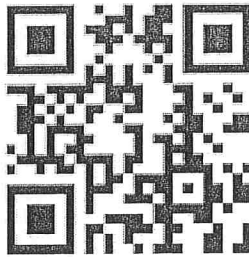


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## EDUCATION P&R COMMITTEE

The Education Programs and Resources Committee usually meets on the second Wednesday of every month.

Agendas & Minutes



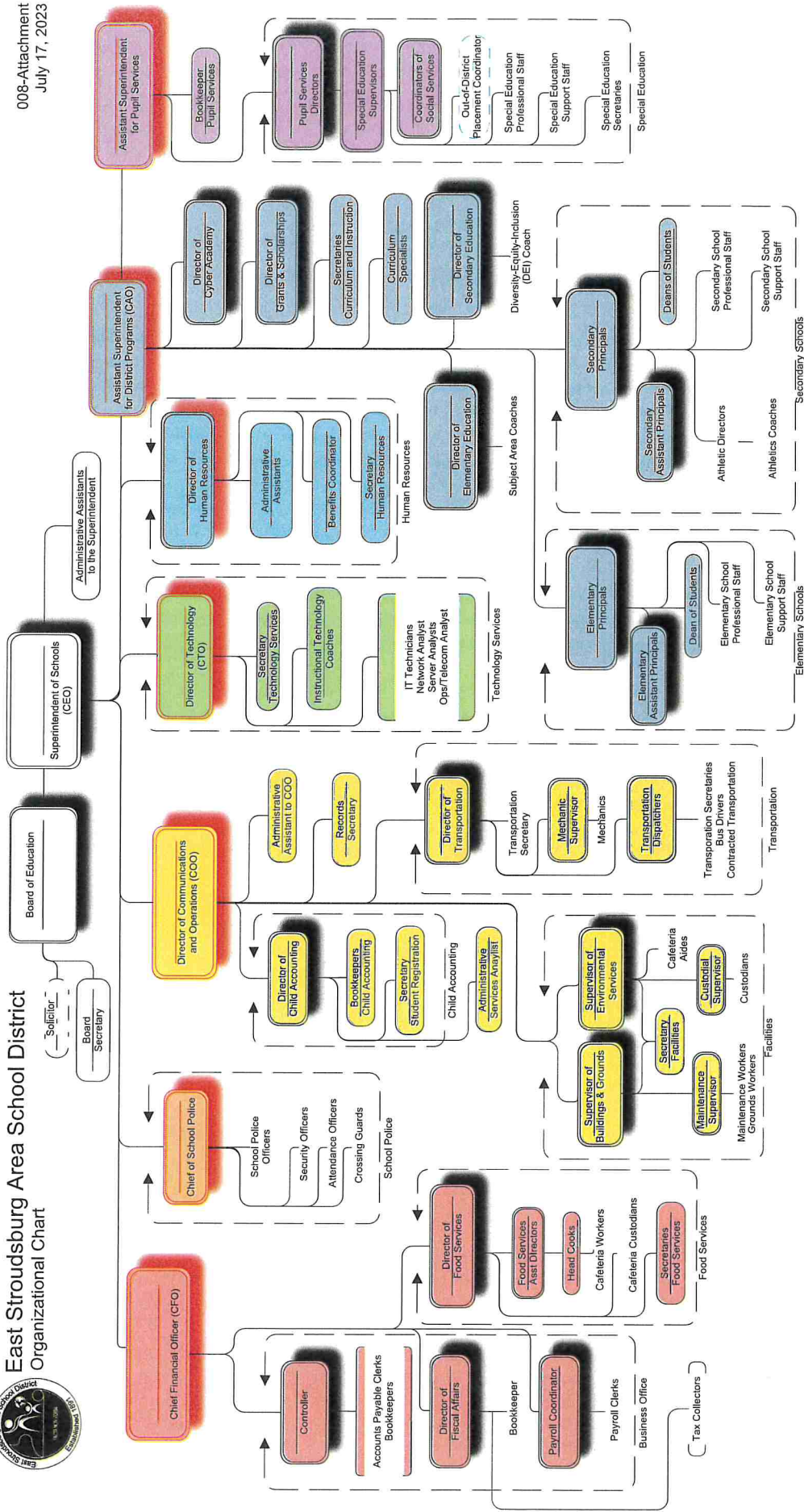
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Presentations



# East Stroudsburg Area School District Organizational Chart

008-Attachment  
July 17, 2023



**AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE  
WITH THE EAST STROUDSBURG AREA SCHOOL DISTRICT**

THIS AGREEMENT is made the 19th day of JUNE, 2023, by the **UNIVERSITY of SCRANTON** (hereinafter referred to as "*The University*"), a non-profit institution incorporated under the laws of the Commonwealth of Pennsylvania, and **EAST STROUDSBURG AREA SCHOOL DISTRICT** (hereinafter referred to as the *School District*"). The parties intend to be legally bound by the following terms:

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

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

## II. DUTIES AND RESPONSIBILITIES OF THE SCHOOL DISTRICT

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

### III. MUTUAL TERMS AND CONDITIONS

- a. **Number of Participating Students.** The parties mutually agree that one *Student* shall be assigned to East Stroudsburg Area School District for this student counseling/teaching experience as applicable.
- b. **Term of Agreement.** The term of this Agreement shall be one (1) year from the date of execution. This agreement may not exceed a period of five (5) years.
- c. **Termination of Agreement.** *The University* or the *School District* may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the *School District* terminate this Agreement prior to the completion of an academic semester for other than a substantial breach, *The student* enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.
- d. **Nondiscrimination.** The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 with regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972, and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. **Interpretation of Agreement.** The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. **Modification of Agreement.** This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. **Relationship of Parties.** The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- h. **Liability.** Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- i. **Entire Agreement.** This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist with regard to this relationship.

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

**East Stroudsburg Area School District:**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Title

**The University of Scranton**

*Victoria H. Castellanos*  
\_\_\_\_\_  
Authorized Signature

5/22/2023  
\_\_\_\_\_  
Date

Victoria H. Castellanos  
\_\_\_\_\_  
Printed Name

Dean, Panuska College of Professional Studies  
\_\_\_\_\_  
Title

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

THIS AGREEMENT is made the 19<sup>th</sup> day of JUNE, 2023, by **WESTERN GOVERNORS UNIVERSITY** (hereinafter referred to as "*The University*"), a non-profit institution incorporated under the laws of the Commonwealth of Pennsylvania, and **EAST STROUDSBURG AREA SCHOOL DISTRICT** (hereinafter referred to as the *School District*"). The parties intend to be legally bound by the following terms:

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

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

## II. DUTIES AND RESPONSIBILITIES OF THE SCHOOL DISTRICT

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



the duration of the agreement.

### III. MUTUAL TERMS AND CONDITIONS

- a. **Number of Participating Students.** The parties mutually agree that one *Student* shall be assigned to East Stroudsburg Area School District for this student teaching experience.
- b. **Term of Agreement.** The term of this Agreement shall be one (1) year from the date of execution. This agreement may not exceed a period of five (5) years.
- c. **Termination of Agreement.** *The University* or the *School District* may terminate this Agreement for any reason with ninety (90) days' notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the *School District* terminate this Agreement prior to the completion of an academic semester for other than a substantial breach, *The student* enrolled at that time may continue his/her educational experience until it would have been concluded absent the termination.
- d. **Nondiscrimination.** The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 with regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972, and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. **Interpretation of Agreement.** The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. **Modification of Agreement.** This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. **Relationship of Parties.** The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, employment or any other relationship, other than that of independent contractors.
- h. **Liability.** Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- i. **Entire Agreement.** This Agreement represents the entire understanding between the parties. No other oral understandings or promises exist with regard to this relationship.

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

**East Stroudsburg Area School District:**

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

**Western Governors University:**

*Jennifer K. Doshier*  
Jennifer K. Doshier (May 24, 2023 22:26 MDT)  
\_\_\_\_\_  
Authorized Signature

Jennifer Doshier  
\_\_\_\_\_  
Printed Name

May 24, 2023  
\_\_\_\_\_  
Date

Director, Field Experience, Teachers College  
\_\_\_\_\_  
Title

## STUDENT TEACHER AGREEMENT ADDENDUM

This Student Teacher Agreement Addendum ("Addendum") to the agreement ("Agreement") between East Stroudsburg Area School District ("District"), and Western Governors University ("The University"), is entered into and shall be effective as of the later of the two signature dates below ("Addendum Effective Date"). For the purposes of this addendum, a "Teacher Candidate" shall refer to an The University's student enrolled in a program leading to an education credential.

1. Education Records. District acknowledges that the education records of assigned Candidates are protected by the Family Educational Rights and Privacy Act (FERPA), and agrees to comply with FERPA and limit access to those employees or agents with a need to know. Pursuant to FERPA, and for the purposes of this Agreement, The University designates District as a "school official" with a legitimate educational interest in such records.
2. Recordings.
  - a. Teacher Performance Assessment. District acknowledges that Candidates must complete a teacher performance assessment, which includes the submission of video recordings of themselves teaching in the classroom and of real artifacts (such as lesson plans, video, and student work samples). Recordings provide an avenue to evaluate performance and determine competency.
  - b. Clinical observation / Evaluation. The University utilizes a secure, interactive, online, cloud-based platform to accommodate for the changing classroom environment and protect the health and safety of participants. Candidates upload recorded video submissions or participate in livestreams for feedback, scoring, and critiquing of video assignments, and Clinical Supervisors leave time-stamped feedback.
  - c. Guidelines. The following guidelines are provided to Candidates. District understands that Candidates are not employees or agents of The University and that any further precautions regarding the privacy of District students should be agreed directly between the District and Candidates.

### *Teacher Candidate Guidelines*

- Secure appropriate permission from the parents/guardians of your students and from adults who appear in the video recording.
- To protect confidentiality, remove your name and use pseudonyms or general references (e.g., "the district") for your state, school, district, and Mentor Teacher. Mask or remove all names on any typed or written material (e.g., commentaries, lesson plans, student work samples) that could identify individuals or educator preparation programs. During video recording, use only the first names of students.
- You must follow appropriate protocol to submit recordings to The University.
- You may not display the video publicly (i.e., personal websites, YouTube, Facebook).
- You may not use any part of the recordings for any personal or professional purposes outside of performance evaluation.
- You must destroy all video recordings once the evaluation is complete.

This Addendum is entered into as of the Addendum Effective Date.

Facility \_\_\_\_\_

Institution \_\_\_\_\_

By: \_\_\_\_\_

Jennifer K. Doshier  
BY: Jennifer K. Doshier (May 24, 2023 22:26 MDT) \_\_\_\_\_

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

Name: Jennifer Doshier \_\_\_\_\_

Title: \_\_\_\_\_

Title: Director, Field Experience, Teachers College \_\_\_\_\_

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

Date: May 24, 2023 \_\_\_\_\_







# East Stroudsburg Area School District Addendum

Final Audit Report

2023-05-25

Created:	2023-05-19
By:	Jonathan Workman (jonathan.workman@wgu.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwAparVCPZoY0BCbQrI59NixALR1LiTUp

## "East Stroudsburg Area School District Addendum" History

-  Document created by Jonathan Workman (jonathan.workman@wgu.edu)  
2023-05-19 - 5:11:45 PM GMT - IP address: 71.209.73.251
-  Document emailed to jennifer.doshier@wgu.edu for signature  
2023-05-19 - 5:12:15 PM GMT
-  Email viewed by jennifer.doshier@wgu.edu  
2023-05-25 - 4:26:23 AM GMT - IP address: 154.37.96.134
-  Signer jennifer.doshier@wgu.edu entered name at signing as Jennifer K. Doshier  
2023-05-25 - 4:26:40 AM GMT - IP address: 107.77.230.50
-  Document e-signed by Jennifer K. Doshier (jennifer.doshier@wgu.edu)  
Signature Date: 2023-05-25 - 4:26:42 AM GMT - Time Source: server- IP address: 107.77.230.50
-  Agreement completed.  
2023-05-25 - 4:26:42 AM GMT

**EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA**  
**DEPARTMENT OF SOCIOLOGY, SOCIAL WORK & CRIMINAL JUSTICE**

**Internship Agreement**

This agreement establishes the relationship between **East Stroudsburg University of Pennsylvania** (referred to as the "University"), an educational institution in the State System of Higher Education, Commonwealth of Pennsylvania, and **East Stroudsburg Area School District**, 50 Vine St, East Stroudsburg, PA 18301, (referred to as the "Organization"). The University offers degree programs in a wide variety of disciplines, which are academically enhanced by practical experiences outside of the traditional classroom setting. For this agreement, the Organization shall provide practical experience pursuant to the terms of this agreement and serve as an internship site offering facilities, resources, and supervision to students. Both parties agree to the following:

**I. Duties and Responsibilities of the University**

1. The University will be responsible for internships that are conducted during a regular academic semester(s) or scheduled summer term(s). The University and the Organization agree to schedule the internship hours to mutually benefit all parties involved and to conform to the scheduling formula of forty (40) hours of site contact to equal one (1) credit.
2. The University shall certify eligibility for students registering internships for academic credit. Approved students will have the appropriate educational background and skills consistent with the advertised internship and departmental requirements for participation.
3. The University determines the amount of academic credit to be earned through the internship and establishes all academic requirements that the student must meet to earn the credit. The University establishes a grading system and criteria to earn the grade upon completion of the internship.
4. The University will assign a faculty member to monitor and evaluate the student's performance during the internship. The University will assume all costs associated with faculty supervision of the intern.
5. The University, at the beginning of the internship term, will provide the Organization with all evaluation materials and the expected timeline for submission.
6. The University agrees to advise students of any known policies, procedures, and requirements of the internship as specified by the Organization.
7. The University, at the beginning of the internship term, will inform the Organization of course requirements such as the intern's attendance at meetings/seminars or activities that may take the intern away from the assignment.

8. The University may request termination of the internship placement for any student not complying with University guidelines and procedures for the internship program, as long as the Organization has been notified in advance.
9. Students shall be responsible for procuring professional liability insurance at their own expense if required by the Agency. The limits of the policy shall be a minimum of \$1,000,000.00 per claim and an aggregate of \$3,000,000.00 per occurrence. This policy must remain in full force and effect for the duration of the internship experience.
10. The Organization understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality, there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance Program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers Commonwealth/University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort Claims Act, 42 Pa.C.S.A. §§8521, *et seq.*

## **II. Duties and Responsibilities of the Organization**

1. The Organization agrees to prepare an internship job description that outlines the duties and responsibilities of the intern. The University will use this document to determine the suitability of the internship for academic credit. Should changes to the job description be necessary after the internship is approved, the Organization agrees to notify the University of such changes.
2. The Organization agrees to notify the University of all selection criteria and any requirements of the selection process, including but not limited to, background investigations, drug testing, health screenings, etc.
3. The Organization selects interns based on the Organization's needs and preferences.
4. The Organization determines the schedule that the intern will maintain on premises. The total scheduled hours will comply with standards established by the University for the award of credit hours: forty (40) hours of site contact equals one credit. The minimum internship is one hundred twenty (120) hours for a semester or summer term.
5. At the beginning of the internship, the Organization determines the amount of compensation, if any, received by the intern. The Organization will inform the University if interns will receive an hourly wage, stipend or if they will serve in a non-paid capacity.

6. The Organization agrees to provide suitable workspace and resources for the intern to complete the internship assignment. The Organization will also provide orientation, training, supervision and evaluation of the intern.
7. The Organization shall provide all reasonable information requested by the University on a student's internship performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the Organization.
8. The Organization agrees to make every possible accommodation to the University's request for a faculty site visit during the internship. The Organization also agrees to allow the intern to attend University-required internship meetings/seminars during the internship.
9. Should the Organization become dissatisfied with the performance of a student, the Organization may request removal of the student. This should occur only after the University has been notified in advance and a satisfactory resolution cannot be obtained. It shall be the obligation of the University to assure that its students are afforded procedural due process if a student is removed pursuant to this section.

### **III. Mutual Terms and Conditions**

1. This Agreement will last for five (5) years from the date of the final signature below. Either the University or the Organization may terminate this agreement with ninety (90) days notice. Should the Organization wish to terminate the agreement prior to the completion of a semester/term, any student intern(s) will have the opportunity to complete their internship. In the event of a substantial breach, either party may terminate this agreement.
2. The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act. University students are protected by Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of Section 504 of the Rehabilitation Act of 1973 (as amended) and the Americans with Disabilities Act (ADA) of 1990. Organization agrees to cooperate with the University in its investigation of claims of discrimination or harassment.
3. The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
4. The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.

5. Neither of the parties shall assume any liabilities to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the State System of Higher Education or the University.
  
6. This Agreement represents the entire understanding between the parties. This Agreement shall only be modified in writing with the same formality as the original Agreement.

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

**East Stroudsburg University of PA**

**East Stroudsburg Area School District**

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

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

Dr. Margaret Ball \_\_\_\_\_

Interim Provost & Vice President for Academic Affairs  
Print Name/Title

\_\_\_\_\_  
Print Name/Title

EFFECTIVE DATE OF AGREEMENT: (date of last signature)\_\_\_\_\_



EAST STROUDSBURG SCHOOL DISTRICT

AND

EAST STROUDSBURG EDUCATIONAL SUPPORT PROFESSIONALS'  
ASSOCIATION/PSEA-NEA

Memorandum of Understanding

The parties to this Agreement, the East Stroudsburg School District (hereinafter called the "District") and the East Stroudsburg Educational Support Professionals' Association/PSEA-NEA (hereinafter called the "Association") agrees to the following:

The Association agrees to Career Link student employees job shadowing our district employees under the following conditions:

- A. Start Date:** Determined by Career Link
- B. End Date:** Determined by Career Link but no later than Friday, August 25, 2023
- C. Hours:** Established by Career Link in conjunction with our available/assigned employment shift
- D. Pay Rate:** Any form of compensation is affiliated with Career Link
- E. Duties:** General work associated with preparing the school for the start of the new school year.
- F. Supervision:** The Association members will not be responsible for the supervision of Career Link student employees.

This Agreement shall not serve to reduce, replace, supplant nor affect the exclusivity of any bargaining unit work or positions.

This Agreement shall not set a precedent, constitute a past practice nor serve as a waiver of any Association Rights.

This Agreement shall terminate no later than close of the day Friday, August 25, 2023.

*Stephen C. Zall*

*7/7/23*

\_\_\_\_\_  
East Stroudsburg School District

\_\_\_\_\_  
Date

*David Hehl*

*7/7/23*

\_\_\_\_\_  
East Stroudsburg Educational Support Professionals' Association/PSEA NEA

\_\_\_\_\_  
Date

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

SETTLEMENT AGREEMENT

**GRIEVANCE #21/22 - 13**

**Registration/Student Enrollment Work Being Conducted by Secretaries**

This Settlement Agreement is made effective this Tuesday, June 13, 2023, by and between the East Stroudsburg Area School District (hereinafter referred to as "District") and the East Stroudsburg Area Education Support Professional Association (hereinafter referred to as "Association").

WHEREAS, the District allegedly diverted BOP I Registration Secretary responsibilities to Secretaries; and

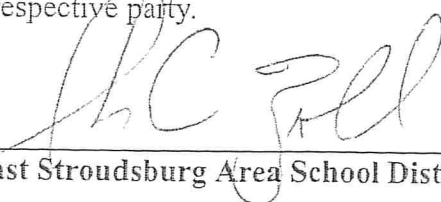
WHEREAS, the Association has filed Grievance #21/22 - 13; and

WHEREAS, both parties herein wish to resolve this matter in a constructive and amicable fashion.

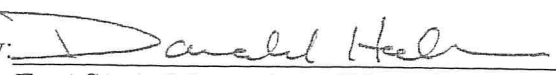
WHEREFORE, the parties, intending to be legally bound, and for good and valuable consideration, hereby agree as follows:

1. The District will identify Secretaries each year who wish to volunteer for clerical work to support student registration during the summer recess.
2. The work addressed by this agreement shall be assigned to secretaries on a voluntary basis and will not be mandated by administration at any time during the calendar year.
3. Management reserves the right to select/schedule secretaries for these assignments on an equitable basis in consultation with building administration.
4. Identified Secretaries performing such work will be compensated at a differential rate of \$1.75 per hour.
5. Identified Secretaries will perform such work under the direction of the Director of Child Accounting at Central Administration.
6. The Association shall withdraw Grievance #21/22 - 13.
7. This settlement agreement shall immediately become part of the current Collective Bargaining Agreement unless bargained otherwise.
8. Any disputes under this agreement will be resolved under the grievance arbitration process.

EXECUTED by the District and the Association through the authorized representative of each respective party.

By:   
East Stroudsburg Area School District

Date: 6/13/23

By:   
East Stroudsburg Area Education Support Professionals Association

Date: 6/13/23

Multi-County School Board Resolution Urging Changes to Mandatory Millage Rebalancing Requirements as interpreted under School Code Section 672.1

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Resolution Urging Amendment of School Code Section 672.1**

WHEREAS, 88 Pennsylvania school districts have boundaries that encompass more than one county.

WHEREAS, this district is one such school district.

WHEREAS, School Code Section 672.1 requires multi-county school districts annually to rebalance real estate tax millage rates applicable in each county for the purported purpose of uniformity in taxation. There is no state requirement to adjust single county districts, annually or at any time, for market value changes and lack of assessment uniformity.

WHEREAS, Section 672.1 as currently interpreted and applied too often fails to achieve uniformity, and in too many cases has the opposite effect and results in significant negative effects for multi-county school districts and for many taxpayers that see different and dynamic tax rate changes within the district's borders.

WHEREAS, Section 672.1 as currently interpreted and applied conflicts with the later enacted "Taxpayer Relief Act," known as Act 1.

WHEREAS, Section 672.1 as currently interpreted mandates applying the Act 1 index after a mandatory rebalancing of millage rates which acts as a reassessment with no taxpayer protections.

WHEREAS, Section 672.1 as currently interpreted and applied in some cases increases tax rates on taxpayers due to 'giving away' natural growth in assessed value of real estate as mills are rebalanced.

WHEREAS, Section 672.1 is extremely difficult for school districts to administer and explain.

WHEREAS, Section 672.1 requires year-to-year alternating and variable increases and decreases in real estate tax millage within different counties, including examples of taxpayers in one county receiving a tax increase while taxpayers in another county receive a decrease; it is bad tax policy impacted by several year lags in data that often angers taxpayers.

WHEREAS, Section 672.1 creates complication, no guarantee of uniformity, and too often unfairness, confusion and consternation by taxpayers.

WHEREAS, this process has been a constant and yearly matter of concern and importance to our taxpayers, and to the district itself.

**NOW, THEREFORE, the board of school directors urges the Pennsylvania General Assembly to repeal or amend Section 672.1, to allow districts to follow the mandates of Act 1 tax increase restrictions (like all single county school districts) without a mandated annual reassessment to 'balance' requirement, and to use common sense available data for uniformity in levying cross county tax mills.**

At a school board meeting on July 17<sup>th</sup>, 2023 the above resolution was passed by a vote of \_\_\_\_\_(unanimous, or please record vote ).

Signed: \_\_\_\_\_

Board officer(s) title(s)

\_\_\_\_\_

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

Board Secretary

[Note: If there is a section above that the board chooses to strike, please mark it up accordingly. If there is additional information or a statement a board wishes to make, it can be included/added.

Each adopting school district is encouraged to include/attach information applicable to the district and supporting the above points, such as history of tax mill rates in each county, mill reductions losing assessed value growth, information concerning current lack of equivalent taxation of equivalent properties, history of tax payer's frustration / board meeting discussions over rebalance requirements.]

Return (e-mail or mail) to: Dr. Timothy J Shrom, Director of Research  
PASBO  
2608 Market Place Harrisburg, PA  
[tshrom@pasbo.org](mailto:tshrom@pasbo.org)

EAST STROUDSBURG AREA SCHOOL DISTRICT



Business Office  
Peter T. Bard, M.Ed, SFO, PCSBA  
Chief Financial Officer  
50 Vine Street  
East Stroudsburg, PA 18301  
Phone: (570) 424-8500 • Fax: (570) 420-8384

**BID – SCHOOL BUSES**

The East Stroudsburg Area School District, together with the East Stroudsburg Board of Education, HEREBY GIVES PUBLIC NOTICE THAT SEALED PROPOSALS WILL BE OPENED FOR THE FOLLOWING:

PROPOSAL #	PROPOSAL TITLE	PROPOSAL OPENING DATE	TIME
ESASD – SB2023-24	Propane School Buses	June 23rd, 2022	1:00pm

**SPECIFICATIONS**

The East Stroudsburg Area School District (“the District”) is soliciting bids from Contractors to provide propane powered school buses.

Bids will be received by Mr. Peter T. Bard, Chief Financial Officer, East Stroudsburg School District, 50 Vine Street, East Stroudsburg, PA 18301 until June 23rd, 2023 at 1:00pm prevailing time at which time and place there will be a public opening of proposals received.

Proposals should clearly indicate “Propane School Buses” on the outside of the envelope. Faxed or e-mailed proposals will not be accepted.

No proposal may be withdrawn before 90 days after the date of the opening of the proposals. Tentative plans call for the East Stroudsburg Area Board of Education to review the proposals and to take action to award a contract at its regular public meeting on July 17th, 2023.

Information regarding the Propane School Buses and specifications may be obtained from Mr. Peter T. Bard, Chief Financial Officer, East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg PA 18301, (570) 424-8500 ext. 10120, Monday through Friday between 7:45am – 3:45pm as well as on the District’s web site at [www.esasd.net](http://www.esasd.net).

The East Stroudsburg Board Education reserves the right to reject any or all proposals and to waive, at its discretion, any irregularities, mistakes, omissions, or informalities relative thereto, and to further negotiate with any firms submitting proposals.

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**2023-2024 Bus Purchase/Buy Back Program**

**INSTRUCTIONS TO BIDDERS**

The East Stroudsburg Area School District is seeking bids for its 2023-2024 Bus Purchase/Buy Back Program. The District will receive bids for up to five (5) Conventional passenger buses with 30+ 3 wheel chair spots and dual air. **Bids will be publicly opened at 1:00pm June 23rd, 2023 at the District Administration Center, 50 Vine Street, East Stroudsburg, PA 18301.**

Under the Bus Purchase/Buy Back Program vendors may choose to submit pricing for a straight up purchase of the requested buses, and/or submit pricing for a Buy Back Program. Under a Buy Back Program the District agrees to purchase buses at an agreed upon price and the bidder agrees to repurchase the same vehicles at a specified time and price. The District is seeking Buy Back pricing for 5 years for the vans and lift vans. Bidders may choose to submit bids for all or a portion of the required type and number of buses.

**PROPOSAL GUARANTEE**

Each proposal shall be accompanied by a Certified Check, or Bid Bond made payable to the East Stroudsburg Area School District in the penal sum of ten percent (10%) of the total amount of the bid. The Certified Check or the full amount of the Bid Bond accompanying this proposal shall be forfeited if the bidder fails to deliver items awarded as a result of this bid. In lieu of timely delivery, the selected vendor may provide an equal amount of inspected, equivalent loaner buses acceptable to the School District until the new buses arrive at the School District for a period not to exceed 60 days.

**PERFORMANCE BOND**

The successful bidder(s) will provide a Performance Bond made payable to the East Stroudsburg Area School District in the penal some of fifty percent 50% of the awarded contract.

**COMPETENCY OF BIDDER**

The competency and responsibility of the bidder, as well as the availability and adequacy of the bidder's maintenance service will be considered in the award of the contract.

**DEMONSTRATION**

All bidders shall demonstrate units for or on which they bid, to District personnel when requested to do so by the authorized agent of the School District.

**DISCREPANCIES IN SPECIFICATIONS**

Should a bidder find discrepancies in or omissions from the specifications or documents, it should at once notify the School District Chief Financial Officer, in writing, in sufficient time to validate any required changes via addenda to the specifications. All addenda or changes to the bid specifications will be posted on the District's website.

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**2023-2024 Bus Purchase/Buy Back Program**

**INSTRUCTIONS TO BIDDERS**

Bidders are responsible for checking the website for addenda or changes before submitting their bids.

**DELIVERY**

Delivery of items proposed shall be the responsibility of the successful bidder. Delivery of all buses must be no earlier than July 15th, 2023, unless prior approval has been granted by the District Transportation Department. Cost of delivery shall be included in the bid prices proposed. *CURRENT PRODUCTION IS OUT TO FEBRUARY 2024*

**TAXES**

Prices shall not include Federal, State, or Local taxes. The District, upon request, will furnish proper exemption certificates.

**DAMAGES**

Any materials found to be damaged upon delivery shall be replaced or repaired, and the cost of such replacement or repair, including cost of materials and workmanship, shall be borne by the successful bidder.

**REJECTION**

The Board, through its designated agent, shall have full power and authority to reject any item or material furnished which, in its opinion, is not in strict compliance and conformity with the requirements of the specifications, and the decisions of the board or its agent shall be final, conclusive, and without exception or appeal.

The Board reserves the right to reject any or all bids, parts thereof, or parts therein and waive any defects, errors, omissions, mistakes, or irregularities in the bids. The Board reserves the right to award any bid in the best interest of the East Stroudsburg Area School District.

**FAULTY MATERIALS**

The contractor shall be held responsible for faulty materials or workmanship, and shall correct any defects due thereto.

**NON-COLLUSION**

All Bidders are required to complete the attached non-collusion affidavit. Any bidder failing to do so will be disqualified.

**CONTRACTS**

A contract will be developed by the District following the award of the successful bid.

Checks or bid bonds will be returned to all except the successful bidder immediately following the award. The check or bid bond of the successful bidder will be returned upon final delivery of items awarded, or at the time that the contractor shall obtain and



**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**2023-2024 Bus Purchase/Buy Back Program**

**INSTRUCTIONS TO BIDDERS**

deliver to the School District a Performance Bond covering the faithful performance of the contract in an amount equal to fifty percent (50%) of the bid price.

**MINIMUM STANDARDS**

The vehicle body, chassis, engine, appliances, etc. of the proposed bus must fully comply with all applicable requirements of the Pennsylvania Motor Vehicle Code.

**DAMAGE TO PROPERTY AND PERSONS**

Contractors shall be responsible for any damages to property caused by themselves or their agent. Contractors shall further covenant and agree to hereby assume all liability for, and shall and do agree to indemnify and save harmless the Board of School Directors against any and all loss, costs, suits, claims, charges or damages arising from injuries sustained by mechanics, laborers, workmen, or any person or persons whatsoever to their persons or property, whether employed in and about the said work or otherwise, by reason of any accidents, damages or injuries, torts or trespasses happening in and about, or in any way incident to or by reason of the performance of this contract and the performance of said work and labor, including costs, counsel fees and all expenses of defense, and agree to carry property damage liability insurance and to furnish certificates therefore when required by the Board.

**FORMS**

All bids must be submitted on the forms supplied and attached hereto. All information required by the form proposal shall be supplied. Bids shall be irrevocable and shall remain subject to acceptance for ninety (90) days following the date set for the bid opening.

**LOSSES**

The contractor shall be held responsible to the Board for any loss sustained by the Board if the contractor should fail to enter into a contract with the School District/ Board of School Directors.

**LETTERING AND NUMBERING**

Bus body shall be painted as required by Pennsylvania Motor Vehicles Code (school bus yellow). Lettering and numbers shall be black color, plain square block style, and minimum 6" height on yellow background unless specified otherwise. Lettering on each side of bus shall be **EAST STROUDSBURG AREA SCHOOL DISTRICT** and shall not be obstructed by the electrically operated stop arm when arm is in the folded position. Buses will be numbered front, rear, and door opening side with numbers as indicated by the bid specification. Any possible questions pertaining to lettering should be directed to the Damaris Robins, Director of Transportation (Phone 570-424-8500 ext. 10820.)

**EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**2023-2024 Bus Purchase/Buy Back Program**

**INSTRUCTIONS TO BIDDERS**

**SPECIFICATIONS**

1. Bus specifications are contained as follows:
  - a. Appendix A: Conventional Style Type C 30+3 wheel chair with dual AC
2. All deviations from the bid specifications **MUST** be noted on the specification sheets. Unless fully documented, such deviations may disqualify the bidder at the sole discretion of the Board.
3. Bidders must complete and return the Non-collusion Affidavit contained in Appendix B.
4. Bidders must use the pricing forms as contained in Appendix C.

**ADDITIONAL SPECIFICATIONS**

1. Bid proposal must include a **minimum 18,000 annual mileage allowance**.
2. Bid proposal must include a **5-year – 100,000 mile towing warranty at no charge**. The towing plan pays \$500 toward two per incident in conjunction with warrantable failures. Towing must be to the nearest factory certified dealer.
3. Bid proposal must include annual preventive diagnostic checks by a certified factory trained technician.
4. Awarded bidder(s) will supply title and new registration plates at no cost to the District. Registration plates will be School Bus plates.
5. In the event of a breakdown, an inspected loaner bus must be available to the District. The bus must be no older than 4-years old.
6. Bid proposal must include all current software. Bid also must include technical training for all mechanic and supervisors at no additional charge.  
*OBDD TOOL TO BE SUPPLIES*
7. Bidder must have a certified service facility within 30 miles of the East Stroudsburg Area School District. The facility must include certified and factory trained technicians for all bus components including engine, chassis and all body components.

APPENDIX A

**SCHOOL DISTRICT BUS BID SPECIFICATIONS**  
Conventional Style Type C School Bus – 30+3 (48 passengers) Wheel Chair Capacity

Chassis and body to be a new model as described in these specifications. Minimum specifications are listed below and each bidder must state to the right of the listed specifications the compliance details that pertain to the unit bid indicating size, quality, range and information as necessary to determine unit quality. Bidder's specifications **must meet or exceed** minimum specifications and must be listed in detail to be considered a qualified bid. All chassis and body specifications shall meet or exceed those specifications as set forth by the State and Federal Minimum Specifications for School Buses.

These specifications must be filled out and returned with bid to be considered. Marking YES means you meet specifications exactly. Marking NO means you must explain difference. All deviations from bid specs must be explained. Failure to do so may result in bid being disqualified. Any marking on bid document other than in the YES, NO or Explanation of difference will result in the bid being disqualified.

**CHASSIS SPECIFICATIONS**

CHASSIS FRAME	Yes	No	
Chassis: New 2023 or newer Model Keyed alike	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2025 Model Year
Wheelbase: Minimum 219" Axle to Axle	<input type="checkbox"/>	<input checked="" type="checkbox"/>	217"
Frame Rails: High Strength Steel with 120,000 PSI	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Bumper, Front: Full width aerodynamic, ¼" minimum thickness, heavy-duty steel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Frame Members, Attachment & Supports: All frame members, attachments and supports shall be attached using threaded Grade 8 fasteners.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HUCK BOLTS USED
Chassis Frame Rails & Attachments: Powder coated for maximum rust and corrosive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Front Tow Hooks (2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**AXLES & SUSPENSIONS**

Axle, Front: 10,000 lb. Capacity.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Suspension, Front: 9,000 lb capacity with shock absorbers.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Axle, Rear: 21,000 lb capacity. Shall include a magnetic drain plug.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**Suspension, Rear:** Air-ride design with 23,000 lb capacity, dual leveling.

Yes      No

21,000 #

**BRAKES, STEERING & EXHAUST**

**Brake System:** Full air brake system with AD-IP dryer, automatic adjustment, and four channel ABS feature with on-board diagnostic capabilities and audible alarm when air pressure drops below 60 psi.

**Diagnostics shall include ABS operation, brake wear imbalance and event recording.**

**Brakes, Front & Rear:** Four wheel air disc with Dust cover.

**Automatic Traction Control System:** The bus shall be equipped with an automatic traction control system to prevent rear wheel spin.

**Parking Brake:** The bus shall be equipped with a parking brake that is activated by a dash-mounted switch. Use of an Orchel type arm or foot applied brake is not allowed. **NO EXCEPTIONS.**

**Steering Column:** To be automotive adjustable type (tilting & telescopic.)

**Steering Wheel:** For improved driver ergonomics and control, the steering wheel shall be minimum of 18" in diameter.

**Steering:** Power assist type with Ross/TRW gear box.

**Exhaust System:** Single, stainless steel long tail pipe. It shall be frame mounted with suspension hangers and clamps

**Heat Shield:** A heat shield shall be located between fuel tank and muffler.

**ELECTRICAL**

Yes No

**Electrical System:** 12 Volts, negative ground, for ease of maintenance all wiring shall be color coded and continuously numbered.

\_\_\_\_\_

**Wiring Protection:** All wiring shall be protected in a continuous loom and include grommets.

\_\_\_\_\_

**Accessory Panel:** To allow for installation of DVR and GPS systems.

\_\_\_\_\_

**12V Accessory Port:** Dash mounted

\_\_\_\_\_

**Chassis Electrical System Connectors:** All chassis connectors shall be moisture sealed and locking type. USE OF BUTT OR CRIMPED STYLE CONNECTORS ANYWHERE IS NOT ACCEPTABLE.

\_\_\_\_\_

**Alternator:** 200 Amp minimum, 12 volt

\_\_\_\_\_

**Battery System:** Two maintenance free batteries with a minimum rating of 950 CCA's each, 12 volts

\_\_\_\_\_

**Battery Box:** The box shall be body mounted, vented and sealed from road contaminants. In addition, the battery tray shall be equipped with stainless steel rollers. Batteries to be accessible by opening door only without the need to remove a cover.

\_\_\_\_\_

**Multi-Plex Wiring System:** Single Comprehensive Body Harness Interfaced to Multiplex Electrical System All power systems are to be protected by fuses - solid state overload/short circuit detection

\_\_\_\_\_

**Low Voltage Protection Indicator:** Bus shall notify the driver of a low voltage occurrence.

\_\_\_\_\_

**Headlights:** Replaceable halogen bulb without the use of tools. Composite aero design for two light system with a headlight warning buzzer that sounds when headlight switch is on and ignition switch is in off position.

\_\_\_\_\_

Yes No

**Daytime Running Lights:** Headlight operation controlled by ignition switch. System to be capable of being deactivated by applying the parking brake except when the red warning lights are active.

**Full Instrumentation:** Voltmeter, oil and temperature gauges, speedometer, trip odometer, tachometer, fuel gauge, hour meter and air pressure gauge. Additionally, the instrument panel shall be illuminated and include text light indicators monitoring both the amber and red warning light activations, emergency exit door opening, low coolant level and cruise control activation.

