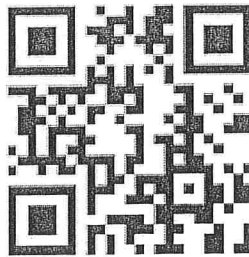


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EDUCATION P&R COMMITTEE

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

SECTION: EMPLOYEES
TITLE: CONDUCT/DISCIPLINARY PROCEDURES
ADOPTED: August 19, 2002
REVISED: June 15, 2015
March 21, 2016
December 18, 2023

317. CONDUCT/DISCIPLINARY PROCEDURES	
<p>1. Purpose</p>	<p>All employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of school district programs requires the cooperation of all employees working together and complying with a system of Board policies, administrative regulations, rules and procedures, applied fairly and consistently.</p>
<p>2. Authority Title 22 Sec. 235.10 Pol. 824 SC 510,514 SC 1121, 1122, 1126, 1127 1128, 1129, 1130 2 Pa. C.S.A. Sec. 551 et seq</p>	<p>The Board requires employees to maintain professional, moral and ethical relationships with students and fellow employees at all times.</p> <p>The Board directs that procedures be established whereby employees are informed of conduct that is required and is prohibited during work hours and the disciplinary actions that are considered appropriate and may be applied for violation of Board policies, rules and procedures.</p> <p>In the event it is necessary to demote or dismiss a certificated administrative or professional employee, a hearing shall be provided as required by statute. Non-certificated employees may be entitled to a Local Agency Law hearing, at the employee's request.</p> <p>When dismissal charges are filed against an employee, the Board after hearing the case in accordance with the procedures established in the School Code may vote to discharge any such employee or authorize a lesser punishment short of a discharge such as a suspension without pay or lesser degrees of punishment.</p> <p>The vote to discharge shall be by a two-thirds (2/3) vote of all members of the Board. A vote to provide a degree of punishment less than a discharge shall be by a majority of a quorum present at a meeting which such vote is to be taken.</p>
<p>3. Delegation of Responsibility SC 510</p>	<p>The Superintendent or designee shall ensure all employees comply with state and federal regulations, Board policies, administrative regulations, rules and procedures; attempt to maintain order; perform assigned job functions; and carry out directives issued by supervisors.</p>

	<u>Arrest Or Conviction Reporting Requirements</u>
<p>SC 111 24 P.S. Sec. 2070.9a</p>	<p>Employees shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.</p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p>Employees shall also report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been named as a perpetrator in a founded or indicated report pursuant to the Statewide database, in accordance with the Child Protective Services Law.</p>
<p>SC 111</p>	<p>An employee shall be required to submit new current criminal history background check report if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee.</p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p>An employee shall be required immediately to submit a new child abuse history certification if the Superintendent or designee has a reasonable belief that the employee was named as a perpetrator in a founded or indicated report or has provided written notice of such occurrence.</p>
<p>SC 111 23 Pa. C.S.A. Sec. 6344.3</p>	<p>Failure to accurately report such occurrences may subject the employee to disciplinary action up to and including termination and criminal prosecution.</p>
	<p>References:</p> <p>School Code – 24 P.S. Sec. 111, 510, 514, 1121, 1122, 1126, 1127, 1128, 1129, 1130, 1151</p> <p>State Board of Education Regulations, Code of Professional Practice and Conduct for Education – 22 PA Code Sec. 235.1 et seq.</p> <p>Local Agency Law – 2 Pa. C.S.A. Sec. 551 et seq.</p> <p>Educator Discipline Act – 24 P.S. Sec. 2070.1a et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 000, 824</p>

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: EMPLOYEES
TITLE: UNCOMPENSATED LEAVE
ADOPTED: August 19, 2002
REVISED: March 19, 2007
February 22, 2021
December 18, 2023

