claim # 5016. FALL 2022 TUITION REIMBURSEM	\$ 270.00
261440	12/14/2022	DIANE KELLY	Final Payment for Empl Expense claim # 5002.	\$ 66.44
261441	12/14/2022	DIANE KRUPSKI	Final Payment for Empl Expense claim # 5015.	\$ 189.39
261442	12/14/2022	DIANE LITTS	2022-2023 SY' PO for Diane Krupski	\$ 3,057.39
261443	12/14/2022	DIRECT ENERGY BUSINESS	Final Payment for Empl Expense claim # 4970.	\$ 350.43
			ESE NOVEMBER NATURAL GAS 411006828957	\$ 1,600.76
			HS SOUTH NOVEMBER NATURAL GAS 411008006032	\$ 5,954.99
			JTL NOVEMBER NATURAL GAS 411006894413	\$ 3,233.42
261444	12/14/2022	DOREEN GIORDANO	SENIOR 2021 TAX REBATE - GIORDANO, DOREEN	\$ 500.00
261445	12/14/2022	DREW DAVIS	Final Payment for Empl Expense claim # 4976.	\$ 34.23
			Final Payment for Empl Expense claim # 4977.	\$ 44.13
261446	12/14/2022	DUNKELBERGER'S SPORTS OUTFITTERS, INC	SOUTH RIFLE GUN SAFE	\$ 2,099.95
261447	12/14/2022	DUSTIN SISKA	2022-2023 SY' PO for Dustin Siska	\$ 3,009.44
261448	12/14/2022	ECOLAB INC.	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 547.70
261449	12/14/2022	EPIC SPORTS	LEHMAN BOYS BASKETBALL SCRIMMAGE VESTS, SCOREBOOK	\$ 50.89
261450	12/14/2022	ERIC S REICHERT	Final Payment for Empl Expense claim # 4984.	\$ 59.38
261451	12/14/2022	ESASD STUDENT ACTIVITY AWARDS	WRITING CONTEST WINNER - C NATIONS	\$ 10.00
261452	12/14/2022	FIVE STAR INTERNATIONAL LLC	Open PO for Five Star 22-23 SY'	\$ 804.36
261453	12/14/2022	FRONTIER	Frontier Open PO FY '22-'23	\$ 737.57
261454	12/14/2022	GEORGE CARAMELLA	2022-2023 SY' PO for George Caramella	\$ 4,132.66
261455	12/14/2022	GERTRUDE HAWK CHOCOLATES	HS SOUTH FUNDRAISER	\$ 4,800.00
261456	12/14/2022	GLORIA SCHULTE	Final Payment for Empl Expense claim # 4986.	\$ 55.31
261457	12/14/2022	GOLD STAR FOODS, INC	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 1,126.60
261458	12/14/2022	THE GOODYEAR TIRE & RUBBER COMPANY	Open PO for Good Year/Tires	\$ 7,907.68
261459	12/14/2022	THE PROPHET CORP	HPE items Lehman	\$ 362.88
261460	12/14/2022	H & K GROUP, INC	Inv. B-101M-0002981 cold patch	\$ 253.75
261461	12/14/2022	HANSON AGGREGATES INC	inv4232807 infield mix	\$ 1,427.65
261462	12/14/2022	HEATHER A PIPERATO	Final Payment for Empl Expense claim # 4960.	\$ 42.40
			Final Payment for Empl Expense claim # 4967.	\$ 68.69

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261463	12/14/2022	HILLTOP SALES & SERVICE	SOUTH ATHLETICS GATOR REPAIR	\$ 27.17
261464	12/14/2022	INTEGRAONE	BOARD APPROVED MERAKEI WIRELESS ACCESS POINTS-ERATE	\$ 4,776.45
261465	12/14/2022	IONIE SINCLAIR	2022-2023 SY' PO for Ionie Sinclair	\$ 3,924.06
261466	12/14/2022	J.W. PEPPER & SONS-ACCT.#36-136400	Concert Band Music	\$ 227.99
261467	12/14/2022	JAMES RANERI	Final Payment for Empl Expense claim # 5014.	\$ 55.00
261468	12/14/2022	JENNIFER L MARMO	HS NORTH SWPBS BULLETIN BOARD SUPPLIES	\$ 74.15
261469	12/14/2022	JENNY GALUNIC	2022-2023 SY' PO for Jenny Galunic	\$ 4,049.28
261470	12/14/2022	JESSICA CURRY	Expense claim # 5017.FALL 2022 TUITION REIMBURSEM	\$ 393.87
261471	12/14/2022	JOSEPH FUCHS	2022-2023 SY' PO for Joseph Fuchs	\$ 8,195.58
261472	12/14/2022	JOSEPH P MARTIN	Expense claim # 5019.FALL 2022 TUITION REIMBURSEM	\$ 270.00
261473	12/14/2022	JOSEPH & CHERYL SCIBETTA	SENIOR 2021 TAX REBATE - SCIBETTA, JOSEPH & CHERYL	\$ 250.00
261474	12/14/2022	JTM PROVISIONS CO.	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 2,972.30
261475	12/14/2022	KANE J FURST	Expense claim # 5018.FALL 2022 TUITION REIMBURSEM	\$ 810.00
261476	12/14/2022	KARLA J LABAR	2022-2023 SY' PO for Karla LaBar	\$ 5,234.18
261477	12/14/2022	KATHARINE HOLMES	2022-2023 SY' PO for Katharine Holmes	\$ 5,215.09
261478	12/14/2022	KATYE N CLOGG	Final Payment for Empl Expense claim # 4962.	\$ 1,122.60
261479	12/14/2022	KEYSTONE FIRE PROTECTION CO.	Inv 334113 MSE Emergency Sprinkler Project	\$ 355.00
			Keystone repair to JTL fire alarm	\$ 593.12
261480	12/14/2022	KRISTEN M. LONG	Final Payment for Empl Expense claim # 4964.	\$ 204.63
261481	12/14/2022	KYLE PHILHOWER	Final Payment for Empl Expense claim # 4963.	\$ 3.94
261482	12/14/2022	LANCASTER-LEBANON I.U.#13	Microsoft Enrollment for Ed. Solutions -yr 4 of 5	\$ 68,543.45
261483	12/14/2022	LANCASTER-LEBANON I.U.#13	Unified Support (IU13)	\$ 4,881.00
261484	12/14/2022	LAURA MASON CAIZO	Final Payment for Empl Expense claim # 4966.	\$ 141.25
261485	12/14/2022	LEHIGH LEARNING ACADEMY	Tuition / Lehigh Learning / OCT 22	\$ 11,691.99
			Tuition / Lehigh Learning / SEP 22	\$ 11,449.38
261486	12/14/2022	LISA ROSEN-GERST	2022-2023 SY' PO for Lisa Gerst	\$ 4,312.98
261487	12/14/2022	LVCNFF	SOUTH NATIONAL FOOTBALL FOUNDATION BANQUET	\$ 135.00
261488	12/14/2022	M A BRIGHTBILL BODY WORKS INC.	Open PO for BrightBill 22-23 SY'	\$ 1,069.55
261489	12/14/2022	MANVEL PAGE	Final Payment for Empl Expense claim # 4983.	\$ 38.38

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261490	12/14/2022	MARGARET WAGNER	Final Payment for Empl Expense claim # 5004.	\$ 43.55
261491	12/14/2022	MARIA FRASCELLA	Open PO for Maria Frascella	\$ 3,489.36
261492	12/14/2022	MARK HENDRICKS	Final Payment for Empl Expense claim # 4961.	\$ 145.81
261493	12/14/2022	MAUREEN SEIDEL	Expense claim # 5020.FALL 2022 TUITION REIMBURSEM	\$ 270.00
			Final Payment for Empl Expense claim # 5001.	\$ 38.69
261494	12/14/2022	MEDCO SUPPLY COMPANY	NORTH ATHLETIC TRAINER GATORADE SIDELINE 22 SLHN	\$ 825.00
261495	12/14/2022	MELISSA COLLEVECHIO	Final Payment for Empl Expense claim # 4998.	\$ 115.63
261496	12/14/2022	MELODY SEVERUD	2022-2023 SY' PO for Melody Severud	\$ 4,162.06
261497	12/14/2022	MET-ED	NORTH CAMPUS NOV ELECTRIC 100018255800	\$ 25,952.69
			TRAFFIC LIGHT NOV ELECTRIC 100031621285	\$ 15.14
261498	12/14/2022	MIGUEL DEJESUS	2022-2023 SY' PO for Miguel DeJesus	\$ 3,489.36
261499	12/14/2022	MODERN GAS SALES, INC.	LEHMAN PROPANE DELIVERY	\$ 639.60
261500	12/14/2022	MURPHY & MURPHY, P.C.	Attorney's Fee's Comp Edu Case	\$ 5,500.00
261501	12/14/2022	NASCO (QOUTE#45950)	Art	\$ 199.01
261502	12/14/2022	OFFICE DEPOT	GENERAL SCHOOL SUPPLIES	\$ 448.95
261503	12/14/2022	OFFICE TECHNOLOGY, LLC	Color printer toner replacement	\$ 869.00
			HS-S	\$ 104.00
			Printer INK	\$ 255.00
261504	12/14/2022	P & S GARAGE	New Catalytic Converter for Kitchen Box Truck	\$ 6,966.09
261505	12/14/2022	P&D AUTO, LLC	Repair to Ford Expedition Light Bar	\$ 108.00
261506	12/14/2022	PAMELA SIERRA	Final Payment for Empl Expense claim # 4985.	\$ 59.38
261507	12/14/2022	PENN JERSEY PAPER CO	TO PAY FOR PAPER PRODUCTS/SUPPLIES FOR 2022-2023	\$ 3,070.22
261508	12/14/2022	PEPSI-COLA	SOUTH WINTER CONCESSION SUPPLIES	\$ 595.74
261509	12/14/2022	PMEA DISTRICT 10	DISTRICT CHORUS REGISTRATIONS	\$ 480.00
			PMEA District 10 Registration Fee for: Maya Burrel	\$ 600.00
			PMEA District Band	\$ 310.00
			PMEA Intermediate Songfest Dues	\$ 342.00
261510	12/14/2022	POCONO MOUNTAIN DAIRIES	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 30,506.80
261511	12/14/2022	PP&L	SOUTH TRAFFIC LIGHT 67841-29000	\$ 24.21

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261511	12/14/2022	PP&L	SOUTH TRAFFIC LIGHT ELECTRIC 92422-54001	\$ 24.58
			SOUTH TRAFFIC LIGHT ELECTRIC 95041-29005	\$ 24.46
			SOUTH TRAFFIC LIGHT ELECTRIC 98641-29009	\$ 28.47
261512	12/14/2022	PROPAC INC	transport supplies for sped student	\$ 124.76
261513	12/14/2022	RANDALL LITTS	Final Payment for Empl Expense claim # 4994.	\$ 32.88
261514	12/14/2022	REMCO, INC	To pay invoices for the 2022-2023 school year	\$ 1,719.80
261515	12/14/2022	RENEE STRETZ	TRANSPORTATION PARENT DRIVER	\$ 525.00
261516	12/14/2022	ROBERT J FALZONE	Final Payment for Empl Expense claim # 4965.	\$ 146.88
261517	12/14/2022	ROBERT J ROMAGNO	Final Payment for Empl Expense claim # 5006.	\$ 109.38
261518	12/14/2022	ROCKLAND BAKERY	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 2,587.29
261519	12/14/2022	RONALD R. & BARBARA M. SWARTZ	SENIOR 2021 TAX REBATE - SWARTZ, RONALD & BARBARA	\$ 250.00
261520	12/14/2022	SCOTT C. IHLE	Final Payment for Empl Expense claim # 4992.	\$ 74.75
261521	12/14/2022	SHAHIDA JONES	Final Payment for Empl Expense claim # 4973.	\$ 344.68
			Final Payment for Empl Expense claim # 4974.	\$ 116.56
261522	12/14/2022	SHARON J GERBERICH	internet/stamps envelopes	\$ 224.00
261523	12/14/2022	SHAWN A WESCOTT	Expense claim # 5022.FALL 2022 TUITION REIMBURSEM	\$ 270.00
261524	12/14/2022	SHAWN N MUNFORD	Final Payment for Empl Expense claim # 4987.	\$ 41.13
261525	12/14/2022	SIMCO LOGISTICS,INC	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 1,228.83
261526	12/14/2022	STACIE A AMMERMAN	Final Payment for Empl Expense claim # 5003.	\$ 279.22
261527	12/14/2022	STEELE'S HARWARE INC	inv486000 v belt	\$ 8.99
261528	12/14/2022	STEVEN KANTERMAN	Final Payment for Empl Expense claim # 5011.	\$ 13.77
261529	12/14/2022	SUSSETTE FONTANEZ	SENIOR 2021 TAX REBATE - FONTANEZ, SUSSETTE	\$ 632.32
261530	12/14/2022	SUZANNE LUDWIG	Final Payment for Empl Expense claim # 4996.	\$ 23.50
			Final Payment for Empl Expense claim # 5010.	\$ 30.51
261531	12/14/2022	SWEET, STEVENS, KATZ & WILLIAMS LLP	Labor Matters Inv# 152159	\$ 1,680.00
			Legal Services Sped Student	\$ 8,984.00
			Nov. Installment Pool Counsel	\$ 2,000.00
261532	12/14/2022	TABITHA BRADLEY	Final Payment for Empl Expense claim # 4978.	\$ 17.56
261533	12/14/2022	TAIWO AFOLABI	2022-2023 SY' PO for Taiwo Afolabi	\$ 4,223.10

1959.

East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261534	12/14/2022	TAMARA CYKOSKY	Final Payment for Empl Expense claim # 4999.	\$ 42.94
261535	12/14/2022	THE AMERICAN BOTTLING CO	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 947.50
261536	12/14/2022	TINA M FALBO	Final Payment for Empl Expense claim # 4979.	\$ 34.88
261537	12/14/2022	US FOODS	open PO for US FOODS weekly orders	\$ 381.32
261538	12/14/2022	US FOODS	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 95,862.74
261539	12/14/2022	WALDEMAR SZEPIETOWSKI	Expense claim # 5021.FALL 2022 TUITION REIMBURSEM	\$ 3,228.00
261540	12/14/2022	WALIZA MARTINEZ	Final Payment for Empl Expense claim # 5013.	\$ 50.00
261541	12/14/2022	WALMART COMMUNITY/GEMB	ATHLETICS STORAGE CONTAINERS	\$ 43.92
			CURRICULUM SUPPLIES	\$ 255.39
			HS SOUTH CAREER SKILLS SUPPLIES	\$ 27.26
			HS SOUTH CONCESSION FALL SUPPLIES	\$ 273.12
			HS SOUTH CORE CAFE SUPPLIES	\$ 24.90
			HS SOUTH STAFF LUNCHEON	\$ 50.68
			HSS Speech Open PO - Supplies	\$ 125.14
			OPEN PO EM Sppt. ESE 3-5	\$ 364.52
			Science materials used for lab activities	\$ 655.31
			Title 1 Family Engagement meeting refreshments	\$ 57.12
			TO PAY FOR FOOD AND SUPPLY PURCHASES FOR 2022-2023	\$ 188.40
261542	12/14/2022	WAYNESBORO AREA SCHOOL DISTRICT	Tuition / Waynesboro / JUL 21 - MAR 22	\$ 27,979.00
261543	12/14/2022		TO PAY FOR FOOD & SUPPLY PURCHASES 2022-2023	\$ 51.22
261544	12/14/2022	WILLIAM RIKER	Final Payment for Empl Expense claim # 4989.	\$ 153.13
261545	12/14/2022	WILLIAM V. MACGILL & CO.	Heather Reichl - First Aid Supplies - MacGill	\$ 153.89
			Jeanne Branigan - MacGill	\$ 31.22
			Mary Dunstane - First Aid Supplies	\$ 727.34
			Mary Dunstane - MacGill first aid supplies	\$ 25.64
			Mary Dunstane - MacGill Supplies	\$ 60.95
261546	12/14/2022	WILLIAM VITULLI	Final Payment for Empl Expense claim # 4990.	\$ 11.25
			Final Payment for Empl Expense claim # 4991.	\$ 29.99
261547	12/14/2022	WOODWIND & BRASSWIND	WWBW band supplies	\$ 39.99