**ENGINE AND TRANSMISSION**

**Engine:** 6.8L or larger engine  
With liquid propane Autogas Fuel System with Exhaust Brake, 339 horsepower or larger system , must comply with NFPA58 LPG code and must Meet MVSS 301.1 Fuel System Integrity for liquefied Petroleum gas

7.3L - V8

EXHAUST BRAKE N/A

**Engine Emissions:** The bus engine shall be EPA certified and meet all Federal regulations in effect at the time of engine production:

**Oil Filter:** Replaceable element type.

**Electronic Diagnostics System:** Shall be equipped with an on board dash LCD diagnostic display.

**Electronic Diagnostics System:** The bus shall be equipped with an on board dash LCD diagnostic display which can display fault codes for engine and chassis without any hand held or computer devices attached to vehicle.

**Engine Coolant:** Shall be extended life coolant and pre-set to minimum of -34F.

**Throttle and Cruise Control:** Electronic idle and cruise control

Yes No

**Engine Alarm System:** Bus shall be equipped with both visual and audible alarms notifying the driver in the event of low oil pressure or high water temperature.

**Transmission:** Automatic

Transmission 5-speed. Transmission shall be covered by a 5 year warranty with unlimited miles. Temperature gauge to be included.

Transmission

6 SPEED

**HOOD ASSEMBLY**

**Front End:** Shall be easy tilting fiberglass hood.

**Hood System:** The hood shall be constructed with a replaceable grill and incorporate a pre-cleaning feature that filters out large particles prior to reaching the air filter.

**Hood Wire Harness Assembly:** Headlight and turn signal wiring harness shall have a quick disconnect connector (**PREFERRED** location at the bumper.)

**FUEL**

**Fuel Tank:** Unit will be dedicated Propane Autogas powered - Propane fuel tanks with a capacity of a minimum 100 (Diesel Fuel Equivalent) usable gallons. Common Rail fuel system with filtration and pressure relief valves in support of the fuel system. With quick fill disconnect system.

69 GALLON

**Low Fuel Level Indicator:** Bus shall notify The driver in the event of low fuel level.

**COOLING SYSTEM**

Heavy duty cooling system with viscous fan clutch

Electro Magnetic

**Radiator:** Aluminum heavy duty radiator, with visible coolant level check



Yes No

**WHEELS AND TIRES**

**Wheels:** 8.25" x 22.5" steel disc, hub piloted, 10 Std, painted steel

\_\_\_\_\_

**Tires:** Front and rear tires to be 255/70R22.5 16 Ply. Steel Belted Tires. Front tires to be steering tires, Rear tires to be mud and snow

\_\_\_\_\_

**Mud Flaps:** to be installed behind front and rear wheels.

\_\_\_\_\_

**WARRANTY**

**Manufacturer's Warranty:**

**Chassis & Body:** 5 Years, Bumper to Bumper (except wear items)

\_\_\_\_\_

**Engine:** 5 Years, unlimited miles

\_\_\_\_\_

**Transmission:**

5 Years, Unlimited miles Bidder shall include a copy of the warranty certificate with the bid detailing component coverage. Bidder must also supply with the bid a copy of servicing dealers approved by the manufacturer and distance in approximate miles from school district.

\_\_\_\_\_

**BUS BODY SPECIFICATIONS**

**BODY SPECIFICATIONS**

**2023 or newer Model Type C classification**

**Capacity:** 48 Passengers- 30 + 3 wheelchair positions. The body is to be securely mounted to the chassis with mounting clips double bolted to the body cross members so that if one or both bolts loosen, the clip cannot swivel and lose contact with the chassis.

\_\_\_\_\_

**INTERIOR DESIGN AND CONSTRUCTION**

Yes No

**Headroom:** Minimum 78" measured at the center of the aisle with 12" window sashes.

77" HEADROOM

**Header Pads:** Both the front and rear doors shall included pads installed above the doors.

\_\_\_\_\_

**Compartment above Driver:** padded  
Compartment Equipped with driver dome light.

\_\_\_\_\_

**Step well:** Three-step design. The step well shall be constructed of 14 gauge galvanized steel, e-coated and painted black for protection, welded and sealed to the main floor structure. Bolted-in designs are not acceptable. The step well shall remain its full width with no taper from the bottom step to the top step (**PREFERRED.**)

BOLTED Design w/TAPER

**Floor:** 5/8" Marine grade flat floor, fully tracked from front to back on both sides

\_\_\_\_\_

**Floor covering:** Gray vinyl with ribbed center aisle with Galvalume aisle trim.

\_\_\_\_\_

**Wheel House Covers:** The wheel-houses shall be covered with ABS composite material.

FLAT FLOOR ok (PS)

**Step Treads:** Koroseal pebble step covering with white safety edge.

\_\_\_\_\_

**Interior Side Panels and Step well:** The interior side panels below the windows shall be constructed of aluminized steel.

\_\_\_\_\_

**Fuel Tank Sender Inspection Plate:** An inspection plate shall be mounted over the fuel tank in the floor of the bus body.

\_\_\_\_\_

**Assist Rail:** 1" diameter both sides of the entrance door.

\_\_\_\_\_

**Insulation:** Minimum of 2" located in roof, sides and end caps.

\_\_\_\_\_

	Yes	No	
<b>Headliner:</b> For reduced interior noise levels, the interior headliner panels in driver's compartment and the first window section shall be perforated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Interior Paint:</b> Light color polyurethane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Two-Way Radio Receptacle:</b> the dash shall include a receptacle area for the installation of a two-way radio if so required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>AM/FM/CD/PA Stereo,</b> includes antenna and cable, four speakers, with Public Address System	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>CD N/A - B.T. + MP3 SUPPLIED</u>

**SEATS AND BARRIERS**

<b>All seats shall meet applicable FMVSS requirements</b> (FMVSS 222, 302, & 210), tracked seat frames with Type 2 belts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Tracking:</b> shall be installed on both sides of the bus to allow wheelchairs and seating in any configuration.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Driver's Seat:</b> The seat shall be a six-way adjustable high back design with cloth insert, adjustable lumbar support and adjustable shoulder harness, arm rests on both sides.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Upholstery:</b> Heavy duty 42oz. Gray upholstery.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Seat Covers:</b> To have three-year warranty.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>WEAR ONLY</u>
<b>Seat foams:</b> Shall be constructed of re-bonded foam and shall be warranted for a period of three (3) years.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>WEAR ONLY</u>

**EXTERIOR CONSTRUCTION**

<b>Body Side Panels:</b> The side panels shall be constructed of 20-gauge steel with a smooth panel appearance and to be joined with hard rivets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
<b>Rub Rails:</b> Four (4). All exterior rub rails shall be one-piece continuous in length down the entire side of the bus body with formed-in metal end cap.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

Yes No

**Fuel Filler Door:** Include with metal latch with a pin style hinge.

\_\_\_\_\_

**Drip Rails:** Run the full length of the body, to include above driver's window and entrance door

\_\_\_\_\_

**Cowl Steps:** Two, fold down

\_\_\_\_\_

**Exterior Paint:** Electro-statically applied poly- urethane paint. National School Bus Chrome except rub rails, flasher background and bumpers which will be black.

ADD WHITE ROOF  
\$358.5 PER BUS  
\_\_\_\_\_

**Undercoating:** Complete undercoating of the bus body prior to mounting the body on the chassis for complete body coverage. After body mounting a second undercoat shall be applied for maximum corrosion and rust protection.

\_\_\_\_\_

**WINDOWS AND WINDSHIELD**

**Windshield:** The windshield shall be constructed of laminated glass, with tinted band and with no windshield center post.

CENTER POST USED  
\_\_\_\_\_

**Passenger Side Windows:** Tinted windows with anodized aluminum window frames with adjustable. window stop. Plastic frames are not acceptable.

\_\_\_\_\_

**ENTRANCE DOOR**

**Entrance Door Width:** The door shall have a **Minimum** clear opening of a minimum 30" width, outward opening safety design. Entrance door shall be centered with the mid-point of the driver's position.

\_\_\_\_\_

**Entrance Door Service Design:** The door control shall be air operated. The servicing mechanism shall be mounted internal of the bus body.

Designs that expose the door servicing mechanism to external elements upon opening and closing the door are not acceptable. The door frame shall be constructed of aluminum with pin style hinges.

\_\_\_\_\_

Yes No

**Entrance Door Controls:** The entrance door controls shall include a three-position switch

**Vandal Locks:** Front and rear door. Key operated, rear door to have slide bolt lock with starter interlock. Keyed alike.

**EMERGENCY EXITS**

**Roof Hatches:** One (1) Specialty brand, Low Profile hatch.

**Push-Out Windows:** Vertical Hinge One (1) on each side of bus.

**Rear Emergency door:** Must meet all federal and state requirements.

**HEATERS & DEFROSTERS**

**Front:** Front heater/defroster system – no fuel fired heaters.

**Stepwell Heater:** 30,600 BTU stepwell heater, with booster pump.

**Rear Heater:** (2) Wall mounted rear heaters, 40,000 BTU's each.

(1) 80,000 BTU WALL HEATER 4/5

**Constant Torque Hose Clamps** on heater hoses and electronically controlled valves.

**Defroster Fan:** Left mounted left of center post over Windshield, two speed switch in panel.

**Defroster Fan:** Center mounted over windshield 15" Right of centerline, two speed switch in panel.

**MIRRORS**

**Crossview Mirrors:** Dual mirror lite high Definition **Busboy brand** heated and meets State And Federal regulations.

ROSCO BRAND

Yes No

**Rearview Mirrors:** Rosco brand, black, suspended, heated remote mirrors. The right side mirror shall be viewable through the wiped pattern of the windshield wipers. The left side mirror shall be viewable through the driver's window.

**Interior Rearview Mirror:** Interior padded rearview mirror with a minimum 6" x 30" visor.

**LIGHTS**

**Dome Lights:** Dual row.

**Driver's Dome Light:** Mounted in wiring access panel left of driver. Separate switch located in switch panel.

Ceiling Mounted Light

**Stepwell Light:** Wired to clearance lights.

**Exterior Lights:** Back up lights, stop lights, Rear directional lights, cluster lights, side marker lights, front and rear marker lights, and entrance door lights to all be **LED**.

**Warning Lights:** 8 Lamp, non-sequential Operation

**Light Assemblies:** All exterior lights shall be individually mounted to the bus body. Assemblies which contain a combination of lights such as red and amber warning lights or rear stop/tail/back-up lights which require the replacement of the entire assembly should one portion be damaged are not acceptable.

**Switch Panel Lights and Rheostat** controlled by the headlight switch.

**Clearance and Marker Lights:** Clearance lights are to be recessed into front and rear caps.

**Exterior Light Check Feature:** The bus shall be equipped with a dash mounted button that activates all exterior bus lights thereby allowing the driver to perform an unassisted inspection of all exterior lights.

Yes No

**BODY ELECTRICAL**

**Electrical Access Panel:** Chassis and body circuits shall be accessible through an electrical access panel with key lock, if external.

Internal

**Body Disconnect Solenoid Switch**

\_\_\_\_\_

**Body Wiring:** Wiring to be color-coded continuously numbered and in loom.

\_\_\_\_\_

**Firewall Holes:** All holes in the firewall not used for harness wiring shall be closed and sealed off. All holes where harness wiring passes through the firewall shall be sealed so that no air can pass through the remaining hole space.

\_\_\_\_\_

**Stop Arm:** Air operated, Painted lettering with incandescent lights, double sided.

\_\_\_\_\_

**Crossing Arm:** Shall be air operated, sealed and integrated into front bumper. Magnet to hold blade to bumper.

\_\_\_\_\_

**SAFETY EQUIPMENT**

**Back Up Alarm**

\_\_\_\_\_

**24 Unit First Aid Kit:** With Type II contents conforming to current federal specifications GG-K-39a and one (1) body fluid kit.

\_\_\_\_\_

5lb ABC Fire Extinguisher

\_\_\_\_\_

**Tool Box:** Right rear under seat with lid.

\_\_\_\_\_

**Lettering and Numbers** as required 6" tall, 1 3/4" wide.

\_\_\_\_\_

**Reflective Stripping:** School bus sign front and rear, all emergency exits.

\_\_\_\_\_

**Reflectors:** As required by law.

\_\_\_\_\_

**Strobe light:** Mounted in the center rear of the roof, with On/Off switch.

Yes      No  
     

**POST TRIP CHILD INSPECTION SYSTEM**

**Post Trip Child Inspection System:** The bus shall be equipped with a No Student Left Behind system, or equivalent, that is activated by the driver activating the red warning lights and opening the entrance door while on route. The system shall be designed so as to require the driver to walk to the back of the passenger compartment upon completion of their route to disarm. If not disarmed, the headlights will flash and the horn will sound alerting personnel the bus was not checked to ensure all students have exited the bus.

**WINDSHIELD WIPERS**

**Windshield Wiper System:** Two cowl mounted, wet arm wipers, 5-Speed automotive type integrated into turn signal column. Additionally, for increased safety, full low beam headlights and taillights shall automatically activate upon windshield wiper activation.

Does NOT Auto ACTIVATE

**Wiper Bottle:** Minimum of 6-quart capacity.

1 GALLON

**SPECIAL NEEDS EQUIPMENT**

**Wheel Chair Restraints:** Six (6) Q-Straint systems model Q-8100-A1-L

**Lift Door:** 50" Opening located in rear on curbside of bus with window, seat, and floor level guard rails.

**Lift:** Braun electro-hydraulic lift with rear pump Model NCL9171B-2.

BRAUN NCL 1000 FEB



**Air Conditioning:** Rear air conditioning with a dash tie-in system. 90,000 BTU's total front & rear, Two (2) evaporators – ACT Model EV-2, rear bulkhead mount and Model ID, dash; One compressor and One (1) condenser Model CS-3 skirt mount

Yes      No

**Federal and State bus manufacturing regulation shall override any specs detailed in this spec sheet**

## APPENDIX B

## NON-COLLUSION AFFIDAVIT

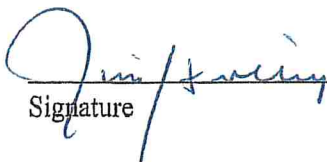
The undersigned proposer having fully reviewed the Bid for Propane School Buses and determined the accuracy of the statements made herein certifies that:

1. I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers, as the case may be.
2. This proposal was developed independently and submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other entity designed to limit independent bidding or competition.
3. The contents of this proposal have not been communicated by me or by any employees or agents of my firm to any person not an employee or agent of this firm and I/we will not communicate any information concerning this proposal to any such person prior to the official opening of the bid.
4. No attempt has been made or will be made to induce any firm or person to refrain from submitting a proposal for this project or to submit a price higher than this price, or to submit an intentionally high or noncompetitive price.
5. My firm, its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract.
6. I acknowledge that the above representations are material and important, and will be relied upon by the East Stroudsburg Area School District when recommending an award for the services for which this proposal is submitted.

M. A. BRIGHTBILL Body WORKS, Inc  
Firm Name

6-22-2023  
Date

Jim Herlin G.M.  
Name and Title (Printed)

  
Signature

## APPENDIX C

# EAST STROUDSBURG AREA SCHOOL DISTRICT

## PROPOSAL FORM 30+3 WHEEL CHAIR PASSENGER SCHOOL BUSES TYPE C

For furnishing and delivering to the East Stroudsburg Area School District **FIVE (5) NEW Type C 30+ 3 Wheel Chair passenger school buses**. The actual number of buses to be purchased may vary depending on the needs of the School District at the time of the award. Under the Buy Back Option a portion of the fleet will be returned after 5 years.

Having carefully examined the instructions to bidders and bid specifications, the undersigned proposes to furnish and deliver to the place designated by the School District, school buses that either meet or exceed specifications for the following amounts:

**DIRECT PURCHASE OPTION:**

Purchase Price per Bus	# of Buses	Total Cost
\$154,838. <sup>00</sup>	5	\$774,190. <sup>00</sup>

**BUS BUY BACK OPTION:** *N/A*

Buy Back Date	# of Buses	Purchase Price Per Bus	End of Term Buy Back Price	Net Cost Per Bus
6/30/29	5			

Per mile charge for excess miles \_\_\_\_\_ Per mile charge for excess miles \_\_\_\_\_

This bid is submitted in accordance with your instructions to bidders which we accept and make a part of our bid as required by the East Stroudsburg Area School District.

Bidder Company's Name M. A. BRIGHTBILL Body WORKS, Inc.

Address 2701 E. CUMBERLAND ST.  
LEBANON PA 17042

Zip Code 17042

Signature *Jim Herlihy*

Printed Name JIM HERLIHY

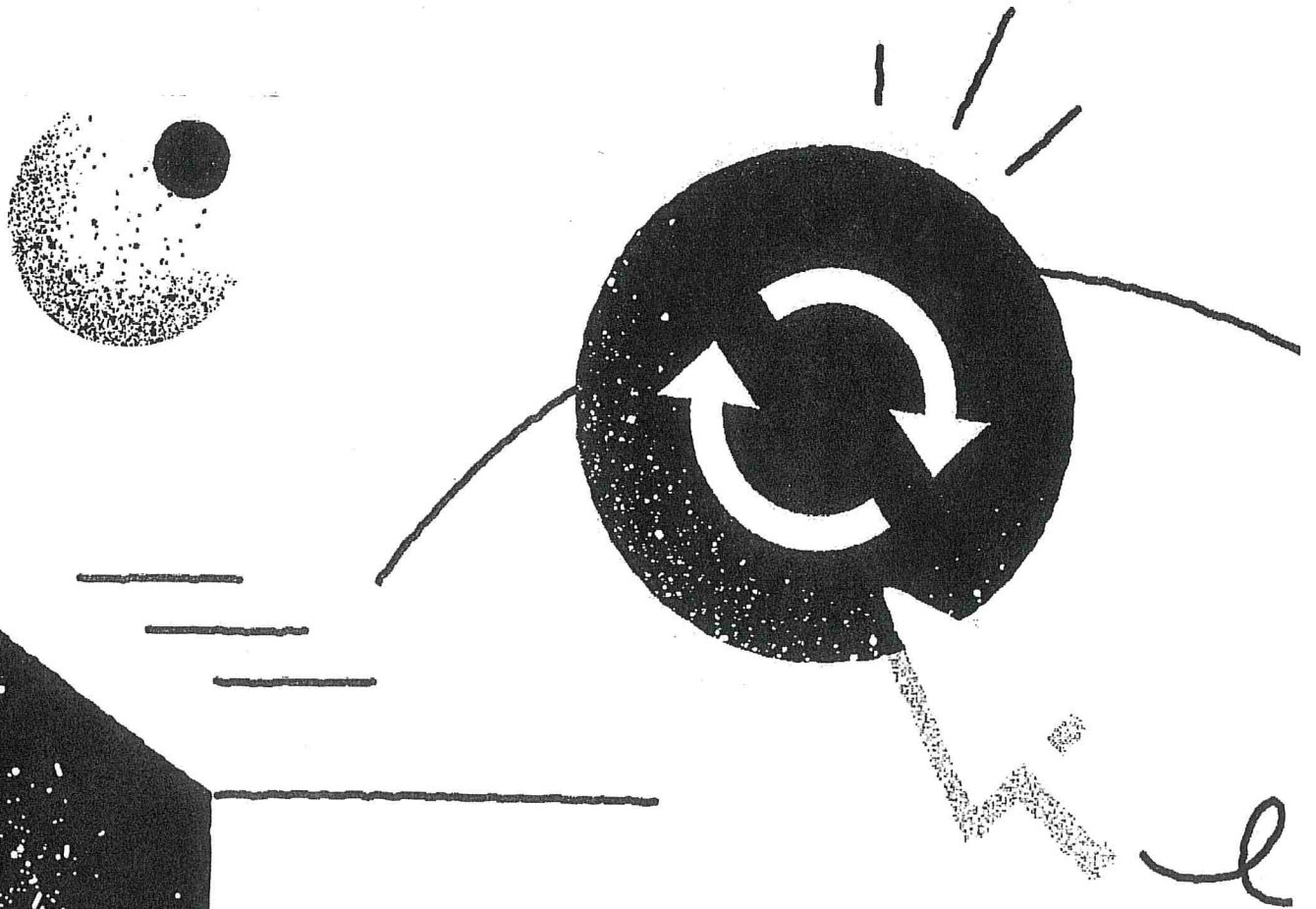
Telephone Number 800 932 4625 Date 6-21-2023

# Renewal Agreement

for East Stroudsburg Area School  
District

**Prepared for**  
Brian Borosh  
East Stroudsburg Area School District

**Prepared by**  
Wolf Geide  
PandaDoc



# Trusted & Proven

Thousands of companies choose PandaDoc to power their businesses worldwide.

## Award-Winning Proposal, Contract, and eSignature Software

In 2022, PandaDoc continues to dominate the proposal, contract, and eSignature software categories of third-party review sites.

Don't take our word for it, read what our customers have to say on [G2](#) and [TrustRadius](#).



## The Global Leader

- Backed by Microsoft Ventures, HubSpot & Rembrandt Venture Partners
- Achieved Unicorn status (Over \$1B valuation)
- 700+ employees located in three continents

Proudly serving 35,000+ companies across 120+ countries



85

# Pricing overview

---

**Contract Term**

**Renewal date:** 2023-06-30

**New contract end date:** 2024-06-30

**Offer expires:** 2023-05-30

<b>PandaDoc Subscription Plan</b>	<b>Price/Year/User</b>	<b>Quantity</b>	<b>Discount</b>	<b>Total</b>
<b>Application Volume Plan</b>	\$2.00	11000	-\$9,900.00	\$12,100.00

**Enterprise Plan - Volume 11,000 Documents/Year**

Up to 500 user logins and 11,000 documents-created per year

**Key Functionalities Include:**

- Bulk Send, Manual Send, API & Forms
- Integrations with CRMs (Excluding Salesforce) & Other Tools
- Document Analytics
- Custom Branding
- Content Library
- Manager Approval Workflow
- Document Expiration Settings
- Multiple Teams & Workspaces
- Custom Roles & Granular Permissions
- Content Locking
- Email Whitelabeling
- Access to PandaDoc API, SDK & Webhooks
- Document & Signature Forwarding
- 24/7 Customer Email Support

**Soft Caps:** Doc/year caps are "soft" (account continuity will continue)

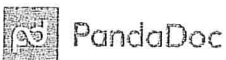
**Overage:** Any overage will be charged at \$1.00/doc

Purchased documents do not roll over into the next contract period

\*\*\*Not included: Salesforce CRM Module

Billed Separately at \$72/Yr/License

86



PandaDoc, Inc. 3739 Balboa St. #1083 SF 94121

Renewal for  
East Stroudsburg Area School District



**Enterprise Plan - Annual Billing**

\$1,068.00

5 -\$5,340.00

\$0.00

**Key functionalities included:**

- Unlimited templates & documents
- Unlimited eSignatures, Integrations with

**CRMs & other tools**

- Document analytics
- Automatic reminders
- SSO (SAML 2.0)
- Custom branding
- Contract negotiations
- Content Library
- Signing order
- Inline commenting
- Approval workflows
- Document expiration settings
- Workspaces
- Custom Roles & Granular permissions
- Content locking
- Advanced Reporting
- Email white-labeling\*
- Access to PandaDoc API, SDK &

**webhooks**

- Document & signature forwarding
- 24/7 Customer Support

**Available for purchase at this level**

**(\$/license):**

- Salesforce integration

**Available for purchase at this level (\$/doc):**

- Zapier integration when using to create and send documents
- Forms feature (250 free Forms included in annual subscription)
- Bulk send (250 free Bulk Send included in annual subscription)
- SMS verification (cost per sms)
- Qualified electronic signature (cost per signature)

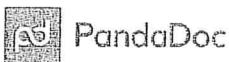
\*Pricing does not include the one-time set up and maintenance fee of \$400 for white-labeling

**\$12,100.00**

Discount Total **-\$15,240.00**

**Total (USD) \$12,100.00**

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



PandaDoc, Inc. 3739 Balboa St. #1083 SF 94121

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Renewal for  
East Stroudsburg Area School District

# Safe & Secure

---

Your document security is our top priority at PandaDoc. Your business documents contain information that only you and your clients need to see and we intend to keep it that way. Everyday we ensure our security and compliance is parallel with industry standards.



## HIPAA compliant

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

[Learn more](#)



## Certification

PandaDoc is SOC II Type II certified. We can provide a SSAE 16 SOC 2 report and attestations of compliance, upon request. Our services are hosted on the Amazon AWS platform and this document details how we leverage the massive investments that Amazon continues to make in security to the benefit of our customers.



## GDPR compliance

PandaDoc recognizes that protecting privacy requires a holistic security program. We've completed extensive research and created a resources page with detailed information explaining what GDPR is and how PandaDoc is compliant.



## Physical Security

PandaDoc data centers (handled by Amazon AWS) are state of the art and utilize innovative architectural and engineering approaches. Amazon has many years of experience in designing, constructing, and operating large-scale data centers. This experience has been applied to the AWS platform and infrastructure.



## FERPA

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



## Third-party Subprocessors

PandaDoc currently uses third-party subprocessors to provide various business functions. After due diligence, these subprocessors evaluate their defensive posture and executes an agreement requiring each one to maintain minimum acceptable security practices.

# Sign Here to Subscribe

OR "FORWARD" THIS DOCUMENT  
TO A LEGAL SIGNATORY

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

Marialena Casciotta

PandaDoc account owner name

marialena-casciotta@esasd.net

PandaDoc account owner email

marialena-casciotta@esasd.net

Billing contact email

United States of America

PA

East Stroudsburg

18301

50 Vine Street

Billing address

Marialena Casciotta

06 / 29 / 2023

Accepted by (customer)

Date of acceptance

## Payment terms & instructions

Payment due 14 days after Subscription Start Date. Discounts will apply only this contract term. Please send all billing Inquiries to [invoices@pandadoc.com](mailto:invoices@pandadoc.com).

**Annual plans automatically renew every year.** If you cancel thirty (30) days prior to an upcoming renewal date, you will not be charged on the following renewal date and henceforth.

**Additionally, any reductions in your subscription should also be made 30 days prior to renewal.**

### This agreement is subject to

our Master Services Agreement, DPA, as amended from time to time, and Privacy Policy.

### Pay by credit card

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

### Pay by check

Company      PandaDoc, Inc.

Address      3739 Balboa St. #1083, San Francisco, CA 94121

### Pay by wire or ACH

Bank name      Square 1 Bank Div Pacific Western Bk

Bank address      406 Blackwell St Suite 240, Durham, NC 27701

Routing & transit #      053112615

For the credit of      PandaDoc, Inc.

Address      3739 Balboa St. #1083, San Francisco, CA 94121

Credit account #      0003153670

SWIFT ID      SQARUS33




PandaDoc, Inc. 3739 Balboa St. #1083 SF 94121

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Renewal for  
East Stroudsburg Area School District

# Signature Certificate

Reference number: T4R2R-7SRVE-RWGS6-6AEEM

Signer	Timestamp	Signature
<b>Brian Borosh</b> Email: brian-borosh@esasd.net		
Sent:	21 Jun 2023 14:17:18 UTC	
Viewed:	21 Jun 2023 16:21:10 UTC	
Signed:	29 Jun 2023 19:46:02 UTC	
<b>Recipient Verification:</b>		IP address: 216.162.114.124
✓Email verified	21 Jun 2023 16:21:10 UTC	Location: East Stroudsburg, United States

Document completed by all parties on:  
29 Jun 2023 19:46:02 UTC

Page 1 of 1



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 40,000+ companies worldwide.



90



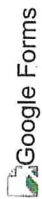
Marialena Casciotta <marialena-casciotta@esasd.net>

**Form 611**

1 message

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

Wed, Jul 5, 2023 at 1:48 PM



Thanks for filling out **Form 611**

Here's what was received.

Edit response

91

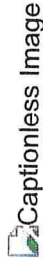
**Form 611**

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

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

Untitled Section

Untitled Section



NAME \*

Maria Casciotta

skdlfl

\*

Panda Doc (eSignature Tool) renewal for Special Ed/Pupil Services

92

\*

N/A

What service or item are requesting \*

The continuation of PandaDoc (esignature Tool) for Pupil Services and Special Ed

Why are you requesting the service or item \*

There is a continued need for an eSignature tool to obtain required team members signatures when unable to attend IEP, GIEP, and 504 meetings

Suggested replacement \*

N/A

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

N/A

93

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

\$12,100.00

What is the total cost of the purchase? \*

\$12,100.00

Procurement Method: \*

Quote Received only one Proposal

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

Was this purchase budgeted? \*

Yes ▼

94

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.

N/A

Which Fund will be charged? \*

10



What account will be charged? \*

ACCESS Fund (75%), Special Education Account (15%), Pupil Services (10%)

Account codes

- 10-1211-650-891-10-000-310-000-9891-
- 10-1211-650-891-20-000-310-000-9891-
- 10-1211-650-891-30-000-310-000-9891-
- 10-1231-650-891-10-000-310-000-9891-
- 10-1231-650-891-20-000-310-000-9891-
- 10-1231-650-891-30-000-310-000-9891-
- 10-1241-650-891-10-000-310-000-9891-
- 10-1241-650-891-20-000-310-000-9891-
- 10-1241-650-891-30-000-310-000-9891-
- 10-2111-650-000-10-000-009-000-0000-
- 10-2111-650-000-20-000-009-000-0000-
- 10-2111-650-000-30-000-009-000-0000-
- 10-1243-650-000-10-000-390-000-0000-

95

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

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

N/A PandaDoc renewal quote of \$12,100.00

Any additional information you would like to provide.

N/A

Create your own Google Form  
Report Abuse

94

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



Product Lease Agreement  
With Postage Meter Rental Agreement

Section (A) Office Information

Office Number: 9840	Office Name: POSTAGE PROS PLUS	Office Phone #: 570 696 6500	Date Submitted: 07-06-23
------------------------	-----------------------------------	---------------------------------	-----------------------------

Section (B) Billing Information

Company Name (Full legal name): EAST STROUDSBURG AREA SCHOOL DISTRICT		
DBA: BUSINESS OFFICE ATTN:A/P		
Billing Address: 50 VINE ST		
Billing City: EAST STROUDSBURG	State: PA	ZIP Code + 4: 18301
Billing Contact Name: DIANE KELLY	Contact Phone Number: 570 424 8500	
Billing Contact Title: CONTROLLER	Contact Fax Number: 570 420 8384	
Billing Contact Email Address: DIANE-KELLY@ESASD.NET	Purchase Order Number:	

Section (C) Installation Information (if different than Billing Information)

Company Name (Full legal name):		
Installation Address (No PO Boxes or General Delivery):		
Installation City:	State:	ZIP Code + 4:
Installation Contact Name:	Phone Number:	
Installation Contact Title:	Fax Number:	
Installation Contact Email Address:		
Main Post Office Name / Mail Drop off:	Post office 5-Digit ZIP Code:	

Section (D) Products

Quantity	Model / Part Number	Description (Include Serial Number, If applicable) <input type="checkbox"/> See additional listed products on attached continuation schedule.
1	4	IX-7
2	4	IX-DS7
3	4	IX-WP-10
4	4	IX7-ERR

Section (E) Lease Payment Information & Lease Payment Schedule

Tax Status: <input type="checkbox"/> Taxable <input checked="" type="checkbox"/> Tax-Exempt (Certificate attached)	Period	# of Months	Monthly Payment (plus applicable taxes)
	First	60	942.01
	Next		
	Next		
Billing Frequency: <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Annually	Current Lease Number: N18081089 <input type="checkbox"/> ACH (Customer to submit authorization form)		
Billing Method: <input checked="" type="checkbox"/> Standard			

Section (F) Postage Meter & Postage Funding Information

Meter Model: IX-7-AI	Machine Model: IX-7-DS-WP-10
Postage Funding Method: <input type="checkbox"/> Bill Me <input type="checkbox"/> Prepay By Check <input checked="" type="checkbox"/> ACH Debit (Customer to submit authorization form)	Postage Funding Account: <input type="checkbox"/> New <input checked="" type="checkbox"/> Existing Account TMS Account # _____ POC Account # 8056386
Service Products (Check all that apply)	
<input checked="" type="checkbox"/> Online Postal Rates iMeter™ App (SP10) <input type="checkbox"/> Online Postal Expense Manager iMeter™ App (SP20/NeoStats) <input type="checkbox"/> Online E-Services iMeter™ App (SP30) <input type="checkbox"/> Online E-Services with Electronic Return Receipt iMeter™ App (SP35) <input type="checkbox"/> Neoship BASIC – Requires Quadient Postage Funding (EP70) <input type="checkbox"/> Neoship PLUS – Requires Quadient Postage Funding (EP70PLUS) <input type="checkbox"/> Neoship ADVANCED - Requires Quadient Postage Funding (NEOSHIPADV) <input type="checkbox"/> Neoship Install & User Guide (EP70GUIDES) <input type="checkbox"/> RunMyMail <input checked="" type="checkbox"/> Maintenance (provided by your authorized office) <input checked="" type="checkbox"/> Installation & Training (provided by your authorized office) <input type="checkbox"/> Annual Software Support (Maintenance)	

PA-STATE CONTRACT-4400015968  
942.01 x 12 = 11,304.12 PER YEAR

Section (G) Approval

Existing customers who currently fund the Postage account by ACH Debit will not be converted to a Postage Funding Account unless initial here \_\_\_\_.

This document consists of a Product Lease Agreement with Quadient Leasing USA, Inc.; and a Postage Meter Rental Agreement, and an Online Services and Software Agreement with Quadient, Inc.; and a Postage Funding Account Agreement with Quadient Finance USA, Inc. Your signature constitutes an offer to enter into such agreements, and acknowledges that you have received, read, and agree to all applicable terms and conditions (version Commercial-Equipment-Lease-Terms-USPS-Dealer-V9-2020), which are also available at [www.quadient.com/Commercial-Equipment-Lease-Terms-USPS-Dealer-V9-2020](http://www.quadient.com/Commercial-Equipment-Lease-Terms-USPS-Dealer-V9-2020), and that you are authorized to sign the agreements on behalf of the customer identified above. The agreements will become binding on the companies identified above only after an authorized individual accepts your offer by signing below, or when the equipment is shipped to you.

Guided by Quadient, Inc.'s Sustainable Design and Responsible Manufacturing Policy, our products may contain reused components. For more information visit <https://www.quadient.com/about-us/sustainable-design-and-manufacturing>.

Authorized Signature  
 Print Name and Title  
 Date Accepted

Accepted by Quadient, Inc. and its Affiliates  
 Date Accepted

10-1211-610-891-10-215-310-000-9891



Going w/ Lakeshore as per Shae Jones

To view products, go to

**Complete Classroom for East Stroudsburg Area Sch Dist  
Life Skills - Kinder - 2nd Grade**

Recommended furnishings and resources for a preschool classroom. Enrollment of 12.  
The materials selected for this planner support ECERS and NAEYC standards.

*Complete Classrooms service is provided for orders of \$20,000 or more that ship to a single location in the contiguous United States. Depending on delivery location, additional charges may apply.*

Wish List Items						
Item #	Description	EC Page	Price	Qty	Total	
SW418	2-Way Sand & Water Table	11	\$ 199.00	1	\$ 199.00	
DG243	Heavy-Duty All-Purpose Storage Unit	77	\$ 779.00	1	\$ 779.00	
DG182	Heavy-Duty Large Cubbies & Shelves Storage Unit	78	\$ 959.00	1	\$ 959.00	
LM120	Clear-View Bins - Set of 10	80	\$ 109.00	1	\$ 109.00	
LC787	Flex-Space Mobile Wedge Student Desk - Modern Maple	0	\$ 399.00	5	\$ 1,995.00	
LC763GR	Flex-Space Ergo Bounce Cantilever Chair - 13 1/2" - Green	0	\$ 149.00	5	\$ 745.00	
LM902	Double-Sided Write & Wipe Magnetic Room Divider	118	\$ 449.00	1	\$ 449.00	
LK364GR	Flex-Space Premium Floor Seat - Green	0	\$ 79.99	2	\$ 159.98	
LC862	Flex-Space Comfy Rectangular Classroom Carpet - 6' x 9' - Gray	0	\$ 249.00	1	\$ 249.00	
LC246GR	Flex-Space Lounge & Learn Couch for Two - Green	0	\$ 549.00	2	\$ 1,098.00	
LC348GR	Flex-Space Lounge & Learn Curved Couch - Green	0	\$ 899.00	2	\$ 1,798.00	
LC534	Flex-Space Comfy Pillows - Set of 6	0	\$ 169.00	1	\$ 169.00	
LC298	Flex-Space Mobile Book Bin Storage Center - Modern Maple	0	\$ 729.00	2	\$ 1,458.00	
TT836	Flex-Space Book Bins - Set of 12	0	\$ 119.00	2	\$ 238.00	
LC664	Flex-Space Write & Wipe Mobile Trapezoid Table	0	\$ 749.00	4	\$ 2,996.00	
LC763BU	Flex-Space Ergo Bounce Cantilever Chair - 13 1/2" - Blue	0	\$ 149.00	8	\$ 1,192.00	
LK426	Flex-Space Mobile 18-Tray Storage Center - Modern Maple	0	\$ 1,199.00	1	\$ 1,199.00	
LC739	Flex-Space Mobile Teacher Desk - Modern Maple	0	\$ 1,199.00	1	\$ 1,199.00	
LC845BU	Flex-Space Ergo Glide Mobile Chair - 17 1/2" - Blue	0	\$ 199.00	1	\$ 199.00	
LK414	Flex-Space Mobile Clover Table - Modern Maple	0	\$ 749.00	1	\$ 749.00	
LC763GR	Flex-Space Ergo Bounce Cantilever Chair - 13 1/2" - Green	0	\$ 149.00	4	\$ 596.00	
LC663	Flex-Space Write & Wipe Mobile Rectangular Table	0	\$ 759.00	1	\$ 759.00	
LC230	Flex-Space 4-Shelf All-Purpose Storage Unit - Modern Maple	0	\$ 829.00	2	\$ 1,658.00	
DG232	Heavy-Duty 8-Cubby Unit	77	\$ 399.00	2	\$ 798.00	
WT111	Clear-View Bins - Set of 8	77	\$ 86.50	2	\$ 173.00	
LC282	Flex-Space A Spot for Everyone Classroom Carpet for 20 Kids - 8' x 9'	0	\$ 429.00	1	\$ 429.00	

98

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Subtotal	\$	22,351.98
Less 5% Discount	\$	1,117.60
Grand Total:	\$	21,234.38

\*\*Please include appropriate sales tax for your area or provide us with your sales tax exempt number.