339. UNCOMPENSATED LEAVE	
1. Purpose	The Board recognizes that in certain situations an employee may request extended leave for personal reasons, and the school district could benefit from the return of the employee. This policy establishes guidelines for granting uncompensated leaves of absence.
2. Authority SC 510	The Board has the authority and responsibility to establish the conditions under which uncompensated leave may be taken.
3. Guidelines	<p><u>Application</u></p> <p>At least sixty (60) days in advance of the requested commencement date, the employee shall submit written notification to the Superintendent or designee stating the commencement date and anticipated return date of the leave.</p> <p>If specific circumstances have made it impossible for the employee to have anticipated the need for and/or duration of the leave, strict adherence to the notification time limits shall be waived to the extent required in such circumstances. The employee shall notify the Superintendent or designee of any modifications in the anticipated duration of the leave.</p> <p>All applications are subject to final approval by the Board.</p> <p>A request for an emergency or short term leave without pay may be granted or denied by the Superintendent if action is necessary between School Board meetings.</p> <p><u>Period Of Leave</u></p> <p>Employees shall be required to apply for uncompensated leave on a per semester basis. An uncompensated leave may be granted for a period of one (1) semester or up to one (1) school year. Applications will be reviewed every 90 days from the onset of the request. Any variations to these time periods are subject to the approval of the Superintendent.</p>

SC 1176-1181	<p>Extensions for one (1) semester or up to one (1) school year shall be considered upon proper application and approved by the Board.</p> <p><u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave shall inform the Board of his/her intentions of the scheduled return date.</p> <p><u>Commitment Of Employer</u></p> <p>At the expiration of uncompensated leave, the employee shall be offered the same position previously held or a like position to that previously held.</p> <p>Time on uncompensated leave shall not count as time on the job. Effective January 1, 2024, if an employee currently has healthcare through the district, the district will continue coverage through the last calendar day of the month in which the uncompensated leave commenced. The employee shall only be responsible for paying their health care contribution (HCC-per pay) as set forth in their current contract/agreement. COBRA/insurance continuation will be offered, at the employee's expense, the first day of the following month.</p> <p>Employees shall be eligible for military leave as provided by law. Service credit shall continue to accrue during the period of military leave.</p>
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EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: FINANCES
 TITLE: PAYMENT OF BILLS
 ADOPTED: August 19, 2002
 REVISED: June 22, 2020
 September 18, 2023
 December 18, 2023

616. PAYMENT OF BILLS	
1. Purpose	It is the Board's intent to direct prompt payment of bills but at the same time to ensure that due care has been taken in the review of district bills.
2. Authority SC 439, 607, 1155 SC 427, 439	<p>Each bill or obligation of this district must be fully itemized, verified and approved by the Board before a check can be drawn for its payment. The Business Office will prepare a check register itemizing the check number, check date, vendor, and amount to be paid and submit to the Board for approval. Checks shall be written in sequential order. Checks will not be issued until they are approved by the Board, except that the Chief Financial Officer is permitted to issue checks for:</p> <ol style="list-style-type: none"> 1. The prompt payment of items that will accrue to the school district's advantage. 2. Progress payments to contractors specified in a contract approved by the Board. 3. Progress payments for legal services and settlement obligations approved by the Board. 4. Mandated payments for charter schools. 5. Orders to cover approved payrolls and agency account deposits. 6. Utility bills in months the Board does not meet. 7. Debt service payments. 8. Employee reimbursement for approved expenses.
3. Delegation of Responsibility	<p>It shall be the responsibility of the Chief Financial Officer or designee upon receipt of an invoice to verify that the purchase invoice is in order, goods were received in acceptable condition or services were satisfactorily rendered, funds are available to cover the payment, the Board had budgeted for the item, and invoice is for the amount contracted.</p> <p>Should the invoice vary from the acknowledged purchase order, the Chief Financial Officer or designee shall document on the invoice the reason for such variance.</p>