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East Stroudsburg Area School District

Date Range 12/10/22 through 12/14/22

Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
261548	12/14/2022	ZOOM VIDEOS COMMUNICATIONS, INC	inv177848146 zoom 11/30/22-12/29/22	\$ 59.96
Grand Total				\$ 1,737,883.88

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NOVEMBER 2022 WIRE PAYMENTS

PAYROLL	\$ 3,841,478.42
ACCOUNTS PAYABLE - BENEFITS	\$ 2,213,602.09
FLEX SPENDING ACCOUNTS - TASC	\$ 20,087.22
WORKER'S COMP - INSERVCO	\$ 49,622.48
PROCUREMENT CARD	\$ 62,795.31
EBTEP	\$ 1,699,333.73
VOLUNTARY LIFE INSURANCE	\$ 2,265.14
WRIGHT EXPRESS FLEET - GAS CARDS	\$ 5,270.04
TRANSFER TO PSDLAF	\$ 5,000,000.00
	<u>\$ 12,894,454.43</u>

EAST STROUDSBURG AREA SCHOOL DISTRICT
TREASURER'S REPORT AS OF NOVEMBER 30, 2022

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

11/1/22 Balance	\$ 26,710,082.30
Receipts	\$4,096,794.15
Interest/Dividends	\$4,455.79
Disbursements	(\$15,091,893.89)
11/30/22 Balance	\$ 15,719,438.35

PLGIT - GENERAL FUND

11/1/22 Balance	\$ 8,541,834.79
Receipts	\$ 527,351.29
Interest/Dividends	\$ 17,090.41
Disbursements	\$ (5,000,000.00)
11/30/22 Balance	\$ 4,086,276.49

PSDLAF - GENERAL FUND

11/1/22 Balance	\$ 82,505,761.35
Receipts	\$ 38,654,633.21
Interest/Dividends	\$ 210,690.98
Deferred Interest	
Disbursements	\$ (25,068,414.61)
11/30/22 Balance	\$ 96,302,670.93

ESSA WORKERS COMP SELF INS - GENERAL FUND

11/1/22 Balance	\$ 300,075.70
Receipts	
Interest/Dividends	\$ 61.66
Disbursements	
11/30/22 Balance	\$ 300,137.36

ESSA PAYPAL - GENERAL FUND

11/1/22 Balance	\$ 755.09
Receipts	
Interest/Dividends	\$ 0.16
Disbursements	
11/30/22 Balance	\$ 755.25

ESSA FERNWOOD ESCROW - GENERAL FUND

11/1/22 Balance	\$ 38,580.34
Receipts	
Interest/Dividends	\$ 7.93
Disbursements	
11/30/22 Balance	\$ 38,588.27

ESSA - CAFETERIA FUND

11/1/22 Balance	\$ 249,804.94
Receipts	\$ 13,854.15
Interest/Dividends	\$ 52.64
Disbursements	\$ (2,353.35)
11/30/22 Balance	\$ 261,358.38

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FIRST KEYSTONE COMMUNITY BANK

11/1/22 Balance	\$ 251,403.92
Receipts	
Interest/Dividends	\$ 383.30
Disbursements	
11/30/22 Balance	\$ 251,787.22

PLGIT - CAPITAL RESERVE FUND

11/1/22 Balance	\$ 21,418,242.22
Receipts	
Interest/Dividends	\$ 66,191.77
Disbursements	\$ (65,368.96)
11/30/22 Balance	\$ 21,419,065.03

ESSA - CONCESSION STAND

11/1/22 Balance	\$ 27,929.45
Receipts	
Interest/Dividends	\$ 5.74
Disbursements	
11/30/22 Balance	\$ 27,935.19

ESSA - EXPENDABLE TRUST

11/1/22 Balance	\$ 32,479.46
Receipts	
Interest/Dividends	\$ 6.67
Disbursements	
11/30/22 Balance	\$ 32,486.13

ESSA - NON-EXPENDABLE TRUST

11/1/22 Balance	\$ 18,764.30
Receipts	
Interest/Dividends	\$ 3.86
Disbursements	
11/30/22 Balance	\$ 18,768.16

ESSA - SPECIAL ACTIVITY

11/1/22 Balance	\$ 243,540.38
Receipts	
Interest/Dividends	\$ 50.04
Disbursements	
11/30/22 Balance	\$ 243,590.42

ESSA CD INVESTMENT - SPECIAL ACTIVITY

11/1/22 Balance	\$ 41,960.12
Receipts	
Interest/Dividends	
Disbursements	
11/30/22 Balance	\$ 41,960.12

ESSA - STUDENT ACTIVITY

11/1/22 Balance	\$ 74,830.58
Receipts	
Interest/Dividends	\$ 15.38
Disbursements	
11/30/22 Balance	\$ 74,845.96

EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch 11/16/22 - To Diane Kelly for approval 11/16/22

Approved by: Diane Kelly 11/16/22

MONTH: Oct-22

ESSA Checking \$ 26,710,082.30 \$ 26,710,082.30

Less:	Outstanding Checks-Treasury Fund	\$ 762,633.04	
	Outstanding Payroll Activity	\$ 837.12	
	Outstanding PA Withholding		
	Outstanding PA Withholding	\$ 82,570.26	
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts		
	Outstanding TSA		
	Outstanding Voya Retirement		
			\$ 846,040.42
			\$ 25,864,041.88

General Ledger 00-0000-010-000-00-000-000-000-0000 \$ 25,864,041.88

Adjustments:

	\$ -
	\$ 25,864,041.88


Difference \$ -

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

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		\$15,719,438.35

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$26,710,082.30
	82 Credit(s) This Period	\$4,101,249.94
	49 Debit(s) This Period	-\$15,091,893.89
11/30/2022	Ending Balance	\$15,719,438.35

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$4,455.79
Interest Paid Year-to-Date	\$13,166.38

Deposits

Date	Description	Amount
11/01/2022	TRANSFER FROM 0047706017	\$3,523.24
11/01/2022	TRANSFER FROM 0047705986	\$66,178.81
11/01/2022	TRANSFER FROM 0047705952	\$7,709.62
11/01/2022	TRANSFER FROM 0047705994	\$81,780.82
11/02/2022	TRANSFER FROM 0047706017	\$45,008.17
11/02/2022	TRANSFER FROM 0047705994	\$51,459.87
11/02/2022	TRANSFER FROM 0047705986	\$13,503.89
11/02/2022	TRANSFER FROM 0047705978	\$55,712.08
11/03/2022	TRANSFER FROM 0047705994	\$25,485.05
11/03/2022	TRANSFER FROM 0047705986	\$21,120.84
11/04/2022	TRANSFER FROM 0047705952	\$119,867.11
11/04/2022	TRANSFER FROM 0047705986	\$4,608.04
11/04/2022	TRANSFER FROM 0047705994	\$17,287.50
11/07/2022	TRANSFER FROM 0047705994	\$33,592.38
11/07/2022	TRANSFER FROM 0047705952	\$95,841.14
11/07/2022	TRANSFER FROM 0047705986	\$14,368.87
11/08/2022	TRANSFER FROM 0047705986	\$21,267.22
11/08/2022	TRANSFER FROM 0047705960	\$18,713.94
11/08/2022	TRANSFER FROM 0047705978	\$19,684.41
11/09/2022	TRANSFER FROM 0047705952	\$27,327.36
11/09/2022	TRANSFER FROM 0047705994	\$34,546.53
11/09/2022	TRANSFER FROM 0047705978	\$8,929.12
11/09/2022	TRANSFER FROM 0047705986	\$5,066.62
11/10/2022	TRANSFER FROM 0047706017	\$125,715.50
11/10/2022	TRANSFER FROM 0047705994	\$31,231.31



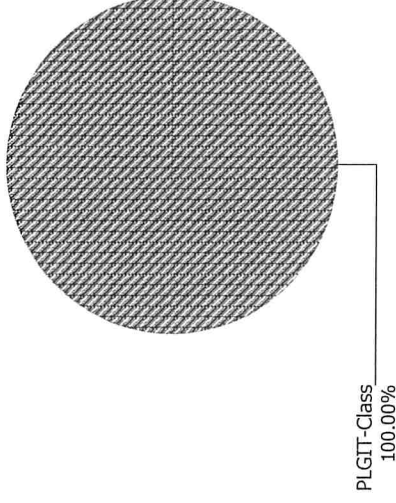
Account Statement - Transaction Summary

For the Month Ending November 30, 2022

East Stroudsburg Area School District - General Fund -

PLGIT-Class	
Opening Market Value	8,541,834.79
Purchases	544,441.70
Redemptions	(5,000,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$4,086,276.49
Cash Dividends and Income	17,090.41

Asset Summary		
	November 30, 2022	October 31, 2022
PLGIT-Class	4,086,276.49	8,541,834.79
Total	\$4,086,276.49	\$8,541,834.79



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PSDLAF Monthly Statement

East Stroudsburg ASD

Please Note:
THE FUND WILL BE CLOSED DECEMBER 26TH IN OBSERVANCE OF CHRISTMAS DAY AND JANUARY 2ND IN OBSERVANCE OF NEW YEARS DAY

Activity Summary

General Fund

11/1/2022 - 11/30/2022

Investment Pool Summary

	MAX
Beginning Balance	\$31,473,564.92
Dividends	\$89,086.98
Purchases	\$15,899,242.61
Redemptions	(\$22,820,414.61)
Ending Balance	\$24,641,479.90
Average Monthly Rate	3.445%
Share Price	\$1.000
Total	\$24,641,479.90

Total Fixed Income

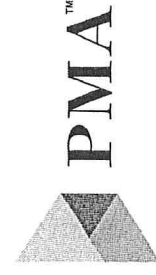
\$71,661,191.03

Account Total

\$96,302,670.93

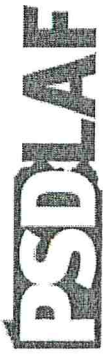
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East Stroudsburg ASD
Craig Neiman
50 Vine Street
East Stroudsburg, PA 18031



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

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



Flex Transaction Activity

General Fund

CONGRESSIONAL BANK - ICS 11/1/2022 - 11/30/2022

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
5	267019	SDA-1333678-1	11/16/2022	Deposit	\$10,000,000.00	\$0.00	\$0.00	\$10,000,000.00
5	268147	SDA-1333678-1	11/30/2022	Interest	\$0.00	\$0.00	\$15,503.40	\$10,015,503.40
					\$10,000,000.00	\$0.00	\$15,503.40	

Beginning Balance: \$0.00 | Ending Balance: \$10,015,503.40

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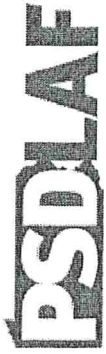
PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Purchase 11/1/2022 - 11/30/2022

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
SEC	57705-1	11/30/2022	11/30/2022	03/28/2023	TREASURY BILL, 912796Z85	\$2,958,336.17	4.357%	\$3,000,000.00
SEC	57726-1	11/30/2022	11/30/2022	04/27/2023	TREASURY BILL, 912796YV5	\$2,947,164.00	4.422%	\$3,000,000.00
SEC	57229-1	11/10/2022	11/10/2022	05/11/2023	WI TREASURY SEC., 912796ZE2	\$2,934,373.80	4.485%	\$3,000,000.00
CD	295365-1	11/17/2022	11/17/2022	05/18/2023	PACIFIC WESTERN BANK, CA	\$244,000.00	4.385%	\$249,414.46
SEC	57706-1	11/30/2022	11/30/2022	05/25/2023	TREASURY BILL, 912796ZF9	\$2,935,745.33	4.539%	\$3,000,000.00
CD	295364-1	11/17/2022	11/17/2022	11/17/2023	SERVISFIRST BANK, FL	\$238,000.00	4.650%	\$249,067.00
TS	295406-1	11/22/2022	11/22/2022	11/22/2023	PSDLAF - COLLATERALIZED POOL, PA	\$500,000.00	4.620%	\$523,100.00
						\$12,757,619.30		\$13,021,581.46

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PSDLAF Monthly Statement

East Stroudsburg ASD

Fixed Income Investments

Maturities 11/1/2022 - 11/30/2022

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
TS	292411-1	11/15/2022	11/19/2021	11/15/2022	PSDLAF - COLLATERALIZED POOL, PA	\$2,000,000.00	0.100%	\$2,001,978.09
CD	292471-1	11/21/2022	11/19/2021	11/21/2022	KS STATEBANK / KANSAS STATE BANK OF MANHATTAN, KS	\$248,000.00	0.101%	\$248,250.61
						\$2,248,000.00		\$2,250,228.70

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Interest 11/1/2022 - 11/30/2022

Type	Holding Id	Trade Date	Description	Interest
TS	292411-1	11/15/2022	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$1,978.09
CD	292471-1	11/21/2022	KS STATEBANK / KANSAS STATE BANK OF MANHATTAN, KS, Interest	\$250.61
Flex	1285184-1	11/30/2022	NEXBANK (FFP Nex ICS), TX, Interest	\$63,349.59
Flex	1285237-1	11/30/2022	GREENSTATE CREDIT UNION - RNT IND, IA, Interest	\$9,100.60
Flex	1306222-1	11/30/2022	AMERICAN STATE BANK, TX, Interest	\$29,451.52
Flex	1333678-1	11/30/2022	CONGRESSIONAL BANK - ICS, MD, Interest	\$15,503.40
				\$119,633.81





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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT WORKERS COMP SELF INS
C/O CRAIG NEIMAN
50 VINE ST
EAST STROUDSBURG PA 18301-2150

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$300,137.36

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$300,075.70
	1 Credit(s) This Period	\$61.66
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$300,137.36

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$61.66
Interest Paid Year-to-Date	\$149.77

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$61.66
		1 item(s) totaling \$61.66

Daily Balances

Date	Amount
11/30/2022	\$300,137.36





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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		\$755.25

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$755.09
	1 Credit(s) This Period	\$0.16
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$755.25

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	\$0.41

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$0.16
		1 item(s) totaling \$0.16

Daily Balances

Date	Amount
11/30/2022	\$755.25

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		\$38,588.27

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$38,580.34
	1 Credit(s) This Period	\$7.93
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$38,588.27

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$7.93
Interest Paid Year-to-Date	\$19.28

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$7.93
		1 item(s) totaling \$7.93





Daily Balances

Date	Amount
11/30/2022	\$38,588.27

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$261,358.38

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$249,804.94
	29 Credit(s) This Period	\$13,906.79
	5 Debit(s) This Period	-\$2,353.35
11/30/2022	Ending Balance	\$261,358.38

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$52.64
Interest Paid Year-to-Date	\$119.55

Electronic Credits

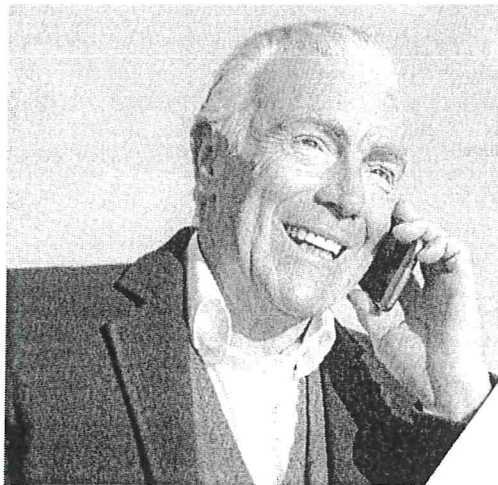
Date	Description	Amount
11/01/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$450.00
11/02/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$417.50
11/03/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$887.50
11/04/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$342.50
11/07/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$1,130.00
11/07/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$175.00
11/07/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$827.75
11/08/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$385.00
11/09/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$900.50
11/10/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$845.00
11/14/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$960.00
11/14/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$585.00
11/14/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$917.50
11/14/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$245.00
11/15/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$386.40
11/16/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$573.50
11/17/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$769.50
11/18/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$991.50
11/21/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$822.50
11/21/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$557.50
11/21/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$120.00
11/22/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$32.50
11/25/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$22.50
11/25/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$32.50
11/28/2022	GLOBAL PAYMENTS GLOBAL DEP CCD	\$77.50