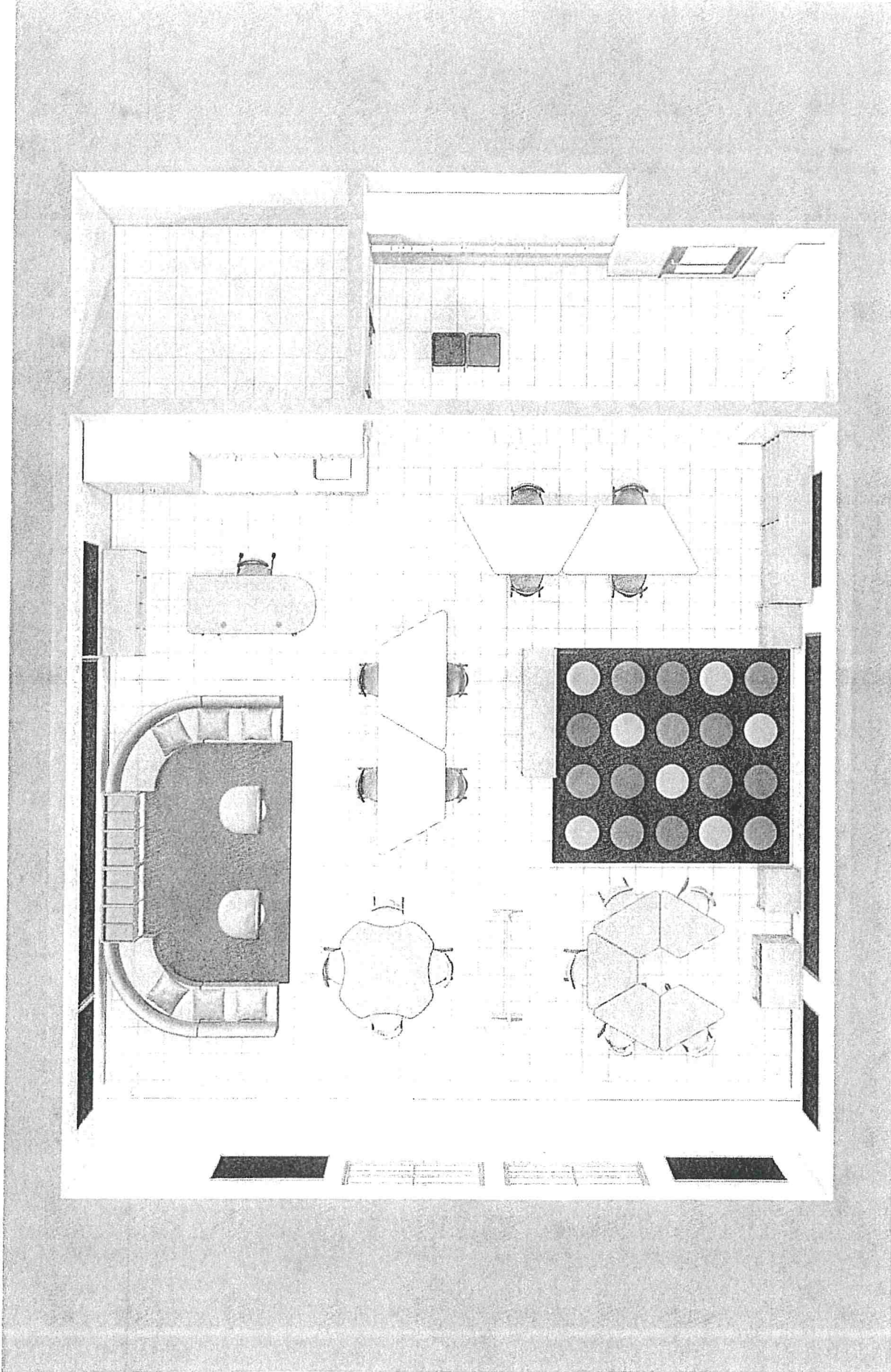
When placing your order please reference proposal # c.747 on your purchase order.

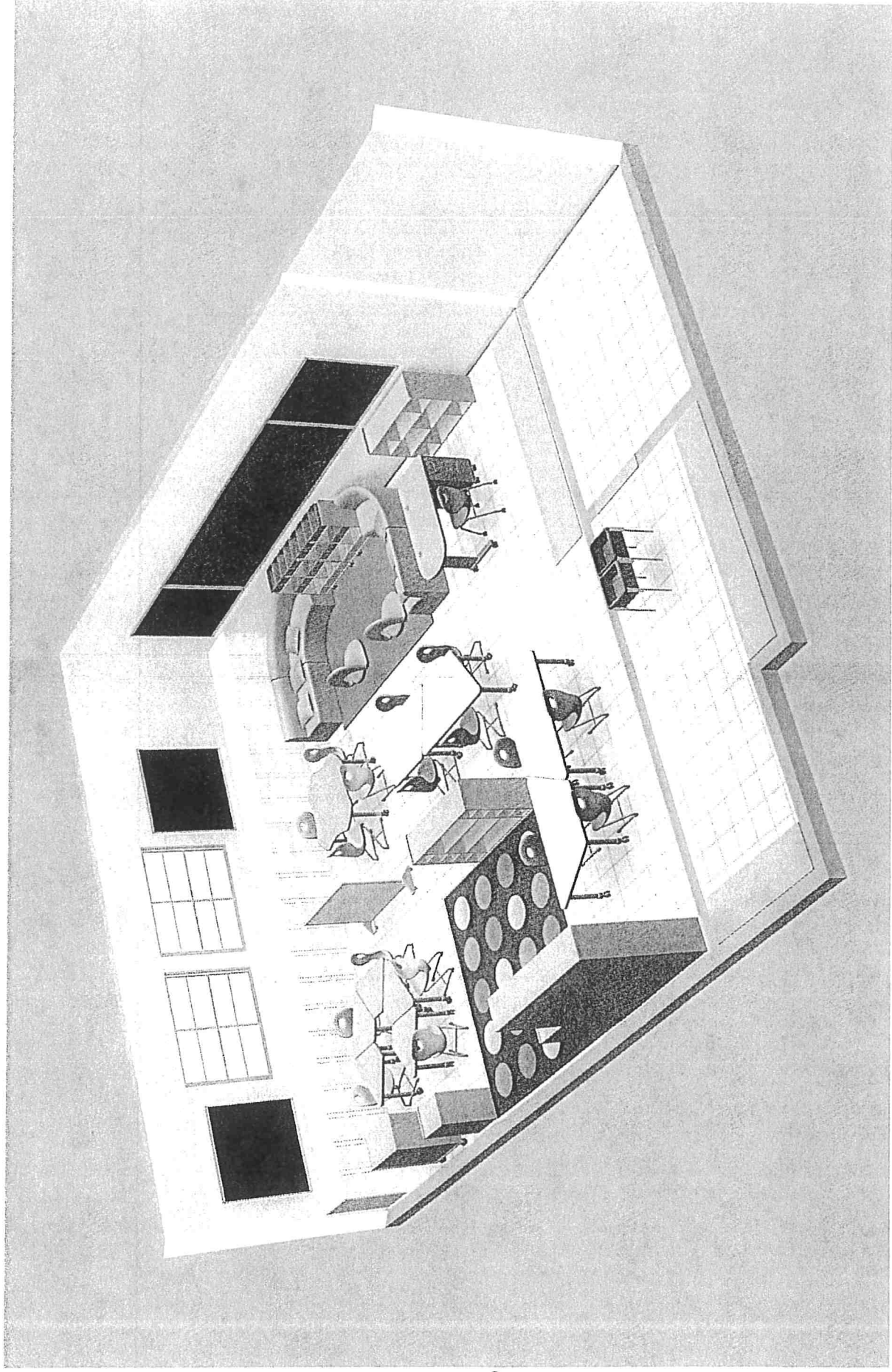
Prices are subject to change. Please check our website for the most up-to-date pricing.

Prices good for 90 days.

99



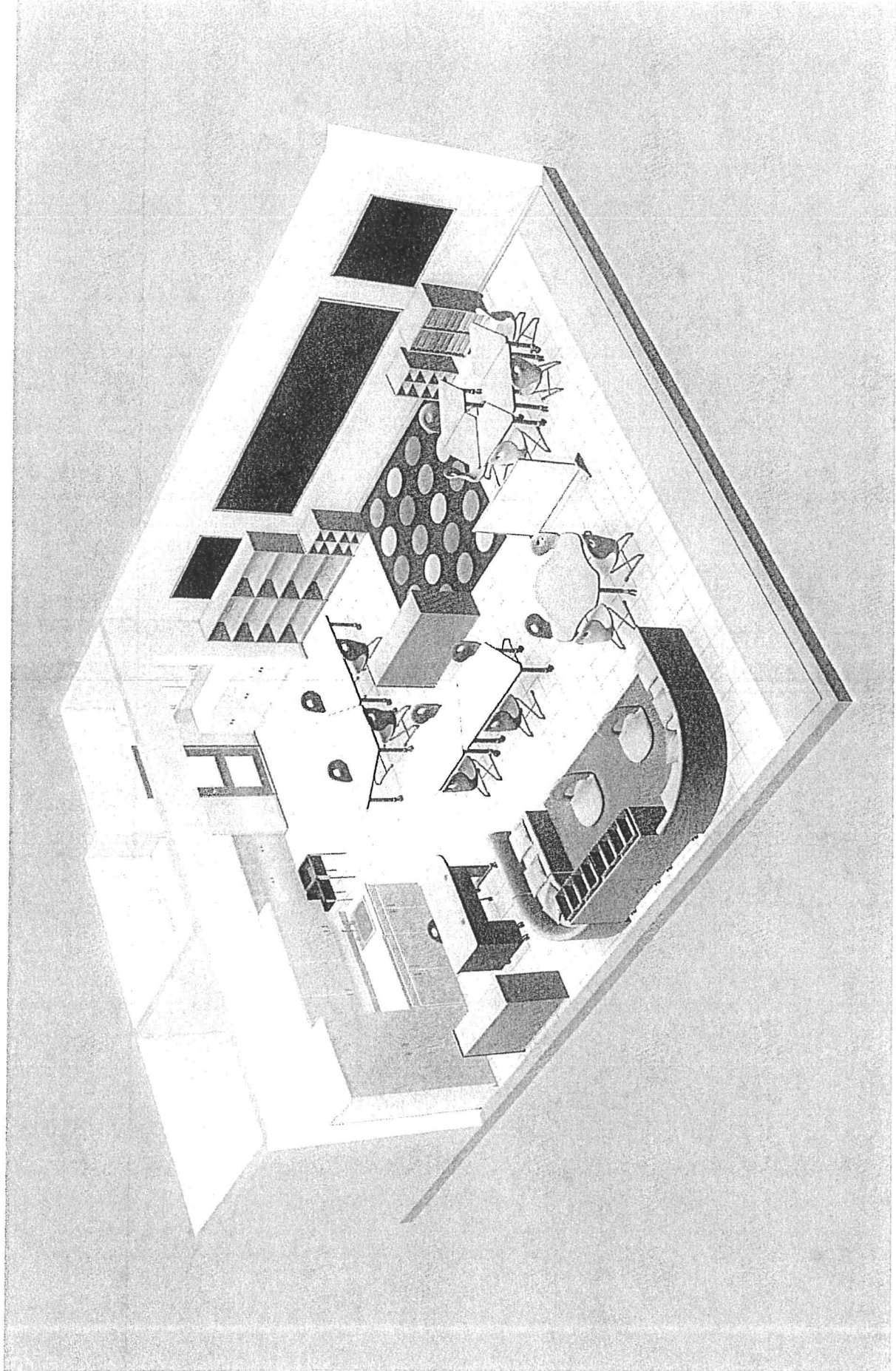




102

REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.





REPRESENTATION ONLY. ROOM DIMENSIONS OR MEASUREMENTS MAY VARY.



PO Box 429367  
Cincinnati, OH 45242  
www.SchoolsIn.com

Questions about your Quote?

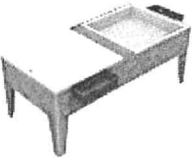
Contact Cy  
P: 855-220-4714  
cy.zack@schoolsIn.com



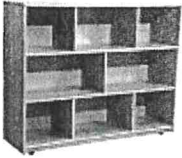

**Quote:** QUO-024041  
**Prepared On:** 6/15/2023  
**Valid Until:** 7/14/2023

Bill To:	Ship To:
	Providence Community Services Shahida Jones 50 Vine Street E Stroudsburg, PA 18301 PHONE: (570) 350-1294
	Account # A-60718

**Shipment 1**

SKU	Description	QTY	Unit Price	Total Price
<a href="#">CHB-S8618</a>	<b>Double Mite Sand and Water Activity Table - Beige Tubs - 18"H</b> Choose a color: Blue	1	\$218.96	\$218.96
				
<b>Subtotal:</b>				\$218.96
<b>Shipping:</b>				\$54.05





**Shipment 2**

SKU	Description	QTY	Unit Price	Total Price
<a href="#">WDF-MH13620</a>	<b>Mobile Maple Heritage Storage Unit - Eight Compartments - 48"W x 14 1/2"D x 38"H</b>	3	\$500.00	\$1,500.00
				
<a href="#">WDF-C14501F</a>	<b>Contender Cubby Storage with 20 Trays - Assembled</b>	3	\$495.47	\$1,486.41
				



<b>Subtotal:</b>	\$2,986.41
<b>Shipping:</b>	\$527.45

**Shipment 3**

SKU	Description	QTY	Unit Price	Total Price
<u>ACA-Z64</u>	<b>Zed Series Cantilever School Chair - 14" Seat Height</b> Select seat and glide color: Lime Green Select glide option: Nylon	12	\$100.68	\$1,208.16
				
<u>ACA-1950</u>	<b>Junior Petal Series Adjustable Trapezoid Study Desk w/ High Pressure Laminate Top</b> Select desktop color: Fusion Maple Select edge and leg color: Lime Green ( \$25.00 per unit) Add backpack hook: No Add mesh bookbox: No Add casters - pack of 4: Hard casters for carpet ( \$67.00 per unit)	12	\$305.65	\$3,667.80
				
<u>ACA-8648-G1</u>	<b>Mod Series 3/4 Back Soft Seat Stool</b> Select fabric color: Beeline Sprout	1	\$868.15	\$868.15
				
<u>ACA-8728-G1</u>	<b>Mod Series Collaboration Arc 6 Seat</b> Select fabric color: Beeline Sprout	1	\$715.85	\$715.85
				
<u>ACA-Z58</u>	<b>Zed Series Task Chair</b>	1	\$168.46	\$168.46

PO Box 429367  
Cincinnati, OH 45242  
www.SchoolsIn.com

Questions about your Quote?

Contact Cy  
P: 855-220-4714  
cy.zack@schoolsinc.com



Select seat color: Navy

ACA-HLXX-3660-WB

**Hercules Series Rectangle Whiteboard Activity Table - 36"W x 60"L**

3

\$368.88

\$1,106.64



Select edge and leg color: Lime Green ( \$44.00 per unit)

Add casters - pack of 4: Hard casters for carpet ( \$67.00 per unit)

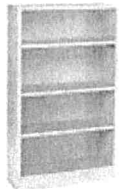
ACA-BC-3660

**STAX Bookcase - 36"W x 12"D x 60"H**

4

\$622.50

\$2,490.00



Select bookcase color: Fusion Maple

ACA-HLXX-3060TR-WB

**Hercules Series Trapezoid Whiteboard Activity Table - 30"W x 60"L**

4

\$329.42

\$1,317.68



Select edge and leg color: Lime Green ( \$39.00 per unit)

Add casters - pack of 4: Hard casters for carpet ( \$67.00 per unit)

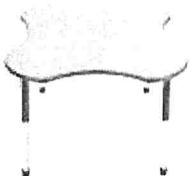
ACA-HLXX-4848CLVR

**Hercules Series Clover Activity Table - 48"Dia**

1

\$403.44

\$403.44



Select desktop color: Fusion Maple

Select edge and leg color: Lime Green ( \$50.00 per unit)

Add casters - pack of 4: Hard casters for carpet ( \$67.00 per unit)

**Subtotal:**

\$11,946.18

**Shipping:**

\$721.37

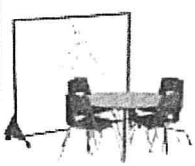
**Shipment 4**

SKU	Description	QTY	Unit Price	Total Price
<u>BST-650D</u>	<b>Preschool Space Divider - Whiteboard - 4'L x 4'H</b>	1	\$314.17	\$314.17

PO Box 429367  
Cincinnati, OH 45242  
www.SchoolsIn.com

Questions about your Quote?

Contact Cy  
P: 855-220-4714  
cy.zack@schoolsinc.com



BLT-91785-7909-HNVY

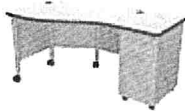
**Avid Series Teacher's Desk - Top Right (BLT-91785-XXXX-XX)**

1

\$1,088.00

\$1,088.00

Select tabletop color: Fusion Maple  
Select edgeband color: Navy



**Subtotal:**

\$1,402.17

**Shipping: Lift Gate**

\$860.55

**Shipment 5**

SKU	Description	QTY	Unit Price	Total Price
<u>BLT-C3A1X2A1X2</u>	<b>Compass Mobile Modular Cabinet with Doors, 12 Totes &amp; Shelves</b> Select color:	1	\$1,727.29	\$1,727.29
<b>Subtotal:</b>				\$1,727.29
<b>Shipping: Lift Gate</b>				\$795.35



**Shipment 6**

SKU	Description	QTY	Unit Price	Total Price
<u>LYT-CUSTOM</u>	<b>MUZO - MBob floor seat. Choice of 6 colors</b>	1	\$76.92	\$76.92
<b>Subtotal:</b>				\$76.92
<b>Shipping:</b>				\$0.00



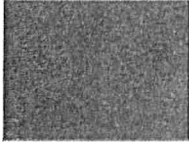
**Shipment 7**

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Cincinnati, OH 45242  
www.SchoolsIn.com


Questions about your Quote?

Contact Cy  
P: 855-220-4714  
cy.zack@schoolsinc.com




SKU	Description	QTY	Unit Price	Total Price
<u>CFK-5100-XXXX</u>	<b>KIDply Soft Solids Rug - Rectangle - 6'W x 9'L</b>  Select color: Midnight Blue	1	\$174.29	\$174.29
				
<b>Subtotal:</b>				\$174.29
<b>Shipping:</b>				\$0.00

**Shipment 8**

SKU	Description	QTY	Unit Price	Total Price
<u>CHI-CF650-544</u>	<b>17" Soft Pillows - Set of 6</b>	1	\$172.65	\$172.65
				
<b>Subtotal:</b>				\$172.65
<b>Shipping:</b>				\$18.83

**Shipment 9**

SKU	Description	QTY	Unit Price	Total Price
<u>JON-06060JC</u>	<b>Mobile Cubby Storage Unit - 8 Compartments w/ Clear Trays</b>	1	\$346.88	\$346.88
				
<u>JON-5369JC</u>	<b>Mobile Book Organizer - Eight Sections - 48"W</b>	1	\$458.94	\$458.94



PO Box 429367  
Cincinnati, OH 45242  
www.SchoolsIn.com

Questions about your Quote?

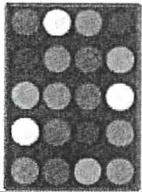
Contact Cy  
P: 855-220-4714  
cy.zack@schoolsinc.com



<b>Subtotal:</b>	\$805.82
<b>Shipping:</b>	\$277.05

**Shipment 10**

SKU	Description	QTY	Unit Price	Total Price
JOY-2052D	Choose A Color Rug - Rectangle - 7' 8" x 10' 9"L	1	\$356.00	\$356.00



<b>Subtotal:</b>	\$356.00
<b>Shipping:</b>	\$54.54

Product Total:	\$19,866.69
Shipping Total:	\$3,309.19
Sales Tax:	\$0.00
<b>Grand Total</b>	<b>\$23,175.88</b>



PO Box 429367  
Cincinnati, OH 45242  
www.SchoolsIn.com

**Questions about your Quote?**

Contact Cy  
P: 855-220-4714  
cy.zack@schoolsinc.com



**Shipping Methods**

**Ground:** Ground shipping refers to individual packages weighing less than 70 pounds that shippers send through regular carriers, such as FedEx or UPS.

**Tailgate:** With Tailgate Delivery, the driver brings your items to the back of the trailer. From there, the customer is responsible for moving the items off the truck and into the building. For the safety of our customers, the tailgate delivery option is not available on heavy loads without a loading dock or a fork lift.

**Lift Gate:** Lift Gate delivery allows a motorized platform on the back of the truck to carefully lower your items to the ground. Once the items are on the ground, you are responsible for moving them into the building. If you do not have an elevated platform/dock or a fork lift, we recommend lift gate service.

**Inside Delivery:** Inside Delivery allows the driver to deliver the order onto your loading dock or up to 10 feet inside the front door on the ground floor. Freight carriers are not insured to handle packages - which can be heavy or difficult to handle - past the back of the truck unless Inside Delivery is indicated.



7/5/23, 1:42 PM

East Stroudsburg Area School District Mail - Fwd: New Quote Request from Web



Shahida Jones <shahida-jones@esasd.net>

**Fwd: New Quote Request from Web**

7 messages

Haley Hopkins <haley@worthingtondirect.com>  
To: shahida-jones@esasd.net

Thu, Jun 15, 2023 at 5:12 PM

Hi Shahida,  
Thank you for reaching out to us. I am working on this and will get back to you as soon as possible.

Thank you,

Haley Hopkins  
Worthington Direct  
800-599-6636 x229

Join our list for Sales and New product updates!



----- Forwarded message -----  
From: **Worthington Direct** <marketing@e.worthingtondirect.com>  
Date: Wed, Jun 14, 2023 at 1:02 PM  
Subject: New Quote Request from Web  
To: <sales@worthingtondirect.com>



You have new volume quote request.



7/5/23, 1:42 PM

East Stroudsburg Area School District Mail - Fwd: New Quote Request from Web

**800-599-6636**  
Hours of Operation:  
M-F 8:00am to 5:00pm CST.

Worthington Direct  
6301 Gaston Ave  
Suite 670  
Dallas, Texas 75214,  
United States

 [5076891\\_Lakeshore\\_E\\_STROUDSBURG\\_AREA\\_SD\\_LIFE\\_SKILLS\\_RM\\_K\\_2ND\\_GR\\_W2\\_NS\\_2\\_.pdf](#)  
2324K

Haley Hopkins <haley@worthingtondirect.com>  
To: shahida-jones@esasd.net

Thu, Jun 15, 2023 at 5:53 PM

Shahida,  
Can you please provide the room dimensions?

Thank you,

Haley Hopkins  
Worthington Direct  
800-599-6636 x229

113

Join our list for Sales and New product updates!



[Quoted text hidden]

Shahida Jones <shahida-jones@esasd.net>  
To: Haley Hopkins <haley@worthingtondirect.com>

Wed, Jun 21, 2023 at 9:07 AM

Yes, I will.  
[Quoted text hidden]

"Kids do well if they can" Dr. Ross Greene

Best,

Shae Jones, LSW


Coordinator of Social Services K-5

East Stroudsburg Area School District

Office Number: 570-424-8500 x 10725

Fax Number: 570-517-5961

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 [scan\\_shahida-jones\\_2023-05-31-07-49-47.pdf](#)  
29K

---

Shahida Jones <shahida-jones@esasd.net>  
To: Haley Hopkins <haley@worthingtondirect.com>

Wed, Jun 28, 2023 at 10:26 AM

Just wanted to follow up on the quote.  
[Quoted text hidden]

Haley Hopkins <haley@worthingtondirect.com>  
To: Shahida Jones <shahida-jones@esasd.net>

Wed, Jun 28, 2023 at 4:56 PM

Hi Shahida,

I checked with the designers and they should have it done by mid to late next week. I apologize for the delay - we are currently in the middle of our peak season and are experiencing a high volume of quotes. Are you working with a deadline?

Thank you,

Haley Hopkins  
Worthington Direct  
800-599-6636 x229

Join our list for Sales and New product updates!



[Quoted text hidden]

7/5/23, 1:42 PM

East Stroudsburg Area School District Mail - Fwd: New Quote Request from Web

[Quoted text hidden]

[Quoted text hidden]

**Shahida Jones** <shahida-jones@esasd.net>  
To: Haley Hopkins <haley@worthingtondirect.com>

Thu, Jun 29, 2023 at 8:02 AM

Good Morning,  
I am working on a deadline and would love to have the quote by Wednesday if possible.  
[Quoted text hidden]

**Haley Hopkins** <haley@worthingtondirect.com>  
To: Shahida Jones <shahida-jones@esasd.net>

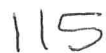
Thu, Jun 29, 2023 at 9:18 AM

Okay I will let the designers know and see what we can do.

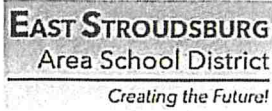
Thank you,

Haley Hopkins  
Worthington Direct  
800-599-6636 x229

Join our list for Sales and New product updates!



[Quoted text hidden]



Jill Quinn <jill-quinn@esasd.net>

**Fwd: Form 611**

1 message

Mary Olszewski <mary-olszewski@esasd.net>  
To: Jill Quinn <jill-quinn@esasd.net>

Mon, Aug 1, 2022 at 8:06 AM

FYI

"For there is always light. If only we are brave enough to see it. If only we are brave enough to be it." - Amanda Gorman

Dr. Mary Olszewski  
Director of Secondary Pupil Services  
East Stroudsburg School District  
570-424-8500 x10722

----- Forwarded message -----  
From: Google Forms <forms-receipts-noreply@google.com>  
Date: Mon, Aug 1, 2022 at 8:01 AM  
Subject: Form 611  
To: <mary-olszewski@esasd.net>



Thanks for filling out

Form 611

Here's what was received.

[Edit response](#)

**Form 611**


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

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

116

Untitled Section

Untitled Section

Captionless Image

Name of Requestor \*

Mary Olszewski

Untitled Title

Department \*

Pupil Services

Building \*

Administration

What service or item are requesting \*

Aimsweb Plus

Why are you requesting the service or item \*

For special education teachers to do progress monitoring

Suggested replacement \*

117

RENEWAL

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

RENEWAL

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

NA

What is the total cost of the purchase? \*

\$8,100.00

Procurement Method: \*

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

Was this purchase budgeted? \*

Yes

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

118



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

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

Which Fund will be charged? \*

10 ▼

What account will be charged? \*

MA

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

Renewal

Any additional information you would like to provide.

119

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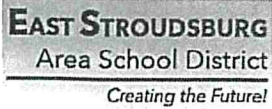
Create your own Google Form

Report Abuse

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120



Jill Quinn <jill-quinn@esasd.net>

**Aimsweb quote**


1 message

Mary Olszewski <mary-olszewski@esasd.net> Mon, Aug 1, 2022 at 8:06 AM  
To: Craig Neiman <craig-neiman@esasd.net>  
Cc: Matthew Krauss <matthew-krauss@esasd.net>, Brian Baddick <brian-baddick@esasd.net>, Carol Deane-Gardner <carol-deane-gardner@esasd.net>, Marialena Casciotta <marialena-casciotta@esasd.net>, Kristen Long <kristen-long@esasd.net>, Jill Quinn <jill-quinn@esasd.net>

Hi Craig  
I finally received the new Aimsweb quote. I completed the 611 form.  
See attached. Let me know if you need anything else.  
"For there is always light. If only we are brave enough to see it. If only we are brave enough to be it." - Amanda Gorman

Dr. Mary Olszewski  
Director of Secondary Pupil Services  
East Stroudsburg School District  
570-424-8500 x10722

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 aimsweb quote-22-23.pdf  
53K



Pearson

# QUOTE / PROFORMA

**Customer Bill-to:**  
 EAST STROUDSBURG AREA SD  
 BUSINESS OFFICE  
 50 VINE STREET  
 PO BOX 298  
 EAST STROUDSBURG PA, 18301-0298

**Customer Ship-to:**  
 EAST STROUDSBURG AREA SD  
 50 VINE ST  
 PO BOX 298  
 EAST STROUDSBURG PA, 18301-0298  
**Attention:**

**NCS Pearson, Inc.**  
 P.O Box 599700  
 San Antonio, TX 78259  
 Tel: 800-627-7271  
**Tax ID No:**  
 41-0850527

**Quote/Proforma Number :** 207678  
**Date :** 05-JUL-2023  
**Customer Account# :** 571538  
**Sales Order Number :** 207678  
**Customer PO# :**  
**Currency :** USD  
**Shipment Terms :** Paid  
**Customer Tax Number :**  
**Number of Pages :** Page 1 of 2

Prices will be honored for 60 days from price quote date.

This price quote does not guarantee stock availability and shipping amount is estimated, standard shipping charges apply.

<b>Total Ordered Quantity (No. Of Items) :</b>	1200
<b>Other Charges :</b>	USD \$0.00
<b>Net Amount :</b>	USD \$8,400.00
<b>Tax Total :</b>	USD \$0.00
<b>Quote/Proforma Total :</b>	USD \$8,400.00
<b>Amount Due :</b>	USD \$8,400.00

### REMITTANCE INFORMATION

**Make Checks Payable to:**

13036 COLLECTION CENTER DRIVE  
 CHICAGO  
 60693  
 NCS Pearson, Inc.

**Bank Wire to:**

Bank of America N A  
 071000039  
 A/C No: 8188105388  
 SWIFT : 071000039

122

10-1241-650-891-<sup>10</sup>/<sub>20</sub> - 000 - 310- 000- 9891  
 30



Pearson

Quote/Proforma Number: 207678					Page 2 of 2	
Item Number	Item Description	Quantity	Unit Price	Discount	Tax	Line Total
AIMPLSCSUB	AIMSWEBPLUS COMPLETE NEW QTY 1 (DIGITAL)	1200	7.00	NET	0.00	\$8,400.00

\*\*\* IMPORTANT CUSTOMER MESSAGES \*\*\*

AW+ RENEWAL 23/24 SY QUOTE ONLY CID 8022

<b>QUOTE/PROFORMA TOTALS</b>		<b>Subtotal</b>	<b>Total Other Charges</b>	<b>Total Tax</b>	<b>Total Due</b>
		USD \$8,400.00	USD \$0.00	USD \$0.00	USD \$8,400.00

By placing your order, you hereby agree to the Terms and Conditions which govern your purchase:

<https://www.pearsonassessments.com/footer/terms-of-sale---use.html>

For questions, please visit our support site at

<https://www.pearsonassessments.com/contact-us.html>

123



Pearson

QUOTE / PROFORMA

22-23  
BACK UP

Customer Bill-to:  
EAST STROUDSBURG AREA SD  
BUSINESS OFFICE  
50 VINE STREET  
PO BOX 298  
EAST STROUDSBURG PA, 18301-0298

Customer Ship-to:  
EAST STROUDSBURG AREA SD  
279 N COURTLAND ST  
East Stroudsburg PA, 18301-2122  
Attention:

NCS Pearson, Inc.  
P.O Box 599700,  
San Antonio, TX 78259  
Tel: 800-627-7271  
Tax ID No:  
41-0850527

Quote/Proforma Number : 167345  
Date : 29-JUL-2022  
Customer Account# : 571538  
Sales Order Number : 167345  
Customer PO# :  
Currency : USD  
Shipment Terms : Paid  
Customer Tax Number :  
Number of Pages : Page 1 of 2

Attention:

Prices will be honored for 60 days from price quote date.  
This price quote does not guarantee stock availability and shipping amount is estimated, standard shipping charges apply.

Total Ordered Quantity (No. Of Items) : 1200		<b>REMITTANCE INFORMATION</b>	
Other Charges : USD	\$0.00	<b>Make Checks Payable to:</b>	<b>Bank Wire to:</b>
Net Amount : USD	\$8,100.00	13036 COLLECTION CENTER DRIVE	Bank of America N A
Tax Total : USD	\$0.00	CHICAGO	071000039
Quote/Proforma Total : USD	\$8,100.00	60693	A/C No: 8188105388
Amount Due : USD	\$8,100.00	NCS Pearson, Inc.	SWIFT : 071000039

10-1241-650-891  $\left( \begin{matrix} 10 \\ 20 \\ 30 \end{matrix} \right) - 000$   
310-000-9891

10 : 1,020 \$2,700  
20 : 3,240  
30 : 3,240 ~~18,700~~



Quote/Proforma Number: 167345						Page 2 of 2
Item Number	Item Description	Quantity	Unit Price	Discount	Tax	Line Total
AIMPLSCSUB	AIMSWEBPLUS COMPLETE NEW QTY 1 (DIGITAL)	1200	6.75	NET	0.00	\$8,100.00

\*\*\* IMPORTANT CUSTOMER MESSAGES \*\*\*

aw+ renewal

QUOTE/PROFORMA TOTALS	Subtotal	Total Other Charges	Total Tax	Total Due
	USD	USD	USD	USD
	\$8,100.00	\$0.00	\$0.00	\$8,100.00

By placing your order, you hereby agree to the Terms and Conditions which govern your purchase:

<https://www.pearson.com/en-us/legal-information/business-purchasers-terms.html>

For questions, please visit our support site at

<https://www.pearsonassessments.com/contact-us.html>

# Form 611

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

The respondent's email ([mary-olszewski@esasd.net](mailto:mary-olszewski@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 \***

Mary Olszewski

**Untitled Title**

**Department \***

Pupil Services

**Building \***

Administration

126



**What service or item are requesting \***

**Achieve 3000**

**Why are you requesting the service or item \***

**To increase student's literacy growth**

**Suggested replacement \***

**N/A**

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

**Renewal**

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

**N/A Renewal**

**What is the total cost of the purchase? \***

**13,027.43**

**Procurement Method: \***

Quote Received only one Proposal

Request for Proposal (RFP)

Bid

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

**Was this purchase budgeted? \***

Yes ▼

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

Yes

Pennsylvania State Contract

COSTARS

Keystone Purchasing Network

PEPPM National Contract Program (Technology Bidding and Purchasing)

US Communities

No

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

128

Which Fund will be charged? \*

10 - 1241 - ~~6~~50 - 891 - 20 - 000 - 310 - 000 - 9891      50%

10 - 1241 - 650 - 891 - 30 - 000 - 310 - 000 - 9891      50%

What account will be charged? \*

Access

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

This is the sole vendor of this product

Any additional information you would like to provide.

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

Google Forms



Achieve3000

**Acceptance for Quote ID Q-85938: \$12,290.00**

East Stroudsburg Area School District

Achieve3000

Account Name

*Mary Olyewski*

Signature

Signature

*Director of Secondary Pupil Services*

Name / Title

Name / Title

*7/5/23*

Date

Date

The Complete Signed Quote and Purchase Orders can be sent to:

Email: [orders@achieve3000.com](mailto:orders@achieve3000.com)

Fax: (316) 221-0718

Mailing Address:

331 Newman Springs Road, Suite 304

Red Bank, NJ 07701

*We recommend email or fax for the fastest processing.*

For questions, please contact Kelly Lieberman at (732) 702-5412 or [kelly.lieberman@mheducation.com](mailto:kelly.lieberman@mheducation.com).

This quote is governed by and subject to the Achieve3000 terms and conditions at <https://achieve3000.com/who-we-are/about-us/terms-of-service/>. By signing this quote, you are agreeing to such terms and conditions.

Please note that if you have an upcoming renewal of ALEKS, that will be sent over in a separate quote. To explore more renewal options, such as a multi-year quote with LOCKED-IN PRICING for three full years, please contact your Customer Advocacy Manager for an adjusted quote.

**About Achieve3000®**

Achieve3000, a McGraw Hill company, delivers a comprehensive learning platform that significantly accelerates and deepens learning in literacy, math, science, social studies, and ELA. Using personalized and differentiated solutions, Achieve3000 enables educators to help all students achieve accelerated growth. For more than five million students in grades PreK-12, Achieve3000 improves high-stakes test performance and drives college and career readiness.

<b>Product</b>	<b>Cost</b>	<b>Qty</b>	<b>Total</b>
Achieve3000 Literacy: includes 1 student license. <i>(LIT-STDT)</i>	\$42.00 per student	265	\$11,130.00
Achieve3000 Site Setup Fee - Annual fee per school for deployment and ongoing support, including rostering, integrations, and customer support. <i>(SITE-SETUP)</i>	\$290.00 per site	4	\$1,160.00
<b>Subtotal</b>			<b>\$12,290.00</b>
<b>Order Total</b>			<b>\$12,290.00</b>

See Next Page for Quote Acceptance

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Achieve3000

22-23  
BACK-UP

Quote ID: Q-80975  
Contract Period: 08/01/2022 - 06/30/2023  
21-22 License Expiration Date: 06/30/2022

Quote Date: 07/28/2022  
Valid Until: 08/27/2022

Client Information

<b>Account Name</b>	
East Stroudsburg Area School District	
<b>Address</b>	<b>Client</b>
50 Vine St East Stroudsburg, PA 18301-2150 Phone: (570)424-8500	Mary Olszewski Email: <a href="mailto:mary-olszewski@esasd.net">mary-olszewski@esasd.net</a> Phone: (570) 424-8500 x10722

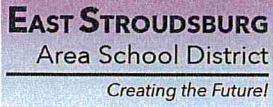
Achieve3000 is pleased to continue partnering with you to accelerate your students' literacy growth throughout the school year. Your custom quote includes the solutions listed below. You can explore all of Achieve3000's research-based solutions by visiting [www.achieve3000.com](http://www.achieve3000.com).

Participating Schools	Total Licenses Purchased	
	Program	22-23
East Stroudsburg Sr HS North	Literacy	75
East Stroudsburg Sr HS South	Literacy	40
J T Lambert Intermediate School	Literacy	75
Lehman Intermediate School	Literacy	75

<b>Product</b>	<b>Cost</b>	<b>Qty</b>	<b>Total</b>
Achieve3000 Literacy: includes 1 student license. (LIT-STD)	\$42.00 per student	265	\$11,130.00
Achieve3000 Site Setup Fee - Annual fee per school for deployment and ongoing support, including rostering, integrations, and customer support. (SITE-SETUP)	\$290.00 per site	4	\$1,160.00
<b>Subtotal</b>			<b>\$12,290.00</b>
<b>Order Total</b>			<b>\$12,290.00</b>

*See Next Page for Quote Acceptance*

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Kristen Long <kristen-long@esasd.net>

### Form 611

1 message

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

Fri, Jul 7, 2023 at 2:26 PM

Thanks for filling out

Form 611

Here's what was received.

[Edit response](#)

## Form 611

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

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

Untitled Section

Untitled Section

**FORM 611**

**EAST STROUDSBURG AREA SCHOOL DISTRICT**

**Procurement Form**

NAME \*

Kristen Long- Elementary Supervisor of Special Education

134



skdlfl

\*

Pupil Services/Special Education

\*

This special education math resource pilot will be implemented by 6 special education learning support case managers, K-5. The pilots will take place at JM Hill (Learning Support- 2 teachers), Resica Elementary (Learning Support- 3 teachers), and East Stroudsburg Elementary (Learning Support- 1 teacher).