616. PAYMENT OF BILLS - Pg. 2

<p>SC 607, 687 Pol. 612</p>	<p>Should funds not be available in the account to which a proposed purchase will be charged, the Chief Financial Officer or designee shall determine the coverage and request the Board make a legal transfer to cover it.</p>
	<p>All claims for payment shall be submitted to the Board and recorded in the minutes of the Board meeting.</p>
	<p>The list of bills shall include for each:</p>
	<ol style="list-style-type: none"> 1. Check number 2. Check date 3. Vendor 4. Amount of remittance 5. Reason for remittance
<p>SC 439</p>	<p>Upon approval of an order, the Treasurer shall prepare a check for payment and cancel the commitment placed against the appropriate account.</p>
<p>SC 427, 433, 439</p>	<p>All checks approved by the Board shall be signed by the President, Board Secretary and Treasurer.</p>
<p>SC 428</p>	<p>The Vice-President may sign for the President.</p>
<p>4. Guidelines 65 P.S. 301 et seq</p>	<p>Signatures of the President, Vice President, Treasurer and Board Secretary may be engraved on a signature plate or stamp or reproduced on checks via electronic facsimile.</p>
	<p>No check shall be made out to cash.</p>
	<p><u>Sales Tax</u></p>
<p>72 P.S. 7204(12)</p>	<p>The school district is exempt from sales tax on the purchase of tangible, personal property or services that are sold or used by the district. The school district shall control use of its sales tax exemption number issued by the Department of Revenue, in compliance with established regulations. The exemption number shall be used only when buying property or services for school district use.</p>
	<p>The school district shall obtain a sales tax license number for school organizations who purchase items to be resold.</p>
	<p>In order to monitor these activities, the Chief Financial Officer shall develop procedures to assure coordination and accumulation of information and proper reporting and remittance to the Department of Revenue.</p>

SECTION: OPERATIONS

TITLE: FOOD SERVICES

ADOPTED: August 19, 2002

REVISED: April 14, 2014

July 18, 2016

March 19, 2018

September 17, 2018

September 16, 2019

November 18, 2019

December 18, 2023

EAST STROUDSBURG AREA SCHOOL DISTRICT

808. FOOD SERVICES	
1. Purpose	The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.
2. Authority SC 504, 807.1, 1335, 1337 42 U.S.C. Sec. 1751 et seq, 1773 2 CFR Part 200 7 CFR Parts 210, 215, 220 FNS Instruction 113-1	<p>The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).</p> <p>The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex, or disability.</p> <p>The Board shall provide food service for breakfast and for lunch in all district schools that meets the standards required by state and federal school breakfast and lunch programs.</p>
SC 504 42 U.S.C. Sec. 1760	Food sold by the school may be purchased by students and district employees but only for consumption on school premises. The price charged to students shall be established annually by the district in compliance with state and federal laws.
42 U.S.C. Sec. 1760	Non-program food shall be priced to generate sufficient revenues to cover the cost of such items. A nonprogram food shall be defined as a food or beverage, other than a reimbursable meal or snack, which is sold at the school and is purchased using funds from the child nutrition account. Non-program foods include but are not limited to adult meals and a-la-carte items. All revenue from the sale of non-program food shall accrue to the child nutrition program account.

	<p>Unless they have been excused by the principal, all students are expected to remain in school for lunch.</p> <p>Students on in-school suspension (ISS) or other form of disciplinary action may be limited in their opportunity in this regard. School food authorities are to make a reimbursable meal or milk available to any student attending school who, for disciplinary reasons, is not allowed to eat in the cafeteria. This does not necessarily mean that all choices must be made available.</p>
<p>3. Delegation of Responsibility</p>	<p>The operation and supervision of the food services program shall be the responsibility of the Director of Food Services.</p>
<p>SC 504</p>	<p>The individual responsible for the operation and supervision of the food service program shall present to the Board each month for its approval a statement of receipts and expenditures for cafeteria funds.</p>
<p>SC 504, 1337</p>	<p>Cafeterias shall be operated on a nonprofit basis. A periodic review of the cafeteria accounts shall be made by the auditor.</p>
<p>SC 504, 1335, 1337 42 U.S.C. Sec. 1751 et seq, 1773 7 CFR Parts 210, 215, 220</p>	<p>The individual responsible for the operation and supervision of the food service program shall ensure that school meals meet the standards required by the School Breakfast Program, the National School Lunch Program and the Special Milk Program.</p>
<p>3 Pa. C.S.A. Sec. 5713 42 U.S.C. Sec. 1758(h) 7 CFR Sec. 210.13 210.30</p>	<p>The Superintendent or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.</p>
<p>SC 504</p>	<p>The Superintendent or designee shall prepare guidelines for the implementation of a food service program including:</p> <ol style="list-style-type: none"> 1. The maintenance of facilities free from fire or health hazards. 2. The purchase of perishable foodstuffs, seasonal commodities and other supplies.
<p>SC 504, 1337</p>	<ol style="list-style-type: none"> 3. Accounting and depositing procedures for cafeteria funds.