RETURN SERVICE REQUESTED

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

Managing Your Accounts

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



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Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$251,787.22

NOW SPSPD/Government

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$251,403.92
	1 Credit(s) This Period	\$383.30
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$251,787.22

Interest Summary

Description	Amount
Annual Percentage Yield Earned	1.87%
Interest Days	30
Interest Earned	\$383.30
Interest Paid This Period	\$383.30
Interest Paid Year-to-Date	\$1,427.42

Account Activity

Post Date	Description	Debits	Credits	Balance
11/01/2022	Beginning Balance			\$251,403.92
11/30/2022	Credit Interest		\$383.30	\$251,787.22
11/30/2022	Ending Balance			\$251,787.22



Pennsylvania Local Government Investment Trust

Account Statement - Transaction Summary

For the Month Ending **November 30, 2022**

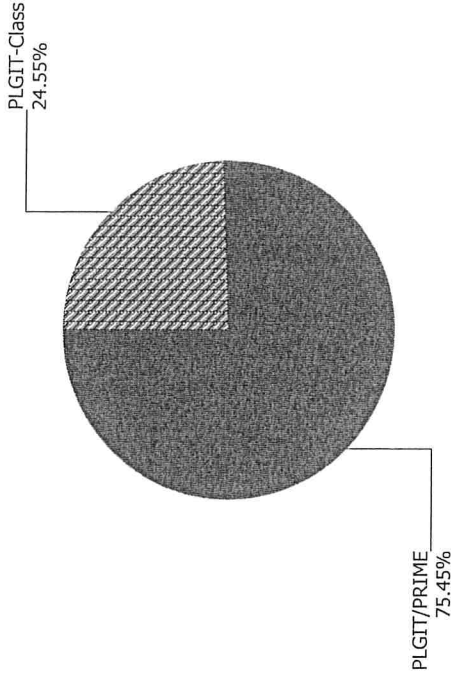
East Stroudsburg Area School District - Capital Reserve

PLGIT-Class	
Opening Market Value	5,307,835.57
Purchases	14,985.04
Redemptions	(65,368.96)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$5,257,451.65
Cash Dividends and Income	14,985.04

PLGIT/PRIME	
Opening Market Value	16,110,406.65
Purchases	51,206.73
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$16,161,613.38
Cash Dividends and Income	51,206.73

Asset Summary			
	November 30, 2022	October 31, 2022	
PLGIT-Class	5,257,451.65	5,307,835.57	
PLGIT/PRIME	16,161,613.38	16,110,406.65	
Total	\$21,419,065.03	\$21,418,242.22	

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	\$27,935.19

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$27,929.45
	1 Credit(s) This Period	\$5.74
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$27,935.19

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$5.74
Interest Paid Year-to-Date	\$13.93

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$5.74
		1 item(s) totaling \$5.74

Daily Balances

Date	Amount
11/30/2022	\$27,935.19



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

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$32,486.13

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$32,479.46
	1 Credit(s) This Period	\$6.67
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$32,486.13

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$6.67
Interest Paid Year-to-Date	\$16.15

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$6.67
		1 item(s) totaling \$6.67

Daily Balances

Date	Amount
11/30/2022	\$32,486.13





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

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$18,768.16

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$18,764.30
	1 Credit(s) This Period	\$3.86
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$18,768.16

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$3.86
Interest Paid Year-to-Date	\$9.36

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$3.86
		1 item(s) totaling \$3.86

Daily Balances

Date	Amount
11/30/2022	\$18,768.16




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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		\$243,590.42

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$243,540.38
	1 Credit(s) This Period	\$50.04
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$243,590.42

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$50.04
Interest Paid Year-to-Date	\$121.54

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$50.04
		1 item(s) totaling \$50.04

Daily Balances




Date	Amount
11/30/2022	\$243,590.42

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		\$74,845.96

Government Checking

Account Summary

Date	Description	Amount
11/01/2022	Beginning Balance	\$74,830.58
	1 Credit(s) This Period	\$15.38
	0 Debit(s) This Period	\$0.00
11/30/2022	Ending Balance	\$74,845.96

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$15.38
Interest Paid Year-to-Date	\$37.36

Other Credits

Date	Description	Amount
11/30/2022	INTEREST PAID 11/01 THROUGH 11/30	\$15.38
		1 item(s) totaling \$15.38

Daily Balances

Date	Amount
11/30/2022	\$74,845.96

STATEMENT OF INCOME
For the Period Ending August 31, 2022
CAFETERIA FUND- updated on 12-6-22

STATEMENT OF INCOME
For the Period Ending August 31, 2022
CAFETERIA FUND- updated on 12-6-22

Munis Account Number	Current Period	Year-to-Date
REVENUE FROM LOCAL SOURCES:		
INTEREST ON INVESTMENTS	1.92	3.60
REVENUE FROM OPERATIONS:		
SALES, LUNCH - PAID	(1,113.20)	317.80
SALES, BREAKFAST - PAID	-	-
SUMMER SALES - B-FAST & LUNCH	-	-
SALES, A LA CARTE LUNCH	4,511.45	4,511.45
SALES, SPECIAL FUNCTIONS	103.00	1,126.79
MISC. PEPSI COMMISSION & REBATES	495.44	1,235.35
NO KID HUNGRY GRANT	-	-
TOTAL SALES	3,996.69	7,191.39
TOTAL LOCAL REVENUE	3,998.61	7,194.99
REVENUE FROM STATE SOURCES		
STATE SUBSIDY -SOCIAL SECURITY	1,336.23	2,091.60
STATE SUBSIDY - LUNCH	2,680.66	4,335.74
STATE SUBSIDY - BREAKFAST	1,383.40	2,247.60
STATE SUBSIDY -RETIREMENT	6,220.91	8,282.13
TOTAL STATE REVENUE	11,621.20	16,957.07
REVENUE FROM FEDERAL SOURCES		
FEDERAL SUBSIDY - P-EBT	-	-
FEDERAL SUBSIDY - SUPPLY CHAIN ASST	-	124,826.24
FEDERAL SUBSIDY - LUNCH	83,664.51	137,602.38
FEDERAL SUBSIDY - BREAKFAST	34,261.05	56,773.45
FEDERAL ESSER 1	-	-
FEDERAL FARM TO SCHOOL	-	-
FEDERAL DONATED COMMODITY	-	-
TOTAL FEDERAL REVENUE	117,925.56	319,202.07
TOTAL CAFETERIA REVENUE	\$133,545.37	\$343,354.13
EXPENSES OF OPERATIONS		
Salary, Cafeteria SPV	4,160.00	5,408.00
Salary, Cafeteria ADM	6,496.04	9,744.06
Salary, Admin OT pay	224.25	224.25
Salary, OT Supervisors	-	-
Salary, Cafeteria Secretary	2,446.17	3,189.97
Salary, OT Secretary	65.63	101.43
Salary Operative Labor	-	47.01
Salary Substitute Workers	-	-
Salary OT Workers	-	-
Salary Summer Feed	13,196.25	16,556.25
ARP ESSER SummerEnrichmentSummerFeed	1,927.50	2,490.00
Salary, Cafeteria Custodian	6,628.16	17,329.61
Salary, Sub Custodian	107.16	107.16
Salary, OT Custodian	-	-
Life Insurance	512.82	963.93
Disability Insurance	49.52	83.43
Social Security - OASDI	2,046.39	3,235.90
ARP ESSER SummerEnrichment SS OASDI	119.51	154.39
Social Security- HI	478.60	756.79
ARP ESSER SummerEnrichment SS HI	27.96	36.12
Retirement	11,766.73	15,690.84
ARP ESSER SummerEnrichment PSERS	671.71	870.04
VOYA Contribution Plan	-	-
ARP ESSER SummerEnrichment VOYA Contrib	3.38	3.38
Unemployment	-	-
Workers Compensation	213.28	337.35
ARP ESSER SummerEnrichment WorkComp	12.33	15.93
Health Insurance	30,989.17	63,814.07
Contract Maintenance	-	-
Maintenance & Repairs	10,155.00	10,155.00
Vehicles-Repair/Maintenance	-	-
Upgrade of information System	-	-
Postage	9.69	16.41
Travel/Mileage	484.87	957.13
Supplies -Non Food	2,823.59	2,823.59
SuppliesNonFD Paper Bid Supply	-	-
Electricity	4,073.53	4,073.53
Fuel/Gasoline	1,509.70	1,994.82
Food Purchases	12,291.10	12,291.10
Farm to School -Food purchases	-	-
Milk Purchases	4,617.41	4,617.41
Technology Supplies	-	-
Depreciation Expense	2,577.99	5,155.93
NewEq<\$2,500	-	990.37
HSS Grant NewEq>\$2,500	-	11,436.22
Dues & Fees	85.30	586.65
TOTAL FOOD SERVICE EXPENSES	\$120,770.74	\$196,258.07
NET INCOME (LOSS)	\$12,774.63	\$147,096.06

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STATEMENT OF INCOME
For the Period Ending September 30, 2022
CAFETERIA FUND

STATEMENT OF INCOME
For the Period Ending September 30, 2022
CAFETERIA FUND

Munis Account Number	Current Period	Year-to-Date
REVENUE FROM LOCAL SOURCES:		
INTEREST ON INVESTMENTS	3.36	6.96
REVENUE FROM OPERATIONS:		
SALES, LUNCH - PAID	(317.80)	-
SALES, BREAKFAST - PAID	-	-
SUMMER SALES - B-FAST & LUNCH	-	-
SALES, A LA CARTE LUNCH	46,069.27	50,580.72
SALES, SPECIAL FUNCTIONS	3,178.87	4,305.66
MISC. PEPSI COMMISSION & REBATES	1,884.65	3,120.00
NO KID HUNGRY GRANT	-	-
TOTAL SALES	50,814.99	58,006.38
TOTAL LOCAL REVENUE	50,818.35	58,013.34
REVENUE FROM STATE SOURCES		
STATE SUBSIDY -SOCIAL SECURITY	4,705.10	6,796.70
STATE SUBSIDY - LUNCH	11,653.74	15,989.48
STATE SUBSIDY - BREAKFAST	5,106.70	7,354.30
STATE SUBSIDY - INITIATIVE	-	-
STATE SUBSIDY -RETIREMENT	20,785.55	29,067.68
TOTAL STATE REVENUE	42,251.09	59,208.16
REVENUE FROM FEDERAL SOURCES		
FEDERAL SUBSIDY - P-EBT	3,135.00	3,135.00
FEDERAL SUBSIDY - SUPPLY CHAIN ASST	-	124,826.24
FEDERAL SUBSIDY - LUNCH	318,319.55	455,921.93
FEDERAL SUBSIDY - BREAKFAST	117,489.42	174,262.87
FEDERAL FOOD SERVICE EQUIP GRANT	-	-
FEDERAL FARM TO SCHOOL	-	-
FEDERAL DONATED COMMODITY	-	-
TOTAL FEDERAL REVENUE	438,943.97	758,146.04
TOTAL CAFETERIA REVENUE	\$532,013.41	\$875,367.54
EXPENSES OF OPERATIONS		
Salary, Cafeteria SPV	13,711.02	19,119.02
Salary, Cafeteria ADM	9,744.06	19,488.12
Salary, Admin OT pay	585.00	809.25
Salary, OT Supervisors	-	-
Salary, Cafeteria Secretary	3,679.21	6,869.18
Salary, OT Secretary	77.55	178.98
Salary Operative Labor	82,317.63	82,364.64
Salary Substitute Workers	360.00	360.00
Salary OT Workers	-	-
Salary Summer Feed	5,081.25	21,637.50
ARP ESSER SummerEnrichmentSummerFeed	-	2,490.00
Salary, Cafeteria Custodian	9,950.88	27,280.49
Salary, Sub Custodian	-	-
Salary, OT Custodian	237.16	344.32
Life Insurance	761.65	1,725.58
Disability Insurance	232.36	315.79
Social Security - OASDI	7,626.52	10,862.42
ARP ESSER SummerEnrichment SS OASDI	-	154.39
Social Security- HI	1,783.67	2,540.46
ARP ESSER SummerEnrichment SS HI	-	36.12
Retirement	41,485.95	57,176.79
ARP ESSER SummerEnrichment PSERS	-	870.04
VOYA Contribution Plan	85.15	85.15
ARP ESSER SummerEnrichment VOYA Contrib	-	3.38
Unemployment	-	-
Workers Compensation	804.77	1,142.12
ARP ESSER SummerEnrichment WorkComp	-	15.93
Health Insurance	41,249.91	105,063.98
Training-Registration Fees	1,268.36	1,268.36
Contract Maintenance	-	-
Maintenance & Repairs	215.00	10,370.00
Vehicles-Repair/Maintenance	598.32	598.32
Upgrade of information System	-	-
Postage	8.55	24.96
Travel/Mileage	-	957.13
Supplies - Non Food	9,899.74	12,723.33
SuppliesNonFD Paper Bid Supply	-	-
Electricity	2,083.27	6,156.80
Fuel/Gasoline	-	1,994.82
Food Purchases	9,111.06	21,402.16
Farm to School -Food purchases	-	-
Milk Purchases	11,106.64	15,724.05
Technology Supplies	9,867.70	9,867.70
Depreciation Expense	2,785.10	7,941.03
NewEq<\$2,500	(990.37)	-
HSS Grant NewEq>\$2,500	(11,436.22)	-
Dues & Fees	679.08	1,265.73
TOTAL FOOD SERVICE EXPENSES	\$254,969.97	\$451,228.04
NET INCOME (LOSS)	\$277,043.44	\$424,139.50

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STATEMENT OF INCOME
For the Period Ending October 31, 2022
CAFETERIA FUND