**What service or item are requesting \***

Number Worlds Math Resource materials and related trainings

**Why are you requesting the service or item \***

Number Worlds is a highly-engaging, research-proven, teacher-led math intervention program that was built on rigorous state standards to bring math-challenged PreK–8 students up to grade level with Real World Applications. Number Worlds helps struggling learners achieve math success and quickly brings them up to grade level by intensively targeting the most important standards. Every student receiving instruction using this resource will be delivered targeted intervention at their identified instructional level. During the pilot year, training will be provided to ensure that the teachers are trained to deliver this intensive instruction. Hands-on materials, workbooks, teacher resources (hard copy and electronic) and access to Building Blocks will be provided throughout the pilot.

As a district, we will be piloting this resource in Grades K-5 across 3 buildings, with 6 case managers leading the instruction. This resource will be expanded to cover all special education classrooms, K-5, for the 2024-2025 school year.

This math resource is important to our special education department, as currently, we do not have a research-proven math intervention program that we utilize across all of our buildings. Our special education teachers utilize resources that were procured many years ago and/or modify the core curriculum to meet the needs of students. This resource will allow for students to receive instruction to close deficit gaps in 30-minute, 45-minute, or 60-minute sessions, depending on individual student needs.

Research:

135

Results with Number Worlds

Rigorous field testing shows that students who began at a disadvantage surpassed the performance of students who began on level with their peers, simply with the help of the Number Worlds program. A longitudinal study, measuring the progress of three groups of children from the beginning of Kindergarten to the end of Grade 2, demonstrates the program's efficacy.

Results with Building Blocks

Building Blocks software, embedded in the Number Worlds program, is the result of National Science Foundation-funded research. Building Blocks includes online activities and an adaptive assignment engine that guides children through research-based learning trajectories. In research studies, Building Blocks software was shown to increase children's knowledge of essential mathematical concepts and skills. One study tested Building Blocks against a comparable math program and a no- treatment control group. All classrooms were randomly assigned – the "gold standard" of scientific evaluation.

Suggested replacement \*

This resource would be intended to replace outdated math materials in the 2024-2025 school year.

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

Materials and training: \$18,000

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

Three quotes were attempted:

Number Worlds- quote submitted \$14,370.16

Bridges Intervention- \$13,730.68 (doesn't currently include an online resource)

Savvas- Quote requested, but not attained to date

What is the total cost of the purchase? \*

\$14,370.16

136

Procurement Method: \*

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

Was this purchase budgeted? \*

Yes ▼

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

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

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

n/a .....

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Which Fund will be charged? \*

10



What account will be charged? \*

10-1241-610-891-10-213-310-000-9891

10-1241-610-891-10-215-310-000-9891

10-1241-610-891-10-212-310-000-9891

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

Number Worlds. A dedicated math committee devoted months to researching, exploring, and comparing elementary math resources to support core math instruction. Of the original 10 potential resources selected, the team took a deeper dive into researching 5 resources, selecting two as the final candidates for the elementary core math pilot. The math coaches, special education supervisor, and two special education case managers took a closer look at the special education resources available in the top two core math resources considered. Number Worlds, (which closely aligns with the selected core resource, Reveal Math) was chosen as the special education math resource to pilot for the 2023-2024 school year.

Any additional information you would like to provide.

Please reach out with any questions or concerns. Thank you!

Create your own Google Form

Report Abuse

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Because learning

QUOTE PREPARED FOR:

SUBSCRI

East Stroudsburg Area Sch Dist

50 VINE ST

EAST STROUDSBURG, PA 18301-2150

ACCOUNT NUMBER: 410936

CONTACT:

SALE

Kristen Long

kristen-long@easd.net

deborah.

Section Summary	Value of All Materials
NumberWorlds	\$16,570.53
Professional Development	\$10,000.00
<b>PRODUCT TOTAL*</b>	<b>\$26,570.53</b>
<b>ESTIMATED S&amp;H**</b>	
<b>ESTIMATED TAX**</b>	
<b>GRAND TOTAL*</b>	

\* Price firm for 90 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials

\*\*Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes are r charges will be applied at time of order.

Comments:

[Empty comment box]

PLEASE INCLUDE THIS PROPOSAL WITH YOUR PURCHASE ORDER

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605

Email: orders\_mhe@mheducation.com | Phone: 1-800-338-3987 | Fax: 1-800-953

QUOTE DATE: 06/30/2023

ACCOUNT NAME: East Stroudsburg Area Sch Dist

QUOTE NUMBER: DBRIC-06302023090016-001

ACCOUNT #: 410936



Because learning

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changes everything.®

**OPTION/DIGITAL CONTACT:**

**RES REP INFORMATION:**

Kristy Anelli  
kristy.anelli@mheducation.com

Deborah Bricketto  
bricketto@mheducation.com

Free Materials	Product Subtotal
(\$2,553.21)	\$14,017.32
(\$10,000.00)	\$0.00
(\$12,553.21)	\$14,017.32
	\$352.84
	TBD
	\$14,370.16

3.  
not included in the quote total. If applicable, actual tax

3-8691

EXPIRATION DATE: 09/28/2023

PAGE #: 1

changes everything.®



Free Materials	Line Subtotal
\$0.00	\$9,993.06
\$0.00	\$2,449.86
\$708.75	*Free Materials
\$0.00	\$98.40
\$0.00	\$984.00
\$0.00	\$246.00
\$0.00	\$246.00
\$307.41	*Free Materials
\$307.41	*Free Materials
\$307.41	*Free Materials
\$307.41	*Free Materials
\$307.41	*Free Materials
\$307.41	*Free Materials
\$2,553.21	\$14,017.32
\$7,000.00	*Free Materials
\$3,000.00	*Free Materials
\$10,000.00	\$0.00

3-8691

EXPIRATION DATE: 09/28/2023

PAGE #: 2

changes everything.

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ACCOUNT NUMBER: 410936

**CONTACT:**

Kristen Long  
kristen-long@easd.net

VALUE OF ALL MATERIALS
FREE MATERIALS
PRODUCT TOTAL*
ESTIMATED SHIPPING & HANDLING**
ESTIMATED TAX**
GRAND TOTAL

**SUBSCRIPTION/DIGITAL CONTACT:**

Comments:

[Empty box for comments]

\* Price firm for 90 days from quote date. Price quote must be attached to school purchase order to receive the quoted price and free materials

\*\*Shipping and handling charges shown are only estimates. Actual shipping and handling charges will be applied at time of order. Taxes and other charges will be applied at time of order.

**Terms of Service:**

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

Terms Of Service

Provisions required by Subscriber State law

ATTENTION: In our effort to protect our customer's data, we will no longer store credit card data in any manner within in our system. Therefore, please place all credit card orders via email, fax, or mail/package delivery. Credit card orders may be placed over the phone by calling the number listed above or via [www.mhecoast2coast.com](http://www.mhecoast2coast.com).

School Purchase Order Number:

Name of School Official (Please Print)

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

SEND ORDER TO:

McGraw Hill LLC | PO Box 182605 | Columbus, OH 43218-2605

Email: [orders\\_mhe@mheducation.com](mailto:orders_mhe@mheducation.com) | Phone: 1-800-338-3987 | Fax: 1-800-953-2772

QUOTE DATE: 06/30/2023

ACCOUNT NAME: East Stroudsburg Area Sch Dist

QUOTE NUMBER: DBRIC-06302023090016-001

ACCOUNT #: 410936

	\$26,570.53
	(\$12,553.21)
	\$14,017.32
	\$352.84
	TBD
	\$14,370.16

not included in the quote total. If applicable, actual tax

to be bound by the Terms of Service and any specific above, McGraw Hill LLC hereby grants to Subscriber a set forth above to access and use the Subscribed applicable links below. The subscription term for the ) year from the date of this price quote (the 'Initial and MHE has chosen to renew the subscription and has

as of April 30, 2016 we will no longer accept credit  
via our websites by visiting [www.mheducation.com](http://www.mheducation.com) (or

Signature of School Official

3-8691

EXPIRATION DATE: 09/28/2023

PAGE #: 3



## Sales Order Quote

Quote Number **Q-16299** Quote Date *7/7/2023*  
 Customer Name *East Stroudsburg Area School* Expiration Date *1/3/2024*  
*District*  
 Customer Number *0703439*

Bill To Name *East Stroudsburg Area School* Ship To Name *East Stroudsburg Area School*  
*District* *District*  
 Bill To *50 Vine St* Ship To *50 Vine St*  
*East Stroudsburg* *East Stroudsburg*  
*PA* *PA*  
*18301-2150* *18301-2150*  
*US* *US*

Product Code	Product	Quantity	Sales Price	Discount	Total Price
BINT1	Bridges Intervention Workshop (1-Day)	1.00	\$3,900.00		\$3,900.00
OEWRK-07	Bridges Intervention Remote Workshop via Open Enrollment	1.00	\$75.00		\$75.00
RBINT1	Remote Bridges Intervention Half-Day Workshop	1.00	\$2,200.00		\$2,200.00
<b>Subtotal:</b>					<b>\$6,175.00</b>

### Shipping & Taxes

Total Amount **\$6,175.00**  
 Shipping Fee **\$0.00**  
 Taxes  
**NET TOTAL (Shipping & Taxes Included)**

As of January 30, 2023, our shipping/handling fees have changed.

- A standard shipping/handling fee of 11% is applied to the order total.
- The shipping and handling fee is reduced to 8% for purchase orders paid by check or ACH.
- All orders are subject to a minimum \$10 fee.

Please note: above quote does not reflect taxes that may be incurred on freight. This will be included in your final invoices.



## Sales Order Quote

Quote Number **Q-16233** Quote Date *7/6/2023*  
 Customer Name *East Stroudsburg Area School* Expiration Date *1/2/2024*  
*District*  
 Customer Number *0703439*

Bill To Name *East Stroudsburg Area School* Ship To Name *East Stroudsburg Area School*  
*District* *District*  
 Bill To *50 Vine St* Ship To *50 Vine St*  
*East Stroudsburg* *East Stroudsburg*  
*PA* *PA*  
*18301-2150* *18301-2150*  
*US* *US*

Product Code	Product	Quantity	Sales Price	Discount	Total Price
3BINTS1	Bridges Intervention Set 1	3.00	\$1,100.00		\$3,300.00
3BINTS2	Bridges Intervention Set 2	3.00	\$1,100.00		\$3,300.00
<b>Subtotal:</b>					<b>\$6,600.00</b>

### Shipping & Taxes

Total Amount **\$6,600.00**  
 Shipping Fee **\$528.00**  
 Taxes **\$427.68**  
**NET TOTAL (Shipping & Taxes Included) \$7,555.68**

As of January 30, 2023, our shipping/handling fees have changed.

- A standard shipping/handling fee of 11% is applied to the order total.
- The shipping and handling fee is reduced to 8% for purchase orders paid by check or ACH.
- All orders are subject to a minimum \$10 fee.

Please note: above quote does not reflect taxes that may be incurred on freight. This will be included in your final invoices.



**Bridges Educator Site**

One license to the Bridges Educator Site is included with the purchase of each Bridges or Number Corner classroom package or Bridges Intervention set. Subject to the terms of use, the license does not expire as long as the program(s) are in use at the school or district. Additionally, one free site license is provided per account.

**Bridges Educator Site (License Purchase Only)**

Subject to the terms of use, the license does not expire as long as the program(s) are in use at the school or district.

**Customer name:** East  
Stroudsburg Area School District

**Primary contact name:**  
Jessica Newberry

**Primary contact email:**  
jessica-newberry@esasd.net

**NoRedInk Remittance Address for Checks:**  
NoRedInk Corp  
PO Box 92507  
Las Vegas, NV 89193-2507

**Billing address:**  
50 Vine St  
E Stroudsburg, Pennsylvania 18301  
United States

**Will a PO be required? (If Yes, please provide form)**

**Tax exempt? (If Yes, please provide certificate)**

**Billing email:**

**Billing contact name:**

**Service start date:**  
09-01-2023

**Service end date:**  
08-31-2024

**Payment terms:**  
Upfront

**Billing terms:**  
Net 30

**SUMMARY**

PRODUCT	DESCRIPTION	SALES PRICE	QTY	TOTAL PRICE
NoRedInk Premium Site License - C	NoRedInk Premium access site-wide at Lehman Intermediate	\$9,000.00	1	\$9,000.00
NoRedInk Premium Site License - D	NoRedInk Premium access site-wide at JT Lambert Intermediate	\$10,200.00	1	\$10,200.00
Live Virtual Training	Each virtual training session can have up to 20 teachers.	\$550.00	4	\$2,200.00
<b>TOTAL:</b>				<b>\$21,400.00</b>

- Start date will be as stated or later pending receipt of signatures and any required documents (PO and tax exempt certificates, as applicable).
- End date will be as stated or later to maintain the term length.
- If applicable, all unused Premium training services will expire annually on the service end date.
- Training dates can only be confirmed after order forms are signed by both parties.
- NoRedInk Premium may be unavailable for some portion of July for updates and data archives.
- If applicable, state sales tax will be added to your invoice unless proof of exemption has been received by NoRedInk prior to invoicing.

**Please sign and return to: lindley@noredink.com**

**Contract terms:** This Order Form incorporates and is subject to the Master Services Terms — collectively the “Agreement” — and constitutes a binding contract entered into by and between NoRedInk Corp. (“NoRedInk”), a Delaware corporation with its principal place of business at 548 Market Street, PMB 66984, San Francisco, CA 94105, and the entity listed below as client (“Client”). The Master Services Terms are available at: [NoRedInk Master Services Agreement](#). The Data Protection Addendum is available at: [NoRedInk Data Protection](#)



IXL Learning  
 777 Mariners Island Blvd., Suite 600  
 San Mateo, CA 94404

# RENEWAL QUOTE

QUOTE # 3668555-2023-001-13  
 DATE: JUNE 30, 2023

**TO:**  
 Tabitha Bradley  
 East Stroudsburg Area School District  
 50 VINE ST  
 E STROUDSBURG, PA 18301

**COMMENTS OR SPECIAL INSTRUCTIONS**

SALESPERSON	ACCOUNT #	RENEWAL PERIOD	QUOTE VALID UNTIL
Evan Finch	A22-3668555	July 7, 2023 – July 6, 2026	July 7, 2023

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license (Grades 2-12: 5,675 students) Subject: Math  <i>K-8 math licenses include complimentary access to IXL's universal screener</i>	\$170,250.00	\$170,250.00
1	Expansion Discount	-\$17,025.00	-\$17,025.00
1	Professional Development: Basic District Success Package  <i>Unlimited instructor accounts included</i>	\$15,000.00	\$15,000.00

SUBTOTAL	\$168,225.00
SALES TAX	--
SHIPPING & HANDLING	--
<b>TOTAL DUE</b>	<b>\$168,225.00</b>

**Ordering instructions**

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, [click here](http://www.ixl.com/po-upload) or go to <http://www.ixl.com/po-upload> and enter quote # 3668555-2023-001-13. For international accounts, we can accept wire transfers for an additional fee.



**SALES CONTRACT**

**CONTRACT #154795**

**June 30, 2023**

IXL Learning  
777 Mariners Island Blvd., Suite 600  
San Mateo, CA 94404

**CUSTOMER**

Tabitha Bradley  
East Stroudsburg Area School District  
50 VINE ST  
E STROUDSBURG, PA 18301

**RENEWAL INFO**

Salesperson	Account #	Quote #	Renewal period
Evan Finch	A22-3668555	3668555-2023-001-13	Jul 7, 2023 – Jul 6, 2026

**PAYMENT PLAN**

	Amount	Invoice date
Subscription year 1 and Professional Learning Services	\$148,225	July 21, 2023
Subscription year 2	\$10,000	July 21, 2024
Subscription year 3	\$10,000	July 21, 2025
<b>TOTAL</b>	<b>\$168,225</b>	

*Price valid until July 7, 2023*

**ACCEPTANCE OF SALES CONTRACT**

This is a binding agreement of payment between IXL Learning and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

**AUTHORIZED SIGNATURE**

**DATE**

\_\_\_\_\_





## TERMS AND CONDITIONS OF SALE

THIS IS A LEGAL DOCUMENT ("SALES CONTRACT") BETWEEN THE PURCHASER SHOWN ABOVE ("YOU") AND IXL LEARNING ("SELLER"). PLEASE READ THIS AGREEMENT CAREFULLY. YOU AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE AGREEMENT, AS WELL AS BY THE WEBSITE TERMS OF SERVICE, WHICH ARE INCORPORATED BY REFERENCE. NO VARIATION OF THESE TERMS AND CONDITIONS ARE BINDING ON SELLER UNLESS AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF IXL LEARNING.

1. **PRICING:** The quoted purchase price of the license is valid through the "Price valid until" date on page 1. This price is not binding on IXL unless you have accepted it by sending us an executed Sales Contract by that date.
2. **PAYMENT:** If IXL decides to accept your Sales Contract, we will issue you an invoice. Complete payment of the amount of the stated purchase price is due within sixty (60) days of the invoice date. If payment is not received by the Seller within 60 days, the invoice is considered past due. IXL licenses with past due payments will be put on hold and are subject to termination. Termination does not relieve the Purchaser of the obligation to pay fees due to the Seller.

The full invoice amount must be paid either by check or by credit card. We accept Visa, MasterCard, American Express, and Discover.

All checks should be mailed to:

IXL Learning  
777 Mariners Island Blvd., Suite 600  
San Mateo, CA 94404

Credit card payments may be made by phone at (855) 255-8800.

Any late payment will incur interest at the rate of the lesser of 1% a month or the maximum permissible by law.

3. **CANCELLATION AND REFUND:** No cancellation will be accepted, and no refund issued, if it is more than thirty (30) days beyond the date of purchase for the license referenced in this Sales Contract. For cancellations and refunds of the license tendered under this Sales Contract to be accepted, the Seller must receive written notification of the cancellation within 30 days of purchase. Cancellations requested outside of the 30-day period will not be refunded, and the Purchaser will be responsible for completing the purchase as stated in the Sales Contract.
4. **LICENSES:** IXL grants you the right to provide access, through unique log-in IDs, to no more individuals than the quantity indicated on the first page. The terms and conditions of use for each of these individuals are governed by our websites Terms of Service. You agree to be responsible for their accounts, to monitor their use of their accounts, and to indemnify, defend, and hold us harmless for any claims arising out of or related to their use of IXL Learnings website and services. To the extent that these individuals are minors, you consent to our collection of their personal information as described in our Privacy Policy.

Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by IXL. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

If an individual who has an IXL account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individuals account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Childrens Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.

5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.
6. **DISCLAIMER OF WARRANTIES. YOU EXPRESSLY UNDERSTAND AND AGREE THAT:**



Thank you for choosing CDW. We have received your quote.

Hardware    Software    Services    IT Solutions    Brands    Research Hub

## Review and Complete Purchase

*Headphones*

**BRIAN BOROSH,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NKR625	6/9/2023	BRENTHAVEN HEADPHONES	1007825	\$58,296.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Brenthaven Edge Rugged Headset</u> Mfg. Part#: 1028 UNSPSC: 43191609 Contract: PEPPM 2023 Product Line (CDWG held) - Brenthaven (PEPPM2023)	2800	5459405	\$20.82	\$58,296.00

<b>SUBTOTAL</b>	\$58,296.00
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$58,296.00</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> EAST STROUDSBURG AREA SCHOOL DIST. ATTN: ACCTS PAYABLE 50 VINE ST EAST STROUDSBURG, PA 18301-2150 <b>Phone:</b> (570) 424-8505 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>Shipping Address:</b> EAST STROUDSBURG AREA SCHOOL DIST. BRIAN BOROSH 50 VINE ST EAST STROUDSBURG, PA 18301-2150 <b>Phone:</b> (570) 424-8505 <b>Shipping Method:</b> DROP SHIP-GROUND
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



### Sales Contact Info

**Corey Regalado** | 800.808.4239 | [corey.regalado@cdwg.com](mailto:corey.regalado@cdwg.com)

*2 more comparable quotes*

*principals may need to replace cleaning process (Brian)*  
152



This Online Educational Products and Services Order (this "Order"), dated as of 7/1/2023 (the "Order Effective Date"), is between East Stroudsburg Area School District, 50 Vine St, East Stroudsburg, PA 18301 ("Customer") and Fuel Education LLC ("FuelEd"), 11720 Plaza America Dr., 9th Floor, Reston, VA 20190. This Order incorporates and is in all respects subject to the FuelEd Online Educational Products and Services Agreement Terms (the "Terms") that is published at <https://www.stridelearning.com/learning-solutions/products-and-services-agreement-terms.html> on the date that this Order bears the signatures of both Customer and FuelEd. All capitalized terms that are not defined in this Order will have the meanings assigned to those terms in the Terms. I am authorized by Customer to enter into this Order for the products, services and licenses indicated herein, at the prices set forth below and pursuant to the Terms.

**Accepted by Customer:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

**Accepted by FuelEd:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

- 1. **Period:** 7/1/2023 through 6/30/2024 and is not eligible for a renewal period.
- 2. **Territory:** Students served by East Stroudsburg Area School District, PA
- 3. For the Services and/or Products provided under this Order, Customer shall pay the following Fees:

Qty	Product	Product Description	Unit Price	Total Price
45	ELL Supplemental Program Student License on MIL	One-year access for named student on MIL platform. Content and hosting included. All levels of ELL modules available within license. Middlebury Interactive Languages supplemental blended instruction modules teach English Language Learners in grades 4-10 the fundamentals of academic English within academic content.	\$99.00	\$4,455.00

**4. Description of Educational Products.**

Middlebury Interactive Languages ("MIL") Online Courses:  
 Each MIL course includes content as described in the course catalog. MIL may from time to time, in its sole discretion, deliver or otherwise make available to Customer certain updated courseware, which such updates shall also be subject to all of the Terms.

**5. Description of Services.**

Hosting Solution:  
 The set-up, configuration, and hosting of the applicable courseware for the delivery of courses for the provision of educational services to students in the Territory and enrolled in Customer's educational programs.

**6. Billing Terms.**

Customer shall be invoiced for the Educational Products and Services ordered hereunder in accordance with the Terms unless otherwise specified on this Order. Customer shall be invoiced monthly and all invoices shall be payable Net 30 days from Customers receipt of invoice. Notwithstanding the foregoing, Customer will be invoiced for all Enterprise, Site or Enrolled User, ELL, and Portable online course licenses promptly the following order and there is no refund or credit for those licenses.

Site & Enterprise License, and ELL & Stride Skills Arcade Student License Terms:  
 Customer will be invoiced for the ordered number of Site and/or Enterprise licenses and ELL & Stride Skills Arcade Student Licenses promptly following the Order Effective Date. During the Period, the Customer may request seats in addition to those ordered hereunder. Customer will be invoiced for such additional seats upon execution of an Order at a pro-rated amount/rate. All payments are due within thirty (30) days of the Customer's receipt of the invoice. No refunds, credits, or cancellations are allowed.

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*bill submitted  
7/3*

**QUOTE SUMMARY FOR**

**East Stroudsburg Area Sch Dist**  
East Stroudsburg, PA  
Tina Falbo  
(570) 424-8500  
tina-falbo@esasd.net



Quote # 00048938  
Issued on May 25, 2023  
Expires on August 25, 2023

**PREPARED BY**  
Kim McQuaide  
Sales Consultant - Supplemental  
(800) 248-2568 ext. 2568  
kim.mcquaide@zaner-bloser.com

*Teacher blackline masters  
cursive*

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

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

*possibly print for 23-24(?)*

*154*

# QUOTE SUMMARY

ZB Zaner-Bloser

East Stroudsburg Area Sch Dist • East Stroudsburg, PA

PROGRAM	GRADE	COST
<i>Zaner-Bloser Handwriting</i>	Grade 2	\$2,673.00
SUBTOTAL COST		\$2,673.00
SHIPPING/PROCESSING (10%)		\$267.30
<b>AMOUNT TO BE INVOICED</b>		<b>\$2,940.30</b>

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

---

## Quote for Printing

---

Steidinger, Curtis <csteidinger@ciu20.org>  
To: Devyn Kolcun <devyn-kolcun@esasd.net>

Thu, Jun 29, 2023 at 10:57 AM

Devyn,  
Here are your prices.

\* 2023-2024 Acadiance Benchmark Assessment----\$3917.04  
2023-2024 Acadiance Progress Monitoring-----\$4270.75

Have a great Holiday!  
We are back on the 5th of July.  
Curtis  
[Quoted text hidden]

8,187.79

---

## Quote for Printing

---

Steidinger, Curtis <csteidinger@ciu20.org>  
To: Devyn Kolcun <devyn-kolcun@esasd.net>

Thu, Jun 29, 2023 at 10:57 AM

Devyn,  
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2023-2024 Acadiance Benchmark Assessment----\$3917.04  
★ 2023-2024 Acadiance Progress Monitoring-----\$4270.75

Have a great Holiday!  
We are back on the 5th of July.  
Curtis  
[Quoted text hidden]

8,187.79

FREE SHIPPING on online orders of \$99+\* (<https://www.aedsuperstore.com/html/freeship.html>)



(16)

<https://www.aedsuperstore.com/myaccount.asp>

[https://www.aedsuperstore.com/view\\_cart.asp](https://www.aedsuperstore.com/view_cart.asp)

Search by Product, Brand or Part Number



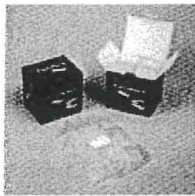
[Home \(/\)](#) | [Shopping Cart](#)

# Shopping Cart

**PROCEED TO CHECKOUT (CHECKOUT.ASP?STEP=1)**

+  
-

• ITEMS PRICE QTY TOTAL



(<https://www.aedsuperstore.com/product.asp?itemid=3253>) WNL Practi-SHIELD CPR Training Face Shields by WNL Products

**Choose 36-Pack or 200 Count Club Pack:: 200-Count Club Pack (+\$42.00)**

(<https://www.aedsuperstore.com/product.asp?itemid=3253>)

Part #: WL3120-CP

✕ Delete

\$51.95  Update Cart \$103.90



(<https://www.aedsuperstore.com/product.asp?itemid=3977>) PRESTAN AED UltraTrainer16 Items

(<https://www.aedsuperstore.com/product.asp?itemid=3977>)

(<https://www.aedsuperstore.com/product.asp?itemid=3977>)

Part #: PP-AEDUT-401

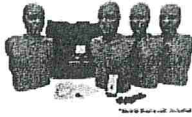
View/Hide options ✕ Delete

\$392.70  Update Cart \$2,748.90

**Coupons & Promotions**

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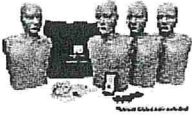


(<https://www.aedsuperstore.com/product.asp?itemid=5017>) PRESTAN Professional Series 2000 Adult Manikin (4-Pack) Dark Skin Tone (<https://www.aedsuperstore.com/product.asp?itemid=5017>)

Part #: PP-AM-2000-4-DS

✘ Delete

\$894.00  Update Cart \$2,682.00



(<https://www.aedsuperstore.com/product.asp?itemid=5018>) PRESTAN Professional Series 2000 Adult Manikin (4-Pack) Medium Skin Tone (<https://www.aedsuperstore.com/product.asp?itemid=5018>)

Part #: PP-AM-2000-4-MS

✘ Delete

\$894.00  Update Cart \$3,576.00

Subtotal (16 items): \$9,110.80

### You May Also Like



16 Items  
([https://www](https://www.aedsuperstore.com/view_cart.asp))

Coupons & Promotions

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- [Previous](#)
- [Next](#)

### Order Summary

Subtotal \$9,110.80  
 TOTAL \$9,110.80

[PROCEED TO CHECKOUT \(CHECKOUT.ASP?STEP=1\)](#)

### Apply Coupon

If you have a promotion code enter it here.

[APPLY](#)

### Calculate Shipping

Enter zip code to calculate shipping.

[CALCULATE](#)

← [Continue Shopping \(https://www.aedsuperstore.com/product.asp?itemid=3253\)](https://www.aedsuperstore.com/product.asp?itemid=3253)

## Latest news and product info right to your inbox

[SIGN UP](#)

  
 16 Items  
 (<https://www>)

### AED Superstore

[Careers \(https://www.sarnova.com/join-our-team.html\)](https://www.sarnova.com/join-our-team.html)

[Code of Conduct \(/pdf/Sarnova-Code-of-Conduct-\(2023-04-25\).pdf\)](#)  
[Coupons & Promotions](#)

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\*Lexia Voyager Sopris Inc.  
 Attn: Order Entry Department  
 17855 Dallas Pkwy, Suite 400  
 Dallas, Texas 75287  
 Phone: (800) 547-6747  
 Fax: (888) 819-7767  
 Email: [CustomerService@voyagersopris.com](mailto:CustomerService@voyagersopris.com)

Quote Number 00130606  
 Created Date 12/6/2022

Quote To Jessica Newberry  
 Phone (570)424-8500  
 Email [jessica-newberry@esasd.net](mailto:jessica-newberry@esasd.net)

Bill To Name East Stroudsburg Area Sch Dist  
 Bill To 50 Vine St  
 E Stroudsburg, PA 18301  
 US  
 Ship To Name East Stroudsburg Area Sch Dist  
 Ship To 50 Vine St  
 E Stroudsburg, PA 18301  
 US

Sales Executive

Bonnie Lembcke  
 800.547.6747 ext: 53626  
[bonnie.lembcke@voyagersopris.com](mailto:bonnie.lembcke@voyagersopris.com)

Implementation Year(s)

23-24

Description	Product Code	Quantity	Sales Price	Total Price
Acadience Reading K-6 ALO Manual Entry and Data Management only. For customers using Acadience K-6 Print Materials	377246	2,823.00	\$2.50	\$7,057.50

Total Price \$7,057.50  
 S&H \$0.00  
 Tax \$0.00  
 Total Due \$7,057.50

Comments

Description Jessica Newberry East Stroudsburg Acadience ALO 2023 Auto-Renewal - Digital Admin

\*As of January 13, 2022, Voyager Sopris Learning, Inc. (Tax ID # 84-0770709), changed its name to Lexia Voyager Sopris Inc. As such, all business, all contracts, and documentation associated with this quote shall be executed under the Lexia Voyager Sopris Inc. name. (Same Tax ID # 84-0770709).

\*\*Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax-exempt status upon request. Pricing is valid for 60 days unless otherwise specified on this quote. Unless otherwise provided herein, Voyager Sopris will invoice the total fees set forth above upon receipt of customer's PO/acceptance. Payment is due net 30 days of invoice.

Acadience Data Management (ADM) Licenses run August 1 through July 31 OR September 1 through August 31 for a given school year. (ex: August 1, 2022 - July 31, 2023 OR September 1, 2022 - August 31, 2023)

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Acadience Learning Online (ALO) Licenses run July 1 through June 30 for a given school year. (ex: July 1, 2022 - June 30, 2023)

#### Order Term

This order quote and the associated confirming purchase order or other customer confirmation of this quote serve as an agreement for this order which becomes effective upon its acceptance by both parties. Unless otherwise agreed by Voyager Sopris and customer in writing, the licenses, products, and/or services purchased pursuant to this quote will begin on or about the start date and continue in effect for the period set forth in this quote. Unless otherwise set forth in this quote or agreed to by Voyager Sopris and customer in writing: all subscription licenses under the order shall have the same start and end dates; all subscription products and services are deemed delivered upon provisioning of license availability; and all subscription licenses and associated services must be used within the subscription or service period specified herein - unused subscription licenses or services are not eligible for refund or credit. On-site training may be fulfilled with a virtual training equivalency, as needed, of up to six instructional hours per day.

#### Order Process

To submit an order, please fax this quote along with the applicable Purchase Order to 888-819-7767, send by email to [customerservice@voyagersopris.com](mailto:customerservice@voyagersopris.com), or send to your sales representative's email address listed above. NOTE: Each Purchase Order must include the correct quote order number as provided on this quote, and should attach this quote.

#### Order Acceptance

All Voyager Sopris subscriptions, products and/or services are offered subject to Voyager Sopris' standard license and terms of use (the "License Terms"), available at: <https://www.voyagersopris.com/terms-conditions>, as supplemented by this quote. By placing an order, customer confirms its acceptance of the License Terms and this quote, which together with any previously awarded proposal and/or any other associated agreement entered into by Voyager Sopris and customer regarding the subscriptions, products and services in this quote, constitute the entire agreement between customer and Voyager Sopris regarding such subscriptions, products, and services (the "Agreement"). Customer and Voyager Sopris agree that the terms and conditions of the Agreement supersede any additional or inconsistent terms or provision in any customer drafted purchase order, or any communications, whether written or oral, between customer and Voyager Sopris relating to the subject matter hereof, which shall be of no effect. In the event of any conflict, the terms of the Agreement shall govern.



To place your order: select Submit Customer Purchase Order Here

Confidential Price Quote (6354831)

[Submit Customer Purchase Order Here](#)

6/9/2023

Pricing on this Proposal Guaranteed: 10/7/2023

**Presented To:** Jessica Newberry, [jessica-newberry@esasd.net](mailto:jessica-newberry@esasd.net)

**Prepared By:** Dominic Salinetto, (717) 649-5314, [dominic.salinetto@cengage.com](mailto:dominic.salinetto@cengage.com)

SHIP TO: EAST STROUDSBURG, PA 18043 SCH DIST Jessica Newberry Accts Payable EAST STROUDSBURG, PA 18043 USA	ATTN: Order Fulfillment 10650 Toebben Drive Independence, KY 41051 800-354-9706 <a href="http://NGL.Cengage.com/CustomerSupport">http://NGL.Cengage.com/CustomerSupport</a>
---	---

**Digital Licenses for South, North and ESACA**

[View Quote in CAD](#)

Quoted Products: 23 - CTE - Accounting

Qty	Update Qty	Product	Price	Quoted Price	Total
75		<b>MindTap Century 21 Accounting: Multicolumn Journal, 11th Edition with Authentic Threads, Red Carpet Events &amp; Digital Diversions Simulations (K12 Instant Access)</b> Gilbertson/Lehman 11th Edition [K12, 2019] 9780357032336 / 0357032330	\$43.00	\$43.00	\$3,225.00
7		<b>MindTap Century 21® Accounting Advanced(K12 Instant Access)</b> Gilbertson/Lehman/Passalacqua 11th Edition [K12, 2020] 9781337799652 / 1337799653	\$35.00	\$35.00	\$245.00

Sub-Total: \$3,470.00  
 Processing Fee: \$347.00

**TOTAL: \$3,817.00**

[Submit Customer Purchase Order Here](#)

Thank you for your interest in Cengage Learning products.

All information embodied in this document is strictly confidential and may not be duplicated or

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Prepared for: Bill Gouger, East Stroudsburg Area School District  
50 Vine St.  
East Stroudsburg, PA 18301 | Mobile: 570-656-4288  
Email: william-gouger@esasd.net

Limited Remaining In-Stock & Currently Available.  
Approve & Contact ASAP to Secure Vehicles.