<p>4. Definitions</p>	<ol style="list-style-type: none"> 4. Control, safekeeping and storage of food and food equipment. 5. Compliance with all state and federal regulations regarding the National School Lunch Program and/or National School Breakfast Program and Special Program and Special Milk Program. <p>Ticket—The term ticket refers to any and all forms of exchange that pertain to paid, free, or reduced-price meals and are used in the food service collection program, including computer-based accounts.</p> <p>PIN Number—A person identification number assigned by the school district that allows a student to purchase a meal through a computer-based account.</p> <p>Ticket Misuse—The misuse of a ticket which includes, but is not limited to misrepresentation of identity, attempt to purchase more than one lunch or breakfast in a day through ticket use, stealing a PIN Number, and/or sharing a PIN Number with another student with the intent of making a meal purchase.</p> <p>Charge—A record as a debt to be paid. All meal charges are expected to be paid within two (2) weeks of the charge. Any charge not paid within two (2) weeks shall be considered “Outstanding”.</p> <p>It is a violation of this policy to lend or steal a Personal Identification Number (PIN). Students caught doing so are subjected to disciplinary consequences consistent with Board Policy and the Code of Student Conduct.</p>
<p>5. Guidelines Pol. 246</p> <p>SC 504</p>	<p>To reinforce the district's commitment to nutrition and student wellness, foods served in school cafeterias shall:</p> <ol style="list-style-type: none"> 1. Be carefully selected to contribute to students' nutritional well-being and health. 2. Meet the nutrition standards specified in law and regulations and approved by the Board. 3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits. 4. Be served in age-appropriate quantities, at reasonable prices. 5. The district shall use USDA Foods for school menus available under the Child Nutrition USDA Food Programs. <p>Surplus accounts shall be used only for the improvement and maintenance of the food service program.</p>

<p>SC 504</p>	<p>All funds derived from the operation, maintenance or sponsorship of the food service program shall be deposited in a separate cafeteria fund, in the same manner as other district funds. Such funds shall be expended in the manner approved and directed by the Board, but no amount shall be transferred from the cafeteria fund to any other account or fund, except that district advances to the food service program may be returned to the district's general fund from any surplus resulting from its operation.</p>
<p>Pol. 610, 626</p>	<p><u>Procurement</u></p> <p>Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.</p>
<p>42 U.S.C. Sec. 1758 7 CFR Part 245</p>	<p><u>Free/Reduced-Price Meals And Free Milk</u></p> <p>The district shall provide free and reduced-price meals and/or free milk to students in accordance with the terms and conditions of the National School Lunch Program the School Breakfast Program, and the Special Milk Program. Applications for Free/Reduced Price School Meals are handled through the Office of Administrative Services.</p> <p>The district shall conduct direct certification a minimum of three (3) times per year using the Pennsylvania Student Eligibility System (PA-SES) to identify students who are eligible for free school meal benefits without the need for submission of a household application.</p>
<p>7 CFR Sec. 15b.40 Pol. 103.1, 113, 209.1</p>	<p><u>Accommodating Students With Special Dietary Needs</u></p> <p>The district shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.</p>
<p>42 U.S.C. Sec. 1758(h) 7 CFR Sec. 210.13, 220.7</p>	<p><u>School Food Safety and Sanitation Inspections</u></p> <p>The district shall obtain two (2) safety and sanitation inspections (Retail Food Facility Inspection Report) per year in accordance with all local, state, and federal laws and regulations.</p> <p>The district shall post in the cafeteria the most recent inspection report and release a copy of the report to members of the public, upon request.</p>
<p>42 U.S.C. Sec. 1758(h) 7 CFR Part 210, Part 220</p>	<p><u>School Food Safety Program</u></p> <p>The district shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of foodborne illness among students.</p>