STATEMENT OF INCOME
For the Period Ending October 31, 2022
CAFETERIA FUND

Munis Account Number	Current Period	Year-to-Date
REVENUE FROM LOCAL SOURCES:		
INTEREST ON INVESTMENTS	50.96	57.92
REVENUE FROM OPERATIONS:		
SALES, LUNCH - PAID	1,552.89	1,552.89
SALES, BREAKFAST - PAID	-	-
SUMMER SALES - B-FAST & LUNCH	-	-
SALES, A LA CARTE LUNCH	44,865.85	95,446.57
SALES, SPECIAL FUNCTIONS	1,777.66	6,083.32
MISC. PEPSI COMMISSION & REBATES	2,023.95	5,143.95
NO KID HUNGRY GRANT	-	-
TOTAL SALES	50,220.35	108,226.73
TOTAL LOCAL REVENUE	50,271.31	108,284.65
REVENUE FROM STATE SOURCES		
STATE SUBSIDY -SOCIAL SECURITY	4,478.09	11,274.79
STATE SUBSIDY - LUNCH	12,094.74	28,084.22
STATE SUBSIDY - BREAKFAST	5,579.10	12,933.40
STATE SUBSIDY - INITIATIVE	20,606.32	20,606.32
STATE SUBSIDY -RETIREMENT	20,705.33	49,773.01
TOTAL STATE REVENUE	63,463.58	122,671.74
REVENUE FROM FEDERAL SOURCES		
FEDERAL SUBSIDY - P-EBT	-	3,135.00
FEDERAL SUBSIDY - SUPPLY CHAIN ASST	-	124,826.24
FEDERAL SUBSIDY - LUNCH	330,369.45	786,291.38
FEDERAL SUBSIDY - BREAKFAST	128,355.65	302,618.52
FEDERAL FOOD SERVICE EQUIP GRANT	22,872.45	22,872.45
FEDERAL FARM TO SCHOOL	-	-
FEDERAL DONATED COMMODITY	-	-
TOTAL FEDERAL REVENUE	481,597.55	1,239,743.59
TOTAL CAFETERIA REVENUE	\$595,332.44	\$1,470,699.98
EXPENSES OF OPERATIONS		
Salary, Cafeteria SPV	11,579.27	30,698.29
Salary, Cafeteria ADM	6,496.04	25,984.16
Salary, Admin OT pay	361.34	1,170.59
Salary, OT Supervisors	-	-
Salary, Cafeteria Secretary	2,505.83	9,375.01
Salary, OT Secretary	95.47	274.45
Salary Operative Labor	88,306.92	170,671.56
Salary Substitute Workers	3,922.50	4,282.50
Salary OT Workers	19.66	19.66
Salary Summer Feed	-	21,637.50
ARP ESSER SummerEnrichmentSummerFeed	-	2,490.00
Salary, Cafeteria Custodian	6,220.39	33,500.88
Salary, Sub Custodian	-	-
Salary, OT Custodian	139.42	483.74
Life Insurance	675.19	2,400.77
Disability Insurance	229.58	545.37
Social Security - OASDI	7,258.55	18,120.97
ARP ESSER SummerEnrichment SS OASDI	-	154.39
Social Security- HI	1,697.62	4,238.08
ARP ESSER SummerEnrichment SS HI	-	36.12
Retirement	41,307.30	98,484.09
ARP ESSER SummerEnrichment PSERS	-	870.04
VOYA Contribution Plan	103.36	188.51
ARP ESSER SummerEnrichment VOYA Contrib	-	3.38
Unemployment	-	-
Workers Compensation	765.80	1,907.92
ARP ESSER SummerEnrichment WorkComp	-	15.93
Health Insurance	40,983.65	146,047.63
Training-Registration Fees	-	1,268.36
Contract Maintenance	3,674.02	3,674.02
Maintenance & Repairs	10,041.63	20,411.63
Vehicles-Repair/Maintenance	-	598.32
Upgrade of information System	21.85	21.85
Postage	6.84	31.80
Travel/Mileage	812.67	1,769.80
Supplies -Non Food	20,852.77	33,576.10
SuppliesNonFD Paper Bid Supply	-	-
Electricity	5,956.27	12,113.07
Fuel/Gasoline	476.28	2,471.10
Food Purchases	88,777.00	110,179.16
Farm to School -Food purchases	-	-
Milk Purchases	37,212.21	52,936.26
Technology Supplies	-	9,867.70
Depreciation Expense	2,785.10	10,726.13
NewEq<\$2,500	-	-
HSS Grant NewEq>\$2,500	-	-
Dues & Fees	2,155.40	3,421.13
TOTAL FOOD SERVICE EXPENSES	\$385,439.93	\$836,667.97
NET INCOME (LOSS)	\$209,892.51	\$634,032.01

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Balance Sheet Report for 2023 Period 5



Account Number	Description	Period Net Change	Account Balance
00 Treasury Fund			
Assets			
00-0000-010-000-00-000-000-0000-0000-	AP Cash - TREASURY FUND	(11,504,702.67)	14,359,339.21
			14,359,339.21
Total Assets		11,504,702.67	(14,359,339.21)
Liabilities			
00-0000-001-000-00-000-000-0000-0000-	Due To/Due From General Fund	11,557,175.44	(13,579,286.29)
00-0000-002-000-00-000-000-0000-0000-	Due To/Due From Special Acti	1,434.93	5,688.06
00-0000-004-000-00-000-000-0000-0000-	Due To/Due From Cafeteria Fun	(111,272.77)	(703,586.07)
00-0000-005-000-00-000-000-0000-0000-	Due To/Due From Student Acti	(5,063.84)	(48,282.43)
00-0000-006-000-00-000-000-0000-0000-	Due To/Due From Concession Sta	(297.16)	(33,518.20)
00-0000-007-000-00-000-000-0000-0000-	Due To/Due From Private - Purp	(7.82)	9,432.57
00-0000-008-000-00-000-000-0000-0000-	Due To/Due From Investment Tru	(61.42)	(72,582.16)
00-0000-038-000-00-000-000-0000-0000-	PNC-Procurement Card Liability	62,795.31	62,795.31
Total Liabilities + Fund Balance		11,504,702.67	(14,359,339.21)

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Balance Sheet Report for 2023 Period 5



4 Year evolution

Account Number	Description	Period Net Change	Account Balance
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10 General Fund

Assets

10-0000-010-000-00-000-000-000-0000-0000-	AP Cash - GENERAL FUND	(2,098,394.00)	132,804,700.22
10-0103-020-000-00-000-000-000-0000-0000-	Cash Petty Cash	(11,557,175.44)	13,579,286.29
10-0111-011-000-00-000-000-000-0003-0003-	Investment PLGIT	0.00	350.00
10-0111-011-000-00-000-000-000-0009-0009-	Investment Liquid Asset PSDLAF	(4,455,558.30)	4,086,276.49
10-0121-012-000-00-000-000-000-0013-0013-	Delinquent Taxes Receivable	13,796,909.58	96,302,670.93
10-0121-012-000-00-000-000-000-0014-0014-	Delinquent Taxes Interim	0.00	12,102,393.87
10-0121-012-000-00-000-000-000-0015-0015-	Taxes Receivable Tax Claim Dif	0.00	54,236.08
10-0142-014-000-00-000-000-000-0023-0023-	State Subsidies Receivable	0.00	(3,083,213.92)
10-0143-014-000-00-000-000-000-0026-0026-	Federal Subsidies Receivable	0.00	2,301,027.02
10-0155-015-000-00-000-000-000-0034-0034-	Due from Employees	0.00	4,324,659.25
10-0155-015-000-00-000-000-000-0035-0035-	Due from Use of Facility	53,391.37	92,607.81
10-0155-015-000-00-000-000-000-0036-0036-	Due from Students & Misc	0.00	1,794.52
10-0181-018-000-00-000-000-000-0040-0040-	Prepaid Expenses	63,585.74	76,894.31
10-0181-018-000-00-000-000-000-0041-0041-	Prepaid Expenses Arbitrpay	0.00	721,052.00
10-0101-020-000-00-000-000-000-0019-0019-	Cash ESSA PayPal	0.00	37,650.50
10-0101-020-000-00-000-000-000-0025-0025-	Cash ESSA W/C Escrow	0.16	755.25
10-0101-020-000-00-000-000-000-0028-0028-	Cash ESSA Fernwood Escrow	61.66	300,137.36
10-0101-020-000-00-000-000-000-0200-0200-	Cash- 1st. Keystone Comm. Bank	7.93	38,588.27
10-0121-012-000-00-000-000-000-0013-0013-	Assessed Appeal Taxes Rec	383.30	251,787.22

Liabilities

10-0000-042-000-00-000-000-000-0000-0000-	Accounts Payable	(3,197,027.14)	(22,850,615.39)
10-0421-039-000-00-000-000-000-0043-0043-	Account Payable CDL class	(1,103,210.61)	(1,148,582.47)
10-0421-039-000-00-000-000-000-0044-0044-	Account Payable Donation	0.00	(5,796.00)
10-0462-046-000-00-000-000-000-0083-0083-	Federal Withholding Contracts	(1,434.25)	(2,174.03)
10-0462-046-000-00-000-000-000-0087-0087-	PA Unemployment WH	0.00	(5,952.00)
10-0462-046-000-00-000-000-000-0089-0089-	EIT WH	(3,478.87)	(6,786.80)
		(61,142.03)	(119,729.17)

East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT NOVEMBER 2022

FOR 2023 05

ACCOUNTS FOR: 10 General Fund	ORIGINAL APPROV BUDGET		REVISED BUDGET		YTD ACTUAL		MID ACTUAL		ENCUMBRANCES		AVAILABLE SUBJECT		PCT USED	
	APPROV	BUDGET	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
1110 Regular	63,859,038	63,864,628	16,054,283.88	16,054,283.88	5,084,485.96	5,084,485.96	284,767.36	284,767.36	47,525,577.24	47,525,577.24	25.6%	25.6%		
1190 Federal	2,133,817	2,133,817	648,245.06	648,245.06	180,376.78	180,376.78	12,831.18	12,831.18	1,472,740.76	1,472,740.76	31.0%	31.0%		
1191 Federal Wages	0	0	18,624.56	18,624.56	0	0	0	0	-18,624.56	-18,624.56	100.0%	100.0%		
1192 Summer Program	226,305	226,305	190,225.85	190,225.85	226,305	226,305	53.86	53.86	36,025.29	36,025.29	84.1%	84.1%		
1211 LifeSkillsSupp	2,807,050	2,807,050	767,224.46	767,224.46	230,323.67	230,323.67	83,546.92	83,546.92	1,956,278.62	1,956,278.62	30.3%	30.3%		
1221 Deaf/Hearing	219,110	219,110	104,548.65	104,548.65	21,728.93	21,728.93	119,132.85	119,132.85	-4,571.50	-4,571.50	102.1%	102.1%		
1224 Blind/Visually	121,858	121,858	32,224.81	32,224.81	6,444.96	6,444.96	45,775.19	45,775.19	43,858.00	43,858.00	64.0%	64.0%		
1225 SpeechLang	1,469,835	1,469,835	486,348.17	486,348.17	116,327.81	116,327.81	382,562.09	382,562.09	600,924.74	600,924.74	59.1%	59.1%		
1231 EmtSupp	4,586,090	4,586,090	1,086,891.10	1,086,891.10	272,894.61	272,894.61	434,948.34	434,948.34	3,064,250.56	3,064,250.56	33.2%	33.2%		
1232 Emotional Support PRRI	10,000	10,000	6,150.00	6,150.00	0	0	0	0	3,850.00	3,850.00	61.5%	61.5%		
1233 AutisticSupp	1,266,685	1,266,685	758,607.32	758,607.32	153,502.34	153,502.34	1,069,848.10	1,069,848.10	-561,770.42	-561,770.42	144.3%	144.3%		
1241 LearningSupp	14,808,280	14,808,280	3,683,552.08	3,683,552.08	1,085,090.97	1,085,090.97	76,247.85	76,247.85	11,048,479.89	11,048,479.89	25.4%	25.4%		
1242 Learning Support PRRI	0	0	6,042.31	6,042.31	0	0	0	0	-6,042.31	-6,042.31	100.0%	100.0%		
1243 GiftedSupp	488,760	488,760	129,314.39	129,314.39	37,421.62	37,421.62	392,610.20	392,610.20	359,445.61	359,445.61	26.5%	26.5%		
1260 PhysicalSupp	473,800	473,800	276,389.80	276,389.80	55,277.96	55,277.96	182,513.85	182,513.85	325,540.00	325,540.00	48.9%	48.9%		
1270 Handicap	636,540	636,540	128,486.15	128,486.15	25,697.23	25,697.23	668,106.24	668,106.24	-90,908.12	-90,908.12	3630.4%	3630.4%		
1281 DeveloppelaySupport	2,575	2,575	93,483.12	93,483.12	0	0	0	0	2,919,303.29	2,919,303.29	29.8%	29.8%		
1290 OSPecProg	4,159,485	4,159,485	572,075.47	572,075.47	20,763.68	20,763.68	0	0	179,433.52	179,433.52	34.0%	34.0%		
1291 Intervention Secondary Support	271,732	271,732	92,298.48	92,298.48	0	0	0	0	-865.18	-865.18	100.0%	100.0%		
1292 SpecEdOtherSummer	0	0	865.18	865.18	0	0	0	0	865.18	865.18	100.0%	100.0%		
1360 BusinessEd	1,020,507	1,020,507	251,247.14	251,247.14	76,967.47	76,967.47	3,975.07	3,975.07	765,284.79	765,284.79	25.0%	25.0%		
1390 OthVoEdProg	2,112,623	2,112,623	933,636.90	933,636.90	82,006.00	82,006.00	1,030,512.99	1,030,512.99	148,473.11	148,473.11	93.0%	93.0%		
1410 Drivers'Ed	261,405	261,405	76,973.88	76,973.88	16,435.76	16,435.76	104.10	104.10	184,431.12	184,431.12	29.4%	29.4%		
1420 SummerProg	158,238	158,238	83,209.15	83,209.15	0	0	0	0	74,924.75	74,924.75	52.7%	52.7%		
1421 Incoming Freshman Kickstart	0	0	3,505.71	3,505.71	0	0	0	0	-3,505.71	-3,505.71	100.0%	100.0%		
1430 Homebound Instruction	21,524	21,524	2,343.97	2,343.97	0	0	0	0	19,180.03	19,180.03	10.9%	10.9%		
1441 Adjudicated Court Place	225,000	225,000	0	0	0	0	0	0	225,000.00	225,000.00	0%	0%		
1442 Alt Edu Program	457,500	457,500	228,296.85	228,296.85	5,240.14	5,240.14	907,090.72	907,090.72	-677,887.57	-677,887.57	248.2%	248.2%		
1450 AfterschoolProg	94,352	94,352	31,050.00	31,050.00	0	0	0	0	89,550.00	89,550.00	127.8%	127.8%		
1451 RoboticsClubAfterschoolProgra	0	0	3,757.87	3,757.87	0	0	0	0	670.00	670.00	100.0%	100.0%		
1500 Nonpublic School Prog	28,194	28,194	11,745.64	11,745.64	0	0	0	0	-4,427.87	-4,427.87	101.5%	101.5%		
1801 Pre-K Instruction	27,374	27,374	25,570.12	25,570.12	0	0	0	0	1,803.88	1,803.88	93.4%	93.4%		
2111 Dir of Pupil Svc	388,933	388,933	164,262.07	164,262.07	27,482.34	27,482.34	130.28	130.28	224,540.65	224,540.65	42.3%	42.3%		
2119 Spvstuservother	453,006	453,006	140,189.65	140,189.65	26,594.63	26,594.63	3,962.40	3,962.40	308,853.95	308,853.95	31.8%	31.8%		
2120 Guidance	3,714,755	3,714,755	1,197,934.42	1,197,934.42	10,000.00	10,000.00	3,130.09	3,130.09	2,513,690.87	2,513,690.87	32.3%	32.3%		
2130 Attendance Services	0	0	10,000.00	10,000.00	0	0	0	0	-78,178.00	-78,178.00	100.0%	100.0%		
2140 Psychological Services	1,127,846	1,127,846	283,708.90	283,708.90	75,212.13	75,212.13	40.00	40.00	844,097.10	844,097.10	25.2%	25.2%		
2143 Psychological Services	0	0	800.00	800.00	0	0	0	0	-800.00	-800.00	100.0%	100.0%		
2144 Psychotherapy Service	957,900	957,900	39,248.18	39,248.18	7,849.63	7,849.63	55,751.82	55,751.82	862,900.00	862,900.00	9.9%	9.9%		
2149 Diagnosticians	278,131	278,131	74,523.38	74,523.38	22,214.56	22,214.56	0	0	203,605.62	203,605.62	26.8%	26.8%		
2160 Social Work Services	1,006,556	1,006,556	93,573.89	93,573.89	18,699.52	18,699.52	376,880.00	376,880.00	536,102.11	536,102.11	46.7%	46.7%		
2170 Student Acct Services	831,138	831,138	332,503.11	332,503.11	63,920.76	63,920.76	85.75	85.75	498,549.59	498,549.59	40.0%	40.0%		
2190 Oth Pupil Per	255,098	255,098	70,784.12	70,784.12	19,021.54	19,021.54	0	0	184,313.88	184,313.88	27.7%	27.7%		
2191 A2E -Coash ESSER 3 salary	0	0	3,176.56	3,176.56	639.16	639.16	0	0	-3,176.56	-3,176.56	100.0%	100.0%		