---

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

---



Admin/UnMarked Style Unit



Ford | Ram | Dodge | Chrysler | Jeep | Toyota | Isuzu

### Client Proposal

Prepared by:  
Jordan DiClemente  
Office: 717-354-4901x2230  
Email: jdiclemente@newhollandauto.com  
Quote ID: 7-11-23-1  
Date: 07/11/2023



New Holland Auto Group | 508 West Main Street, New Holland, Pennsylvania, 17557  
Office: 717-354-4901

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**Prepared for: Bill Gouger**

East Stroudsburg Area School District

Prepared by: Jordan DiClemente

07/11/2023

New Holland Auto Group | 508 West Main Street New Holland Pennsylvania | 17557



**2023 Police Interceptor Utility AWD Base (K8A)**

Quote ID: 7-11-23-1

## Warranty

### Standard Warranty

*Basic Warranty*

Basic warranty

36 months/36,000 miles

*Powertrain Warranty*

Powertrain warranty

60 months/100,000 miles

*Corrosion Perforation*

Corrosion perforation warranty

60 months/unlimited

*Roadside Assistance Warranty*

Roadside warranty

60 months/60,000 miles

*Hybrid/Electric Components Warranty*

Hybrid/electric components warranty

96 months/100,000 miles

Prepared for: **Bill Gouger**  
 East Stroudsburg Area School District  
 Prepared by: Jordan DiClemente  
 07/11/2023



New Holland Auto Group | 508 West Main Street New Holland Pennsylvania | 17557

**2023 Police Interceptor Utility AWD Base (K8A)**

Quote ID: 7-11-23-1

**As Configured Vehicle**

Code	Description	MSRP
<b>Base Vehicle</b>		
K8A	Base Vehicle Price (K8A)	\$47,165.00
<b>Packages</b>		
500A	Order Code 500A <i>Includes:</i> - 3.73 Axle Ratio - GVWR: 6,840 lbs (3,103 kgs) - Tires: 255/60R18 AS BSW - Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	N/C
<b>Powertrain</b>		
99B	Engine: 3.3L V6 Direct-Injection (FFV) <i>(136-MPH top speed). Note: Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon.</i>	-\$2,830.00
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included
<b>Wheels &amp; Tires</b>		
STDTR	Tires: 255/60R18 AS BSW	Included
64E	Wheels: 18" Painted Aluminum <i>Spare wheel is an 18" conventional (Police) black steel wheel.</i>	\$475.00
<b>Seats &amp; Seat Trim</b>		
F	Unique HD Cloth Front Bucket Seats w/Cloth Rear <i>Includes driver 6-way power track (fore/aft, up/down, tilt with manual recline, 2-way manual lumbar) and passenger 2-way manual track (fore/aft, with manual recline).</i>	Included
<b>Other Options</b>		
PAINT	Monotone Paint Application	STD

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

*1666*





2023 Police Interceptor Utility AWD Base (K8A)

Quote ID: 7-11-23-1

As Configured Vehicle (cont'd)

Code	Description	MSRP
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	Included
65U	Interior Upgrade Package <i>Includes: - 1st &amp; 2nd Row Carpet Floor Covering Includes front and rear floor mats. - Unique HD Cloth Front Bucket Seats w/Cloth Rear Includes driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar) and passenger 2-way manual track (fore/aft. with manual recline). - Center Floor Console Less Shifter Includes console and top plate with 2 cup holders. (Maintains column shifter). - SYNC 3 Communications &amp; Entertainment System Includes 911 Assist, VHR, SYNC Services, AppLink, Bluetooth, steering wheel controls, USB port and auxiliary input jack.</i>	\$390.00
86T	Tail Lamp/Police Interceptor Housing Only <i>Pre-existing holes with standard twist lock sealed capability (does not include LED strobe) (eliminates need to drill housing assemblies).</i>	\$60.00
17T	Switchable Red/White Lighting in Cargo Area <i>Deletes 3rd row overhead map light.</i>	\$50.00
18D	Global Lock/Unlock Feature <i>Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates overhead console liftgate unlock switch and 45-second timer. Also eliminates the blue liftgate release button if ordered with remote keyless entry.</i>	N/C
55F	Remote Keyless Entry Key Fob w/o Key Pad <i>Does not include PATS. Includes 4-key fobs. Key fobs are not fobbed alike when ordered with keyed-alike.</i>	\$340.00
16C	1st & 2nd Row Carpet Floor Covering <i>Includes front and rear floor mats.</i>	Included
549	Heated Sideview Mirrors	\$60.00
16D	Badge Delete <i>Deletes the Police Interceptor badging on rear liftgate and the Interceptor badging on front hood (EcoBoost).</i>	N/C

Emissions

425	50 State Emission System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.	STD
-----	--	-----

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

**Prepared for: Bill Gouger**

East Stroudsburg Area School District

Prepared by: Jordan DiClemente

07/11/2023

New Holland Auto Group | 508 West Main Street New Holland Pennsylvania | 17557



**2023 Police Interceptor Utility AWD Base (K8A)**

Quote ID: 7-11-23-1

**As Configured Vehicle (cont'd)**

Code	Description	MSRP
<b>Exterior Color</b>		
UJ_02	Sterling Gray Metallic Build Out: 06/01/2023.	N/C
<b>Interior Color</b>		
F6_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Cloth Rear	N/C
<b>Upfit Options</b>		
NHA	<b>New Holland Auto Advantage</b> <i>FREE - Completely Detailed Vehicle</i> <i>FREE - Delivery to Your Location</i> <i>FREE - Full Tank of Fuel</i> <i>FREE - PA Municipal Tags</i>	<b>\$0.00</b>
<b>SUBTOTAL</b>		<b>\$45,710.00</b>
Destination Charge		\$1,595.00
<b>TOTAL</b>		<b>\$47,305.00</b>

**COSTARS Pricing Next Page**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

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Prepared for: **Bill Gouger**  
East Stroudsburg Area School District  
Prepared by: Jordan DiClemente  
07/11/2023



New Holland Auto Group | 508 West Main Street New Holland Pennsylvania | 17557

2023 Police Interceptor Utility AWD Base (K8A)

Quote ID: 7-11-23-1

**Pricing Summary - Single Vehicle**

	<b>MSRP</b>
<i>Vehicle Pricing</i>	
Base Vehicle Price	\$47,165.00
Options	-\$1,455.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,595.00
<b>Subtotal</b>	<b>\$47,305.00</b>

*Pre-Tax Adjustments*

<b>Description</b>	<b>MSRP</b>
<b>COSTARS #013-E22-223</b> Emergency Responder Vehicle Discount	-\$6,460.00
<b>Total</b>	<b>\$40,845.00</b>

# of Vehicles to Secure/Purchase: \_\_\_\_\_

Customer Signature

Acceptance Date

Admin/UnMarked Style Unit



Ford | Ram | Dodge | Chrysler | Jeep | Toyota | Isuzu

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

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5265 Glenbrook RD  
 Stroudsburg PA 18360  
 Phone: (570)350-8141  
 Fax: (570)992-3528

**Bill To:**  
**ESASD Police Department**  
 50 Vine Street  
 East Stroudsburg, PA 18301

**Date:**  
 5/24/2023  
**Estimate #**  
 23-000172  
**End User:**  
**Officer W. Gouger**  
 Cell: 570-656-4288  
 william-gouger@esasd.net

**Job Description:** Purchase and install below items in a new 2023 Ford Utility.

Qty	Stock #	Description	Unit Price	Total
1	ENFWB001LJ	SoundOff NForce Full Interior dual color R/W-B/W LED Lightbar w/ Flood Option	\$1,054.00	<b>\$1,054.00</b>
2	ELUC3H025J	SoundOff Hide-A-Ways in Headlight Area - R/B	\$98.50	<b>\$197.00</b>
2	ENT2B3D	Intersector Under Mirror Mount Light 18 LEDs, Dual Color Red/White	\$186.00	<b>\$372.00</b>
1	SSFFP16	Plug & Play Headlight Flasher	<b>Factory Option</b>	
2	EMPS2STS4J	SoundOff mPower Stud Mounted LED R/B Mounted at C Pillar Facing Out.	\$122.50	<b>\$245.00</b>
4	PMP2BKDGAJ	SoundOff mPower 4" Mounting Brackets	\$8.00	<b>\$32.00</b>
1	EL3PD08A00J	UltraLITE Plus 8 Module Exterior LED Lightbar w/ Universal L-Brackets & 14 ft cable - Red/Blue	\$484.00	<b>\$484.00</b>
2	EMPSA05BU-8	SoundOff mpower 4x2 Light w/ Quick Mount, Black Housing, 36 LED, Tricolor - Red/Blue/White Flash-R/B Rev-White	\$195.50	<b>\$391.00</b>
2	EMPS2SMS4J	SoundOff mpower® 4" Screw Mount Mounted in Lift gate to be seen when gate is open.	\$122.50	<b>\$245.00</b>
2	ELUC3H025J	SoundOff Hide-A-Ways In Tail lights area - R/B	\$98.50	<b>\$197.00</b>
1	ENGSA581CSP	Sound Off Signal Blueprint 500 Series Console Siren with Button Control, 100w Output	\$699.00	<b>\$699.00</b>
3	ENGND04101	nERGY® bluePRINT® Remote Node, 4 Active High/Low Inputs, 10 Outputs	\$227.00	<b>\$681.00</b>
3	ENGHNK03	Sound Off Signal 10 ft Harness Kit	\$79.00	<b>\$237.00</b>
1	ENGLMK008	Sound Off Signal bluePRINT Link® Micro Module and Vehicle Harness for Ford Police Interceptor Utility (PIU) 2016-2021	\$299.00	<b>\$299.00</b>
1	ETSS100J	Soundoff 100 watt Siren Speaker	\$194.50	<b>\$194.50</b>
1	C-VS-0618-INUT	Vehicle Specific Havis Consolidator w/ Cup Holder, Arm Rest, Mic Clips & brackets for mounting.	\$675.00	<b>\$675.00</b>
** SEE PAGE 2 **				
Page 1 of 2				

This document is confidential and is intended solely for the use and information of the ESASD Police Department. It is not to be relied upon by, nor disclosed to third parties without prior written consent of PD Emergency Services.

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1	GK10342UHKSSCAXL	Setina Dual T-Rail Weapon Rack, 2-universal XL Handcuff, Key Override	\$475.00	\$0.00
1	PK1186ITU20TM	Setina #10XL C2 COATED POLY PARTITION	\$775.00	\$775.00
1	QK0635ITU20	#12 Expanded Metal w/ Replacement Plastic Prisoner Seat w/ Center Pull Seatbelts	\$1,165.00	\$1,165.00
1	WK0514ITU20	Setina Steel Vertical Window Bars	\$285.00	\$285.00
1	ECVCSMLEDF	SoundOff LED Light to Mount to partition	\$51.50	<b>\$51.50</b>
1	APX4500	Customer Provided Mobile Radio	\$0.00	
1	90942	UHF Phantom 3db Gain Antenna & Wire	\$59.00	<b>\$59.00</b>
1	TM-5126-PIU-20	HINT Computer Mount for Utility	\$550.00	<b>\$550.00</b>
1	500-0016	HINT Adjustable Laptop Tray	\$299.00	<b>\$299.00</b>
1	FOVAL12V	DC - AC Single Outlet Inverter (Hard Wire)	\$25.00	<b>\$25.00</b>
1	MMSU-1	Magnetic Mic Clip Conv. Kit	\$39.00	<b>\$39.00</b>
1	Misc.	Customer Supplied Computer/Tablet	\$0.00	
1	Misc.	Install Material (Wire, con., Tape, Ties, Etc.)	\$175.00	<b>\$175.00</b>
1	Labor	Installation Labor	\$3,000.00	<b>\$3,000.00</b>
Make all checks payable to P&D Emergency Services, LLC			Subtotal	\$12,426.00
Payment is accepted net 30. Please note there is a 2% Service Charge Per Month on Balance after 30 days. There are no warranties expressed nor implied unless otherwise stated by the manufacture. All Wiring done by P&D is warranted for a period of 90 days following installation.			Shipping	\$500.00
			Subtotal	\$12,926.00
			<b>Total</b>	<b>\$12,926.00</b>

**Purchase Approved By:**

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

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

Title: \_\_\_\_\_

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

Please indicate the Number of Vehicles for which you would like us to Multiply this order by: \_\_\_\_\_

Page 2 of 2

**Notes:** Lienholder: \_\_\_\_\_

Payment is excepted via check made out to P&D Emergency Services, 5265 Glenbrook RD, Stroudsburg PA 18360  
by Bank Capital Services LLC

# East Stroudsburg Area SD, PA



## JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT OB
2023 12	14 BUA	06/01/2023	06/01/2023	Transfers	debra-wisotsky	I	N	2023	2023
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	10011560	432	DW	DW			Trans to gen sup.-alarm ba		
	10-2660-432-000-30-820-091-000-0000-						EHSsecurity Rep&MaintEq	4,186.02	4,186.02
2	10011200	610	DW	DW			Trans from HSS bld repair		
	10-2660-610-000-00-000-091-000-0000-						Security Gen Sup		49.70
3	10011200	531	DW	DW			Trans to Tech Supplies		
	10-2660-531-000-00-000-091-000-0000-						Securitypostage	49.70	
4	10011200	650	DW	DW			Trans from postage		
	10-2660-650-000-00-000-091-000-0000-						Security Supplies Tech		2,105.96
5	10260400	432	DW	DW			Trans to MSE bld repair		
	10-2660-432-000-10-213-091-000-0000-						JMHsecurity Rep&MaintEq	2,105.96	
6	10260130	432	DW	DW			Trans from JMH bld repair		
	10-2660-432-000-10-214-091-000-0000-						MSEsecurity Rep&MaintEq	200.70	
7	10260400	432	DW	DW			Trans to SME bld repair		
	10-2660-432-000-10-213-091-000-0000-						JMHsecurity Rep&MaintEq	200.70	
8	10260120	432	DW	DW			Trans from JMH bld repair		
	10-2660-432-000-10-216-091-000-0000-						SMESecurity Rep&MaintEq	651.62	
9	10011510	432	DW	DW			Trans to JTL bld repair		
	10-2660-432-000-30-819-091-000-0000-						EHNSecurity Rep&MaintEq	27.00	
10	10011410	432	DW	DW			Trans from HSN bld repair		
	10-2660-432-000-20-517-091-000-0000-						JTLSecurity Rep&MaintEq	651.62	
11	10011200	531	DW	DW			Trans to sec ven repair		
	10-2660-531-000-00-000-091-000-0000-						Securitypostage	27.00	
12	10011200	433	DW	DW			Trans from postage		
	10-2660-433-000-00-000-091-000-0000-						Security Rep&MaintVeh	27.00	

\*\* JOURNAL TOTAL 0.00 0.00

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT OB
2023 12	23 BUA	06/03/2023	06/03/2023	Conference	katye-clogg	I	N	2023	2023
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT OB
1	10008530	580					EHSInstrMusicCcertTravel/Conf	124.99	124.99
	10-2271-580-000-30-820-125-000-0000-						EHS Instr.Mus Training&Develo		185.00
2	10008530	360					EHSInstrMusicDues&Fees	185.00	
	10-2271-360-000-30-820-125-000-0000-						EHS Instr.Mus Training&Develo		185.00

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# East Stroudsburg Area SD, PA



## JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	CONFERENCE	STATUS	BUD YEAR	JNL TYPE		
2023	12	06/03/2023	06/03/2023	2023	debra-wisotsky	transfer	H1st	2023	I		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
5	10013090	330					EHSInstrMusicOtherProfsvcs		537.60	537.60	
6	10008530	360					EHS Instr.Mus Training&develo		382.10	382.10	
7	10013090	330					EHSInstrMusicOtherProfsvcs		330.30	330.30	
8	10013090	432					EHSInstrMusicRep&MaintEq		1,000.00	1,000.00	
9	10013090	330					EHSInstrMusicOtherProfsvcs				
10	10003510	610					EHSInstrMusicGen Sup				
11	10003510	330					EHSInstrMusicOtherProfsvcs				
12	10003510	610					EHSInstrMusicGen Sup				
** JOURNAL TOTAL									0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	CONFERENCE	STATUS	BUD YEAR	JNL TYPE		
2023	12	06/06/2023	06/06/2023	2023	debra-wisotsky	transfer	H1st	2023	I		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION	DEBIT	CREDIT	OB
1	10011510	432					EHNSecurity Rep&MaintEq	Trans to JTL Bldg Rep	535.00	535.00	
2	10011410	432					JTLSecurity Rep&MaintEq	Trans from North Bldg Rep	535.00	535.00	
3	10011510	432					EHNSecurity Rep&MaintEq	Trans to MSE Bldg Rep	535.00	535.00	
4	10260130	432					MSESecurity Rep&MaintEq	Trans from North Bldg Rep	535.00	535.00	
5	10011510	432					EHNSecurity Rep&MaintEq	Trans to JMH Bldg Rep	538.16	538.16	
6	10260400	432					JMHSecurity Rep&MaintEq	Trans from NorthBldg Rep	1,144.51	1,144.51	
7	10011510	432					EHNSecurity Rep&MaintEq	Trans to Sec Gasoline	1,144.51	1,144.51	
8	10011200	626					Security Gasoline	Trans from North Bldg Rep	1,144.51	1,144.51	
** JOURNAL TOTAL									0.00	0.00	

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# East Stroudsburg Area SD, PA



## JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	12	44	BUA	06/07/2023	06/07/2023	Reconcile	keith-labar	1			1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB					
1	10003140	610					Reconcile			235.00							
2	10003140	432					EHNvocalGen Sup										
	10-1110-432-000-30-819-121-000-0000-						Reconcile			235.00							
	10-1110-432-000-30-819-121-000-0000-						EHNvocalRep&MaintEq										

\*\* JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	12	45	BUA	06/07/2023	06/07/2023	Reconcile	keith-labar	1			1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB					
1	10012950	810					Reconcile			872.00							
2	10012950	610					EHNvocalStudentActDues&Fees										
	10-3210-810-000-30-819-121-000-0000-						Reconcile			872.00							
	10-3210-610-000-30-819-121-000-0000-						EHNvocalStudentActGen Sup										

\*\* JOURNAL TOTAL 0.00 0.00

YEAR	PER	JOURNAL	SRC	EFF	DATE	ENT	DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	12	88	BUA	06/13/2023	06/13/2023	Dry Clean	katye-clogg	1			1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	LINE	DESCRIPTION	DEBIT	CREDIT	OB					
1	10003510	432					EHSInstrMusicRep&MaintEq			820.00							
2	10013090	432					EHSInstrMusicRep&MaintEq			270.00							
3	10003510	432					EHSInstrMusicRep&MaintEq										
4	10003510	432					EHSInstrMusicRep&MaintEq										
	10-1110-432-000-30-820-125-000-0000-						EHSInstrMusicRep&MaintEq			270.00							
	10-1110-432-000-30-820-125-000-0000-						EHSInstrMusicRep&MaintEq										

\*\* 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 DATE	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2023	12	426 BUA	06/29/2023	06/29/2023	travel cosmaria-heitz	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION					
1	10009510	581			trips class							67.79	
10	2380	581	000	10	216	000	000	0000					
2	10002160	610			trips class							3,538.50	
10	1110	610	000	10	216	110	000	0000					
3	10002160	611			trips class							3,538.50	
10	1110	611	000	10	216	110	000	0000					
4	10009510	610			trips class							67.79	
10	2380	610	000	10	216	000	000	0000					
** JOURNAL TOTAL											0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2023	12	444 BUA	06/30/2023	06/30/2023	debra-wisotsky	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION					
1	10260110	432			DW							188.00	
10	2660	432	000	10	215	091	000	0000					
2	10260120	432			DW							188.00	
10	2660	432	000	10	216	091	000	0000					
3	10011200	610			DW							132.78	
10	2660	610	000	00	000	091	000	0000					
4	10012260	580			DW							132.78	
10	2836	580	000	00	000	091	000	0000					
** JOURNAL TOTAL											0.00	0.00	

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DATE	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE	DEBIT	CREDIT	OB
2023	12	605 BUA	06/30/2023	07/07/2023	tabitha-bush	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT	DESCRIPTION					
1	10011790	330										3,578.27	
10	2833	330	000	00	000	003	000	0000					
2	10011790	635										3.00	
10	2833	635	000	00	000	003	000	0000					
3	10011790	531										94.09	
10	2833	531	000	00	000	003	000	0000					
** JOURNAL TOTAL											0.00	0.00	

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# East Stroudsburg Area SD, PA



## JOURNAL INQUIRY

YEAR PER	JOURNAL SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ACCOUNT	LINE DESCRIPTION	DEBIT	CREDIT
2023	12	605 BUA	06/30/2023	07/07/2023	Bud Entry	tabitha-bush			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	ACCOUNT DESCRIPTION	DEBIT	CREDIT
4	10011820	360					HR Training&development	2,363.21	
5	10012190	360					HR Non Cert.Training&develo	1,117.97	
** JOURNAL TOTAL								0.00	0.00
** GRAND TOTAL								0.00	0.00

9 Journals printed

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

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# East Stroudsburg Area School District

## \* Date Range 5/12/23 through 6/15/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
2191	06/09/2023	PCARD VENDOR	HS SOUTH SWIM PIAA CHAMPIONSHIP COMPETITION MEALS	\$ 40.30
2192	06/09/2023	PCARD VENDOR	HMS DISTRICT LEADERSHIP SUMMIT - W VITULLI	\$ 27.40
2193	06/09/2023	EASTON COACH COMPANY	BUS TO HARRISBURG FOR K LABAR	\$ 1,548.80
2194	06/09/2023	MORNING CALL	ADVERTISING FOR TECH ED BIDS	\$ 397.94
2195	06/09/2023	PASBO	COMMONWEALTH BUDGET SEMINAR - C NEIMAN	\$ 80.00
2196	06/09/2023	PCARD VENDOR	HS SOUTH SWIM PIAA CHAMPIONSHIP COMPETITION MEALS	\$ 90.40
2197	06/09/2023	PCARD VENDOR	HS SOUTH SWIM PIAA CHAMPIONSHIP COMPETITION MEALS	\$ 110.45
2198	06/14/2023	KALAHARI RESORTS, LLC	2023 PASBO ANNUAL CONFERENCE - M COLLEVECHIO	\$ 329.18
263620	05/18/2023	ACAR LEASING INC.	Van rental for ADCA Festival-N&S Choirs	\$ 221.90
263621	05/18/2023	ALL AMERICAN SPORTS CORP.	JTL Football reconditioning	\$ 309.20
263622	05/18/2023	AMAZON	cameras for the photo classes	\$ 816.99
263623	05/18/2023	BERNADETTE RODRIGUEZ	403B PAYMENT WAS RETURNED TO THE DISTRICT	\$ 50.00
263624	05/18/2023	BEST	DISTRICT 2023 CASUAL FOR A CAUSE SCHLRSP DONATION	\$ 906.50
263625	05/18/2023	VARSITY BRANDS HOLDING CO., INC	SOUTH UNIFIED TRACK CHAMPIONSHIP JACKETS	\$ 2,353.20
263626	05/18/2023	BUXMONT ACADEMY	Guaranteed Sped Tuition 8 Slots	\$ 25,674.08
263627	05/18/2023	KSL CAMELBACK MANAGEMENT LLC	HS SOUTH DEPOSIT FOR 2024 PROM	\$ 2,500.00
263628	05/18/2023	CENTER STAGE LIGHTING & RIGGING, INC	JT LAMBERT SPRING MUSICAL/PRODUCTION	\$ 2,195.00
263629	05/18/2023	UGI CENTRAL	HS SOUTH APRIL NATURAL GAS FEE 411008006032	\$ 4,887.80
			JM HILL APRIL NATURAL GAS FEE 411007277063	\$ 821.39
			MAINT BLDG APRIL NATURAL GAS FEE 411008050535	\$ 73.00
			SOUTH STADIUM APRIL NATURAL GAS FEE 411005507123	\$ 668.91
263630	05/18/2023	CLAUDE S. CYPHERS, INC.	Inv 731633 Grounds/Transportation Parts	\$ 17.12
263631	05/18/2023	COMPUTER DISCOUNT WAREHOUSE	Access Office Scanner	\$ 498.28
			ESE PA System	\$ 347.36
			Wall Phones Quote NHWD107	\$ 2,038.00
263633	05/18/2023	DEAN BRODT PIANO TUNING	PIANO TUNE	\$ 225.00
263634	05/18/2023	DEBRA A PADAVANO	LEHMAN PRINCIPAL AWARDS	\$ 100.45
263635	05/18/2023	DIRECT ENERGY BUSINESS	ESE APRIL NATURAL GAS 411006828957	\$ 989.80
			HS SOUTH APRIL NATURAL GAS 411008006032	\$ 3,432.94
			JTL APRIL NATURAL GAS 411006894413	\$ 1,273.19
263636	05/18/2023	DRAMATIC PUBLISHING COMPANY	HS South English Dept Drama Script Preview	\$ 19.01
263637	05/18/2023	EASTERN LIFT TRUCK	Inv C71568 Replacement Pump	\$ 408.80
263638	05/18/2023	EASTON COACH COMPANY	HS SOUTH DEPOSIT FOR 2024 PROM	\$ 1,750.00

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# East Stroudsburg Area School District

## \* Date Range 6/16/23 through 6/22/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264172	06/22/2023	TAYLOR FORGIONE	Final Payment for Empl Expense claim # 5404.	\$ 19.85
			Final Payment for Empl Expense claim # 5406.	\$ 89.01
264173	06/22/2023	THE EC/BCLS TRAINING CENTER	EC/BCLS CPR & First Aid supplies	\$ 28.00
			Invoice #06012023-34 FALL coach CPR	\$ 132.00
264174	06/22/2023	UHS OF PA	Tuition / The Meadows / MAY 23	\$ 335.00
264175	06/22/2023	THE SENSORY PATH INC	Sensory Room Supplies ESE	\$ 1,500.00
264176	06/22/2023	TINA M FALBO	Final Payment for Empl Expense claim # 5413.	\$ 55.28
264177	06/22/2023	TU-WAY COMMUNICATIONS	Mounting Kit	\$ 118.04
264178	06/22/2023	TULPEHOCKEN SPRING WATER	FINAL BILL FOR WATER	\$ 14.51
264179	06/22/2023	US FOODS	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 116,620.37
264180	06/22/2023	VICKI J HEITZMAN	Expense claim # 5448. SPRING 2023 TUITION REIMBURS	\$ 270.00
264181	06/22/2023	WALDEMAR SZEPIETOWSKI	Expense claim # 5457. SPRING 2023 TUITION REIMBURS	\$ 3,228.00
264182	06/22/2023	WAYNE E CARSON	Final Payment for Empl Expense claim # 5436.	\$ 30.13
264183	06/22/2023		TO PAY FOR FOOD & SUPPLY PURCHASES 2022-2023	\$ 669.36
264184	06/22/2023	WILLIAM V. MACGILL & CO.	Eileen Early - Supplies arm splints	\$ 87.48
			Susan Cole - MacGill supplies	\$ 145.32
			Susan Cole - MacGill Catalog - Albuterol solution	\$ 39.90
264185	06/22/2023	WILLIAM VITULLI	Final Payment for Empl Expense claim # 5434.	\$ 123.66
<b>Grand Total</b>				<b>\$ 1,094,176.03</b>

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
2199	06/26/2023	ADVANCE AUTO PARTS	Open PO for Advance Auto 22-23 SY'	\$ 2,939.56
2200	06/26/2023	ANDERSON'S	Class 2023 Prom Items	\$ 188.04
2201	06/26/2023	ATLANTIC TACTICAL INC	Atlantic Tactical ammo for security certification	\$ 1,387.96
2202	06/26/2023	BLUE RIDGE LUMBER COMPANY	Open PO - Blue Ridge Lumber	\$ 1,174.62
2203	06/26/2023	COOPER ELECTRIC SUPPLY CO.	Open PO for Cooper Electric - HSS	\$ 5,162.48
2204	06/26/2023	HAIJOCA CORPORATION	Open PO: Hajoca - District	\$ 2,909.53
2205	06/26/2023	NASSP/NHS/NJHS	HS SOUTH HONORS SUPPLIES	\$ 1,560.50
2206	06/26/2023	NATIONAL RIFLE ASSOCIATION OF AMERICA	NRL LED Firearm Instructor Dev School	\$ 1,370.00
2207	06/26/2023	PCARD VENDOR	IT TAKES A VILLAGE CONFERENCE - M OLSZEWSKI	\$ 170.40
2208	06/26/2023	PCARD VENDOR	IT TAKES A VILLAGE CONFERENCE - B BADDICK	\$ 340.80
			IT TAKES A VILLAGE CONFERENCE - M CASICOTTA	\$ 340.80
2209	06/26/2023	PCARD VENDOR	JTL & LEHMAN TSA STATE COMPETITION	\$ 5,806.00
2210	06/26/2023	PCARD VENDOR	CONFERENCE - BADDICK WENT FOR VITULLI	\$ 159.84
2211	06/26/2023	PCARD VENDOR	PROPANE FOR BUS TRIP	\$ 116.11
2212	06/26/2023	PCARD VENDOR	HS SOUTH CAREER SKILL CLASS FUNDRAISER	\$ 523.12
2213	06/26/2023	SOUTHEASTERN EQUIPMENT & SUPPLY, INC	Open PO - Paid By CC - Southeastern Supply	\$ 159.60
2214	06/26/2023	SUSTAINABLE SUPPLY LLC	PO - Sustainable Energy - PAID ON CREDIT CARD	\$ 910.24
2215	06/26/2023	THE WEBSTRAURANT STORE	HSN school store items	\$ 253.50
			North cafe supplies	\$ 316.68
2216	06/26/2023	PCARD VENDOR	HS SOUTH FCS CLASSROOM SUPPLIES - R BROTHERTON	\$ 39.97
2217	06/26/2023		HS SOUTH FCS CLASSROOM SUPPLIES - R BROTHERTON	\$ 539.24
2218	06/26/2023	MIGNOSIS SUPER FOOD	LEHMAN FCS CLASSROOM SUPPLIES - D MORETTO	\$ 63.83
2219	06/26/2023	WALMART COMMUNITY/GEMB	LEHMAN FCS CLASSROOM SUPPLIES - D MORETTO	\$ 314.28
2220	06/26/2023	ZOOM VIDEOS COMMUNICATIONS, INC	ZOOM FOR BOARD MEETINGS	\$ 10.29
2221	06/26/2023	PCARD VENDOR	HS NORTH FCS CLASSROOM SUPPLIES - H CARUSO	\$ 37.38
2222	06/28/2023	DAVID ENABRECHT	HS SOUTH 30 CHEESE PIZZA FOR M HEALY CLUB PARTY	\$ 203.70
2223	06/28/2023	PCARD VENDOR	WEBINAR FOR S ZALL-ER ROOM: SOLVING EMPLOYEE DRAMA	\$ 349.00
2224	06/28/2023	HERSHEY LODGE	HOTEL FOR DATA SUMMIT CONF - W VITULLI	\$ 330.78
2225	06/28/2023	PCARD VENDOR	LUCH FOR ADMINISTRATORS - S ZALL	\$ 49.13
2226	06/28/2023	PCARD VENDOR	ADMINISTRATORS RETREAT DEPOSIT	\$ 160.50
2227	06/28/2023	PCARD VENDOR	RATER PHIL EXPO - W VITULLI	\$ 154.00
2228	06/28/2023	NAPT	PRIORITIZING & EVALUATING SAFETY CONF - D ROBINS	\$ 299.00

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
2229	06/28/2023	PCARD VENDOR	BUS PARTS	\$ 322.75
2230	06/28/2023	WALMART COMMUNITY/GEMB	JT LAMBERT FCS CLASSROOM SUPPLIES - J RUHL	\$ 103.27
2231	06/28/2023		JT LAMBERT FCS CLASSROOM SUPPLIES - J RUHL	\$ 138.98
2232	06/28/2023	PCARD VENDOR	CAFETERIA SUPPLIES - M HENDRICKS	\$ 27.99
2233	06/28/2023	HERSHEY LODGE	PDE DATA SUMMIT CONFERENCE - E FORSYTH	\$ 330.78
2234	06/28/2023	WWW.NOTARY.ORG	DO NOT PAY K. HAROLDSEN NOTARY RENEWAL	\$ 430.48
			DO NOT PAY NOTARY RENEWAL J.LOHMANN	\$ 404.85
2235	06/28/2023	PCARD VENDOR	PROPANE FOR TRANSPORTATION BUS	\$ 49.88
2236	06/29/2023	MIGNOSIS SUPER FOOD	HS NORTH FCS CLASSROOM SUPPLIES - J CURRY	\$ 668.12
2237	06/29/2023	PCARD VENDOR	RAISED ALUMINIUM CASTING FOR SPELLING BEE PLAQUE	\$ 181.95
2238	06/29/2023	PCARD VENDOR	MONTHLY PAPER SUBSCRIPTION - W RIKER	\$ 12.00
2239	06/29/2023	ADVANCE AUTO PARTS	Open PO for Advance Auto 22-23 SY'	\$ 1,166.55
2240	06/29/2023	AMERICAN MUSEUM OF NATURAL HISTORY	HS SOUTH FIELD TRIP MUSEUM ADMISSION TICKETS	\$ 408.00
2241	06/29/2023	BIG WHEEL	ESSER A-TSI PBIS event	\$ 1,372.00
2242	06/29/2023	COOPER ELECTRIC SUPPLY CO.	Open PO-Cooper - District	\$ 5,220.56
2243	06/29/2023	MILLEMNIUM OPERATION LLC	HS SOUTH PBIS REWARD INCENTIVE TRIP FOR CAV CORE	\$ 495.00
2244	06/29/2023	ATLAS COMMERCIAL PRODUCTS	Titan Pro Plastic Folding Chairs with dollies bund	\$ 9,234.80
2245	06/29/2023	HAIJOCA CORPORATION	Open PO: Hajoca - District	\$ 704.45
2246	06/29/2023	NASSP/NHS/NJHS	HS SOUTH HONORS SUPPLIES BACKORDER	\$ 49.50
2247	06/29/2023	PCARD VENDOR	HS SOUTH SPRING CONCESSION	\$ 48.00
2248	06/29/2023	THE WEBSTRAURANT STORE	Northside cafe supplies	\$ 258.50
2249	06/29/2023	WASTE MANAGEMENT	Inv 372707602036 JMH Rolloff	\$ 306.80
			Inv 373276102036 JMH roll off	\$ 351.90
			Inv 373716002036 JMH roll off	\$ 372.33
			Inv 374169002036 JMH Rolloff	\$ 748.73
			Open PO for Waste Management - HSS	\$ 22,585.48
			PO for Inv 3744362-0203-9 JMH Late Fee	\$ 17.30
2250	06/30/2023	DOLLAR TREE	HS SOUTH FCS CLASSROOM SUPPLIES - R BROTHERTON	\$ 71.25
2251	06/30/2023	MICHAEL'S STORES INC AND SUBSIDIARIES	HS SOUTH FCS CLASSROOM SUPPLIES - R BROTHERTON	\$ 296.91
2252	06/30/2023		HS SOUTH FCS CLASSROOM SUPPLIES - R BROTHERTON	\$ 292.17
2253	06/30/2023	PRICE CHOPPER #236	LEHMAN FCS CLASSROOM SUPPLIES - D MORETTO	\$ 5.97
2254	06/30/2023	WALMART COMMUNITY/GEMB	LEHMAN FCS CLASSROOM SUPPLIES - D MORETTO	\$ 421.22

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
2255	06/30/2023	CONSORTIUM FOR SCHOOL NETWORKING	MEDIUM INSTITUTION SUBSCRIPTION	\$ 965.00
2256	06/30/2023	GODADDY.COM	STANDARD WILDCARD 2 YEAR RENEWAL	\$ 899.98
2257	06/30/2023	ZOOM VIDEOS COMMUNICATIONS, INC	MONTHLY BOARD ZOOM MEETING	\$ 160.82
2258	06/30/2023	PCARD VENDOR	HS NORTH FCS CLASSROOM SUPPLIES - H CARUSO	\$ 36.07
2259	06/30/2023	PCARD VENDOR	HOTEL FOR NAPT CONFERENCE - D ROBINS	\$ 653.16
2260	06/30/2023	PCARD VENDOR	PROPANE TO REFILL BUS ON A TRIP	\$ 102.25
2261	06/30/2023	PCARD VENDOR	PROPANE TO REFILL BUS ON A TRIP	\$ 150.10
2262	06/30/2023	DOLLAR TREE	JTL FCS CLASSROOM SUPPLIES - J RUHL	\$ 40.00
2263	06/30/2023	WALMART COMMUNITY/GEMB	JTL FCS CLASSROOM SUPPLIES - J RUHL	\$ 234.54
2264	06/30/2023		JTL FCS CLASSROOM SUPPLIES - J RUHL	\$ 75.51
2265	06/30/2023	DOLLAR TREE	CAFETERIA SUPPLIES - M HENDRICKS	\$ 110.00
2266	06/30/2023	PCARD VENDOR	CAFETERIA SUPPLIES - M HENDRICKS	\$ 2.79
2267	06/30/2023	PCARD VENDOR	CAFETERIA SUPPLIES - M HENDRICKS	\$ 2.79
2268	06/30/2023		CAFETERIA SUPPLIES - M HENDRICKS	\$ 69.78
2269	06/30/2023	ALL CHOICE MEDIA LLC	DO NOT PAY INV. 2211 JOB FAIR BANNER PAID BY CC	\$ 416.75
2270	06/30/2023	GRAPHICSLAND INC	DO NOT PAY STICKERS FOR JOB FAIR PAID BY CC	\$ 71.08
2271	06/30/2023	PCARD VENDOR	PURCHASE IN ERROR - E FORSYTH	\$ 5.29
2272	06/30/2023	PCARD VENDOR	PURCHASE IN ERROR - E FORSYTH	\$ 8.88
2273	06/30/2023	PCARD VENDOR	PURCHASE IN ERROR - E FORSYTH	\$ 8.88
2274	06/30/2023	ACUITYSCHEDULING.COM	ANNUAL SCHEDULING FEE	\$ 209.00
2275	06/30/2023	PCARD VENDOR	MONTHLY SUBSCRIPTION - W RIKER	\$ 12.00
2276	06/30/2023	MIGNOSIS SUPER FOOD	HS NORTH FCS CLASSROOM SUPPLIES - J CURRY	\$ 981.29
2277	06/30/2023	PENNSYLVANIA OFFICE OF LABOR & INDUSTRY	Workers Comp Conference - S ZALL	\$ 250.00
			Workers Comp Conference C DAVIDGE	\$ 250.00
2278	06/30/2023	PCARD VENDOR	HS SOUTH CUSTOMIZED GRADUATION SASH CLASS OF 23	\$ 318.13
2279	06/30/2023	DOLLAR TREE	CAFETERIA SUPPLIES	\$ 123.25
2280	06/30/2023	GIANT 6093	CAFETERIA SUPPLIES	\$ 1,104.68
2281	06/30/2023	KALAHARI RESOROTS, LLC	CAFETERIA CONFERENCE	\$ 313.00
2282	06/30/2023	PCARD VENDOR	CAFETERIA SUPPLIES	\$ 185.08
2283	06/30/2023	SCHOOL NUTRITION ASSOCIATION	CAFETERIA SUPPLIES	\$ 325.00
2284	06/30/2023		CAFETERIA SUPPLIES	\$ 188.98
264186	06/30/2023	AIRGAS, INC	Inv 9139101666 HSN CO2	\$ 328.36

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264187	06/30/2023	ALL AMERICAN SPORTS CORP.	NORTH FOOTBALL REPLACEMENTS	\$ 4,386.72
264188	06/30/2023	AMAZON	1st grade / cohen	\$ 263.09
			1st grade / mitchell	\$ 111.09
			1st grade supplies / mitchell-osborne	\$ 512.54
			Amazon - Grounds Part	\$ 22.97
			Certificate Holders for 2022-23 Retirees	\$ 852.43
			Cleaning Supplies	\$ 72.77
			Grants- SMI Steamr supplies	\$ 273.74
			ITEM: Amazon Basics #10 Security-Tinted Self-Seal	\$ 191.43
			ITEM: Lichamp Masking Tape 10 Pack General Purpos	\$ 57.21
			ITEM: Logan 350-1 Compact Elite Mat Cutter Suppli	\$ 258.52
			jennings / reading / summer baskets	\$ 292.69
			matthew sadowsky	\$ 89.41
			mitchell / osborne	\$ 224.95
			MUSIC SUPPLIES END OF YEAR	\$ 107.94
			office chairs	\$ 235.18
			Office Chairs for students/parents waiting in guid	\$ 527.26
			OFFICE SUPPLIES	\$ 110.55
			Office Supplies/Transportation	\$ 67.95
			PO 23004799 MUSIC SUPPLIES END OF YEAR	\$ (36.08)
			projector bulb	\$ 49.88
			School supplies	\$ 52.99
			STEAMR Supplies	\$ 183.87
			summer reading incentive basket awards	\$ 333.46
			SUMMER STEAMR	\$ 1,855.11
			SWPBS - end of year event supplies	\$ 5.29
			TITLE 1	\$ 221.35
			Title 1 - Family Engagement	\$ 23.35
			TITLE 1 SUMMER STEAMER ESE	\$ 1,804.47
			Title 1 Supplies	\$ 131.79
			Totes For ELA Materials (BES)	\$ 284.40
			TRANSPORTATION OFFICE SUPPLIES/BUS PARTS	\$ 809.67



# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264188	06/30/2023	AMAZON	Wireless mouse	\$ 39.99
264189	06/30/2023	APPLE INC.	Apple Quote# 2212094682	\$ 1,618.00
			Mac Mini Part Z170	\$ 5,064.00
264190	06/30/2023	BARBARA NORDMARK	Expense claim # 5478. SPRING 2023 TUITION REIMBURS	\$ 270.00
264191	06/30/2023	BEHAVIORAL HEALTH ASSOCIATES	Tuition	\$ 3,825.00
264192	06/30/2023	BOVINO'S PIZZA	PBIS student pizza lunch	\$ 192.00
264193	06/30/2023	BRIGHTLY SOFTWARE, INC	Inv-213967 Env. Svcs. Asset Ess. Inventory	\$ 4,425.72
264194	06/30/2023	VARSITY BRANDS HOLDING CO., INC	LEHMAN TRACK & FIELD REPLACEMENT SHIRTS	\$ 595.00
264195	06/30/2023	BUXMONT ACADEMY	Tuition / Buxmont / NOV 22_MAY 23	\$ 133,882.56
264196	06/30/2023	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER MAY TO JUNE	\$ 1,572.00
264197	06/30/2023	CHESTER COUNTY INTERMEDIATE UNIT	Tuition / CCIU / MAY 23	\$ 805.00
264198	06/30/2023	CINTAS CORPORATION #101	Open PO for Cintas - BES	\$ 90.48
			Open PO for Cintas - District Maintenance	\$ 855.54
			Open PO for Cintas - HSS	\$ 316.38
			Open PO for Cintas - JTL	\$ 390.49
			Open PO for Cintas - MSE	\$ 177.30
			Open PO for Cintas Uniform 22-23 SY'	\$ 210.80
			Open PO: Cintas RES	\$ 151.17
264199	06/30/2023	CINTAS CORPORATION #101	Open PO for Cintas First Aid 22-23 SY'	\$ 124.36
264200	06/30/2023	CM REGENT RESOURCES	JUNE LIFE INSURANCE PAYMENT	\$ 11,771.27
264201	06/30/2023	CM REGENT RESOURCES	JUNE LONG TERM DISABILITY INSURANCE	\$ 9,961.06
264202	06/30/2023	COMMONWEALTH CHARTER ACADEMY SCHOOL	Tuition / Commonwealth / JUN 23	\$ 291,390.47
264204	06/30/2023	COMPUTER DISCOUNT WAREHOUSE	Open PO for CDW	\$ 596.31
264205	06/30/2023	COOPER ELECTRIC SUPPLY CO.	Open PO for Cooper Electric - JMH	\$ 22,065.17
264206	06/30/2023	COPE COMMERCIAL FLOORING & INTERIORS, INC	Open PO: HSS Flooring - Cope Commercial Flooring	\$ 283,535.10
264207	06/30/2023	CREST GOOD MFG CO INC	Inv 50122 HSN Kitchen Parts	\$ 169.91
264208	06/30/2023	D'HUY ENGINEERING, INC.	Inv 57768 HSN Natatorium Roof	\$ 631.46
			Inv 57769 HSS/JMH Flooring	\$ 16,763.25
			Inv 58036 BES HVAC Replacement	\$ 666.70
			Inv 58037 North Campus Storm Pipe Replacement	\$ 776.88
			Inv 58038 HSS/JMH Floor Replacement	\$ 5,587.75
			Open PO for D'HUY Retainer Services Only	\$ 2,000.00

# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264209	06/30/2023	DES-CPR, INC.	Inv 66584 Admin Shredding	\$ 200.00
264210	06/30/2023	EAST STROUDSBURG UNIVERSITY BASKETBALL	HS SOUTH BASKETBALL TEAM CAMP	\$ 500.00
264211	06/30/2023	ECOLAB INC.	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 507.17
264212	06/30/2023	EPLUS TECHNOLOGY	Life Skills Teach Equipment Lehman	\$ 24.62
			Life Skills Tech Equipment HSN	\$ 24.42
			LifeSkills Tech Equipment HSS	\$ 73.26
			PROJECTORS FOR HSS	\$ 73.26
264213	06/30/2023	EASTERN PENN SUPPLY COMPANY	Inv S0311999001.001 HSS Water Fillers	\$ 131.76
			Inv S031454752.001 District Retro Bottle Fillers	\$ 22,489.77
			Inv S031474055.001 District Bottle Filler Parts	\$ 356.78
			Inv S031499528.001 HSS	\$ 249.62
			Inv S031555788.01 Truck Stock	\$ 27.78
			Inv S031560500.001 JTL kitchen faucet	\$ 270.50
			Inv S031560504.001 HSS faucets	\$ 135.25
			Inv S031560571.001 M7 truck stock	\$ 259.72
264214	06/30/2023	ESHS SOUTH SOFTBALL TEAM	HS SOUTH SOFTBALL SPRING PAYOUT	\$ 1,721.92
264215	06/30/2023	FOLLETT CONTENT SOLUTIONS	library books	\$ 182.71
264216	06/30/2023	FOLLETT CONTENT SOLUTIONS	library books and shelf ready processing	\$ 21.61
264217	06/30/2023	GOTTA GO	JTL ATHLETICS PORTABLE RESTROOM	\$ 140.00
			NORTH ATHLETICS PORTABLE RESTROOMS	\$ 540.00
			SOUTH ATHLETICS PORTABLE RESTROOMS FOR FIELDS	\$ 380.00
264218	06/30/2023	H & K GROUP, INC	Inv B-101M-0003532 Cold Patch	\$ 246.00
264219	06/30/2023	HAJOCA CORPORATION	Open PO: Hajoca - District	\$ 637.77
264220	06/30/2023	HERCULES ACHIEVEMENT INC.	Graduation admin gown rental SY2023	\$ 210.87
264221	06/30/2023	HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY	READ 180 Universal stage B Book	\$ 1,250.48
264222	06/30/2023	INTEGRAONE	Chromebook Repair Invoice CW72572	\$ 108.00
264223	06/30/2023	INTERNATIONAL INSTITUTE FOR RESTORATIVE PRACTICES	Highmark/ARP LL - SEL Professional Development	\$ 9,083.76
264224	06/30/2023	WJD, JR, INC	50002268 credit memo taken 31-MHD	\$ 374.85
264225	06/30/2023	J.W.PEPPER & SONS-ACCT.#36-136400	10303904 Somewhere Only We Know - SATB arr. Ed Loj	\$ 60.00
			JIMH STEAM*R	\$ 92.97
264226	06/30/2023	JACK W. KEITER	HS NORTH BASKETBALL LEAGUE	\$ 140.00
264227	06/30/2023	JOSTENS	HS South Creative Write Lit Mag 2023	\$ 557.27

# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264228	06/30/2023	KEYSTONE FIRE PROTECTION CO.	Keystone fire alarm repair at SMI	\$ 2,066.00
264229	06/30/2023	KIWANIS YOUTH PROGRAMS, INC.	Keystone Proposal 7536-1-0 repair HS N	\$ 4,050.00
264230	06/30/2023	LEHIGH LEARNING ACADEMY	KC District dues 10/22 -09/23 past due	\$ 297.00
264231	06/30/2023	LJC DISTRIBUTORS OF FULLER BRUSH	Tuition / Lehigh Learning / JUN 23	\$ 3,620.88
			Inv 2110 District Supplies	\$ 1,170.00
			Inv 2189 District Supplies	\$ 411.00
264232	06/30/2023	M A BRIGHTBILL BODY WORKS INC.	Inv701, 2018, 828, 1825 District Supplies	\$ 7,916.75
			Transportation/Parts	\$ 72.70
			Transportation/Parts/Maintenance	\$ 4,350.58
264233	06/30/2023	MEDCO SUPPLY COMPANY	NORTH AT GATORADE SIDELINES PERFORM PKG SLHN	\$ 1,060.00
264234	06/30/2023	MEIER SUPPLY CO., INC.	Inv 2673494 Actuator for Room 116	\$ 208.00
			Inv 2678674 District Chillers Cleaner	\$ 353.76
264235	06/30/2023	MET-ED	TRAFFIC LIGHT JUNE ELECTRIC 100054179492	\$ 41.10
264236	06/30/2023	MODERN GAS SALES, INC.	LEHMAN PROPANE	\$ 821.07
			RESICA PROPANE FOR BOILERS	\$ 1,455.95
264237	06/30/2023	NATIONAL CHEERLEADERS ASSOCIATION	HS NORTH NATIONAL CHERLEADING CAMP	\$ 1,140.00
264238	06/30/2023	NAZARETH MUSIC CENTER	Instrument Repairs	\$ 1,210.00
264239	06/30/2023	OFFICE DEPOT	Leslie Cox - Address Labels	\$ 20.99
264240	06/30/2023	ORIENTAL TRADING	reading dept. title one / jennings -Luau	\$ 431.01
264241	06/30/2023	P & S GARAGE	Bus Repair	\$ 339.86
264242	06/30/2023	PA DISTANCE LEARNING CHARTER SCHOOL	Tuition / PA Distance / 22-23 EoY Reconciliation	\$ 8,339.04
264243	06/30/2023	PEMCO	Library Furniture-Bushkill	\$ 25,261.98
			Library Furniture-ESE	\$ 25,205.36
			Library Furniture-JMH	\$ 19,832.79
			Library Furniture-MSE	\$ 22,628.64
			Library Furniture-Smithfield	\$ 25,857.56
264244	06/30/2023	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Tuition / PA Virtual / JUN 23	\$ 44,843.46
264245	06/30/2023	PITTSBURGH SCHOOL DISTRICT	Tuition / New Outlook / JUN 23	\$ 1,105.02
			Tuition / SDOP / MAY 31	\$ 13,444.41
264246	06/30/2023	POCONO MOUNTAIN DAIRIES	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 636.91
264247	06/30/2023	POCONO SEW & VAC	machine service for JTL end of repairs/services	\$ 343.19
			Sew & Vac machines repairs and replacements	\$ 649.86

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264248	06/30/2023	PRO-VISION SOLUTIONS LLC	Bus Camera	\$ 441.01
264249	06/30/2023	PROSSER LABORATORIES, INC.	Inv 03312023.38 Feb Operations at North Campus	\$ 6,002.00
			Inv 04302023.42 March North Campus Operations	\$ 5,555.75
			Inv 549639 North Bus Garage April	\$ 75.00
			Inv 549640 MSE Field Testing March/April	\$ 375.00
			Inv 549641 Indoor Pool HSN	\$ 300.00
			Inv 549642 North Campus Testing March/April	\$ 715.00
			Inv 549643 North Effluent/Aeration tests	\$ 1,240.00
			Inv 549644 RES Raw Field Testing	\$ 360.00
			Inv 549645 HSS Pool	\$ 300.00
264250	06/30/2023	REACH CYBER CHARTER SCHOOL	Tuition / Reach / MAY - JUN 23	\$ 224,100.50
264251	06/30/2023	RENEE STRETZ	TRANSPORTATION PARENT DRIVER	\$ 1,027.04
264252	06/30/2023	RICHARDS TREE FARM	Inv 18-851/18-875 District Mulch	\$ 312.00
			Inv12-590/12-908 Mulch for District	\$ 165.35
			Inv18-899/18-965 District Mulch	\$ 312.00
264253	06/30/2023	ROCKLAND BAKERY	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 625.60
264254	06/30/2023	SCHOOL SPECIALTY LLC	art class supplies	\$ 117.32
			Classroom tables	\$ 2,528.12
			marking period 4 supplies	\$ 5.16
			SMI- supplies for steamr	\$ 160.18
264255	06/30/2023	ST.JUDE'S CHILDRENS RESEARCH HOSPITAL,INC	DISTRICT CASUAL FOR A CAUSE DONATION	\$ 755.70
264256	06/30/2023	STEVE SHANNON TIRE & AUTO CENTER	Open PO for Steve Shannon	\$ 1,662.00
			Transportatin/Tires	\$ 552.00
264257	06/30/2023	STEVE WEISS MUSIC	Replacement part for school vibraphone	\$ 259.95
264258	06/30/2023	STROUDSBURG ELECTRIC MOTOR SERVICE	Transportation/Parts/Maintenance	\$ 329.98
264259	06/30/2023	SUN LITHO-PRINT, INC.	2023 Grad Programs	\$ 1,680.00
264260	06/30/2023	TEACHER SYNERGY, LLC	teacher synergy llc	\$ 2,110.00
264261	06/30/2023	TREASURE BAY INC	Title 1 Parent and Family engagement	\$ 452.84
264262	06/30/2023	ULINE	Musical items	\$ 86.00
264263	06/30/2023	US FOODS	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 8,817.33
264264	06/30/2023	VINCENT BIANCHI	Celebration of the Arts Resica	\$ 500.00
264265	06/30/2023	WALMART COMMUNITY/GEMB	ESSER III PBISWalmart debit card to order T-shirts	\$ 117.80

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# East Stroudsburg Area School District

## Date Range 6/23/23 through 6/30/23

### Listing of Bills

Check Number	Date	Vendor Name	Invoice Description	Check Amount
264265	06/30/2023	WALMART COMMUNITY/GEMB	HS SOUTH CORE CAFE CLASSROOM TRIP	\$ 68.93
			HS SOUTH END OF YEAR CAREER SKILLS BREAKFAST LESSO	\$ 50.00
			HS SOUTH END OF YEAR FACULTY LUNCHEON	\$ 89.99
			HS SOUTH END OF YEAR WILDERNESS CLUB PARTY	\$ 149.99
			HS SOUTH FOOD FOR STUDENT BANQUET/PICNIC	\$ 229.79
			HS SOUTH YEARBOOK END OF YEAR CELEBRATION	\$ 209.06
			HSS Speech Open PO Supplies	\$ 121.18
			LIS Speech Open PO - Supplies	\$ 250.00
			Open PO for Gifted Supplies for Gifted Day	\$ 497.53
			OPEN PO Life Skills HSN	\$ 575.75
			OPEN PO Life Skills Lehman	\$ 178.67
			rewards for student for cafe	\$ 606.03
264266	06/30/2023	WASTE MANAGEMENT	Inv 3757442-0203-3 ESE Roll Off	\$ 394.25
			Open PO for Waste Management - HSS	\$ 12,103.24
264267	06/30/2023	WAYFARE SPORTS FLOORS, LLC	Inv 1021 RES Gym Floor	\$ 1,576.00
			Inv 1022 BES Gym	\$ 1,576.00
			Inv 1023 JTL Main Gym	\$ 3,491.00
			Inv 1024 LIS Gym Floor	\$ 3,916.00
			Inv 1025 HSS New/Old Gym floor	\$ 8,487.00
			Inv 1026 HSN Main Gym work	\$ 5,962.00
			Open PO-ESE Gym Floor Refinish-Wayfare Sports	\$ 26,708.00
264268	06/30/2023	GUITAR CENTER STORES INC	Instrumental Supplies for JTL Bands	\$ 32.76
264269	06/30/2023	WORLD FUEL SERVICES, INC	BUSHKILL ELEM HEATING OIL	\$ 1,072.07
264270	06/30/2023	ZESWITZ MUSIC COMPANY	Band Instrument Repairs - June 2023	\$ 93.60
			Summer Instrument Repairs	\$ 2,259.20
264271	06/30/2023	COMMONWEALTH OF PA	CDL Permit Lucas Keller	\$ 125.00
264272	06/30/2023	CHAPMAN REFRIGERATION LLC	TO PAY INVOICES FOR 2022-2023 SCHOOL YEAR	\$ 7,435.00
264273	06/30/2023	PEMCO	Library Furniture-Resica	\$ 24,599.28
264274	06/30/2023	TRANSFINDER CORPORATION	License	\$ 5,290.00
<b>Grand Total</b>				<b>\$ 1,529,385.84</b>

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## JUNE 2023 WIRE PAYMENTS

PAYROLL	\$ 4,583,504.44
ACCOUNTS PAYABLE - BENEFITS	\$ 9,162,607.03
FLEX SPENDING ACCOUNTS - TASC	\$ 25,243.42
WORKER'S COMP - INSERVCO	\$ 42,602.51
PROCUREMENT CARD	\$ 52,701.50
EBTEP	\$ 1,729,378.63
NEOPOST POSTAGE	\$ 4,300.00
COMPUTER LEASES	\$ 127,524.26
WRIGHT EXPRESS FLEET - GAS CARDS	\$ 6,309.11
	<u>\$ 15,734,170.90</u>

EAST STROUDSBURG AREA SCHOOL DISTRICT  
TREASURER'S REPORT AS OF JUNE 30, 2023

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

6/1/23 Balance	\$ 22,737,547.55
Receipts	\$ 8,445,805.47
Interest/Dividends	\$ 22,523.58
Disbursements	\$ (18,638,295.98)
6/30/23 Balance	\$ 12,567,580.62

PLGIT - GENERAL FUND

6/1/23 Balance	\$ 7,687,052.54
Receipts	\$ 289,634.53
Interest/Dividends	\$ 31,679.68
Disbursements	
6/30/23 Balance	\$ 8,008,366.75

PSDLAF - GENERAL FUND

6/1/23 Balance	\$ 47,387,163.65
Receipts	\$ 19,254,956.35
Interest/Dividends	\$ 331,930.62
Deferred Interest	
Disbursements	\$ (14,384,937.94)
6/30/23 Balance	\$ 52,589,112.68

ESSA WORKERS COMP SELF INS - GENERAL FUND

6/1/23 Balance	\$ 300,747.66
Receipts	
Interest/Dividends	\$ 368.28
Disbursements	\$ (747.66)
6/30/23 Balance	\$ 300,368.28

ESSA PAYPAL - GENERAL FUND

6/1/23 Balance	\$ 546.64
Receipts	\$ 535.19
Interest/Dividends	\$ 0.71
Disbursements	\$ (1,081.83)
6/30/23 Balance	\$ 0.71

ESSA FERNWOOD ESCROW - GENERAL FUND

6/1/23 Balance	\$ 38,852.11
Receipts	
Interest/Dividends	\$ 45.99
Disbursements	\$ (38,898.10)
6/30/23 Balance	\$ -

ESSA - CAFETERIA FUND

6/1/23 Balance	\$ 342,021.71
Receipts	\$ 3,378.40
Interest/Dividends	\$ 420.17
Disbursements	\$ (1,820.75)
6/30/23 Balance	\$ 343,999.53

FIRST KEYSTONE COMMUNITY BANK

6/1/23 Balance	\$ 255,113.06
Receipts	
Interest/Dividends	\$ 608.08
Disbursements	
6/30/23 Balance	\$ 255,721.14

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EAST STROUDSBURG AREA SCHOOL DISTRICT  
 TREASURER'S REPORT AS OF JUNE 30, 2023

PLGIT - CAPITAL RESERVE FUND

6/1/23 Balance	\$ 21,225,048.86
Receipts	
Interest/Dividends	\$ 86,976.71
Disbursements	\$ (706,561.14)
6/30/23 Balance	\$ 20,605,464.43

ESSA - CONCESSION STAND

6/1/23 Balance	\$ 28,126.19
Receipts	
Interest/Dividends	\$ 34.44
Disbursements	
6/30/23 Balance	\$ 28,160.63

ESSA - EXPENDABLE TRUST

6/1/23 Balance	\$ 32,708.24
Receipts	
Interest/Dividends	\$ 39.78
Disbursements	\$ (278.79)
6/30/23 Balance	\$ 32,469.23

ESSA - NON-EXPENDABLE TRUST

6/1/23 Balance	\$ 18,898.41
Receipts	
Interest/Dividends	\$ 22.87
Disbursements	\$ (278.79)
6/30/23 Balance	\$ 18,642.49

ESSA - SPECIAL ACTIVITY

6/1/23 Balance	\$ 245,255.92
Receipts	
Interest/Dividends	\$ 300.35
Disbursements	
6/30/23 Balance	\$ 245,556.27

ESSA CD INVESTMENT - SPECIAL ACTIVITY

6/1/23 Balance	\$ 42,001.97
Receipts	
Interest/Dividends	\$ 20.94
Disbursements	
6/30/23 Balance	\$ 42,022.91

ESSA - STUDENT ACTIVITY

6/1/23 Balance	\$ 75,357.70
Receipts	
Interest/Dividends	\$ 92.29
Disbursements	
6/30/23 Balance	\$ 75,449.99



# EAST STROUDSBURG AREA SCHOOL DISTRICT BANK RECONCILIATION

NAME OF ACCOUNT General Fund (Treasury Fund)

BANK ESSA

Prepared by: Sonya Burch 6/15/23 - To Diane Kelly for approval 6/15/23

Approved by: *Diane Kelly*

MONTH: May-23

ESSA Checking \$ 22,737,547.55 \$ 22,737,547.55

Less:	Outstanding Checks-Treasury Fund	\$ 950,659.20	
	Outstanding Payroll Activity	\$ -	
	Outstanding PA Withholding		
	Outstanding PA Withholding		
	Outstanding PA Withholding		
	Outstanding PA Employee Unemployment		
	Outstanding Federal Tax		
	Outstanding Flex Spending Accounts		
	Outstanding TSA (Wire Less than Report)		
		\$ 950,659.20	
			\$ 21,786,888.35

General Ledger 00-0000-010-000-00-000-000-0000 \$ 21,786,973.80

Adjustments:	Ending Balance in "Payroll Account" Account 3/31/23	\$ (0.60)	
	C. Goida TSA Refund - Voided 5/2/23, Check Received and Deposited in June	\$ (84.85)	
		\$ (85.45)	
			\$ 21,786,888.35

Difference \$ -

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

RETURN SERVICE REQUESTED

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$12,567,580.62

**Government Checking**
**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$22,737,547.55
	22 Credit(s) This Period	\$8,468,329.05
	62 Debit(s) This Period	-\$18,638,295.98
06/30/2023	Ending Balance	\$12,567,580.62

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$22,523.58
Interest Paid Year-to-Date	\$130,100.33

**Deposits**

Date	Description	Amount
06/02/2023	WIRE FROM PENNSYLVANIA LOCAL GOVE	\$706,561.14
06/07/2023	TRANSFER FROM	\$125,228.21
06/12/2023	TRANSFER FROM	\$61.00
06/13/2023	TRANSFER FROM	\$202.58
06/20/2023	TRANSFER FROM	\$7,772.68
06/21/2023	WIRE FROM PSDLAF	\$7,000,000.00
06/23/2023	TRANSFER FROM	\$16,177.08
06/30/2023	INTEREST FROM ACCT	\$6.97
06/30/2023	INTEREST FROM ACCT	\$0.78
06/30/2023	INTEREST FROM ACCT	\$1.95
06/30/2023	INTEREST FROM ACCT	\$24.80
06/30/2023	INTEREST FROM ACCT	\$7.63
06/30/2023	INTEREST FROM ACCT	\$461.23
06/30/2023	INTEREST FROM ACCT	\$61.23
06/30/2023	INTEREST FROM ACCT	\$0.82
06/30/2023	INTEREST FROM ACCT	\$0.99
06/30/2023	INTEREST FROM ACCT	\$3.28
06/30/2023	DEPOSIT STROUDSBURG	\$38,898.10
		18 item(s) totaling \$7,895,470.47

**Electronic Credits**

Date	Description	Amount
06/02/2023	MC Recorder of D SCHOOL DIS PPD	\$94,396.33
06/02/2023	HRTLAND PMT SYS TXNS/FEES CCD	\$6.28





Pennsylvania Local Government Investment Trust

**Account Statement - Transaction Summary**

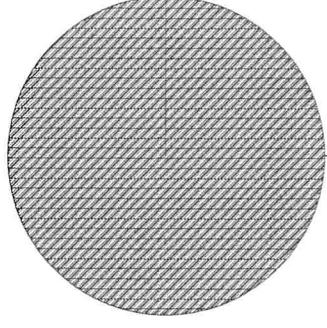
For the Month Ending June 30, 2023

**East Stroudsburg Area School District - General Fund -**

<b>PLGIT-Class</b>	
Opening Market Value	7,687,052.54
Purchases	321,314.21
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$8,008,366.75</b>
Cash Dividends and Income	31,679.68

<b>Asset Summary</b>	<b>June 30, 2023</b>	<b>May 31, 2023</b>
<b>PLGIT-Class</b>	8,008,366.75	7,687,052.54
<b>Total</b>	<b>\$8,008,366.75</b>	<b>\$7,687,052.54</b>

**Asset Allocation**



PLGIT-Class  
100.00%

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**PSDLAF Monthly Statement**  
East Stroudsburg ASD

**Please Note:**  
THE FUND WILL BE CLOSED JULY 4TH IN OBSERVANCE OF THE  
INDEPENDENCE DAY HOLIDAY

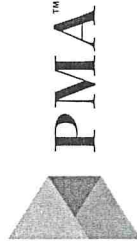
**Activity Summary**      **General Fund**

6/1/2023 - 6/30/2023

Investment Pool Summary		MAX
Beginning Balance		\$774,957.27
Dividends		\$34,983.71
Purchases		\$19,420,589.49
Redemptions		(\$7,052,701.50)
Ending Balance		\$13,177,828.97
Average Monthly Rate		4.934%
Share Price		\$1.000
Total		\$13,177,828.97
<hr/>		
Total Fixed Income		\$39,411,283.71
<hr/>		
Account Total		\$52,589,112.68

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**East Stroudsburg ASD**  
Peter Bard  
50 Vine Street  
East Stroudsburg, PA 18031



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

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



Fixed Income Investments

Maturities 6/1/2023 - 6/30/2023

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
SEC	58032-1	06/22/2023	12/28/2022	06/22/2023	TREASURY BILL, 912796ZQ5	\$4,893,251.11	4.525%	\$5,000,000.00
CD	294041-1	06/26/2023	06/24/2022	06/26/2023	GREENSTATE CREDIT UNION, IA	\$242,000.00	2.900%	\$249,056.45
CD	294041-2	06/26/2023	06/24/2022	06/26/2023	BANK HAPOALIM, NY	\$242,000.00	2.800%	\$248,813.13
SEC	58033-1	06/29/2023	12/29/2022	06/29/2023	TREASURY BILL, 912796ZR3	\$1,954,985.33	4.618%	\$2,000,000.00
						\$7,332,236.44		\$7,497,869.58

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**PSDLAF Monthly Statement**  
East Stroudsburg ASD

**Fixed Income Investments**

Interest 6/1/2023 - 6/30/2023

Type	Holding Id	Trade Date	Description	Interest
SEC	58032-1	06/22/2023	TREASURY BILL, 912796ZQ5, Security Interest	\$106,748.89
CD	294041-1	06/26/2023	GREENSTATE CREDIT UNION, IA, Interest	\$7,056.45
CD	294041-2	06/26/2023	BANK HAPOALIM, NY, Interest	\$6,813.13
SEC	58033-1	06/29/2023	TREASURY BILL, 912796ZRR3, Security Interest	\$45,014.67
Flex	1285184-1	06/30/2023	PSDLAF - Full Flex (NexB-1), TX, Interest	\$72,203.70
Flex	1306222-1	06/30/2023	PSDLAF - Full Flex (ASB-1), TX, Interest	\$617.87
Flex	1333678-1	06/30/2023	PSDLAF - Full Flex (For B-1), MD, Interest	\$42,774.00
Flex	1344764-1	06/30/2023	PSDLAF - Full Flex (VNB), Interest	\$21.30
Flex	1345143-1	06/30/2023	PSDLAF - Full Flex (PNB), IL, Interest	\$5,106.00
Flex	1348493-1	06/30/2023	PSDLAF - Full Flex (MNST-1), VA, Interest	\$10,590.90
				<b>\$296,946.91</b>

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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 PETER BARD  
50 VINE ST  
EAST STROUDSBURG PA 18301-2150

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$300,368.28

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$300,747.66
	1 Credit(s) This Period	\$368.28
	1 Debit(s) This Period	-\$747.66
06/30/2023	Ending Balance	\$300,368.28

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$368.28
Interest Paid Year-to-Date	\$2,232.44

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$368.28
		1 item(s) totaling \$368.28

**Other Debits**

Date	Description	Amount
06/30/2023	INTERNET TFR TO CHK INTERNAL JUNE 2023 TRFR	\$747.66
		1 item(s) totaling \$747.66

**Daily Balances**

Date	Amount
06/30/2023	\$300,368.28



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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 PETER BARD  
50 VINE ST  
EAST STROUDSBURG PA 18301-2150

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$0.71

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$546.64
	2 Credit(s) This Period	\$535.90
	2 Debit(s) This Period	-\$1,081.83
06/30/2023	Ending Balance	\$0.71

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.71
Interest Paid Year-to-Date	\$3.36

**Electronic Credits**

Date	Description	Amount
06/27/2023	PAYPAL TRANSFER PPD	\$535.19
		1 item(s) totaling \$535.19

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$0.71
		1 item(s) totaling \$0.71

**Other Debits**

Date	Description	Amount
06/30/2023	INTERNET TFR TO CHK INTERNAL JUNE 2023 TRFR	\$1,081.33
06/30/2023	INTERNET TFR TO CHK COMPLETE INTERNAL JUNE TRFR	\$0.50
		2 item(s) totaling \$1,081.83

**Daily Balances**

Date	Amount	Date	Amount
06/27/2023	\$1,081.83	06/30/2023	\$0.71



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

RETURN SERVICE REQUESTED

>002535 4490729 0001 93004 10Z

00966255  
HSP 262

EAST STROUDSBURG AREA SCHOOL  
DISTRICT ESCROW ACCT FERNWOOD  
C/O PETER BARD  
50 VINE ST  
EAST STROUDSBURG PA 18301-2150



**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com



**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$0.00

**Government Checking**

**Account Summary**

Account Summary			Interest Summary	
Date	Description	Amount	Description	Amount
06/01/2023	Beginning Balance	\$38,852.11	Annual Percentage Yield Earned	0.00%
	1 Credit(s) This Period	\$45.99	Interest Days	0
	1 Debit(s) This Period	-\$38,898.10	Interest Earned	\$0.00
06/30/2023	Ending Balance	\$0.00	Interest Paid This Period	\$45.99
			Interest Paid Year-to-Date	\$286.17

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID	\$45.99
		1 item(s) totaling \$45.99

**Other Debits**

Date	Description	Amount
06/30/2023	WITHDRAWAL TO CLOSE ACCOUNT	\$38,898.10
		1 item(s) totaling \$38,898.10

**Daily Balances**

Date	Amount
06/30/2023	\$0.00



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**RETURN SERVICE REQUESTED**

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$343,999.53

**Government Checking**
**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$342,021.71
	14 Credit(s) This Period	\$3,798.57
	3 Debit(s) This Period	-\$1,820.75
06/30/2023	Ending Balance	\$343,999.53

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$420.17
Interest Paid Year-to-Date	\$2,320.72

**Electronic Credits**

Date	Description	Amount
06/01/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$192.50
06/02/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$711.50
06/05/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$583.15
06/05/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$142.50
06/05/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$14.50
06/06/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$241.00
06/07/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$300.00
06/08/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$263.25
06/09/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$517.50
06/12/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$302.50
06/12/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$22.50
06/14/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$55.00
06/16/2023	GLOBAL PAYMENTS GLOBAL DEP CCD	\$32.50
13 item(s) totaling		\$3,378.40

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$420.17
1 item(s) totaling		\$420.17

**Electronic Debits**

Date	Description	Amount
06/02/2023	GLOBAL PAYMENTS GLOBAL STL CCD	\$1,516.35
06/05/2023	HEARTLAND PAYMEN HEARTLAND CCD	\$3.08



PO BOX 289  
BERWICK, PA 18603-0289

RETURN SERVICE REQUESTED

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

**Statement Ending 06/30/2023**

**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](http://www.fkc.bank)
- Email [info@fkc.bank](mailto:info@fkc.bank)
- Telephone Banking (570)759-2265  
(888)759-2265



**Summary of Accounts**

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$255,721.14

**NOW SPSPD/Government**

Account Summary			Interest Summary	
Date	Description	Amount	Description	Amount
06/01/2023	Beginning Balance	\$255,113.06	Annual Percentage Yield Earned	2.94%
	1 Credit(s) This Period	\$608.08	Interest Days	30
	0 Debit(s) This Period	\$0.00	Interest Earned	\$608.08
06/30/2023	Ending Balance	\$255,721.14	Interest Paid This Period	\$608.08
			Interest Paid Year-to-Date	\$3,463.46

**Account Activity**

Post Date	Description	Debits	Credits	Balance
06/01/2023	Beginning Balance			\$255,113.06
06/30/2023	Credit Interest		\$608.08	\$255,721.14
06/30/2023	Ending Balance			\$255,721.14



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Pennsylvania Local Government Investment Trust

## Account Statement - Transaction Summary

For the Month Ending June 30, 2023

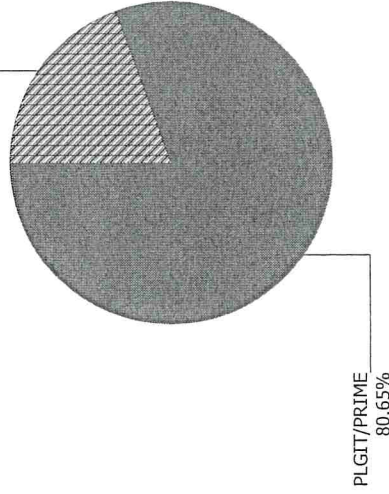
### East Stroudsburg Area School District - Capital Reserve

PLGIT-Class	
Opening Market Value	4,677,512.97
Purchases	16,126.01
Redemptions	(706,561.14)
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$3,987,077.84</b>
Cash Dividends and Income	16,126.01

PLGIT/PRIME	
Opening Market Value	16,547,535.89
Purchases	70,850.70
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$16,618,386.59</b>
Cash Dividends and Income	70,850.70

Asset Summary			
	<b>June 30, 2023</b>	<b>May 31, 2023</b>	
PLGIT-Class	3,987,077.84	4,677,512.97	
PLGIT/PRIME	16,618,386.59	16,547,535.89	
<b>Total</b>	<b>\$20,605,464.43</b>	<b>\$21,225,048.86</b>	

Asset Allocation	
PLGIT/PRIME	80.65%
PLGIT-Class	19.35%



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RETURN SERVICE REQUESTED

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$28,160.63

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$28,126.19
	1 Credit(s) This Period	\$34.44
	0 Debit(s) This Period	\$0.00
06/30/2023	Ending Balance	\$28,160.63

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$34.44
Interest Paid Year-to-Date	\$208.31

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$34.44
		1 item(s) totaling \$34.44

**Daily Balances**

Date	Amount
06/30/2023	\$28,160.63

RETURN SERVICE REQUESTED

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$32,469.23

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$32,708.24
	1 Credit(s) This Period	\$39.78
	1 Debit(s) This Period	-\$278.79
06/30/2023	Ending Balance	\$32,469.23

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$39.78
Interest Paid Year-to-Date	\$241.97

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$39.78
		1 item(s) totaling \$39.78

**Other Debits**

Date	Description	Amount
06/07/2023	DELUXE BUS SYS. BUS PRODS CCD	\$278.79
		1 item(s) totaling \$278.79

**Daily Balances**

Date	Amount	Date	Amount
06/07/2023	\$32,429.45	06/30/2023	\$32,469.23

RETURN SERVICE REQUESTED

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$18,642.49

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$18,898.41
	1 Credit(s) This Period	\$22.87
	1 Debit(s) This Period	-\$278.79
06/30/2023	Ending Balance	\$18,642.49

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$22.87
Interest Paid Year-to-Date	\$139.70

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$22.87
		1 item(s) totaling \$22.87

**Other Debits**

Date	Description	Amount
06/07/2023	DELUXE BUS SYS. BUS PRODS CCD	\$278.79
		1 item(s) totaling \$278.79

**Daily Balances**

Date	Amount	Date	Amount
06/07/2023	\$18,619.62	06/30/2023	\$18,642.49



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RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL  
DISTRICT SPECIAL ACTIVITY FUND  
C/O PETER BARD  
50 VINE ST  
EAST STROUDSBURG PA 18301-2150

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$245,556.27

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$245,255.92
	1 Credit(s) This Period	\$300.35
	0 Debit(s) This Period	\$0.00
06/30/2023	Ending Balance	\$245,556.27

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$300.35
Interest Paid Year-to-Date	\$1,816.49

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$300.35
		1 item(s) totaling \$300.35

**Daily Balances**

Date	Amount
06/30/2023	\$245,556.27



Savings

Account Number

Statement Date

07/07/2023

Page 1

Date	Transaction Description	Amount	Ending Balance
06/29/2023	Interest Deposit - INTEREST PAID 04/01 THROUGH 06/30	20.94	42,022.91

EAST STROUDSBURG AREA  
SCHOOL DISTRICT  
C/O PETER BARD  
50 VINE ST  
EAST STROUDSBURG PA 18301

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**RETURN SERVICE REQUESTED**

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

**Customer Service Contact**

	Phone	855-713-8001
	Hours	8:30 a.m. - 6:00 p.m. M-F 8:30 a.m. - 12:00 p.m. Sat
	Website	essabank.com
	Email	contactcenter@essabank.com

**Summary of Accounts**

Account Type	Account Number	Ending Balance
Government Checking		\$75,449.99

**Government Checking**

**Account Summary**

Date	Description	Amount
06/01/2023	Beginning Balance	\$75,357.70
	1 Credit(s) This Period	\$92.29
	0 Debit(s) This Period	\$0.00
06/30/2023	Ending Balance	\$75,449.99

**Interest Summary**

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$92.29
Interest Paid Year-to-Date	\$558.14

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30	\$92.29
		1 item(s) totaling \$92.29

**Daily Balances**

Date	Amount
06/30/2023	\$75,449.99

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

TO OWNER: EAST STROUDSBURG AREA SD ACCOUNTS PAYABLE  
 50 VINE STREET  
 EAST STROUDSBURG, PA 18301 USA

PROJECT: SMITHFIELD ELEMENTARY SCHOOL  
 245 RIVER ROAD  
 EAST STROUDSBURG, PA 18301 USA

FROM CONTRACTOR:  
 WEATHERPROOFING TECHNOLOGIES  
 3735 GREEN RD.  
 BEACHWOOD, OHIO 44021

CONTRACT FOR: 2023 ROOF PROJECT

APPLICATION NO: 2  
 DISTRIBUTION TO:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

PERIOD TO: June 30, 2023

PROJECT NOS: 5050562

AIA DATE:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,862,357.67
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 1,862,357.67
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 376,065.38
5. RETAINAGE:
  - a. 10% of Completed Work (Column D + E on G703) \$ 37,606.54
  - b. % of Stored Material (Column F on G703) \$
  - Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 37,606.54
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 338,458.84
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 24,944.06
8. CURRENT PAYMENT DUE \$ 313,514.78
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 1,523,898.83

CONTRACTOR: WEATHERPROOFING TECHNOLOGIES

By: Meaghan Shea Date: 6/26/2023  
 State of Ohio County of: Cuyahoga  
 Subscribed and sworn to before me this 26th day of June, 2023.  
 Notary Public: Victoria Slayton  
 My Commission expires: 6/26/2025

**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 the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 313,514.78

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>NET CHANGES by Change Order</b>	<b>\$0.00</b>	

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

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

*Handwritten:* 70 000 2023

*Handwritten:* 209

**INVOICE**

WEATHERPROOFING TECHNOLOGIES INC  
3735 GREEN ROAD, BEACHWOOD, OH 44122-5730

(216)292-5000



ACCOUNT NUMBER 6047867

**SHIP TO**  
SMITHFIELD ELEMENTARY SCHOOL  
245 RIVER ROAD  
EAST STROUDSBURG PA 18301  
USA

INVOICE NO. 97171652	INVOICE DATE 06/26/2023	DUE DATE 07/26/2023
CUST. P.O. 23000294		
ORDER NUMBER 35050562		
TERMS Net 30		
SHIPPED FROM		SHIP DATE
ROUTING - IF SPECIFIED		DELIVERY NO.