<p>7 CFR Sec. 210.9, 210.13, 220.7</p>	<p>The district shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with all applicable state and local laws and regulations and federal food safety requirements.</p>
<p>42 U.S.C. Sec. 1751 et seq, 1773 7 CFR Sec. 210.30</p>	<p><u>Professional Standards For Food Service Personnel</u></p> <p>The district shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, professional standards include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.</p> <p><u>School Meal Service and Accounts</u></p> <p>To ensure the effective operation of the district's food service program and delivery of school food program meals to students, the district shall:</p> <ol style="list-style-type: none">1. Assign individual school meal accounts to each student for the purchase of meals served in school cafeterias, which ensure that the identity of each student is protected.2. Notify parents/guardians when the student's school meal account reaches a low balance.3. Notify parents/guardians when the student's school meal account reaches a negative balance. The notice shall include information on payment options and how to apply for Free/Reduced-Price School Meals.4. Provide a school food program meal to each student who does not have the money to pay for the school food program meal or who has a negative balance in his/her school meal account, unless the student's parent/guardian has specifically provided written notice to the district to withhold a school food program meal.5. Students with a negative balance in their school meal account will not be allowed to charge a la carte items. <p>When a student owes money for five (5) or more school food program meals, the district shall make at least two (2) attempts to contact the student's parent/guardian and shall provide the application for free/reduced-price school meal benefits to the parent/guardian to apply for benefits under federal school meal programs. The district will offer assistance to parents/guardians with applying for free/reduced-price school meal benefits.</p>

Communications regarding a low balance or money owed by a student for school meals shall be made to the student's parent/guardian, not the student, unless the student is an emancipated minor.

District schools shall be prohibited from:

1. Publicly identifying or stigmatizing a student who cannot pay for a school food program meal or who has a negative school meal account balance. It shall not constitute public identification or stigmatization of a student for a school to restrict privileges and activities of students who owe money for school meals if those same restrictions apply to students who owe money for other school-related purposes.
2. Requiring a student who cannot pay for a school food program meal to perform chores or other work to pay for the meal, unless chores or other work are required of all students regardless of their ability or inability to pay for a school food program meal.
3. Requiring a student to discard a school food program meal after it was served to the student due to the student's inability to pay for the meal or due to a negative school meal account balance.

This policy and any applicable procedures or administrative regulations regarding school meal charges and school meal accounts shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.

The district shall provide parents/guardians with a written copy of this policy and any applicable procedures or administrative regulations at the start of each school year, when a student enrolls in school after the start of the school year, and when a parent/guardian is notified of a negative school meal account balance.

Collection of Unpaid Meal Charges

Reasonable efforts shall be made by the district to collect unpaid meal charges from parents/guardians. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.

Donations

The District will accept donations from individuals or organizations who wish to pay off negative balances in student meal accounts. Donations will be used in accordance with the expressed desire of the donor to pay off individual student

balances or student balances at a specific school(s). If there are insufficient funds provided to meet the expressed desire of donor, funds will be utilized in an equal manner until they are fully utilized. If funds donated without an expressed purpose, they will be allocated in an equal manner to all student meal accounts with negative balances.