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2022

FOR 2023 05

ACCOUNTS FOR GENERAL FUND	ORIGINAL BUDGET		REVISED BUDGET		FEB ACTUAL		MID ACTUAL		ENHANCEMENTS		AVAILABLE BUDGET		PCT USE/CO
	APPROP	BUDGET	APPROP	BUDGET									
2250 Library	1,672,742	1,672,742	1,672,742	1,672,742	520,071.02	139,828.84	33,829.14	1,118,841.52	33.1%				
2260 Instr&CurrDev	1,062,533	1,062,533	1,062,533	1,062,533	350,807.27	70,436.87	605.00	7,711,120.73	33.1%				
2271 StaffDevCert	378,156	378,156	378,156	378,156	149,636.23	65,462.89	17,218.19	211,301.58	44.1%				
2280 NonPublicSuppservice	300	300	300	300	0.00	0.00	0.00	211,301.58	81.5%				
2310 BoardSvc	139,936	139,936	139,936	139,936	106,067.62	14,749.37	4,326.98	29,541.40	78.9%				
2330 TaxAssess&Collect	344,284	344,284	344,284	344,284	70,994.79	18,452.07	35.22	273,253.99	20.6%				
2350 Legal Services	440,000	440,000	440,000	440,000	189,395.58	68,542.75	15,418.00	235,186.42	46.5%				
2360 Office Superintendent	1,070,237	1,070,237	1,070,237	1,070,237	407,364.97	83,645.25	2,023.11	660,848.92	38.3%				
2380 Principal	6,728,200	6,728,200	6,728,200	6,728,200	2,338,516.39	465,484.45	16,829.01	4,370,764.51	35.0%				
2390 Other Admin Svs	35,674	35,674	35,674	35,674	7,037.61	2,264.32	116.00	28,519.99	20.1%				
2420 MedicalSVS	1,775,772	1,775,772	1,775,772	1,775,772	526,632.90	143,514.31	21,874.62	1,227,264.48	30.9%				
2430 DentalSvs	150,971	150,971	150,971	150,971	40,816.39	11,785.57	1,066.71	109,087.90	27.7%				
2450 NonpublHlthSvs	63,909	63,909	63,909	63,909	7,428.08	1,679.81	0.00	56,480.92	11.6%				
2490 Other Health Service	69,602	69,602	69,602	69,602	26,929.39	5,375.50	0.00	42,672.61	38.7%				
2511 Supervisor Of Fiscal	218,150	218,150	218,150	218,150	87,332.91	19,951.30	0.00	130,817.09	40.0%				
2514 Payroll Services	271,290	271,290	271,290	271,290	99,990.52	20,256.12	0.00	171,290.48	36.9%				
2515 Financial Acct Service	940,265	940,265	940,265	940,265	450,861.15	53,609.71	3,653.21	485,750.64	48.3%				
2611 Supervision-Op/Maint	418,925	418,925	418,925	418,925	162,058.86	32,422.24	0.00	256,866.14	38.7%				
2620 OperBldg	12,592,791	12,592,791	12,592,791	12,592,791	4,510,682.18	832,212.48	680,611.59	7,401,497.13	41.2%				
2630 Grounds	541,000	541,000	541,000	541,000	53,133.37	12,095.43	7,335.50	480,531.13	11.2%				
2660 Security	3,036,328	3,036,328	3,036,328	3,036,328	1,013,604.66	273,336.59	5,031.82	2,017,091.23	33.6%				
2690 Other Op & Maint	0	0	0	0	810.00	0.00	17,499.00	-18,309.00	100.0%				
2711 Adm-Trans -Head	136,272	136,272	136,272	136,272	52,348.50	10,489.54	0.00	83,923.50	38.4%				
2719 Spv-Trans -Other	430,331	430,331	430,331	430,331	218,968.60	50,287.40	0.00	211,362.40	50.9%				
2720 Vehicle Operation Svc	8,449,302	8,449,302	8,449,302	8,449,302	2,118,841.99	586,435.33	607,786.71	5,722,673.30	32.3%				
2740 Vehicles&Maint	474,473	474,473	474,473	474,473	233,737.19	42,668.52	42,091.73	198,644.08	58.1%				
2750 Nonpublic Trans	478,181	478,181	478,181	478,181	123,769.29	33,791.92	0.00	354,411.71	25.9%				
2831 SPV of Staff Services HR	219,528	219,528	219,528	219,528	87,118.87	16,877.24	0.00	132,409.13	39.7%				
2832 Recruit & Place	200	200	200	200	0.00	0.00	0.00	200.00	0.0%				
2833 StaffAccServ	644,055	644,055	644,055	644,055	244,377.35	43,267.53	166.04	399,511.61	38.0%				
2834 DevNonInstCert	86,550	86,550	86,550	86,550	3,039.91	-6,981.42	449.00	83,061.09	4.0%				
2836 DevNonCert	51,450	51,450	51,450	51,450	19,273.28	5,569.65	5,415.84	26,760.88	48.0%				
2840 DataProcess	263,634	263,634	263,634	263,634	231,302.60	5,024.09	5,392.69	26,939.05	89.8%				
2841 Supervisor Itec	212,632	212,632	212,632	212,632	86,378.02	16,454.30	0.00	126,253.98	40.6%				
2844 OperationsSVCS	4,060,435	4,060,435	4,060,435	4,060,435	1,105,774.52	133,822.28	1,500,740.36	1,455,820.14	64.2%				
2850 Liaison Svcs	148,892	148,892	148,892	148,892	59,556.10	11,486.85	142.15	89,193.75	40.1%				
2910 UNDEFINED	51,500	51,500	51,500	51,500	0.00	0.00	0.00	51,500.00	0.0%				
3210 StudentActivity	551,911	551,911	551,911	551,911	263,253.49	140,659.79	7,597.41	277,560.10	49.4%				
3250 Athletics	2,607,083	2,607,083	2,607,083	2,607,083	923,220.50	317,555.06	118,913.65	1,564,948.45	40.0%				
3251 Unified Bocceball	0	0	0	0	6,059.10	2,664.50	307.44	-6,366.54	100.0%				
3310 CommRecreation	145,538	145,538	145,538	145,538	66,626.56	15,720.04	60,925.26	17,986.18	87.6%				
4600 Bldg Imp	5,086,441	5,086,441	5,086,441	5,086,441	892,115.44	821,021.94	1,878,749.41	2,315,576.15	54.5%				
5110 Debt Service	16,576,468	16,576,468	16,576,468	16,576,468	14,661,289.80	3,152.10	0.00	1,913,278.30	88.5%				
5130 Refund Prior Yr Rev	190,000	190,000	190,000	190,000	183,020.63	27,457.36	0.00	6,979.37	96.3%				

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT

NOVEMBER 2022

FOR 2023 05

ACCOUNTS FOR GENERAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	YTD ACTUAL VTD ACTUAL	ENHANCEMENTS	AVAILABLE BUDGET	PCT USE/ASO
5230 CapProjTrans	1,000,000	1,000,000	.00	.00	.00	1,000,000.00	.0%
5800 Suspense Account	0	0	642,790.84	50,250.52	.00	-642,790.84	100.0%
5900 Budgetary Reserve	1,000,000	1,000,000	.00	.00	.00	1,000,000.00	.0%
6111 Current Real Estate Tax	-90,767,636	-90,767,636	-86,681,381.27	-3,626,894.17	.00	-4,086,254.73	95.5%
6112 Interim Real Estate Tax	-65,000	-65,000	-45,417.55	-7,411.59	.00	-19,582.45	69.9%
6113 PURTA-Public Utility Realty T	-100,000	-100,000	-104,596.91	.00	.00	4,596.91	104.6%
6114 Pay In Lieu -St/Local	-115,000	-115,000	-71,420.75	.00	.00	-43,579.25	62.1%
6143 Local Service Tax - LST	-75,000	-75,000	-37,351.95	-18,623.76	.00	-37,648.05	49.8%
6151 Current Act 511 EIT	-4,100,000	-4,100,000	-1,630,400.24	-518,097.84	.00	-2,469,599.76	39.8%
6153 Curr Act 511 Real Est	-1,200,000	-1,200,000	-625,449.95	-151,737.74	.00	-574,550.05	52.1%
6411 Delinquent Real Estate	-10,500,000	-10,500,000	-4,398,238.14	-155,907.48	.00	-6,101,761.86	41.9%
6510 Interest on Invest	-250,000	-250,000	-632,671.51	-232,690.24	.00	382,671.51	253.1%
6710 Admissions	-25,000	-25,000	-14,330.23	-1,121.00	.00	-10,669.77	57.3%
6740 Fees	-2,000	-2,000	-1,017.00	-677.00	.00	-983.00	50.9%
6830 Rev From Intermed-Fed	-3,000	-3,000	.00	.00	.00	-5,000.00	.0%
6832 Federal Idea Revenue	-1,090,402	-1,090,402	-374,659.72	-13,026.49	.00	-715,742.42	34.4%
6910 Rentals	-45,000	-45,000	-22,420.85	.00	.00	-22,579.15	49.8%
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	-63,585.74	-63,585.74	.00	23,585.74	159.0%
6980 Rev from Community Serv	-129,000	-129,000	-49,000.00	.00	.00	-80,000.00	38.0%
6990 MiscRevenue	0	0	-19.55	-02	.00	19.55	100.0%
6991 RefundPriorYrReceipt	-20,000	-20,000	-4,620.63	-4,441.33	.00	-15,379.37	23.1%
6999 Other Revenues Misc	-100,000	-100,000	-24,619.91	-5,130.52	.00	-75,380.09	24.6%
7111 Basic Education	-19,804,126	-19,804,126	-6,313,262.00	.00	.00	-13,490,864.00	31.9%
7112 Basic Ed Fund-Social Security	-3,175,000	-3,175,000	-1,562,103.82	-803,889.72	.00	-1,612,896.18	49.2%
7160 Tuition Orphans & Child	-850,000	-850,000	.00	.00	.00	-850,000.00	.0%
7240 Driver Ed-Student	-20,000	-20,000	.00	.00	.00	-20,000.00	.0%
7271 Special Ed School Aged	-5,617,353	-5,617,353	-2,550,777.00	-850,259.00	.00	-3,066,576.00	45.4%
7311 Pupil Transportation Subsidy	-3,000,000	-3,000,000	-108,770.00	.00	.00	-2,891,230.00	3.6%
7312 NonPublic&charterTransp	-100,000	-100,000	.00	.00	.00	-100,000.00	.0%
7320 Rent & Sink Fund Pymt	-1,307,372	-1,307,372	-1,183,221.78	.00	.00	-124,150.22	90.5%
7330 Health Services/ Act 25	-150,000	-150,000	-134,905.12	.00	.00	-15,094.88	89.9%
7340 State Prop Tax Reduction Allo	-5,475,081	-5,475,081	-5,475,081.78	.00	.00	.78	100.0%
7361 School Safety & Security Gran	-45,000	-45,000	.00	.00	.00	-45,000.00	.0%
7305 Ready To Learn Grant	-1,248,758	-1,248,758	-1,498,758.00	.00	.00	250,000.00	120.0%
7820 State Share Retire Cont	-14,750,000	-14,750,000	-3,669,720.53	21,655.57	.00	-11,080,279.47	24.9%
8110 Payments Fed Impacted	-563,703	-563,703	.00	.00	.00	-563,703.00	.0%
8514 NCLB-Title I	-2,080,787	-2,080,787	-851,671.44	-273,680.14	.00	-1,229,115.56	40.9%
8515 NCLB-Title II	-262,721	-262,721	-66,878.72	-30,097.20	.00	-195,842.28	25.5%
8516 NCLB-Title III	-25,826	-25,826	-16,942.93	-13,245.86	.00	-8,883.07	65.6%
8517 NCLB-Title IV	-143,486	-143,486	-113,008.46	-72,036.46	.00	-30,477.54	78.8%
8732 Arra-Oscbs	-55,000	-55,000	-40,503.41	.00	.00	-14,496.59	73.6%
8733 UNDEFINED	-25,000	-25,000	.00	.00	.00	-24,999.90	.0%

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East Stroudsburg Area SD, PA



YEAR-TO-DATE BUDGET REPORT NOVEMBER 2022

FOR 2023 05

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	YTD ACTUAL	ENCUMBRANCE	AVAILABLE	PCT
id	APPROP	BUDGET		MTD ACTUAL		BUDGET	USE/ACQ
8742	0	0	-6,185.87	-6,185.87	.00	6,185.87	100.0%
8744	-6,861,022	-6,861,022	-3,109,431.72	-1,036,477.24	.00	-3,751,590.28	45.3%
8751	-361,055	-361,055	-158,237.86	-86,311.56	.00	-202,817.14	43.8%
8752	-158,238	-158,238	-31,647.55	-17,262.30	.00	-126,590.45	20.0%
8753	-94,352	-94,352	-31,647.77	-17,262.42	.00	-62,704.23	33.5%
8754	0	0	-3,955.18	.00	.00	3,955.18	100.0%
8755	0	0	-10,534.48	.00	.00	10,534.48	100.0%
8810	-2,521,358	-2,521,358	-1,514,136.03	.00	.00	-1,007,221.97	60.1%
8820	-150,000	-150,000	-99,803.94	.00	.00	-50,196.06	66.5%
9210	-1,949,316	-1,949,316	.00	.00	.00	-1,949,316.00	.0%
9400	-50,000	-50,000	-1,072.30	-395.47	.00	-48,927.70	2.1%
TOTAL General Fund	6,276,389	6,276,389	-60,792,500.87	5,295,421.14	11,366,869.59	55,702,020.13	-787.5%
TOTAL REVENUES	-179,500,592	-179,500,592	-123,333,459.69	-7,978,606.72	.00	-56,167,132.45	
TOTAL EXPENSES	185,776,981	185,776,981	62,540,958.82	13,274,027.86	11,366,869.59	111,869,152.58	

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East Stroudsburg Area SD, PA

YEAR-TO-DATE BUDGET REPORT NOVEMBER 2022

FOR 2023 05

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MID ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT BUDGET
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GRAND TOTAL	6,276,389	6,276,389	-60,792,500.87	5,295,421.14	11,366,869.59	55,702,020.13	-787.5%
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** END OF REPORT - Generated by Sonya Burch **

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7936 Monaco Bay Court
Las Vegas, NV 89117
+1(702) 953.9436

East Stroudsburg Area School District
C/O Lyman & Ash
1612 Latimer Street
Philadelphia, PA 19103

Invoice number 11120
Date 09/30/2022

Project **20.6010 East Stroudsburg Elementary School Expert Witness**

Professional Fees

	Hours	Rate	Billed Amount
Mark Hopkins			
08/15/2022			
Code Consulting	1.00	230.00	230.00
<i>Review of expert reports</i>			
09/01/2022			
Write Report/Letter	1.00	230.00	230.00
<i>Reviewed, signed and sent affidavit</i>			
Subtotal	2.00		460.00
Professional Fees subtotal	2.00		460.00
		Invoice total	460.00

Approved by:

Tisha Overman
Principal

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7936 Monaco Bay Court
 Las Vegas, NV 89117
 +1(702) 953.9436

East Stroudsburg Area School District
 C/O Lyman & Ash
 1612 Latimer Street
 Philadelphia, PA 19103

Invoice number 11318
 Date 10/31/2022

Project **20.6010 East Stroudsburg Elementary School Expert Witness**

Professional Fees

	Hours	Rate	Billed Amount
Mark Hopkins			
10/25/2022			
Write Report/Letter <i>Call with Maura and Cletus</i>	1.00	230.00	230.00
10/26/2022			
Write Report/Letter <i>Draft supplement report</i>	2.00	230.00	460.00
10/28/2022			
Write Report/Letter <i>Calls with Maura and Cletus, draft supplement report</i>	2.00	230.00	460.00
10/29/2022			
Write Report/Letter <i>Calls with Maura and Cletus, draft supplement report</i>	4.00	230.00	920.00
10/30/2022			
Write Report/Letter <i>Calls with Maura and Cletus, Research and Final supplemental report</i>	6.00	230.00	1,380.00
Subtotal	15.00		3,450.00
Professional Fees subtotal	15.00		3,450.00
		Invoice total	3,450.00

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APPLICATION AND CERTIFICATE FOR PAYMENT

INVOICE #: INV978

To: Accounts Payable
 East Stroudsburg Area School District
 50 Vine Street
 East Stroudsburg PA 18301

Project: ESASD South HS - 22-S-PA042
 APPLICATION NO: Pay App #3
 PERIOD TO: 10/31/2022
 INVOICE DATE: 10/27/2022
 PROJECT NO: 22-S-PA042

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

From: Sprinturf, LLC
 145 Fairchild Street
 Suite 150
 Daniel Island SC 29492
 Architect:
 Contract For: Synthetic Turf

CONTRACTOR APPLICATION FOR PAYMENT:

- 1. ORIGINAL CONTRACT SUM \$558,210.00
- 2. Net change by Change Orders (\$13,000.00)
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$545,210.00
- 4. TOTAL COMPLETED AND STORED TO DATE \$545,210.00

5. RETAINAGE
 10% of Completed and Stored to Date: \$54,521.00
 Total Retainage

- 6. TOTAL EARNED LESS RETAINAGE (Line 4 - 5) \$490,689.00
- 7. LESS PREVIOUS CERTIFICATE FOR PAYMENT (per prior Certificate line 6) ~~\$474,499.00~~ 475,208.82
- 8. CURRENT PAYMENT DUE ~~\$17,499.00~~ 15,480.18
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$54,521.00

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

CONTRACTOR: Sprinturf, LLC

By: Kyle Horne Date: 10/27/2022



State of South Carolina
 County of Berkeley
 I, Tammy M. Curry, Notary Public, do hereby certify that Kyle Horne is the duly authorized signatory of the Contractor and has signed the Application for Payment and the data comprising the application, the Architect certifies to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of work is in accordance with the contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT'S CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on my observations and the data comprising the application, the Architect certifies to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of work is in accordance with the contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this month	0.00	13,000.00
TOTALS	0.00	13,000.00
NET CHANGES by Change Order	0.00	13,000.00

AMOUNT CERTIFIED.....\$ 15,480.18

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

By: Joselyn Dyer Date: 12/6/22

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

APPLICATION AND CERTIFICATE FOR PAYMENT CONTINUATION SHEET

APPLICATIONS AND CERTIFICATE FOR PAYMENT containing Contractor's signed Certification, is attached.