**CHARGE TO**  
EAST STROUDSBURG AREA SD  
ACCOUNTS PAYABLE  
50 VINE STREET  
EAST STROUDSBURG PA 18301  
USA

(PLEASE MAKE ANY CORRECTIONS TO ABOVE INFORMATION)  
NO RETURN MERCHANDISE UNLESS AUTHORIZED BY OUR REPRESENTATIVE

REPRESENTATIVES: Kiessling, Marshal; Kline, Randy; Sweppenhiser, Kyle

FREIGHT (F.O.B.: SHIPPING POINT)  
PPA PREPAID AND ADD

RECEIPT OF THIS ORDER SHALL BE ACCEPTANCE OF ALL TERMS AND CONDITIONS CONTAINED ON THE FRONT

QTY	FORMULA NO. AND DESCRIPTION	UNIT QTY	PRICE	AMOUNT
1	<p>CONTRACTING GENERAL CONTRACTING SERVICES</p> <p>If you currently do not receive your invoices by email and would like to, please contact Customer Service.</p> <p>EAST STROUDSBURG AREA SCHOOL DISTRI-203335 6.26.23 PAY APP 2 VICTORIA SLAYTON Service Order:9737829</p>	1 EA		313,514.78

LOCAL TAX 0.00	COUNTY TAX 0.00	STATE TAX 0.00	SUBTOTAL	313,514.78
			SALES TAX	0.00
			SHIPPING	0.00
			<b>TOTAL DUE</b>	<b>313,514.78</b>

This sale is subject to the Terms and Conditions of Sale effective on the date the purchase order is received, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at <https://www.tremcocpg.com/terms-and-conditions/>.

**PLEASE RETURN THIS PORTION WITH YOUR REMITTANCE**

EAST STROUDSBURG AREA SD  
ACCOUNTS PAYABLE  
50 VINE STREET  
EAST STROUDSBURG PA 18301  
USA

ACCOUNT NUMBER : 6047867  
CUST. P.O. : 23000294  
TERMS : Net 30

SUBTOTAL 313,514.78  
SALES TAX 0.00  
SHIPPING 0.00  
TOTAL DUE 313,514.78 USD

IF THIS ORDER IS SALES TAX EXEMPT AND WE HAVE CHARGED SALES TAX, MARK BOX AND RETURN A COMPLETED, SIGNED SALES TAX EXEMPTION CERTIFICATE WITH YOUR REMITTANCE. THANK YOU.

INVOICE NO. 97171652	INVOICE DATE 06/26/2023
-------------------------	----------------------------

COMMENTS:

Mail check to address shown or call to pay by ACH or wire transfer. Credit card accepted at time of purchase.

Weatherproofing Technologies, Inc.  
P.O. BOX 931111  
CLEVELAND, OH 44193-0511

Thank you for your payment. We appreciate your business.

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 2

Contractor's signed certification is attached.

APPLICATION DATE: 6/22/2023

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 6/30/2023

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		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 (IF VARIABLE RATE) 10%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
<b>SCOPE OF WORK I (Roof Replacement)</b>								
1	Mobilization.	\$23,223.32	5,805.83	\$17,417.49		\$23,223.32	100.00%	\$2,322.33
2	Tear Off and Disposal	\$92,893.27				\$92,893.27	0.00%	\$0.00
3	Insulation and Membrane	\$209,009.85				\$209,009.85	0.00%	\$0.00
4	Flashing	\$46,446.63				\$46,446.63	0.00%	\$0.00
5	Metal Work	\$46,446.63				\$46,446.63	0.00%	\$0.00
6	Surfacing and Coating	\$23,223.32				\$23,223.32	0.00%	\$0.00
7	Demobilization and Clean-Up	\$23,223.32				\$23,223.32	0.00%	\$0.00
<b>SCOPE OF WORK II (Roof Recover)</b>								
1	Mobilization.	\$69,669.95		\$52,252.46		\$69,669.95	100.00%	\$6,967.00
2	Tear Off and Disposal	\$278,679.80	\$17,417.49	\$278,679.80		\$278,679.80	100.00%	\$27,867.98
3	Insulation and Membrane	\$627,029.57				\$627,029.57	0.00%	\$0.00
4	Flashing	\$139,339.90				\$139,339.90	0.00%	\$0.00
5	Metal Work	\$139,339.90				\$139,339.90	0.00%	\$0.00
6	Surfacing and Coating	\$69,669.95				\$69,669.95	0.00%	\$0.00
7	Demobilization and Clean-Up	\$69,669.95				\$69,669.95	0.00%	\$0.00
<b>ADDITIONAL</b>								
1	Roof Diagnostics Scan	\$4,492.31	\$4,492.31			\$4,492.31	100.00%	\$449.23
<b>GRAND TOTALS</b>		\$1,862,357.67	\$27,715.63	\$348,349.75	\$0.00	\$376,065.38	20.19%	\$37,606.54

Users may obtain validation of this document by requesting of the licensee a completed AIA Document D401 - Certification of Document's Authenticity



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

**INVOICE**

No. 58214  
 06/23/2023

**East Stroudsburg Area School District**

50 Vine Street  
 East Stroudsburg, PA 18301  
 Peter Bard

**H.S. North Natatorium Roof Replacement**  
**287030**  
 For Services Rendered From May 27, 2023 To June 23, 2023

DEI Fee: 7% of \$884,400 = \$61,908

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$61,908.00	\$58,837.36	97.47	\$1,504.37

**INVOICE TOTAL     \$1,504.37**

**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>
57768	4/28/2023	\$631.46	\$0.00	\$0.00	\$0.00	\$631.46
<b>Total Prior Billing</b>		<b>\$631.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$631.46</b>

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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. 58215  
 06/23/2023

**East Stroudsburg Area School District**

50 Vine Street  
 East Stroudsburg, PA 18301  
 Peter Bard

**Bushkill ES HVAC Replacement (Trane)**  
**287032**  
 For Services Rendered From May 27, 2023 To June 23, 2023

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$29,500.00	\$8,041.70	50.00	\$6,708.30

**INVOICE TOTAL      \$6,708.30**

**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>
58036	5/26/2023	\$666.70	\$0.00	\$0.00	\$0.00	\$666.70
<b>Total Prior Billing</b>		<b>\$666.70</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$666.70</b>

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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. 58216  
 06/23/2023

**East Stroudsburg Area School District**

50 Vine Street  
 East Stroudsburg, PA 18301  
 Peter Bard

**North Campus Storm Pipe Replacement**  
**287034**  
 For Services Rendered From May 27, 2023 To June 23, 2023

DEI Fee: 7.5% of \$256,760 + \$2,500 = \$21,757

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$21,757.00	\$11,889.63	59.89	\$1,140.64

**INVOICE TOTAL** \$1,140.64

**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>
58037	5/26/2023	\$776.88	\$0.00	\$0.00	\$0.00	\$776.88
<b>Total Prior Billing</b>		<b>\$776.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$776.88</b>





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

**INVOICE**

No. 58217  
 06/23/2023

**East Stroudsburg Area School District**

50 Vine Street  
 East Stroudsburg, PA 18301  
 Peter Bard

**High School South and J.M. Hill Flooring Replacement**  
**287038**  
 For Services Rendered From May 27, 2023 To June 23, 2023

DEI fee: \$111,755 (7% of \$1,596,495)

**00 - Basic Services**

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$111,755.00	\$89,404.00	81.76	\$1,966.89

**INVOICE TOTAL     \$1,966.89**

**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>
57769	4/28/2023	\$16,763.25	\$0.00	\$0.00	\$0.00	\$16,763.25
58038	5/26/2023	\$5,587.75	\$0.00	\$0.00	\$0.00	\$5,587.75
<b>Total Prior Billing</b>		<b>\$22,351.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,351.00</b>

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COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide psychiatric evaluations as requested by the East Stroudsburg Area School District.

The rates for this service are as follows:

Psychiatric Evaluation	\$321.46
Psychiatric Amendment	\$128.58
Fee for No Show Appointment	\$128.58
Fee for Cancellation-Less than 48 Hours' Notice	\$128.58

The total amount of this contract will be based on the total number of hours requested for each service per student, as well as any fees for no show or cancelled appointments. This contract will be in effect for the 2023-2024 school year.

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

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

7/5/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide online professional development for paraeducators, teaching assistants and administrators with ParaEducator Learning Network Subscription.

The total cost for the unlimited license option is \$1,699.00. This contract will be in effect from August 1, 2023 through July 31, 2024.

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

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

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

7/3/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

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A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

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In collaboration with Transperfect, Colonial Intermediate Unit 20 will provide remote interpreting services to students and staff at the East Stroudsburg Area School District.

The rate for this service will be \$6.39 per month, for 12 months, not to exceed \$76.68, plus a fee of \$1.21 per minute for interpreting services. This contract will be in effect for the 2023-2024 school year.

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

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

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

7/5/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

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A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

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Colonial Intermediate Unit 20 will provide an associate teacher for direct, one-on-one services for students attending the Extended School Year program.

The total cost for said services shall not exceed \$4,642.02. This contract will be in effect from July 11, 2023 through July 27, 2023.

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

7/5/23  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

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COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

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Colonial Intermediate Unit 20 will secure an LPN or an RN to administer medication for East Stroudsburg Area School District students while attending Community Based Instruction and/or field trips.

The rate for this service is \$60.00 an hour for an LPN or RN.

The total amount of this contract will be based on the total number of hours requested. This contract is in effect for the 2023-2024 school year.

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

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

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

2/15/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

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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 and Colonial Intermediate Unit 20 will enter into an agreement with Sweet, Stevens, Katz & Williams, LLC, who will provide telephone and electronic mail advice, opinions concerning computers, education technology, electronic devices, and related policies.

The rate for this service will be \$600.00. This contract will be in effect from August 26, 2023 through August 25, 2024.

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

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

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

7/5/20  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

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6 Danforth Drive  
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CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide online professional development for technology staff with CBT Nuggets Online Training Subscription.

The cost for said services is \$554.00 per license, for 8 licenses. This contract shall not exceed \$4,432.00 and will be in effect from August 30, 2023 through August 30, 2024.

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

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

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

7/3/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

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

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

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**THIS AGREEMENT** is made this 29<sup>th</sup> day of April, 2024, by and between:

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

**AND**

Concorde, Inc. (the "Contractor") of 701 Market Street, Suite 3400, Philadelphia, PA. 19106

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

**1. Nature of Position**

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

**2. Scope of Duties**

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

**3. Breach of Agreement**

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement

**SCHEDULE A**

Description of Service to be performed (be specific):

To fulfill D.O.T. requirements for random drug testing, pre-employment, and post-accident for all CDL Personnel

Location of Services: 2000 Milford Road  
East Stroudsburg, Pa 18301

Effective Date: 7/1/2023 - 6/30/2024

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ \_\_\_\_\_  
Time (Days/Hour/Other): \_\_\_\_\_  
Total Cost: \$ 4500.00 Estimated \_\_\_\_\_

b) Fixed Rate: \$ \_\_\_\_\_

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

Budget Code: 10-2720-330-000-00-000-007-000-0000 Department: Transportation

District Initiator: \_\_\_\_\_

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT  
Independent Contractor Agreement

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

THIS AGREEMENT is made this 30th day of June, 2023, by and between:

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

AND

Robert Prothro (the " Contractor") of DJ's With A Touch of Class

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

**1. Nature of Position**

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

**2. Scope of Duties**

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

**3. Breach of Agreement**

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

**SCHEDULE A**

Description of Service to be performed (be specific):

May 18th from 5pm - 10pm, DJs Touch of Class will provide a DJ with lighting on the dance floor along with a photo booth and photographer for the duration of the prom event at Camelback Resort. Photographs will be made available for students post event at no cost via their website.

Location of Services:

Camelback resort in Tannersville on May 18th from 5pm - 10pm

Effective Date:

Professional Fee:

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

b) Fixed Rate: \$ 2,400.00

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

Budget Code: 80-3210-\_\_\_-30-820-510-000-8098

Department: \_\_\_\_\_

District Initiator: \_\_\_\_\_

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

# DJs with a Touch of Class

570-242-4019

DJswithaTouchofClass@gmail.com

Client: East Stroudsburg South

Address: 279 N. Courtland Street City: East Stroudsburg State: PA Zip: 18301

Phone: 570-424-8500 Date: 6/29/2023

Email: Kym-Gavitt@esasd.net Contact Person: Kym Gavitt

Contact Phone: [REDACTED] Date of Affair: 05/18/2024

Day: Saturday Location: Camelback Resort- 193 Resort Dr Tannersville PA 18372

Services Provided: DJ & Lighting of Dance Floor/Photo Booth/ Photograph

Hours Contracted: 5 Hrs Start Time: 5pm End time: 10pm

Number of Guests: 500 Age Range: 17-20

For the Fee of: \$ 2,400.00


Non Refundable Deposit: \$500

Balance Due Upon Arrival: \$1,900

Overtime Rate:

**IF THIS AGREEMENT IS BREACHED, DAMAGES SHALL NOT EXCEED THE AMOUNT DUE UNDER THIS AGREEMENT. ROBERT PROTHRO/DJS WITH A TOUCH OF CLASS SHALL NOT BE HELD LIABLE FOR ANY DAMAGES OR FAILURE TO PERFORM DUE TO "ACTS OF GOD" OR ANY EVENT OUTSIDE HIS CONTROL. CLIENTS SHALL WAIVE ANY CLAIMS AGAINST ROBERT PROTHRO/DJS WITH A TOUCH OF CLASS FOR ANY PERSONAL INJURY OR PROPERTY DAMAGE SUFFERED IN CONNECTION WITH ROBERT PROTHRO, HEREUNDER.**

Client Signature: \_\_\_\_\_

Robert Prothro: 

**MAKE CHECKS PAYABLE TO: DJs with a Touch of Class**

**\*\*\* Worksheets must be submitted at least three (3) weeks prior to the function or we cannot guarantee "Special Music Requests" \*\*\***



ATTORNEYS AT LAW  
PHONE 215.938.6378

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

SENDER'S EMAIL: [pcianci@levinlegalgroup.com](mailto:pcianci@levinlegalgroup.com)

MICHAEL IRA LEVIN  
ALLISON S. PETERSEN  
PAUL J. CIANCI  
DAVID W. BROWN  
RICHARD B. GALTMAN  
JAMES J. MUSIAL  
JULIA A. LEVIN  
ANTHONY M. PETRO

ANNE E. HENDRICKS  
OF COUNSEL

July 11, 2023

**Via Email**

Dr. William R. Riker, Superintendent  
East Stroudsburg Area School District  
50 Vine Street  
East Stroudsburg, Pennsylvania

**Re: Engagement with the East Stroudsburg Area School District**

Dear Dr. Riker:

In response to the email I received from your office, we are pleased to submit this letter that (1) serves as our firm's letter of commitment for the upcoming 2023-2024 school year, and (2) summarizes our relationship with the East Stroudsburg Area School District ("School District") as legal counsel. The following describes our understanding of the terms and objectives of our engagement as legal counsel for the School District and the nature and scope of the services we will provide.

**Our Responsibilities and Services.**

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

1. Attendance at meetings, including executive sessions and committee meetings;
2. Advising the School District administration and school board of material information consistent with our duties representing the School District;
3. Investigation of facts for the purpose of rendering legal advice;
4. Issuance of opinion letters;
5. Preparation of contracts, requests for proposals and invitations to bid;

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

For purposes of assignments to us, we may rely upon any request by any "Authorized Representative." For purposes of this letter, "Authorized Representative" means and includes each individual who: (1) is expressly designated orally, electronically or in writing or otherwise by School District to act on behalf of School District with respect to one or more services; (2) actually acts on behalf of School District with respect to any services; or (3) has apparent authority to act for School District, by course of dealing or otherwise with respect to any services.

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

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

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

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

### **The School District's Responsibilities**

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

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

The School District is responsible for notifying us when it decides not to carry out our recommendations or when not carrying out or implementing our recommendations in the way that we advise. Such notification shall be in writing. The School District is also responsible for asking



us if it has any questions about our recommendations, if it desires to explore options for the handling of any matter, or if it wants a description of the pros and cons of proceeding in a particular manner.

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

### **Engagement Administration**

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

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

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

### **Scope of Our Work**

With respect to those services that you request us to perform and that we expressly agree to perform, we will consult with you about your objectives, and, when appropriate, the means of achieving them in accordance with applicable law and the ethical rules governing lawyers. We shall endeavor to keep you advised of the status of your matter to the extent necessary to enable

you to make informed decisions. We will provide competent representation of your interests. Expressions on our part concerning the probable outcome of our representation will reflect our best professional judgment, but are not guarantees, as they are limited by our knowledge of the facts and are based on the state of the law at the time that they are expressed. There may be many factors that affect the outcome of any matter and over which we have no control—such as the recollection or testimony of any particular witness.

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

### **Aspects of Third Party Payor Engagements**

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

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

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

### **Aspects of Multiple Client Engagements**

It is unusual that we will be asked to represent multiple clients in a particular matter involving the School District. However, if the situation arises and we are asked to represent a number of clients as a group, including you, we recommend that each client consult separate

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

#### **Document Retention**

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

#### **Engagement Fees**

Continuing our current rates, which have been in effect for a few years, our fees are as follows:

<u>Rate</u>	<u>Attorneys</u>
\$200.00/hr.	Michael I. Levin, Allison S. Petersen, and Paul J. Cianci (shareholders)
\$190.00/hr.	David W. Brown, Richard Galtman, James Musial, and Julia A. Levin, Anthony M. Petro

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

We charge fees "portal-to-portal."

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

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

#### **Other Engagement Matters and Limitations**

##### (a) Management Functions

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

##### (b) E-mail

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

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

(c) Contract Forms and Recommendations

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

(d) Disputes

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

(e) Limitations on Damages and Indemnification

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

(f) Legal Actions

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

(g) Miscellaneous

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

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

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

Very truly yours,

LEVIN LEGAL GROUP, P.C.

*Paul J. Cianci*

Paul J. Cianci

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

ACCEPTED:

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



Letter of Linkage and Service Agreement

DATE: 7/5/2023

East Stroudsburg Area School District
50 Vine Street
E. Stroudsburg PA 18301
Attn: Administrator

With the intention of assisting individuals and families in need of behavioral health services and to access appropriate levels of care, Merakey and the above provider agree to:

- Maintain awareness of each other's program and services
Maintain communication via identified liaison staff
Participate in treatment team decisions to include the sharing of clinical information within the parameters of confidentiality and HIPAA regulations for the purpose of continuity of care.

This LETTER OF AGREEMENT will remain in effect one year from the date of signature and can be renewed annually by both parties in writing. This agreement can be terminated by either party giving a 60-day written notice.

This LETTER OF AGREEMENT is a commitment to abide by Federal and State standards, including confidentiality of an individual's information. Neither party shall discriminate against an individual on the basis of sex, race, religion, national origin, sexual orientation, age, or handicap. This is affirmed by the signatures below. Please return one copy in enclosed envelope.

Respectfully,

Melissa McGoey

7/5/2023

Melissa McGoey, MA, LBS, BCBA
Executive Director of North Central PA
Adult Behavioral Health

Date

Administrator/ Designee of Party in Agreement

Date

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June 22, 2023

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

Dear Dr. Riker,

We hope this finds you well as we all begin to navigate the upcoming school year. As in previous years we are here to serve your district and provide alternative education services to the students who are typically causing the most disruption in the classroom. Our mission continues to be to help each student make positive changes and become productive citizens.

Enclosed please find two executed 2023-2024 agreement for services between PA Treatment & Healing (PATH) East Stroudsburg, and your school district. The agreement contains the assurances as outlined by the Pennsylvania Department of Education Alternative Education for Disruptive Youth Guidelines.

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

**IMPORTANT REMINDER:**

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

Signing this agreement does not obligate your district to send referrals, however, if your district would like to reserve a guaranteed number of placements for the 2023-2024 academic year the rates to do so will be offered at a lower rate. Please contact me at 570-517-7153 to discuss this option.

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

Sincerely,

**Alyssa Thompson**

Alyssa Thompson, M.Ed.  
Director of Educational Programs  
alyssat@pathtochange.org

CC: Stephen Gaito, Regional Director



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

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

AND NOW, this 22nd day of June, 2023, **PA Treatment & Healing – East Stroudsburg**, with a principal place of operations located at 149 Saw Mill Court, East Stroudsburg, PA 18301, hereafter referred to as “PROVIDER”, and the **East Stroudsburg Area School District**, with a principal place of operations located at 50 Vine Street, East Stroudsburg, PA 18301 hereafter referred to as “SCHOOL DISTRICT” enter into this Act 48 Program Agreement for Services (“Agreement”), as follows:

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

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

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

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

**I. DEFINITIONS**

The following definitions apply regarding the text of this Agreement:

- A. “TERM” For purposes of this Agreement, “Term” shall be defined as the 2023-2024 School Year;
- B. “PROGRAM” For purposes of this Agreement, “Program” shall be defined as the PROVIDER Alternative Education for Disruptive Youth Program;
- C. “SCHOOL DISTRICT” For purposes of this Agreement, “SCHOOL DISTRICT” shall collectively be defined as all schools of the above referenced School District, acting by and through their authorized employees, agents and representatives; and
- D. “STUDENT” For purposes of this Agreement, “Student” shall be defined as an individual, enrolled in either middle school or high school, at SCHOOL DISTRICT who has been designated by the SCHOOL DISTRICT as a “disruptive youth” in accordance with the Act.

**II. MATRICULATION RIGHTS**

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

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

**III. COMPLIANCE WITH DEPARTMENT OF EDUCATION GUIDELINES**

- A. During the entire term of this Agreement, PROVIDER and SCHOOL DISTRICT warrant to each other that they shall both be and remain in compliance with all applicable guidelines, requirements and mandates issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program referenced herein.
- B. PROVIDER warrants that it shall be and remain an approved private provider of alternative educational services for disruptive youth, as defined in the Act, during the entire term of this Agreement. PROVIDER shall provide to SCHOOL DISTRICT, upon receipt of written request, a true and correct copy of the original Pennsylvania Department of Education approvals.

#### **IV. FACILITIES**

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

#### **V. ENVIRONMENTAL HEALTH AND SAFETY**

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

#### **VI. SCHOOL FOOD SERVICE**

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

#### **VII. STAFFING**

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

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

## VIII. STUDENT ATTENDANCE

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

## IX. STUDENT RECORDS AND REPORTS

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

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

2. Testing and Results

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

4. Miscellaneous

Includes monthly behavioral assessments, incident reports, etc.

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

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

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

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

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

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

## **X. TRANSPORTATION**

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

## **XI. REQUIREMENTS UNDER SAFE SCHOOLS**

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

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

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

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

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

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

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

## **XII. SCHOOL HEALTH SERVICES**

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

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

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

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

### **XIII. ACADEMIC STANDARDS AND ASSESSMENTS**

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

### **XIV. SPECIAL EDUCATION SERVICES AND PROGRAMS**

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

SCHOOL DISTRICT is responsible for determining, on a case-by-case basis, if the requirements of a student's IEP can be met in the PROGRAM. The SCHOOL DISTRICT shall update the student's IEP to reflect the decision to enroll the student in the PROGRAM.

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

#### **XV. IDENTIFICATION OF ELIGIBLE STUDENTS**

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

#### **XVI. EXEMPTION FROM STATUTORY REQUIREMENTS**

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

#### **XVII. HOLD HARMLESS PROVISION - INDEMNIFICATION**

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

causing the SCHOOL DISTRICT to be a Defendant in litigation by a third party, PROVIDER agrees to hold the SCHOOL DISTRICT harmless and indemnify the SCHOOL DISTRICT including costs and attorney's fees.

#### **XVIII. INSURANCE**

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

#### **XIX. INSOLVENCY OF SCHOOL DISTRICT**

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

#### **XX. CONFIDENTIALITY**

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

#### **XXI. TERMINATION**

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

4. Violations of any provisions in Act 48 of the Pennsylvania School Code;
  5. Violations of any provisions of state or federal law from which the SCHOOL DISTRICT has been exempted; the SCHOOL DISTRICT or their Board of School Directors has been indicted for and convicted of fraud.
- D. All contractual matters relating to the provision of the service by PROVIDER shall, upon termination by either party, be settled within thirty (30) days of the date of termination by the rendering of a bill marked "final bill" by PROVIDER to the SCHOOL DISTRICT.

## **XXII. ASSIGNMENT**

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

## **XXIII. COMPLIANCE**

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

## **XXIV. SEPARABILITY**

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

## **XXV. NON-DISCRIMINATION CLAUSE**

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

## **XXVI. ANNUAL REPORT**

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

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

## **XXVII. JURISDICTION AND VENUE**

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

## **XXVIII. MISCELLANEOUS**

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



Federal Express delivery service to the addresses set forth in the Agreement.

**XXIX. MODIFICATION**

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

**XXX. ENTIRE AGREEMENT**

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

**XXXI. PAYMENT POLICY**

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

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

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

ATTEST:

**East Stroudsburg Area School District**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Authorized Signature / Title

ATTEST:

**PA Treatment & Healing – East Stroudsburg**

**Stephen Gaito**

Stephen Gaito  
Regional Director

**2023-2024 AGREEMENT FOR VIRTUAL LEARNING  
ADDENDUM**

Approved Private Provider: **PA Treatment & Healing (PATH)**

This ADDENDUM is effective for the 2023-2024 school year with PA Treatment & Healing, an Act 48 Approved Private Provider.

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

PROVIDER shall assess per diem rates as follows:

<b>PATH CENTER</b>	<b>Days of instruction are in accordance with the following public-school calendar:</b>	<b>2023-2024 DAILY TUITION RATE</b>
<b>East Stroudsburg</b>	<b>East Stroudsburg Area School District</b>	<b>\$100</b>

PA Treatment and Healing is proud of offer a new school based program.

PATH Cyber Education Program (CEP) is a in-house cyber program offered through Edgenuity. Students in grades 6-12 are able at attend. CEP will work with students home school district to create an program of study that is aligned with the students currently enrolled in prior to attending the program. CEPs is able to support Regular Education Students and Special Education Students.

The students in this program are supported by teachers at PATH in person. PATH teachers will monitor online activity, communicate with students and parents, and aid as needed.

Students also have access to:

- Group Counseling
- Individual Counseling
- Drug and alcohol counseling
- In person assistance with course work
- Special Education teacher as needed
- Breakfast and Lunch
- Physical Education Class
- Credit Recovery

This program is geared towards students who are unable to attend their home school, but do not meet requirements to attend an AEDY program.

\*Credits for course work will be awarded from home school district. Grades are provided to district at the end of each marking period. Course can be customized as needed for students starting mid marking period. CEPs will work alongside with sending districts to make sure that the students are making progress towards graduation.

## 2023-2024 AGREEMENT FOR SERVICES ADDENDUM

Approved Private Provider: **PA Treatment & Healing (PATH)**

This ADDENDUM is effective for the 2023-2024 school year with PA Treatment & Healing, an Act 48 Approved Private Provider.

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

PROVIDER shall assess per diem rates as follows:

PATH CENTER	Days of instruction are in accordance with the following public school calendar:	2023-2024 DAILY TUITION RATE
East Stroudsburg	East Stroudsburg Area School District	\$95

PATH CENTER	Days of instruction are in accordance with the following public school calendar:	2023-2024 Special Education AEDY rate per day
East Stroudsburg	East Stroudsburg Area School District	\$105

EAST STROUDSBURG AREA SCHOOL DISTRICT  
Independent Contractor Agreement

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

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**THIS AGREEMENT** is made this 29<sup>th</sup> day of April, 2024, by and between:

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

**AND**

St Luke's Monroe Family Practice (the "Contractor") of 1619 North 9<sup>th</sup> Street, STE 2, Stroudsburg, Pa 18360

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

**1. Nature of Position**

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

**2. Scope of Duties**

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

**3. Breach of Agreement**

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Bus Driver Physicals

Location of Services: 1619 North 9<sup>th</sup> Street, STE 2, Stroudsburg, Pa 18360

Effective Date: 7/1/2023 - 6/30/2024

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ \_\_\_\_\_  
Time (Days/Hour/Other): \_\_\_\_\_  
Total Cost: \$ 9000.00

b) Fixed Rate: \$ \_\_\_\_\_

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

Budget Code: 10-2720-330-000-00-000-007-000-0000 Department: Transportation

District Initiator: \_\_\_\_\_

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

EAST STROUDSBURG AREA SCHOOL DISTRICT  
Independent Contractor Agreement

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

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**THIS AGREEMENT** is made this 1st day of July, 2023, by and between:

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

**AND**

**Scenario Learning, LLC** (the "Contractor") of **Vector Solutions**

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

**1. Nature of Position**

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

**2. Scope of Duties**

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

**3. Breach of Agreement**

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

**SCHEDULE A**

Description of Service to be performed (be specific):

Safe Schools Online Staff Training system for ALL employees

Location of Services: East Stroudsburg Area School District

Effective Date: 7/1/2023

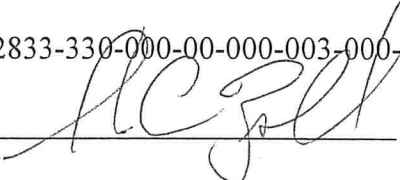
Professional Fee:

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

b) Fixed Rate: \$ 5,385.81

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

Budget Code: 10-2833-330-000-00-000-003-000-0000 Department: Human Resources

District Initiator: 

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_



Req# 20236231



Scenario Learning, LLC  
4890 W. Kennedy Blvd.  
Suite 300  
Tampa, FL 33609  
866-546-1212 x1084  
invoicing@vectorsolutions.com

**Invoice**  
#INV73964  
Doc Date: 6/1/2023

Invoice Date: 7/1/2023

Due Date: 7/31/2023

**Bill To**  
East Stroudsburg Area School District  
50 Vine St.  
P.O. Box 298  
East Stroudsburg PA 18301  
United States

<b>Contract</b>	<b>Customer ID</b>	<b>Salesperson ID</b>	<b>Payment Terms</b>
	0014100001TfyPFAAZ	Stacey Canaan	Net 30
<b>Billing Frequency</b>	<b>Billing Start Date</b>	<b>Billing End Date</b>	<b>PO #</b>
Annually	7/1/2023	6/30/2024	

Qty	Item	Rate	Amount
1	SLSST - Employee Safety and Compliance Library Formerly SafeSchools Training	5,385.81	\$5,385.81

**Subtotal** \$5,385.81  
**Tax (0%)** \$0.00

**Total** \$5,385.81

**Balance Due:** \$5,385.81

For U.S. customers, Vector is required to collect and remit sales tax in various jurisdictions. Exempt customers should send completed certificates to certs@vectorsolutions.com

For a Copy of our W-9: <https://www.vectorsolutions.com/w9/SLw9-19.pdf>

*Upon expiration of the initial or any Renewal Term of your Client Agreement, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Unless otherwise provided in your Client Agreement, any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.*

255

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

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

9:30 am

**THIS AGREEMENT** is made this 30<sup>th</sup> day of June 20 23, by and between:

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

AND

Ann Seagraves (the "Contractor") of Shawnee Art Shed

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

**1. Nature of Position**

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

**2. Scope of Duties**

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

**3. Breach of Agreement**

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43<sup>rd</sup> Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

The students will create an "art" project under the direction of the Shawnee Art Shed (Ann Seagraves) as part of our Summer STEAM \* R program 2023.

Location of Services:

Middle Smithfield Elementary School as Bushkill Elem. School is housed there for our summer program (STEAM \* R 2023).

Effective Date:

Thursday, July 20, 2023

Professional Fee:

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

b) Fixed Rate: \$ 10 per student

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

Budget Code: 10-1192-330-430-10-211-000-000-9184

Department: Title IV  
Angela Byrne

District Initiator: Linda Wisniewski  
L. Wisniewski

Authorization for Payment: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

# SWEET | STEVENS | KATZ | WILLIAMS

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

July 1, 2023

Sweet, Stevens, Katz & Williams LLP (SSKW) was formed in 1995 by nine experienced education lawyers who created the first private law practice in Pennsylvania dedicated entirely to Education Law. Today, we have attorneys in three offices serving school and municipal entities in more than 50 counties in the commonwealth.

For those clients, we provide legal representation as requested in areas of school and municipal law including serving in the role of solicitor and/or special counsel in the following areas:

- Audit and Bond Solicitation Reviews
- Civil Rights Defense
- Construction, Zoning and Land Use
- Educational Technology
- Employment Discrimination
- Labor and Employment
- Litigation Hold
- Municipal Law
- Special Education
- Student Services
- Tax Assessment Appeals

Our extensive experience in serving many different school districts/entities and municipalities affords us the ability to draw on other client experiences to provide prompt and definitive solutions while handling every issue with the utmost confidence and sensitivity.

We do not require a fixed retainer fee in advance, and our billings are based upon services actually performed during the preceding billing period. Using this approach, our clients have used our services on an "as needed" basis and are only charged if services have been requested and provided.

### **Hourly Rate for Services**

The standard basis for fees for services rendered is based upon calculation of hourly chargeable time applied to an hourly rate. Our current hourly rates for chargeable time vary, depending upon the complexity of the matter involved. For routine matters, our standard hourly rate for chargeable time is \$170/hour for attorneys and \$130/hour for legal assistants. Our fees for non-routine matters are \$200/hour for attorneys and \$130/hour for legal assistants.

**Non Routine Services**

Non-routine situations involving the higher hourly rate are those matters in which a case or controversy has arisen or may arise by virtue of threatened litigation, circumstances in which the client is contacted by an attorney representing a specific client, actual litigation, hearing requests, citizen complaints, defense of complaints filed in court or before agencies, or hearings before the school board itself. These situations also include negotiation with parties concerning litigation settlements, special education matters, student residency disputes, student and employee discipline matters, grievance processing where a specific grievance has been filed, grievance arbitrations, collective bargaining where we represent the district as its negotiator, construction matters, tax matters and specific Right-To-Know matters and appeals.

**Routine Services**

All advice, phone calls, opinions, document review, general Right-To-Know questions and responses, analysis or development of board policy or procedure, contract reviews, research, and other activities not covered by the preceding are considered routine.

**Time Billed**

During the course of representation we record chargeable time devoted to a client's matter in fractions of hours in periods of two tenths of an hour. Any time beyond a two tenths of an hour will be billed at the next full tenth of an hour. Absence from our office on behalf of our clients is also recorded on the same basis. We do minimize travel time whenever possible.

We reserve the right to decline to perform or to continue to perform requested services at any time. At the end of any month that more than minimal services are rendered, we routinely provide a computerized description of the nature, date and amount of time attributable to each entry, along with our invoice for the period.

**Out of Pocket Expenses and Other Costs**

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

As solicitor, we charge one-half of bond counsel's fee to render a requested opinion.

We charge a flat fee of \$225.00 for preparation of audit opinion letters when we are requested to do so by you, your accountants, or state auditors. This covers the cost of our internal review where such a letter is provided. We also quote a separate fee where we are asked to provide an opinion involving a financing or to provide in-service training.

### **What We Do Not Charge for**

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

On occasion, when developing a generally applicable opinion and guidance on a novel topic or change in the law, we will, with permission of individual clients, pool time across multiple clients so costs for such generally applicable opinions and guidance are minimized for each individual client.

File maintenance - We do not charge for opening, closing, retention or destruction of files. Our policy is to destroy physical and electronic files six years after final billing. Since each client should possess all of the official records contained in our files, return of files should not be necessary. However, you may request a file be returned. The return of physical files may incur shipping charges. If you wish to have your physical files returned, please contact Brett Porembski at [bporembski@sweetstevens.com](mailto:bporembski@sweetstevens.com).

### **What Might Affect the Above**

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

By virtue of our experience in the area of school and municipal law, we constantly seek to make productive use of our time and to thereby provide our services efficiently. Frequently, difficult questions encountered by our clients are questions with which we have previously dealt. It is a source of professional pride that we are able to minimize chargeable time spent on many questions based on SSKW's collective experience and singular focus on advising public entities.

We welcome the opportunity to help you, we are confident you will be more than satisfied with the value of our services, and we look forward to working with you in the year ahead.

**SWEET, STEVENS, KATZ & WILLIAMS LLP**

Federal E.I. No. 23-2807059

# THE BOLLINGER LAW FIRM, LLC

104 ROCK ROSE LANE, RADNOR, PENNSYLVANIA 19087-3736

June 13, 2023

**Sent by Electronic and First Class Mail**

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

**Re: Letter Regarding The Bollinger Law Firm, LLC Legal Services: 2023 - 2024**

Dear Brian and Patricia,

Pursuant to your request, below is a list of the legal counsel and other legal services that The Bollinger Law Firm, LLC provides to the East Stroudsburg Area School District (ESASD). We are responding to the items you requested based on FY 2023– 2024.

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

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

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

2. Proposed hourly rate for legal services for the period of July 1, 2023- June 30, 2024.

*Hourly Rate:* \$225. (no increase; rate has not changed for the past 15 years)  
*Retainer:* None  
*Discounted or Varied Rate:* Negotiated Flat Fee Price for some legal services

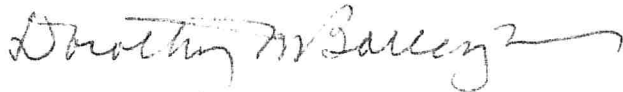
3. Professional Vitae.

Brian Borosh, Director of Technology  
Patricia L. Rosado, Administrative Assistant to the Superintendent & Board Secretary  
June 13, 2023  
Page 2 of 2

*Please see enclosed Attorney Profile.*

It has been our pleasure to work with you and numerous ESASD employees over the past many years and I look forward to working with you and other ESASD employees in FY 2023 – 2024. I would be pleased to discuss any questions you may have at any time.

Sincerely,

A handwritten signature in cursive script that reads "Dorothy M. Bollinger". The signature is written in dark ink and includes a long, sweeping horizontal flourish at the end.