APPLICATION NO: Pay App #3
 PERIOD TO: 10/31/2022
 INVOICE DATE: 10/27/2022
 PROJECT NO: 22-S-PA042

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULE VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE 10%
			FROM PREVIOUS APPLICATION (D + E)						
1	Submittals	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$1,000.00
2	Turf Manufactured	\$277,526.00	\$277,526.00	\$0.00	\$0.00	\$0.00	\$277,526.00	\$0.00	\$27,752.60
3	Existing Turf Removal	\$72,689.00	\$72,689.00	\$0.00	\$0.00	\$0.00	\$72,689.00	\$0.00	\$7,268.90
4	Water Box Relocation	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$400.00
5	Electrical Box Relocation	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$300.00
6	Goal Post Painting and Pads	\$6,500.00	\$4,999.80	\$1,500.20	\$0.00	\$0.00	\$6,500.00	\$0.00	\$650.00
7	Sports Goals and Flags	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$1,500.00
8	Infill & Turf Delivery	\$64,252.00	\$64,252.00	\$0.00	\$0.00	\$0.00	\$64,252.00	\$0.00	\$6,425.20
9	Turf Install	\$64,543.00	\$64,543.00	\$0.00	\$0.00	\$0.00	\$64,543.00	\$0.00	\$6,454.30
10	Maintenance Equipment	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$1,200.00
11	GMAX & Closeouts Docs	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$500.00
12	CO#1	(\$13,000.00)	\$0.00	(\$13,000.00)	\$0.00	\$0.00	(\$13,000.00)	\$0.00	(\$1,300.00)
13	Allowance	\$23,700.00	\$0.00	\$23,700.00	\$0.00	\$0.00	\$23,700.00	\$0.00	\$2,370.00
TOTALS		\$545,210.00	\$528,009.80	\$17,200.20	\$0.00	\$0.00	\$545,210.00	\$0.00	\$54,521.00

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APPLICATION AND CERTIFICATE FOR PAYMENT

INVOICE #: INV979

To: Accounts Payable
 East Stroudsburg Area School District
 50 Vine Street
 East Stroudsburg PA 18301

Project ESASD South HS - 22-S-
 PAD42
 APPLICATION NO: Pay App #4-Retainage
 PERIOD TO: 10/31/2022
 INVOICE DATE: 10/27/2022
 PROJECT NO: 22-S-PA042

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

From: Sprinturf, LLC
 146 Fairchild Street
 Suite 150
 Daniel Island SC 29492
 Architect
 Contract For: Synthetic Turf

CONTRACTOR APPLICATION FOR PAYMENT:

1. ORIGINAL CONTRACT SUM \$558,210.00
2. Net change by Change Orders (\$13,000.00)
3. CONTRACT SUM TO DATE (Line 1 + 2) \$545,210.00
4. TOTAL COMPLETED AND STORED TO DATE \$545,210.00
5. RETAINAGE \$0.00

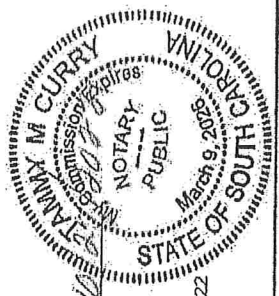
0.0% of Completed and Stored to Date: \$0.00
 Total Retainage

6. TOTAL EARNED LESS RETAINAGE (Line 4 - 5) \$545,210.00
7. LESS PREVIOUS CERTIFICATE FOR PAYMENT (per prior Certificate line 6) \$490,689.00
8. CURRENT PAYMENT DUE \$54,521.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$0.00

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

CONTRACTOR: Sprinturf, LLC

By: Kyle Horan Date: 10/27/22



State of South Carolina
 County of Berkeley
 Sworn and subscribed to before me this 27th day of October, 2022
 Notary Public: Tanya M. Curry
 My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT:

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

AMOUNT CERTIFIED: \$ 54,521.00

(Attached explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are charged to conform with the amount certified.)
 ARCHITECT: [Signature] Date: 12/6/22

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this month	0.00	13,000.00
TOTALS	0.00	13,000.00
NET CHANGES by Change Order	0.00	13,000.00

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APPLICATION AND CERTIFICATE FOR PAYMENT CONTINUATION SHEET

APPLICATIONS AND CERTIFICATE FOR PAYMENT containing Contractor's signed Certification, is attached.

APPLICATION NO: Pay App #4-Retainage

PERIOD TO: 10/31/2022

INVOICE DATE: 10/27/2022

PROJECT NO: 22-S-PA042

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULE VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE 10%
			FROM PREVIOUS APPLICATION (D + E)	% (G/C)					
1	Submittals	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
2	Turf Manufactured	\$277,526.00	\$277,526.00	\$0.00	\$0.00	\$0.00	\$277,526.00	\$0.00	\$0.00
3	Existing Turf Removal	\$72,689.00	\$72,689.00	\$0.00	\$0.00	\$0.00	\$72,689.00	\$0.00	\$0.00
4	Water Box Relocation	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00
5	Electrical Box Relocation	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00
6	Goal Post Painting and Pads	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
7	Sports Goals and Flags	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
8	Infill & Turf Delivery	\$64,252.00	\$64,252.00	\$0.00	\$0.00	\$0.00	\$64,252.00	\$0.00	\$0.00
9	Turf Install	\$64,543.00	\$64,543.00	\$0.00	\$0.00	\$0.00	\$64,543.00	\$0.00	\$0.00
10	Maintenance Equipment	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$0.00
11	GMAX & Closeouts Docs	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
12	CO#1	(\$13,000.00)	(\$13,000.00)	\$0.00	\$0.00	\$0.00	(\$13,000.00)	\$0.00	\$0.00
13	Allowance	\$23,700.00	\$23,700.00	\$0.00	\$0.00	\$0.00	\$23,700.00	\$0.00	\$0.00
TOTALS		\$545,210.00	\$545,210.00	\$0.00	\$0.00	\$0.00	\$545,210.00	\$0.00	\$0.00

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Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: East Stroudsburg Area School District
 Engineer: D'Hay Eng.
 Contractor: ASL Refrigeration, Inc.
 Project: High School North Natatorium HVAC Replacement
 Contract: HVAC
 Owner's Project No.: 287033
 Engineer's Project No.:
 Contractor's Project No.:

Application No.: 4		Application Period: From 11/01/22 to 11/09/22		Application Date: 11/09/22				
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) from Previous Application (\$)	This Period (\$)				
Original Contract								
1	Desert Aire Equipment-Base Bid	135,000.00		118,000.00		118,000.00	87%	17,000.00
2	Trane Controls-Base Bid	32,000.00	3,100.00			3,100.00	10%	28,900.00
3	Ductwork-Base Bid	5,000.00					0%	5,000.00
4	High Voltage Wiring-Base Bid	3,000.00					0%	3,000.00
5	Roofing-Base Bid	3,000.00					0%	3,000.00
6	Piping Materials-Base Bid	11,600.00					0%	11,600.00
7	ASL Labor-Total Project	97,165.00					0%	97,165.00
8	Crane-Base Bid	2,300.00					0%	2,300.00
9	Allowances	10,425.00					0%	10,425.00
10	Greenheck Equipment-Alt Bid	69,000.00				65,000.00	94%	4,000.00
11	Trane Controls-Alt Bid	37,000.00	3,100.00			3,100.00	8%	33,900.00
12	High Voltage Wiring-Alt Bid	2,000.00					0%	2,000.00
13	Piping Materials-Alt Bid	6,000.00					0%	6,000.00
14	Insulation-Total Project	12,000.00					0%	12,000.00
15	Balancing-Total Project	4,500.00					0%	4,500.00
16	Project Management-Total Project	8,000.00					0%	8,000.00
17	Bond & Ins	8,000.00				8,000.00	100%	-
18	Submittals & Closeout Paperwork	3,000.00				1,500.00	50%	1,500.00
19	Punchlist	4,000.00					0%	4,000.00
20	Trucking & Lifts	8,000.00					0%	8,000.00
Original Contract Totals		\$ 460,990.00	\$ 80,700.00	\$ 118,000.00	\$ -	\$ 198,700.00	43%	\$ 262,290.00

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

INVOICE

No. 56376
 10/28/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Nelman

H.S. South Turf Field Replacement
287031
 For Services Rendered From October 01, 2022 To October 28, 2022

DEI Fee: 7% of \$558,210 = \$39,074.70

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$39,074.70	\$38,683.95	100.00	\$390.75

INVOICE TOTAL \$390.75

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56111	9/30/2022	\$781.49	\$0.00	\$0.00	\$0.00	\$781.49
Total Prior Billing		\$781.49	\$0.00	\$0.00	\$0.00	\$781.49

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

INVOICE

No. 56377
 10/28/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Neiman

North Campus Storm Pipe Replacement
287034
 For Services Rendered From October 01, 2022 To October 28, 2022

DEI Fee: 7.5% of \$150,000 + \$2,500 = \$13,750

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$13,750.00	\$9,625.00	80.82	\$1,487.75

INVOICE TOTAL \$1,487.75

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

INVOICE

No. 56378
 10/28/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Nelman

Resica ES HVAC Replacement
287036

For Services Rendered From October 01, 2022 To October 28, 2022

DEI fee: \$206,500 (7% of \$2,950,000 estimated cost)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$206,500.00	\$2,065.00	4.71	\$7,661.15

INVOICE TOTAL \$7,661.15

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56112	9/30/2022	\$2,065.00	\$0.00	\$0.00	\$0.00	\$2,065.00
Total Prior Billing		\$2,065.00	\$0.00	\$0.00	\$0.00	\$2,065.00

239



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

INVOICE
 No. 56379
 10/28/2022

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

High School North and Lehman I.S. Rooftop Equipment Replacement
287037
 For Services Rendered From October 01, 2022 To October 28, 2022

DEI fee: \$105,000 (7% of \$1,500,000 estimated cost)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$105,000.00	\$1,470.00	12.87	\$12,043.50

INVOICE TOTAL \$12,043.50

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56113	9/30/2022	\$1,470.00	\$0.00	\$0.00	\$0.00	\$1,470.00
Total Prior Billing		\$1,470.00	\$0.00	\$0.00	\$0.00	\$1,470.00

240



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

INVOICE

No. 56380
 10/28/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Nelman

High School South and J.M. Hill Flooring Replacement
287038
 For Services Rendered From October 01, 2022 To October 28, 2022

DEI fee: \$91,000 (7% of \$1,300,000 estimated cost)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$91,000.00	\$13,650.00	19.65	\$4,231.50

INVOICE TOTAL \$4,231.50

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56114	9/30/2022	\$13,650.00	\$0.00	\$0.00	\$0.00	\$13,650.00
Total Prior Billing		\$13,650.00	\$0.00	\$0.00	\$0.00	\$13,650.00

241



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

INVOICE

No. 56556
 11/25/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Nelman

East Stroudsburg ES Sprinkler Replacement
287035
 For Services Rendered From October 29, 2022 To November 25, 2022

00 - Basic Services

Professional Services

	Task	Hours	Rate	Amount
Principal Engineer	Project Administration	2.00	190.00	\$380.00
Senior Principal	Project Administration	1.00	210.00	\$210.00
Total Professional Services for 00				\$590.00

Reimbursables

	Unit Rate	Qty	Markup	Amount
In-house photocopies	0.00	139.00	.20	\$27.80
Total Reimbursables for 00				\$27.80
Total Charges for 00				\$617.80

INVOICE TOTAL \$617.80

242



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

INVOICE

No. 56557
 11/25/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Nelman

Resica ES HVAC Replacement
287036

For Services Rendered From October 29, 2022 To November 25, 2022

DEI fee: \$206,500 (7% of \$2,950,000 estimated cost)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$206,500.00	\$9,726.15	10.24	\$11,419.45

INVOICE TOTAL \$11,419.45

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56378	10/28/2022	\$7,661.15	\$0.00	\$0.00	\$0.00	\$7,661.15
Total Prior Billing		\$7,661.15	\$0.00	\$0.00	\$0.00	\$7,661.15

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

INVOICE

No. 56558
 11/25/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Neiman

High School North and Lehman I.S. Rooftop Equipment Replacement
287037
 For Services Rendered From October 29, 2022 To November 25, 2022

DEI fee: \$105,000 (7% of \$1,500,000 estimated cost)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$105,000.00	\$13,513.50	20.90	\$8,431.50

INVOICE TOTAL \$8,431.50

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
56379	10/28/2022	\$12,043.50	\$0.00	\$0.00	\$0.00	\$12,043.50
Total Prior Billing		\$12,043.50	\$0.00	\$0.00	\$0.00	\$12,043.50

244



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

INVOICE

No. 56559
 11/25/2022

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Craig Neiman

High School South and J.M. Hill Flooring Replacement
287038
 For Services Rendered From October 29, 2022 To November 25, 2022

DEI fee: \$91,000 (7% of \$1,300,000 estimated cost)

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$91,000.00	\$17,881.50	20.18	\$482.30

INVOICE TOTAL \$482.30

Prior Billing Information

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
56380	10/28/2022	\$4,231.50	\$0.00	\$0.00	\$0.00	\$4,231.50
Total Prior Billing		\$4,231.50	\$0.00	\$0.00	\$0.00	\$4,231.50

245

Change Order

No. 1

Date of Issuance: December 6, 2022 Effective Date: _____

Project: <u>H.S. South Turf Field</u>	Owner: <u>East Stroudsburg Area S.D.</u>	Owner's Contract No.:
Contract: <u>General Construction</u>		Date of Contract:
Contractor: <u>Sprinturf, LLC</u>		Engineer's Project No.: <u>287031</u>

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

Description: Credit change order for delayed substantial completion date by thirteen (13) days (from August 3, 2022 to August 16, 2022). Based on contractual liquidated damages of \$1,000 per calendar day.

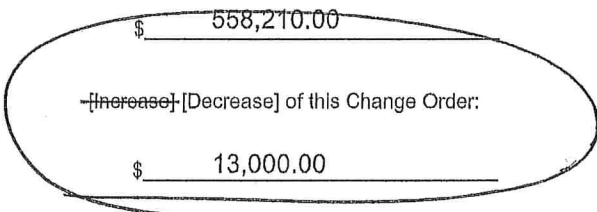
Attachments: (List documents supporting change): _____

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
----------------------------------	----------------------------------

Original Contract Price: \$ <u>558,210.00</u>	Original Contract Times: <input type="checkbox"/> Working days <input type="checkbox"/> Calendar days Substantial completion (days or date): _____ Ready for final payment (days or date): _____
--	--

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____: \$ <u>N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____: Substantial completion (days): _____ Ready for final payment (days): _____
---	---

Contract Price prior to this Change Order: \$ <u>558,210.00</u>	Contract Times prior to this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
--	---



[Increase] [Decrease] of this Change Order: \$ <u>13,000.00</u>	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
--	--

Contract Price incorporating this Change Order: \$ <u>545,210.00</u>	Contract Times with all approved Change Orders: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
---	--

RECOMMENDED: By: <u>Josh Grice</u> Engineer (Authorized Signature)	ACCEPTED: By: _____ Owner (Authorized Signature)	ACCEPTED: By: _____ Contractor (Authorized Signature)
Date: <u>12/6/22</u>	Date: _____	Date: _____
Approved by Funding Agency (if applicable): _____	Date: _____	

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EAST STROUDSBURG AREA SCHOOL DISTRICT

NOV 18 2022

REQUEST TO ESTABLISH A STUDENT ACTIVITY – 2022-2023

ESS

8038

1. NAME OF ORGANIZATION: High School South Key Club
2. CHOOSE FROM ONE (1) OF THE FOLLOWING:
 Renewal of a Previously-Approved Student Activity Account Establish a New Student Activity Account
 Account # 80-0496-049-000-30-820-510-000-8038 Account # (TBD) _____
3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
To provide meaningful experiences that foster the development of caring, capable, and competent leaders through the vehicle of service. Key Club has existed in the South High School for many years.
4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Key Club provides students with service experience and the chance to lead a variety of fundraising/service projects. Students develop a sense of community, integrity, personal growth, excellence, and respect through the variety of activities Key Club takes on.
5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.) Key Club is a student led organization with a President, Vice President, Secretary, Treasurer, Editor, and board of directors consisting of 2 members from each class. The officers and board make all decisions with the Kiwanis and Faculty advisors having ex-officio voting rights and ensuring that all projects comply with school rules and district policies.
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.
Trick or Treat for Unicef; Rose sale; Pancake Day; Car Washes; Bake Sales; various collections. Fundraisers are run by students except for a few fundraising opportunities that arise through Kiwanis.
7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)
Most funds are used to pay for various service projects or as donations for local, national, and international charities. Some funds are used to fund Key Club activities like meetings and convention.
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.
Key Club will use the school and facilities from time for time for meetings. The use of facilities could require the use of classrooms or other parts of the school which could incur electricity and janitorial cost. To help offset these costs, Key Club has cleaned up trash in the stadium after home football games.
9. FINANCIAL RESPONSIBILITY: (Briefly describe who will be responsible for these funds and how fund-raising, expenditure and/or transfer decisions will be made)
Funds are accounted for by the Faculty Advisor and the Kiwanis Advisor, club Treasurer, President, or Secretary.

Date Submitted: 11/15/2022

Submitted by: Donald R. Sanker

Advisor's Signature: [Signature]
Print Name: Donald R. Sanker

Co-Advisor's Signature: _____
Print Name: _____

Principal: [Signature]
Date: 11/15/22

EAST STROUDSBURG AREA SCHOOL DISTRICT

REQUEST TO ESTABLISH A Special ACTIVITY - 22-23

1. NAME OF ORGANIZATION: Lehman Intermediate Girls Basketball

2. CHOOSE FROM ONE (1) OF THE FOLLOWING:

Renewal of a Previously-Approved Student Activity Account

Establish a New Student Activity Account

Account # _____

Account # (TBD) _____

3. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)

This program is a basketball competitive team.

4. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)

Girls are being afforded the opportunity to learn basketball skills that will be transition into competition.

5. LEADERSHIP: (Briefly describe how this activity will be organized, how it will be run and whether the officers will be elected or appointed.)

Coaches were selected and hired based on coaching skills and desire to build a successful girls basketball program.

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.

All players will be asked to participate, coaches will manage money and products. Looking to sell Krispy Kreme donuts.

7. USE OF FUNDS: (Briefly describe how these funds will be used to benefit the students or the district.)

Funds raised will be used towards program / players playing in summer leagues, team appaeral, extra-circular activities such as outings for team bonding.

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)

Malika Scott and Jean Claude will be responsible for handling funds and expenditures / transfer decisions.

Date Submitted: _____

Submitted by: _____

Advisor's Signature: _____

Print Name: _____

Malika Scott

Co-Advisor's Signature: _____

Print Name: _____

Claude Edwards

Principal: _____

Date: _____

12/13/22

REQUEST TO CLOSE A STUDENT ACTIVITY

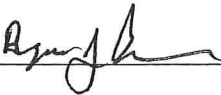
- 1. NAME OF CLUB: EHN Class of 2020
- 2. CLUB ACCOUNT #: 8092
- 3. CLUB ADVISOR: Carolyn Cruz & Larysa Martone-Bunn
- 4. REASON FOR CLOSING: (Briefly describe why this organization is being disband) Class 2020 graduated

5. DISPOSITION OF FUNDS:

- a. Does this organization have any funds? YES NO
 If yes, what is the present balance? \$ 3918.61
 Balance as of (date): June 30, 2022

- b. What disposition will be made of these funds? Please deposit the balance into EHN SGA account # 8025

6. REQUEST SUBMISSION:

Date submitted: 11/23/22 Anticipated board approval date: Dec 2022
 Approval of Sponsoring Principal: 

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

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

Date: _____ Secretary: _____

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

ADROPTIONS

Settling Cases Since 1993

Date: November 7, 2022

Invoice: 778

Maura Lynch, Esquire
Lyman & Ash
1612 Latimer Street
Philadelphia, PA 19103

CLAIMANT/INSURED: East Stroudsburg Area School District v. Triangle Fire Protection, Inc. & James Bognet

Thank you for using the services of Judge Joseph Van Jura (Ret.) as your Mediator in the above captioned case. The following is our invoice for services rendered on October 31, 2022.

	Hourly Rate	Hours	Total
Review of submissions & preparation:	\$400	8.00	\$3,200
Mediation:	\$400	7.20	<u>\$2,880</u>
TOTAL HEARING COST			\$6,080
		<i>Divided by the number of paying parties:</i>	3
Each party's cost:			\$2,027
<i>Less Paid:</i>			
Your Share:			<u><u>\$2,027</u></u>

PLEASE MAKE CHECKS PAYABLE TO ADR OPTIONS AND INCLUDE THE INVOICE NUMBER. FEES ARE DUE UPON RECEIPT.

TERMS:

By agreeing to participate in the above proceeding the parties and their counsel agree to the following terms:

1. Payment of invoice is due upon receipt.
2. If payment is not received within 30 days of invoice date, ADR Options is entitled to charge and collect interest at the rate of 18% per annum from the invoice date until ADR receives full payment.
3. It is understood that the attorneys, their firms, their clients and their insurance carriers in the above proceeding are all responsible for payment for the above services. In the event that an invoice is unpaid after 30 days, it is agreed that they are responsible for all attorney's fees and costs incurred by ADR Options to enforce its rights under their agreement to provide arbitration/mediation services.

INVOICE

1800 John F. Kennedy Boulevard • Suite 1110 • Philadelphia, PA 19103

Phone: 215-564-1775 • Fax: 215-564-1822 • adoptions.com • contact@adoptions.com

250

BUXMONT ACADEMY PLACEMENT AGREEMENT
Page 1 of 6

Licensed Private School – Buxmont Academy

Public School District – East Stroudsburg Area School District

THIS PLACEMENT AGREEMENT (this “Agreement”) is made this 17th day of November, 2022, by and between **BUXMONT ACADEMY**, a Pennsylvania non-profit corporation (“Buxmont”) and the **EAST STROUDSBURG AREA SCHOOL DISTRICT**, a Pennsylvania public school district (hereinafter referred to as "School District"), under the following terms and conditions:

WHEREAS, Buxmont is a licensed, private provider of education services for K-12 students; and

WHEREAS, School District is desirous of referring students to Buxmont for educational services.

NOW THEREFORE, in accordance with the aforesaid recitals, the mutual covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, Buxmont and School District hereby agree as follows:

1. **DEFINITIONS:** The following definitions apply regarding the text of this Agreement:

- a. **“Term”** shall be defined as the duration of the agreement, as described in Section 4.
- b. **“Program”** shall be defined as the private educational program offered by Buxmont.
- c. **“School District”** shall mean East Stroudsburg Area School District, acting by and through their authorized employees, agents and representatives.
- d. **“Student”** shall be defined as an enrolled student of the School District.
- e. **“Admitted Student”** shall mean a Student that is admitted to the Buxmont Program, in accordance with the terms of this Agreement.

2. **REFERRALS:** School District shall have the right to refer middle school and high school Students to Buxmont, under the following terms and conditions:

- a. School District shall provide all student records and other pertinent information requested by Buxmont regarding said Student, to Buxmont.
- b. If Buxmont has space for the referred Student and is otherwise willing and able to accept said Student, School District shall arrange a meeting with Buxmont, the student and the

BUXMONT ACADEMY PLACEMENT AGREEMENT

Page 2 of 6

student's family, if possible, at the Buxmont facility. The student must make a commitment to attend Buxmont Academy and abide by the rules of the Program. If Buxmont then makes an offer to admit the Student to the Program and the Student accepts to offer, the Student shall be admitted to the Program and become an Admitted Student.

c. Buxmont reserves the right to reject a referral if Buxmont, in its good faith judgment, does not believe that the Student is an appropriate candidate for the Program.

3. **COST/PAYMENT:** School District agrees to reimburse Buxmont Academy the discounted rate of 10% for the 8 students requiring special education services which is \$188.78 per diem and \$164.88 for the 7 regular education students. Any additional students will be billed at the standard rate of \$183.20 for regular education and \$209.76 for students requiring special education services. By guaranteeing slots you are agreeing to pay for these slots effective upon the date this letter is signed. School District agrees to pay to Buxmont the aforementioned rates per Admitted Student, on a monthly basis, within 30 days of receiving an invoice from Buxmont. Monthly invoices will include the agreed upon 15 guaranteed slots and any additional slots per month.

4. **DURATION:** This agreement is from November 17, 2022 through June 16, 2023.

5. **COMPLIANCE / OTHER OBLIGATIONS OF THE PARTIES:** During the entire Term of this Agreement, Buxmont and School District warrant to each other that they shall both be and remain in compliance with all applicable guidelines, requirements and mandates issued by the Commonwealth of Pennsylvania, Department of Education. In addition, the parties will comply with the following specific obligations, warranties and assurances during the Term:

a. **Facilities & Environmental Health and Safety:** By virtue of being a licensed private academic school by the Pennsylvania Department of Education to provide secondary education, grades 7-12 and special education grades 7-12, Buxmont Academy warrants that its educational facilities conform to all applicable State and local statutes, regulations and building and safety code requirements, in addition to fire and panic requirements of the Commonwealth of Pennsylvania and are approved by the Department of Health. Buxmont Academy complies with all applicable provisions of the School Code and the State Board of Education regulations. All licenses and certificates of occupancy shall be provided to School District, upon written request.

b. **School Food Service:** Buxmont and the Nazareth Area School District will provide school food service to Admitted Students pursuant to the terms of an Agreement for Food Services between Buxmont and Nazareth Area School District dated October 4, 2022.

c. **Staffing:** All Buxmont Academy staff members shall (i) have obtained all certifications/clearances as mandated by county, state, and federal law, including but not limited to criminal, FBI, Child Abuse, individual certifications and license.; (ii) have a satisfactory medical appraisal signed by a physician; (iii) must complete an I-9 form (Immigration and Naturalization Service) showing proof they are citizens of the United States or hold a valid U.S. Immigration visa; (iv) be of good moral character and (v) be at least 18 years of age. Buxmont

BUXMONT ACADEMY PLACEMENT AGREEMENT

Page 3 of 6

Academy is an Equal Opportunity Employer. Should the School District request copies of the background clearances, the School District is welcome to view copies at our administration office.

d. Student Attendance: Buxmont Academy shall maintain attendance records of all Admitted Students and will comply with all applicable Department of Education regulations concerning attendance.

e. Student Records: Copies of Students' cumulative school records shall be provided to Buxmont by School District as soon as a Student is enrolled at Buxmont. A permanent record is maintained of the student's academic program at both Buxmont and School District. Buxmont, School District, and their employees shall perform their respective duties to ensure that records, names and identities shall remain confidential as required for fulfillment of the terms of this Agreement.

f. Transportation: Transportation to Buxmont's facilities for each Admitted Student will be provided by the School District, at School District's expense.

g. Requirements Under Safe Schools: The Program shall be operated at all times and in all respects in accordance with all provisions of Article XIII-A of the School Code. At Buxmont Academy, incidents involving acts of violence, possession of a weapon or possession, use or sale of controlled substances, or possession, use or sale of alcohol or tobacco by any persons on school property require the student to be "out of Program" for a period of time depending on the student's willingness to resolve the incident and the nature of the incident. The Executive Director of Buxmont Academy shall be immediately involved to determine the appropriate course of action, including involvement by law enforcement officials, and retains the discretion to determine when or whether a Student may be readmitted to the Program.

h. School Health Services: Buxmont Academy maintains student health and immunization records with each student's file, including a record of student physical and dental examinations provided in conjunction with local public school nurses. Student health services shall be provided jointly with School District and shall comply with Article 14 of the School Code.

i. Academic Standards and Assessment: Students attending Buxmont Academy will remain on the rolls of the School District, will meet academic standards and assessment and may be granted permission to participate in graduation exercises. Buxmont shall comply with academic standards and assessment under Chapter 4 of the Board of Education Regulations.

j. Special Education Services and Programs: Buxmont will provide, at the request of the School District for an additional per diem cost as stated in the section Cost/Payment, special education support services which shall include consultation with student and parent/guardian and the writing and monitoring of the IEP and shall comply with all applicable federal and state laws.

BUXMONT ACADEMY PLACEMENT AGREEMENT

Page 4 of 6

k. **Identification of Eligible Students:** Students are assessed by School District and those eligible for special education services may be referred to Buxmont Academy. An interview with student and family will then take place. The student must make a commitment to attend Buxmont Academy and abide by the rules of the Program in order to be admitted to the Program and to remain in the Program.

l. **Periodic Review of Students:** Buxmont and School District shall together periodically review the placement of Students in the Program to determine whether, on an individual basis, each student is ready to return to the regular program. This review shall occur, at a minimum, at the end of every semester during which the student is in the Program or more frequently at the School District's discretion.

6. **INSURANCE/HOLD HARMLESS/INDEMNIFICATION:** Buxmont shall secure and maintain comprehensive General Liability Insurance with limits of not less than \$1,000,000.00 combined single limit per occurrence for bodily injury and property damage liability. School District will also secure and maintain comprehensive General Liability Insurance with commercially reasonable limits. Buxmont and School District agree to hold each other harmless and indemnify each other against all claims, causes of actions, litigation, and/or damages incurred by the indemnified party, including reasonable expenses, and reasonable attorney's fees caused by their respective negligent acts or omissions or willful misconduct when carrying out the provisions of this Agreement. The parties being indemnified shall include the parties' respective Board of Directors, Officers, Administrators and employees.

7. **TERMINATION:** Either party may terminate this contract by giving to the other party written notice of at least 30 days.

8. **ASSIGNMENT:** This Agreement may not be assigned by Buxmont or School District without the prior written consent of the other party (which consent will not be unreasonably withheld, conditioned or delayed). This Agreement shall be binding upon and inure to the benefit of the successors and permitted assigns of each party.

9. **COMPLIANCE:** Buxmont Academy and School District agree that this Agreement is subject to all applicable Federal, State and local laws and regulations, policies and procedures of the Commonwealth of Pennsylvania, Department of Public Education and the Federal Government.