Dorothy M. Bollinger

DMB:d  
Enclosure





# THE BOLLINGER LAW FIRM, LLC

104 ROCK ROSE LANE, RADNOR, PENNSYLVANIA 19087-3736

**DOROTHY M. BOLLINGER**  
President, The Bollinger Law Firm, LLC  
[dbollinger@bollingerlawfirm.com](mailto:dbollinger@bollingerlawfirm.com)

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

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

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

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

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

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

### Professional Activities

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

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

### Education

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

### Bar Admissions

- Pennsylvania
- New Jersey

### Court Admissions

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

### Memberships

- American Bar Association
- Philadelphia Bar Association
- Pennsylvania School Board Solicitors Association
- Council of School Attorneys, National School Boards Association

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## MEMORANDUM OF UNDERSTANDING BETWEEN Victims' Intervention Program and East Stroudsburg Area School District

This is a Memorandum of Understanding between Victim's Intervention Program (hereinafter referred to as VIP), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). VIP and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between Victims' Intervention Program, P.O. Box 986, Honesdale, PA 18431 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide awareness and prevention education, counseling and supportive services.

### I. Parties

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Victims' Intervention Program [AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

### II. Program Sites

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. Lehman Intermediate
3. East Stroudsburg High School North
4. Middle Smithfield Elementary

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### III. AGENCY Responsibilities/Scope of Services

A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions

1. A brief description of the type of services your program generally provides.

VIP provides victim-centered, trauma informed services at no cost to the client. All services are completely confidential, except what rises to the level of a child abuse mandated report. We provide services to women, men and children ages five and older. We provide services for domestic violence, sexual assault/abuse, human trafficking and other serious crimes. We work with anyone effected by these issues, excluding the offenders and perpetrators. Our staff have the following degrees: Bachelors, Masters, JDs and PhD pending dissertation.

The following includes our 24-hour services:

- 24-hour crisis hotline
- Crisis intervention Emergency shelter and pet shelter for those in our emergency shelter
- Medical accompaniment
- Legal accompaniment « Law enforcement accompaniment

Services during business hours include, but are not limited to, the following:

All of those above plus --

- Individual counseling
- Group counseling
- Counseling in the prisons Counseling in the schools
- Counseling at the Human Resource Center
- Prevention programming in the schools
- Civil legal representation (divorce, custody, child support)
- Legal advocacy and assistance with PFAS
- Legal representation for PFAs
- Medical Advocacy Project - training to health care professionals
- Rural advocacy project - Outreach and counseling in the rural areas
- Community awareness events
- Economic Empowerment classes
- Relocation assistance

Training for professionals such as:

- Sexual harassment prevention for the workplace
- Mandated reporting
- Human trafficking

All of VIP's services are voluntary,

2. The relevant experience of the AGENCY personnel that will be providing the services:

All of the staff at VIP have a Bachelor's, Master's, JD or PhD. All staff, regardless of their degree will receive our 80-hour training that is supported and approved by the Pennsylvania Coalition Against Domestic Violence, Pennsylvania Coalition Against Rape and the Pennsylvania Commission on Crime and Delinquency.

3. Please check all of the expectations or goals below that are in agreement with your program's services.

- Ensure a high quality instructional core
- Develop student's social health/skills
- Develop student's emotional health
- Develop student's physical health
- Develop student's cognitive and academic skills
- Create equitable opportunities for learning
- Ensure, maintain, or support high quality and effective instruction
- Prepare students for success in college and careers
- Help ensure, create, and/or sustain safe, healthy and supportive schools
- Create accountability for quality
- Help create full service community schools in ESASD
- Increase, raise graduation rates
- Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:

1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY , or subcontractors are to use drugs on these School(s).
  2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
  3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see **Section IV** for the relevant documentation that is required.
- D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program’s ability, that the AGENCY’S services are aligned with the School(s) and ESASD’s mission and objectives and are adequately meeting student’s needs. At the request of School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY ’s program.
- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation
  - Pennsylvania Child Abuse History Certification.—Attach documentation

#### V. Responsibilities of East Stroudsburg Area School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.
  - 1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY 's program and to evaluate the impact of its program on students at School(s).

**VI. Duration**

This MOU is for the July 1, 2023 -- June 30, 2024 school year.

**VII. Termination**

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

**VIII. Hold Harmless/Indemnity**

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By: Randi Bannon Dated: 6/22/23 (MM/DD/YYYY)

Victims' Intervention Program  
Randi Bannon, Executive Director

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District

**MEMORANDUM OF UNDERSTANDING BETWEEN Weller Health  
Education at Lehigh Valley Reilly Children's Hospital and East Stroudsburg  
Area School District**

This is a Memorandum of Understanding between Weller Health Education at Lehigh Valley Reilly Children's Hospital (hereinafter referred to as "Weller"), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). Weller and ESASD shall be hereinafter jointly referred to as the "parties."

This Memorandum of Understanding (MOU) sets for the terms and understanding between Weller Health Education at Lehigh Valley Reilly Children's Hospital, 1627 Chew Street Allentown, PA 18102 and ESASD, 50 Vine Street, East Stroudsburg, PA 18301 to provide preventive health education for students, parents and/or faculty.

**I. Parties**

The purpose of this Memorandum of Understanding ("MOU") is to establish a relationship between East Stroudsburg Area School District ("ESASD") and Weller Health Education at Lehigh Valley Reilly Children's Hospital [AGENCY].

WHEREAS, the AGENCY's services or program described in this MOU will be provided at no cost to ESASD, the students, or the parents; and

BOTH PARTIES HEREBY enter into this MOU to enable AGENCY to provide said services/program on school(s), site(s) ("Schools") selected in Section II of the MOU.

**II. Program Sites**

Unless otherwise agreed to in writing by the parties, the School(s) governed by this agreement are the following:

1. Bushkill Elementary
2. East Stroudsburg Elementary



3. J.M. Hill Elementary
4. Middle Smithfield Elementary
5. Resica Elementary
6. Smithfield Elementary
7. J.T. Lambert Intermediate
8. Lehman Intermediate
9. East Stroudsburg High School North
10. East Stroudsburg High School South
11. East Stroudsburg Area Cyber Academy

### III. AGENCY Responsibilities/Scope of Services

- A. Provide a description of the services that your program will be providing ESASD. Please be specific by answering all of the following questions
  1. A brief description of the type of services your program generally provides.

Weller Health Education provides Health Education programs to students in a classroom setting on a variety of health related topics.

2. The relevant experience of the AGENCY personnel that will be providing the services:

Weller staff is made up of specially trained Health Educators who have a background in Public Health, Health Education or related field.

3. Please check all of the expectations or goals below that are in agreement with your program's services.

- Ensure a high quality instructional core
  - Develop student's social health/skills
  - Develop student's emotional health
  - Develop student's physical health
  - Develop student's cognitive and academic skills
  - Create equitable opportunities for learning
  - Ensure, maintain, or support high quality and effective instruction
  - Prepare students for success in college and careers
  - Help ensure, create, and/or sustain safe, healthy and supportive schools
  - Create accountability for quality
  - Help create full service community schools in ESASD
  - Increase, raise graduation rates
  - Other: \_\_\_\_\_
- 
- 

B. Ensure that all AGENCY personnel, including subcontractors, will comply with any policy and systems in place at ESASD and School(s). This includes, but is not limited to the following:

1. **Drug and Smoke Free**—No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on ESASD property. No students, staff, visitors, AGENCY, or subcontractors are to use drugs on these School(s).
2. **Family Education Rights and Privacy Act**—AGENCY shall observe District policies and regulations, and state and federal laws, including the Family Education Rights and Privacy Act of 1974, commonly known as FERPA, related to the confidentiality of pupil and personnel records.
3. **Required Documents**—Ensure that all AGENCY personnel who will be on ESASD premises have: (a) Federal Bureau of Investigation fingerprint base record check; (b) Pennsylvania Access to Criminal History; (c) Pennsylvania Child Abuse History Certification. Please see **Section IV** for the relevant documentation that is required.

D. **Communication**—Communicate with School(s) and ESASD staff, both formally and informally, to ensure, to the best of the program's ability, that the AGENCY'S services are aligned with the School(s) and ESASD's mission and objectives and are adequately meeting student's needs. At the request of School(s) or ESASD staff, provide reasonable data and information to students participating in the AGENCY 's program.

- F. **Confidentiality**—AGENCY shall maintain strict confidentiality of all information about individual students received under this MOU and will not disseminate such information without the express written consent of ESASD. AGENCY will comply with FERPA.

#### IV. Required Documents

AGENCY CANNOT commence the services agreed to in this MOU until it has submitted the following documents:

A. Agency (Individual):

- This process will include a check of all of the following:
  - Federal Bureau of Investigation fingerprint base record check —Attach documentation
  - Pennsylvania Access to Criminal History—Attach documentation
  - Pennsylvania Child Abuse History Certification.—Attach documentation

#### V. Responsibilities of East Stroudsburg Area School District

- A. **Space**—Provide a suitable classroom or space at the participating School(s), to be agreed upon by School(s) and the AGENCY .
- B. **Janitorial Service**—Provide necessary services to maintain this space, including janitorial services, maintenance, utilities, and technology support.
- C. **Data**—Ensure that the AGENCY has reasonable access to student assessment and evaluation data necessary to inform instruction.
1. Provide AGENCY with any other student information reasonably necessary to provide its services consistent with the AGENCY 's program and to evaluate the impact of its program on students at School(s).

#### VI. Duration

This MOU is for the July 1, 2023 -- June 30, 2024 school year.

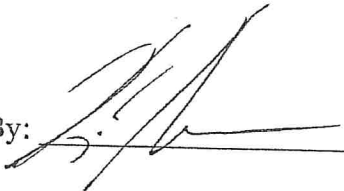
**VII. Termination**

Either party may terminate this MOU at any time, without cause, with 30 days written notice to the other party. This agreement may be amended by mutual consent of the parties. All amendments must be in writing and signed by both parties.

**VIII. Hold Harmless/Indemnity**

Each party to this MOU agrees to indemnify and hold harmless the other for and from any claims, causes of action, or any other proceeding of any type or kind that is made against the other where such claim, cause of action or other proceeding arises from the conduct, act, omission, or commission by the other party.

IN WITNESS THERE OF, the parties to this agreement have duly executed it on the day, month and year set forth below.

By:  \_\_\_\_\_ Dated: 6/21/23 (MM/DD/YYYY)

Weller Health Education at Lehigh Valley Reilly Children's Hospital

Approved as to form and procedure

By: \_\_\_\_\_ Dated: \_\_\_\_\_ (MM/DD/YYYY)

East Stroudsburg Area School District

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**Memorandum of Understanding**

**RECEIVED**

Between  
Women's Resources of Monroe County  
and  
East Stroudsburg Area School District

This is a Memorandum of Understanding between the Women's Resources of Monroe County (hereinafter referred to as "WRMC"), and East Stroudsburg Area School District (hereinafter referred to as "ESASD"). WRMC and ESASD shall be hereinafter jointly referred to as the "parties." The duration of this MOU is for the July 1, 2023 -- June 30, 2024 school year.

This Memorandum of Understanding (MOU) sets for the terms and understanding between Women's Resources of Monroe County and the East Stroudsburg Area School District to provide prevention education, counseling and supportive services. These services will be in place in order to prevent intimate partner violence, sexual assault and harassment, enhance safety of students, and provide appropriate support to victims of sexual assault and domestic violence.

**Background**

This Memorandum of Understanding sets forth the respective roles and responsibilities of Women's Resources of Monroe County and the East Stroudsburg Area School District related to the prevention of and response to sexual assault, domestic violence, and other crimes.

Both parties are mandated child abuse reporters and are required by Pennsylvania's Child Protective Services Law 23 Pa. C.S. § 6301 to make a report of suspected abuse when they have reasonable cause to suspect that a child is a victim of child abuse.

Women's Resources of Monroe County Counselor/Advocates maintain confidentiality when working with clients. If a victim requests that confidential information be released, the Counselor/Advocate must obtain an informed, written, specific and reasonably time-limited consent. The Counselor Advocate should discuss potential unintended consequences of disclosure with the victim so that she or he is fully informed about the possible benefits and consequences of disclosure.

**Partners**

**Women's Resources of Monroe County** is a nonprofit tax-exempt [501(c)3], community based agency in Monroe County, Pennsylvania that provides free and confidential comprehensive support services to victims of domestic and/or sexual violence, their families and significant others; prevention and education programs, and training to the professionals who work with the victims of these crimes. Our mission is to provide a safe and caring environment that encourages



healing and empowerment for anyone whose life has been impacted by domestic and sexual violence. We strive to engage our community through awareness, advocacy, and prevention.

**East Stroudsburg Area School District** is a public-school district located in Monroe and Pike Counties. Their mission is to foster within all students a commitment to excellence, service and life-long learning which prepares students to be creative, productive and responsible citizens with a global perspective.

### **Purpose**

This MOU will certify that Women's Resources of Monroe County is meaningfully involved in a cooperative intervention effort with the East Stroudsburg Area School District to provide counseling and supportive services to enhance safety for students and provide appropriate support to victims of sexual assault and domestic violence.

The above goals will be accomplished by undertaking the following activities:

Women's Resources of Monroe County agrees to:

- Provide prevention and intervention services and activities free of charge to children, youth, young adults, and non-offending caregivers experiencing domestic and/or sexual assault.
- Provide crisis and individual counseling, prevention strategies, crisis intervention, safety planning, mobile advocacy, and information and referrals.
- Provide prevention education and training on domestic violence, sexual assault, dating violence, and/or stalking to students, faculty, staff, and/or parents. Curricula used may include but is not limited to the Healthy Relationships Project developed by Prevent Child Abuse Vermont.
- Collaborate with area agencies when referrals are necessary for quality services.

East Stroudsburg Area School District agrees to:

- Connect students and non-offending caregivers who have experienced domestic violence, sexual assault, and/or dating violence, to Women's Resources of Monroe County Victim Services Counselor Advocates to schedule appointments for services.
- Provide the opportunity for prevention and intervention education to students, faculty, staff and interested parents.
- Permit Women's Resources of Monroe County to provide a confidential setting on-site in their school facility for the provision of victim services in accordance with Women's Resources of Monroe County confidentiality standards and to protect the privacy of the student receiving services whenever possible.

Neither party intends for this Memorandum to alter in any way their respective legal rights or their legal obligations to one another or to any third party.



## **Service Definitions**

For the purpose of this MOU, and understanding of services and terms for both parties, Women's Resources of Monroe County shall provide definitions of the services listed above.

Confidentiality Standard ensures confidential communication exists between the client and a counselor in compliance with the requirements of 42 PA C.S.A. §5945.1, 23 Pa. C.S. § 6116, and 23 Pa. C.S. § 6102

Confidential Communication shall be defined for sexual assault cases as, all oral and written information transmitted between a victim of sexual assault and a sexual assault counselor in the course of their relationship. Confidential Communication includes any advice, reports, statistical data, memoranda, working papers, or records given or made during the sexual assault counselor-victim relationship. The Protection From Abuse (PFA) Act provides that confidential communications exchanged between a victim of domestic violence, and a domestic violence Counselor Advocate are confidential. Confidential communications exchanged in a group counseling session or in the presence of a linguistic interpreter or significant other are also protected.

A signed release is required under both federal and state law, and ensures that the disclosure is limited and protected from future disclosure requests or demands. Without a release, a Counselor Advocate may not release information about the victim – even to an attorney or other individual working on behalf of the victim. To do so would be a breach of the victim's confidentiality.

Crisis Counseling, as defined in the Pennsylvania Coalition Against Rape (PCAR) Organizational Standards for PA Centers, refers to short-term intervention that is action focused, client-centered, trauma-informed, and based in active/reflective listening. Crisis counseling may take place during individual in-person sessions, or while accompanying a client through the legal, medical, or other community system.

## **Funding**

MOU is not a commitment of funds.

## **Further Understandings**

1. This Memorandum of Understanding may be amended at any time by mutual written agreement of the parties. It may also be canceled at any time by any party upon no fewer than five (5) days written notice to the other party.
2. This Memorandum of Understanding should be reviewed on an annual basis.
3. WRMC and ESASD acknowledge and agree that no party shall be responsible for any



Women's Resources of  
Monroe County, Inc.

loss, injury or other damage to the person or property of any employee or volunteer participating in this agreement unless such loss, injury or damage results from the negligence or willful misconduct of that party, its agents, officers, or employees.

4. This relationship is intended solely for the mutual benefit of the parties hereto, and there is no intention, express or otherwise, to create any rights or interests for any party or person other than WRMC and ESASD
5. No party is an agent of the others. No party has the right or authority to bind the other parties through its actions or any other contracts or communications.
6. This Memorandum of Understanding shall be governed by, construed, and applied in accordance with the laws of the Commonwealth of Pennsylvania.
7. This Memorandum of Understanding shall supersede any and all previously executed Memoranda of Understanding between the parties concerning the content of the agreement.

We, the undersigned, approve this Memorandum of Understanding and commit our organizations to its contents.

\_\_\_\_\_  
Lauren Peterson  
Executive Director  
Women's Resources of Monroe County

7/27/2023

Date

7/6/23

Date

East Stroudsburg Area School District



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 locations:

Colonial Early Learning Center - Autistic Support,  
East Stroudsburg High School South - Autistic Support,  
J.T. Lambert Intermediate School - Autistic Support,  
Lehman Intermediate School - Emotional Support,  
Middle Smithfield Elementary School - Autistic Support,  
Middle Smithfield Elementary School - Emotional Support,  
Pleasant Valley Intermediate School - Physical Support,  
Two student at Resica Elementary School - Autistic Support; and  
Resica Elementary School - Multidisabilities Support

The total cost for said services shall not exceed \$464,202.00. This contract will be in effect for the 2023-2024 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

1/5/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
East Stroudsburg Area School District  
Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3766.

COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

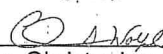
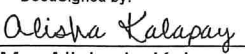
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide three (3) Board Certified Behavior Analysts (BCBA) and/or Behavioral Consultants (Licensed Behavioral Specialist) to provide additional behavioral support and assistance with FBA and behavior support to East Stroudsburg Area School District students in grades Kindergarten through 12 to include but not limited to positive behavioral support plan development, assessments, consultations, trainings, observations, data gathering, interviews, records review, report development and participation in IEP meeting presentation.

The total cost for said services shall not exceed \$323,490.00. This contract is in effect for the 2023-2024 school year.

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

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

DocuSigned by:			
	06/28/2023		
Dr. Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
DocuSigned by:			
	6/29/2023		
Ms. Alisha L. Kalapay	Date	Federal ID Number	
Secretary to the Board			

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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.

The Colonial Intermediate Unit 20 will provide seven (7) Licensed Social Workers and/or Licensed Professional Counselors to provide mental health supportive services to students in the East Stroudsburg Area School District. Services to include but are not limited to, individual counseling, group counseling, family counseling, mental health case management, IEP participation, and mental health assessment.

This contract shall not exceed \$676,025.00 and is in effect for the 2023-2024 school year.

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

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

DocuSigned by:			
	06/28/2023	_____	_____
Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
DocuSigned by:			
	6/29/2023	_____	_____
Ms. Alisha L. Kalapay	Date	Federal ID Number	
Secretary to the Board			

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20  
A Regional Service Agency  
6 Danforth Drive  
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE  
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

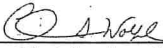
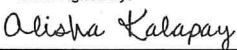
Colonial Intermediate Unit 20 will provide eight (8) Mental Health Workers in East Stroudsburg Area School District Emotional Support classes at the schools listed below. Their responsibilities include, but are not limited to, the delivery of social and emotional curriculum, individual counseling support, mental health case management, behavioral data gathering, delivery of the Positive Behavioral Support Plan, regular parent contacts, partnering with classrooms and mainstream teachers and participation in IEP meetings when requested.

Bushkill Elementary School,  
East Stroudsburg Elementary School,  
East Stroudsburg High School-North,  
Two at East Stroudsburg High School-South,  
JT Lambert Intermediate School,  
Lehman Intermediate School; and  
Smithfield Elementary School

The total cost for said services shall not exceed \$522,160.00. This contract is in effect for the 2023-2024 school year.

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

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

DocuSigned by:			
	06/28/2023	_____	_____
Dr. Christopher S. Wolfel Executive Director	Date	East Stroudsburg Area School District Superintendent	Date
	6/29/2023	_____	_____
Ms. Alisha Kalapay Secretary to the Board	Date	Federal ID Number	

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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**LETTER OF AGREEMENT**  
**Between**  
**THE EAST STROUDSBURG AREA SCHOOL DISTRICT**  
**and**  
**THE COLONIAL INTERMEDIATE UNIT 20**

**Title IIA Nonpublic Programs and Services**

This agreement is made and entered into as of the 17th day of July, 2023, by and between the **EAST STROUDSBURG AREA SCHOOL DISTRICT** (hereinafter referred to as the "School District") and the **COLONIAL INTERMEDIATE UNIT 20**.

**1. TERM**

The Term of this Agreement shall commence on **July 1, 2023 and terminate on September 30, 2024**.

**2. DESCRIPTION**

Upon the terms and conditions set forth herein, the East Stroudsburg Area School District requests that the Colonial Intermediate Unit 20 provide Title IIA services in accordance with ESSA Nonpublic requirements for Title IIA programs and services at the following nonpublic schools: Notre Dame Elementary School, Notre Dame Jr./Sr. High School, and Pocono Mountain Christian School.

Such services will be secular, neutral, and non-ideological. The Colonial Intermediate Unit 20 agrees to comply with all Title IIA statutory and regulatory requirements.

**3. FEES AND PAYMENT**

- 3.1 In consideration of the services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay the Colonial Intermediate Unit 20 **\$15,790.65** as determined by their allocation.
- 3.2 The Colonial Intermediate Unit shall invoice the School District **quarterly for services rendered, including 8% indirect cost. The dates the School District shall be invoiced are: October 15th, January 15th, April 15th, & July 15th. Payment must be received by the Colonial Intermediate Unit 20 within 30 days of the invoice date.**

**4. COLONIAL INTERMEDIATE UNIT 20 RESPONSIBILITIES:**

- 4.1 To contact school districts within own geographical IU area who have a nonpublic school within their geographic boundary
- 4.2 Provide a School District the contact information at Colonial Intermediate Unit 20 Unit for questions
- 4.3 To provide services as outlined in the statement of work
- 4.4 To assure all financial and legal responsibilities involved in providing professional development services
- 4.5 Any other responsibilities necessary to conduct the program as intended
- 4.6 Provide the School District with the data necessary to complete their Title IIA nonpublic responsibilities
- 4.7 Provide the School District access to the program at any time

**5. SCHOOL DISTRICT RESPONSIBILITIES**

- 5.1 Provide the local IU the names of the participating nonpublic schools and their allocations
- 5.2 Inform the Colonial Intermediate Unit 20 of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including changes in the original funding allocation
- 5.3 Pay the invoice to Colonial Intermediate Unit based on the participating School District's nonpublic allocations

**6. MISCELLANEOUS**

- 6.1 The Colonial Intermediate Unit 20 maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.
- 6.2 The Colonial Intermediate Unit 20 shall indemnify, defend, and hold harmless the School District from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of the Colonial Intermediate Unit 20, its officials, agents, or employees.
- 6.3 The East Stroudsburg Area School District maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.
- 6.4 The East Stroudsburg Area School District shall indemnify, defend, and hold harmless the Colonial Intermediate Unit 20 from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of the East Stroudsburg Area School District, its officials, agents, or employees.
- 6.5 The East Stroudsburg Area School District assures the Colonial Intermediate Unit 20 that all meaningful consultation between the School District and the nonpublic schools needed to set up this agreement has been completed prior to the effective date of this agreement.
- 6.6 The East Stroudsburg Area School District is responsible for documentation and record keeping of this consultation for any potential future monitoring of the program.
- 6.7 The East Stroudsburg Area School District and the Colonial Intermediate Unit 20 acknowledge that it may be necessary to modify this Agreement if there are updates as a result of ESSA during the performance period of the contract.

The parties have entered into this Agreement as of the Effective Date first above written:

**East Stroudsburg Area School District**

**Colonial Intermediate Unit 20**

Signature: \_\_\_\_\_  
Richard Schlameuss

Signature: \_\_\_\_\_  
Dr. Christopher Wolfel

Title: President, Board of Education

Title: Executive Director

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

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

### 2023-24 Title IIA Nonpublic Statement of Work

Dear Ms. Byrne,

Colonial Intermediate Unit 20 will provide the following services to all Title IIA participating nonpublic schools located in **East Stroudsburg Area School District**, per your Title IIA nonpublic allocation. Allocations are determined by the nonpublic schools' student enrollment:

- In collaboration with the School District and Nonpublic Schools, engage in meaningful consultation with nonpublic school administrators and staff to determine professional development needs.
- Consult with the School District and Nonpublic Schools in establishing performance goals.
- Establish a process for pre-approval and post-event for professional development to ensure appropriate use of Title IIA funds.
- Prepare monthly reports for the School District outlining the use of Title IIA funds and the professional development provided for the year.

Per, Ms. Angela Byrne, Coordinator of Federal Programs & Grants, the Title IIA allocation for **East Stroudsburg Area School District** is: **\$15,791.00**.

Sincerely,  
*Dr. Todd VanNortwick*  
Supervisor of Professional Learning and Auxiliary Services

## LETTER OF AGREEMENT FOR TITLE I SERVICES

This Agreement is made and entered into the 17th day of July, 2023, by and between East Stroudsburg Area School District and Colonial Intermediate Unit 20.

### 1. TERM

The term of this Agreement shall commence on July 18, 2023 and terminate on June 30, 2024.

### 2. DESCRIPTION

Upon the terms and conditions set forth herein, East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide reading and math instructional services in accordance with the Title I program at Notre Dame Elementary School, Immaculate Conception School, and Good Shepherd Catholic School. Such services will be secular, neutral and non-ideological.

Colonial Intermediate Unit 20 agrees to comply with all Title I statutory and regulatory requirements.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree to pool Title I funds for instruction at any Nonpublic Schools within the boundaries of Colonial Intermediate Unit 20 to provide Title I services to eligible kindergarten through fifth grade students who reside in participating public school attendance areas regardless of the amount of funds generated by the number of children from low-income families attending Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District requests that Colonial Intermediate Unit 20 provide Parent and Family Engagement in accordance with Title I at Colonial Intermediate Unit 20 Nonpublic schools.

East Stroudsburg Area School District will provide Professional Development for the teachers at Colonial Intermediate Unit 20 Nonpublic schools in accordance with Title I.

### 3. FEES AND PAYMENT

In consideration of the services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$14,888.00** for instructional services as determined by their per-pupil allocation times the number of low-income nonpublic school students living in eligible attendance areas.

In consideration of the Parent and Family Engagement services mutually agreed upon as described herein, East Stroudsburg Area School District shall pay Colonial Intermediate Unit 20 **\$155.00**.

Colonial Intermediate Unit 20 will charge Administrative Costs in the amount of **3%** of instructional costs for (supervisor salaries, office expenses, travel costs, postage, professional development for employees of Colonial Intermediate Unit 20, etc.)



Colonial Intermediate Unit 20 will provide invoices to East Stroudsburg Area School District on December 15, 2023 and May 15, 2024. East Stroudsburg Area School District may withhold payment if Colonial Intermediate Unit 20 does not comply with all statutory and regulatory requirements of Title I.

Colonial Intermediate Unit 20 acknowledges that the allocations reflected in this agreement are preliminary and that final allocations will be available after November 30, 2023. East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that an increase or decrease in funds from the preliminary allocation may increase or decrease the services outlined in this Agreement.

#### 4. **RESPONSIBILITIES**

East Stroudsburg Area School District and Colonial Intermediate Unit 20 agree that responsibility for providing the Title I program transfers from East Stroudsburg Area School District to Colonial Intermediate Unit 20 upon the effective date of this Agreement. Such responsibilities include:

Include specific statements regarding:

- a. Statement on required qualifications of Title I personnel
- b. Statement on approximate number of students to be served
- c. Days/hours of delivery of services
- d. Location of delivery of services
- e. Specific services to be provided, i.e. supplemental reading instruction, supplemental math instruction, tutoring, computer-assisted instruction, etc.
- f. Evaluative testing/screening measures to be used
- g. Program assessment instruments to be used
- h. Materials to be purchased
- i. Tagging of any materials equipment purchased with Title I funds as belonging to East Stroudsburg Area School District
- j. Supervision of instruction
- k. Payment of salaries and benefits
- l. Provision of progress reports and parent conferences
- m. Parent and Family Engagement activities
- n. Professional development activities
- o. Summer school activities
- p. Maintenance of records
- q. Provision of data necessary for East Stroudsburg Area School District to complete their Title I responsibilities
- r. Meetings with Nonpublic school officials to review services

East Stroudsburg Area School District maintains responsibility for:

- a. Providing Colonial Intermediate Unit 20 with the names of nonpublic schools identified to participate in Title I
- b. Assisting Colonial Intermediate Unit 20 in identifying addresses of students who reside in Title I attendance areas

- c. Informing Colonial Intermediate Unit 20 of any and all circumstances which may directly or indirectly affect the performance of this Agreement, including changes to the original funding allocation and/or the addition or deletion of nonpublic schools.

East Stroudsburg Area School District assures Colonial Intermediate Unit 20 that all timely and meaningful consultation between East Stroudsburg Area School District and Notre Dame Elementary School, Immaculate Conception School, and Good Shepherd Catholic School needed to set up this agreement has been completed prior to the effective date of this agreement.

East Stroudsburg Area School District and Colonial Intermediate Unit 20 acknowledge that it may be necessary to modify this Agreement if there is a reauthorization of ESSA during the performance period of the contract.

**5. MISCELLANEOUS**

Colonial Intermediate Unit 20 maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.

Colonial Intermediate Unit 20 shall indemnify, defend, and hold harmless East Stroudsburg Area School District from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of Colonial Intermediate Unit 20, its officials, agents or employees.

Signatures

\_\_\_\_\_  
Dr. Christopher Wolfel  
Executive Director  
Colonial Intermediate Unit 20

\_\_\_\_\_  
Richard Schlameuss  
President, Board of Education  
East Stroudsburg Area School District



# COLONIAL

## Intermediate Unit 20

Dedicated to your children and the people who serve them

6 Danforth Drive  
Easton PA 18045-7899  
p 610-252-5550  
f 610-252-5740  
www.ciu20.org

### 2023-24 Title I Nonpublic Statement of Work

Dear Ms. Byrne,

Colonial Intermediate Unit 20 will provide the following Title I services to all eligible nonpublic school students residing in **East Stroudsburg Area School District**, per your Title I nonpublic allocation:

- Statement on required qualifications of Title I personnel
- Statement on approximate number of students to be served
- Days/Hours of delivery of services
- Location of services
- Provide remedial reading and math instruction to educationally disadvantaged students
- Engage in timely and meaningful consultation with districts and nonpublic schools
- Host parent and family engagement activities
- Provide high quality professional development to certified professional staff
- Evaluate referrals made by classroom teachers, parents, and other stakeholders
- Use evaluative testing/screening measures to determine qualifying students
- Schedule instruction in an individual or small group setting
- Maintain records of student progress
- Evaluate program on an ongoing basis
- Issue student progress reports
- Schedule parent conferences as deemed necessary, or as requested
- Exit students from the program when deemed necessary
- Assist districts and nonpublic schools in establishing performance goals
- Hire/Supervise/ Evaluate IU certified staff
- Send out needs assessment surveys to nonpublic school administrators
- Survey Title I students and parents/guardians attending nonpublic schools
- Facilitate Title I/federal programs coordinator meetings
- Host federal programs regional coordinator meetings
- Maintain a Title I student database
- Participate in data analysis and instructional planning sessions
- Attend PAFPC conferences/trainings
- Host networking meetings for nonpublic school administrators
- Maintain clear communication with stakeholders
- Assist districts with E-grant nonpublic sections
- Payment of salaries and benefits

Per, Ms. Angela Byrne, Coordinator of Federal Programs & Grants, the Title I allocation for **East Stroudsburg Area School District** is: **\$14,888.00**.

Sincerely,

*Dr. Todd VanNortwick*

Supervisor of Professional Learning and Auxiliary Services

Relationships, Responsiveness, Results

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# East Stroudsburg Area School District

## Enrollment Count Matrix

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

BLDG	GRADE HMRM	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total		
		EI	KF	01	02	03	04	05	06	07	08	09	10		11	12
21CC	All	0	0	0	0	0	0	0	2	1	1	3	2	0	9	
	21CC Total	0	0	0	0	0	0	0	2	1	1	3	2	0	9	
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	1	0	0	0	0	0	0	0	0	1	0	0	0	2	
	ADM Total	1	0	0	0	0	0	0	0	0	1	0	0	0	2	
AGCC	All	0	2	2	2	2	1	5	2	1	1	1	3	0	1	23
	AGCC Total	0	2	2	2	2	1	5	2	1	1	1	3	0	1	23
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	0	57	68	61	59	62	62	0	0	0	0	0	0	369	
	BES Total	0	57	68	61	59	62	62	0	0	0	0	0	0	369	
CCAC	All	0	7	8	9	7	10	11	13	12	12	11	9	11	6	126
	CCAC Total	0	7	8	9	7	10	11	13	12	12	11	9	11	6	126
CPDL	All	0	1	0	0	1	1	1	1	0	0	0	0	0	5	
	CPDL Total	0	1	0	0	1	1	1	1	0	0	0	0	0	5	
EAAC	All	0	0	0	0	0	0	1	0	0	0	0	0	0	1	
	EAAC Total	0	0	0	0	0	0	1	0	0	0	0	0	0	1	
ECCS	All	0	0	0	0	0	0	0	3	3	2	0	1	2	13	
	ECCS Total	0	0	0	0	0	0	0	3	3	2	0	1	2	13	
EHN	All	0	0	0	0	0	0	0	0	0	236	242	231	246	955	
	EHN Total	0	0	0	0	0	0	0	0	0	236	242	231	246	955	
EHS	All	0	0	0	0	0	0	0	0	0	327	343	317	331	1318	
	EHS Total	0	0	0	0	0	0	0	0	0	327	343	317	331	1318	
ESE	All	0	81	100	100	103	108	108	0	0	0	0	0	0	600	
	ESE Total	0	81	100	100	103	108	108	0	0	0	0	0	0	600	
HOME	All	0	8	16	16	18	22	12	7	7	5	6	4	2	7	130
	HOME Total	0	8	16	16	18	22	12	7	7	5	6	4	2	7	130
IPCC	All	0	3	1	3	2	1	1	2	2	4	3	1	4	1	28
	IPCC Total	0	3	1	3	2	1	1	2	2	4	3	1	4	1	28
IU20	All	0	11	25	11	9	12	9	16	15	18	11	9	6	7	159
	IU20 Total	0	11	25	11	9	12	9	16	15	18	11	9	6	7	159
JMH	All	0	66	93	73	75	74	65	0	0	0	0	0	0	446	
	JMH Total	0	66	93	73	75	74	65	0	0	0	0	0	0	446	
JTL	All	0	0	0	0	0	0	0	337	290	313	0	0	0	940	
	JTL Total	0	0	0	0	0	0	0	337	290	313	0	0	0	940	
LIS	All	0	0	0	0	0	0	0	184	200	211	0	0	0	595	
	LIS Total	0	0	0	0	0	0	0	184	200	211	0	0	0	595	
LLAC	All	0	0	0	0	0	0	0	1	1	0	2	0	0	4	
	LLAC Total	0	0	0	0	0	0	0	1	1	0	2	0	0	4	
LVAR	All	0	0	0	0	0	1	0	0	0	0	0	0	0	1	
	LVAR Total	0	0	0	0	0	1	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	0	75	72	58	74	67	74	0	0	0	0	0	0	420	
	MSE Total	0	75	72	58	74	67	74	0	0	0	0	0	0	420	

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BLDG	GRADE HMRM	EI	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		PACC	All	0	1	1	4	5	1	0	3	1	2	2	5	2
	PACC Total	0	1	1	4	5	1	0	3	1	2	2	5	2	5	32
PADL	All	0	0	2	0	0	0	0	0	0	1	0	1	1	0	5
	PADL Total	0	0	2	0	0	0	0	0	0	1	0	1	1	0	5
PALC	All	0	1	0	2	0	1	1	4	0	4	4	2	3	0	22
	PALC Total	0	1	0	2	0	1	1	4	0	4	4	2	3	0	22
PAVC	All	0	1	2	3	1	2	2	3	2	2	4	3	2	1	28
	PAVC Total	0	1	2	3	1	2	2	3	2	2	4	3	2	1	28
RCCS	All	0	2	3	6	3	4	5	3	7	4	6	7	3	2	55
	RCCS Total	0	2	3	6	3	4	5	3	7	4	6	7	3	2	55
RES	All	0	71	85	50	59	72	86	0	0	0	0	0	0	0	423
	RES Total	0	71	85	50	59	72	86	0	0	0	0	0	0	0	423
SMI	All	0	46	42	44	58	55	56	0	0	0	0	0	0	0	301
	SMI Total	0	46	42	44	58	55	56	0	0	0	0	0	0	0	301
<b>Total All Buildings</b>		<b>1</b>	<b>433</b>	<b>520</b>	<b>442</b>	<b>476</b>	<b>494</b>	<b>499</b>	<b>579</b>	<b>544</b>	<b>580</b>	<b>617</b>	<b>637</b>	<b>587</b>	<b>612</b>	<b>7021</b>

NOTES:

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

# PA Cyber / Charter Schools

21CC	21 <sup>st</sup> Century Cyber School
AACS	Arts Academy Charter School
ADEL	Adelphoi Ketterer Charter School
ADM	East Stroudsburg Area School District
AGCC	Agora Cyber Charter
AHCC	Achievement House Cyber Charter
BES	Bushkill Elementary
CCAC	Commonwealth Cyber Charter Academy
CPDL	Central PA Digital Learning Foundation
EAAC	Easton Arts Academy Charter
ECCS	Evergreen Community Charter School
EEAC	Executive Education Academy Charter
EHN	High School – North
EHS	High School – South
ESE	East Stroudsburg Elementary
HOME	Home-Education
IAAC	Innovative Arts Academy Charter
IPCC	Insight PA Cyber Charter
IU20	Intermediate Unit 20
JMH	JM Hill Elementary
JTL	JT Lambert Intermediate
LIS	Lehman Intermediate
LLAC	Lincoln Leadership Academy Charter
LVAR	Lehigh Valley Academy Regional Charter
LVCS	Lehigh Valley Charter School
MSE	Middle Smithfield Elementary
NPUB	Non-Public
OOD	Out-of-District
PACC	PA Cyber Charter
PADL	PA Distance Learning Cyber
PALC	PA Leadership Cyber
PAVC	PA Virtual Cyber
RCCS	Reach Cyber Charter
RES	Resica Elementary
SMI	Smithfield Elementary