10. **SEVERABILITY:** The parties agree that, in the event that any provision of this Agreement shall be determined to be invalid or unenforceable in whole or in part for any reason whatsoever, the remaining provisions shall, nevertheless, be valid and binding as if such invalid or unenforceable provision had not been contained in this Agreement.

11. **JURISDICTION AND VENUE:** Any dispute or litigation under the agreement shall be construed to be resolved under the laws of the Commonwealth of Pennsylvania. The jurisdiction and the venue shall be the Court of Common Pleas of the county in which the Buxmont Academy facility is located or the United States District Court, Eastern District, Pennsylvania.

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BUXMONT ACADEMY PLACEMENT AGREEMENT

Page 5 of 6

12. **NONDISCRIMINATION;** Buxmont hereby represents and warrants that it is in compliance with all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, gender, national origin, religion or ancestry and shall continue to comply with such requirements at all times during the Term. Buxmont shall provide for enrollment and hiring in a nondiscriminatory manner.

13. **NONSECTARIAN:** Buxmont shall be nonsectarian in all operations and shall not provide any religious instruction, nor shall it display religious objects and symbols.

14. **INDEPENDENT CONTRACTOR:** The parties agree that, in performing under this Agreement, Buxmont is acting in the capacity of an independent contractor, and Buxmont shall not be an agent, servant, partner, or employee of the School District. Nothing contained in the Agreement will be construed to create a partnership, joint venture, agency or employment relationship between the parties. Buxmont has no authority to assume or create any obligation or responsibility, express or implied, on behalf of or in the name of the School District, or to bind the School District in any way whatsoever. Neither Buxmont nor its employees, agents or representatives shall be entitled or eligible, by reason of providing services to School District pursuant to the Agreement, to participate in any benefits or privileges given or extended by School District to any of School District's employees, including, but not limited to, workers' compensation insurance, disability insurance, medical insurance, unemployment, and /or insurance benefits or contributions under the Public School Employees Retirement Act. Buxmont shall be solely responsible to pay its own federal, state and local income taxes for its employees, salaries, social security payments, and any and all other costs and expenses incurred by Buxmont in its performance of the Agreement, as well as perform all necessary legal requirements pertaining to employment. Buxmont hereby agrees that the services to be performed under the Agreement will be performed entirely at Buxmont's risk, except as otherwise expressly contained in this Agreement. Each party shall be solely responsible for its own acts and the acts of its employees, agents and representatives during the performance of the Agreement.

15. **NOTICES:** All notices required under this Agreement shall be delivered via: (a) certified mail, return receipt requested; (b) nationally recognized overnight courier; (c) hand delivery in person; or (d) via electronic mail, provided that a copy is delivered in writing within twenty-four (24) hours via one of the methods described in subsections (a)-(c) above; to the parties at the addresses set forth below, or such other addresses are provided by a party to the other from time to time:

Dr. Michael G. DeAntonio, Executive Director, Buxmont Academy Offices, 531 Main Street, Bethlehem, PA 18018 (email: mdeantonio@csfbuxmont.org)

(email:)

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BUXMONT ACADEMY PLACEMENT AGREEMENT

16. **COUNTERPARTS / ELECTRONIC DELIVERY:** This Agreement may be executed in counterparts. Electronic signatures, and PDF or facsimile copies of original signatures are sufficient evidence of the valid execution and binding nature of this Agreement.

17. **FORCE MAJEURE:** Except for the timely payment of the fees due to Buxmont hereunder, in any situation where performance of an obligation of either party is made impossible or impractical due to acts of God, war, civil commotion, terrorist attack, fire or other casualty, labor strikes, shortages of labor, materials or equipment, government regulations, unanticipated governmental orders or restrictions, government-declared pandemic, threats to public safety or welfare, or other causes beyond such party's reasonable control, the time period in which such performance is made impossible or impractical will not be counted in determining the time in which such obligation must be performed.

18. **GENERAL:** This Agreement contains the entire understanding of the parties with respect to the subject matter described in this Agreement, and supersedes all prior and contemporaneous written or oral understandings or agreements. The headings of each section and/or paragraph of this Agreement are for convenience only and shall not be considered in the interpretation of this Agreement. The parties may not amend this Agreement except by written instrument signed by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

Buxmont Academy

East Stroudsburg Area School District

By: Michael G DeAntonio, Ph.D.

By: _____

Title: Executive Director

Title: _____

Date: 11/17/22

Date: _____



November 16, 2022

Brian Baddick
Assistant Superintendent for Pupil Services
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Dear Mr. Baddick,

As per your email to Harry Keyser, I am confirming that East Stroudsburg Area School District wishes to guarantee 8 special education slots and 7 regular education slots for the 2022-2023 school year. By guaranteeing slots you are agreeing to pay for these slots effective upon the date this letter is signed.

For the 2022-2023 school year, the discounted rate of 10% for students requiring special education services will be \$188.78 per diem and regular education students will be \$164.88. Any additional students will be billed at the standard rate of \$183.20 for regular education and \$209.76 for students requiring special education services.

Please sign this letter confirming that you are in agreement with the number of slots and guarantee payment as detailed above and return it to me by email at lynnemann@csfbuxmont.org or mail to 531 Main Street, Bethlehem, PA 18018. We appreciate your confidence in our program and look forward to continuing to serve students and families from your district. If you have any questions, please call me at 215-262-7956.

Sincerely,

Lynne Mann

Lynne Mann
Assistant Director for Administration

Brian Baddick, Asst. Sup.

Signature and Title

11/23/22

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 2nd day of December 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

National Energy Foundation,

Jennifer Johnston (the "Contractor") of PPL Take Action

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):

PPL Take Action Presentation

Location of Services:

Smithfield Elementary School Gymnasium

Effective Date:

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 0
Time (Days/Hour/Other): 0
Total Cost: \$ 0

b) Fixed Rate: \$ _____

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

Budget Code: _____

Department: _____

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

EAST STROUDSBURG AREA SCHOOL DISTRICT

Phone: (570) 424-8500 – Fax (570) 421-4968

Contract for In-District Services

RECEIVED
NOV 30 2022

Name of Provider: Jonathan Osmun

Employee # 4399

Date(s) of Services: 10/10/22

Title of Presentation/Service: Improving SWPBIS Fidelity Across the District

Purpose of Presentation/Service: The purpose of the presentation is to help the six elementary schools meet the tiered requirements of SWPBIS.

Total Time Required for Presentation/Service: 3 hours

Presentation/Service Facility: ESE-Room 206

Maximum Number of Participants: 30

Presentation/Service Rate: Presentation preparation-3 hours @ 30.75

Total Estimated Cost of Proposed Presentation/Service: \$92.25

Budget Account Number to be charged: _____

Audio/Visual Equipment Needed: _____

Attach supply requisitions for suggested materials. Purchase Orders will be issued for approved items. If numbers of participants do not warrant the participation or if there is inclement weather, no fee will be paid to the provider.

Signature of Initiator: [Signature] _____ DATE

Signature of Provider: Jonathan Osmun [Signature] 10/6/22 DATE
Provider sends to Assistant Superintendent for Curriculum & Instruction

Approvals:
Assistant Superintendent
For Curriculum & Instruction: [Signature] NOV 30 2022 DATE
Send to the Superintendent's Office

After Board Approved Board Approval Date _____

Superintendent: _____ DATE
Send back to the Initiator

Upon Completion of Presentation/Service the Initiator will complete.

Comments on services _____

Total due provider _____ Approved for payment _____

Initiator will distribute the copies:

- Business Office (payroll) for payment
- Human Resources – Place in Presenter's File
- Staff Development Secretary
- Initiator
- Provider

RECEIVED NOV 29 2022

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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 16 day of Nov, 20 22, by and between:

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

AND

Michael and/or Roberta Straka (the "Contractor") of

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

SCHEDULE A

Description of Service to be performed (be specific):

Mike and Roberta Straka will present the "Rocks, Minerals and Fossil Show." This curriculum-based show will explain geology and the formation of rocks. Sedimentary, igneous and metamorphic processes will be covered. In addition, we'll explain how minerals are identified and formed, (their chemical elements). We will highlight everyday items and explain how minerals went into the creation of them. A special show and tell segment will showcase rare and unusual minerals. We will discuss our work as field paleontologists and our background in geology. The presentation will feature "Mr. Nixon," an eight-foot Triceratops skull discovered by our team in 1996. Mike will explain the rock cycle in a unique way. A fun science experiment and the "Rocks & Mineral" game show will round out the program. This program is 45 minutes and can include the whole grade at the same time.

Location of Services:

Smithfield Elementary
245 River Rd
E. Stroudsburg, PA 18301

Effective Date:

THUR Feb 2nd 2023 / snow date Fri Feb 3rd 2023

Professional Fee:

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

b) Fixed Rate: \$ 375.⁰⁰

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

Budget Code: PTD-check (Smi) Department: _____

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

Booking Agreement
Invoice.

Mike and Roberta Straka
1152 Falls Road
Bushkill, PA. 18324
570-588-1930
rssbear@uplink.net

School: Smithfield Elementary
245 River Road
East Stroudsburg, PA. 18301
570-421-2841

School Contact: Zachary Martin
Email: zachary-martin@
esasd.net

Load In: 9:30
Assembly: 10:30-11:15
Dig workshop: 11:15-11:30
Clean and load out: 11:30-12:00

Eric

in gym.

Date of Program: Thursday February 2, 2023
Snow Date: Friday February 3rd, 2023

Grade: 4 # of Students: 63

Amount Due: \$375. Checks payable to Roberta Straka. Due on day of the program.

Mike and Roberta Straka will present the "Rocks, Minerals and Fossil Show." This curriculum-based show will explain geology and the formation of rocks. Sedimentary, igneous and metamorphic processes will be covered. In addition, we'll explain how minerals are identified and formed, (their chemical elements). We will highlight everyday items and explain how minerals went into the creation of them. A special show and tell segment will showcase rare and unusual minerals. We will discuss our work as field paleontologists and our background in geology. The presentation will feature "Mr. Nixon," an eight-foot Triceratops skull discovered by our team in 1996. A fun science experiment will round out the program. The students will dig for fossils.

X Roberta Straka
Roberta Straka

School Contact: [Signature]
Principal Initial ESA

Please sign and return via email or to the above address.

↑ Eric.
Thanks!

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:

Resica Elementary School - Autistic Skills Support

The total cost for said services shall not exceed \$34,217.60. This contract will be in effect from November 2, 2022 through the end of the 2022-2023 school year.

East Stroudsburg Area School District will be billed for services rendered by Colonial Intermediate Unit 20.

Unemployment cost will be charged to the School District if Colonial Intermediate Unit 20 is unable to reassign the position.

The signed contract must be returned to Mr. Jon Wallitsch, Assistant to the Executive Director for Management Services, at the Intermediate Unit Office.



Mr. Jon Wallitsch
Assistant to the Executive Director
for Management Services

11/21/22

Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

264

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.

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	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		21CC	All	0	0	0	0	0	0	0	0	0	1	2	2
	21CC Total	0	0	0	0	0	0	0	0	0	1	2	2	1	6
AACS	All	0	0	0	0	0	0	0	1	0	0	0	0	0	1
	AACS Total	0	0	0	0	0	0	0	1	0	0	0	0	0	1
ADM	All	0	0	0	0	0	0	0	0	0	1	0	0	0	1
	ADM Total	0	0	0	0	0	0	0	0	0	1	0	0	0	1
AGCC	All	3	2	3	4	1	4	3	0	2	3	4	1	2	32
	AGCC Total	3	2	3	4	1	4	3	0	2	3	4	1	2	32
AHCC	All	0	0	0	0	0	0	0	0	0	1	1	0	0	2
	AHCC Total	0	0	0	0	0	0	0	0	0	1	1	0	0	2
BES	All	53	71	59	59	64	64	0	0	0	0	0	0	0	370
	BES Total	53	71	59	59	64	64	0	0	0	0	0	0	0	370
CCAC	All	6	7	10	7	11	10	13	8	8	8	7	13	8	116
	CCAC Total	6	7	10	7	11	10	13	8	8	8	7	13	8	116
CPDL	All	0	0	0	1	1	1	1	0	0	1	0	0	0	5
	CPDL Total	0	0	0	1	1	1	1	0	0	1	0	0	0	5
EAAC	All	0	0	0	0	0	3	0	0	0	0	0	0	0	3
	EAAC Total	0	0	0	0	0	3	0	0	0	0	0	0	0	3
ECCS	All	0	0	0	0	0	0	3	4	2	0	1	2	2	14
	ECCS Total	0	0	0	0	0	0	3	4	2	0	1	2	2	14
EHN	All	0	0	0	0	0	0	0	0	0	239	234	234	240	947
	EHN Total	0	0	0	0	0	0	0	0	0	239	234	234	240	947
EHS	All	0	0	0	0	0	0	0	0	0	331	346	336	329	1342
	EHS Total	0	0	0	0	0	0	0	0	0	331	346	336	329	1342
ESE	All	85	95	105	103	110	109	0	0	0	0	0	0	0	607
	ESE Total	85	95	105	103	110	109	0	0	0	0	0	0	0	607
HOME	All	7	15	16	18	21	12	7	7	4	5	4	3	8	127
	HOME Total	7	15	16	18	21	12	7	7	4	5	4	3	8	127
IPCC	All	2	1	4	2	1	0	4	4	4	4	2	4	1	33
	IPCC Total	2	1	4	2	1	0	4	4	4	4	2	4	1	33
IU20	All	10	22	9	11	11	11	10	11	17	6	10	9	27	164
	IU20 Total	10	22	9	11	11	11	10	11	17	6	10	9	27	164
JMH	All	65	95	71	70	75	64	0	0	0	0	0	0	0	440
	JMH Total	65	95	71	70	75	64	0	0	0	0	0	0	0	440
JTL	All	0	0	0	0	0	0	335	298	326	0	0	0	0	959
	JTL Total	0	0	0	0	0	0	335	298	326	0	0	0	0	959
LIS	All	0	0	0	0	0	0	184	201	211	0	0	0	0	596
	LIS Total	0	0	0	0	0	0	184	201	211	0	0	0	0	596
LLAC	All	0	0	0	0	0	0	0	0	0	1	0	0	2	3
	LLAC Total	0	0	0	0	0	0	0	0	0	1	0	0	2	3
LVAR	All	0	0	0	0	1	0	0	0	0	0	0	0	0	1
	LVAR Total	0	0	0	0	1	0	0	0	0	0	0	0	0	1
LVCS	All	0	0	0	0	0	0	0	0	0	1	3	1	3	8
	LVCS Total	0	0	0	0	0	0	0	0	0	1	3	1	3	8
MSE	All	76	74	62	79	68	81	0	0	0	0	0	0	0	440
	MSE Total	76	74	62	79	68	81	0	0	0	0	0	0	0	440

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BLDG	GRADE HMRM	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		PACC	All	2	1	4	5	1	0	2	1	1	2	6	1
	PACC Total	2	1	4	5	1	0	2	1	1	2	6	1	8	34
PADL	All	0	2	0	0	0	0	0	0	1	0	1	1	0	5
	PADL Total	0	2	0	0	0	0	0	0	1	0	1	1	0	5
PALC	All	1	0	2	0	1	0	4	0	5	4	1	3	0	21
	PALC Total	1	0	2	0	1	0	4	0	5	4	1	3	0	21
PAVC	All	1	2	3	1	3	1	3	3	2	4	2	2	1	28
	PAVC Total	1	2	3	1	3	1	3	3	2	4	2	2	1	28
RCCS	All	2	4	7	3	5	3	4	6	6	6	7	3	4	60
	RCCS Total	2	4	7	3	5	3	4	6	6	6	7	3	4	60
RES	All	69	80	53	60	73	83	0	0	0	0	0	0	0	418
	RES Total	69	80	53	60	73	83	0	0	0	0	0	0	0	418
SMI	All	48	49	44	58	58	55	0	0	0	0	0	0	0	312
	SMI Total	48	49	44	58	58	55	0	0	0	0	0	0	0	312
Total All Buildings		430	520	452	481	505	501	573	544	589	618	631	615	636	7095

NOTES:

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