USDA Nondiscrimination Statement – Food and Nutrition Services

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA’s TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant’s name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

References:

School Code – 24 P.S. Sec. 504, 807.1, 1335, 1337

Food Protection – 3 Pa. C.S.A. Sec. 5713

National School Lunch Program – 42 U.S.C. Sec. 1751 et seq., 1758, 1758(h), 1760

School Breakfast Program – 42 U.S.C. Sec. 1773

Healthy, Hunger-Free Kids Act of 2010 – P.L. 111-296

Uniform Administrative Requirements for Federal Awards, Title 2, Code of Federal Regulations – 2 CFR Part 200

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, Title 7, Code of Federal Regulations – 7 CFR Part 15

National Food Service Programs, Title 7, Code of Federal Regulations – 7 CFR 15b.40, 210.9, 210.13, 210.14, 210.15, 210.23, 210.30, 220.7
7 CFR Part 15, Part 210, Part 215, Part 220, Part 245

U.S. Department of Agriculture Food and Nutrition Service (FNS) Instruction 113-1

Board Policy – 000, 103, 103.1, 113, 209.1, 246, 610, 626, 827

Summer Food Service – 42 U.S.C. Sec. 1751 et seq.

EAST
STROUDSBURG
AREA
SCHOOL DISTRICT

SECTION: OPERATIONS
TITLE: SUICIDE AWARENESS,
PREVENTION AND RESPONSE
ADOPTED: August 19, 2002
REVISED: August 17, 2015
November 20, 2017
December 18, 2023

819. SUICIDE AWARENESS, PREVENTION AND RESPONSE	
1. Purpose	The Board is committed to protecting the health, safety and welfare of its students and the school community; promoting healthy development; and safeguarding against the threat or attempt of suicide. This policy supports the provision of a comprehensive district program of education, training and resources designed to promote school connectedness and behavioral health, and prevent suicide.[1][2][3][4][5][6]
2. Authority	<p>The Board directs the district to provide education on youth suicide awareness and prevention; methods of prevention, intervention and response to suicide attempt or suicide; and reporting procedures.[1][2][3][4][5][6]</p> <p>The district is committed to providing access to age and developmentally-appropriate youth suicide awareness and prevention supports and resources to all district students, without bias or discrimination.[2][3]</p> <p>The district shall notify employees, students and parents/guardians of this policy and shall post the policy on the district’s website.[1]</p>
3. Definitions	<p>Behavioral health - the emotion, behaviors and biology related to a person's mental well-being, their ability to function in everyday life and their concept of self.</p> <p>Behavioral service providers – include, but are not limited to, state, county or local behavioral health service providers, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[4][7]</p> <p>Bias – the attitudes or beliefs we have about a person or group that affect our understanding, actions and decisions in a conscious or subconscious manner.[4]</p> <p>Individualized Management Plan – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team’s attention, as well as the resources and supports a student might need based on the information gathered during the assessment. The Individualized Management Plan is developed primarily for documentation and communication purposes.[4]</p>

Postvention – a multi-component crisis response to provide support, promote healing after a tragic loss and to minimize risk of contagion after a suicide.

Prevention - refers to efforts that seek to reduce the factors that increase the risk for suicidal thoughts and behaviors and increase the factors that help strengthen, support and protect the behavioral health and wellness of individuals.

Protective factors - refer to characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factor's impact. Protective factors may be seen as positive countering events.

Resilience - the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress, or "bouncing back" from difficult experiences.

Risk factors - refer to characteristics at the biological, psychological, family, community or cultural level that precede and are associated with a higher likelihood of negative outcomes, including suicide.

Safety Plan – an agreement developed between the student, parent/guardian, appropriate team members and behavioral health professionals, following a suicide screening or assessment, that documents communications, conveys an understanding of the seriousness of the student's distress and provides a set of skills and resources the student can use in a crisis.

School connectedness - the belief by students that adults and peers in the school care about their learning as well as about them as individuals.

School personnel - include, but may not be limited to, administrators, teachers, school-based behavioral health professionals (e.g., school counselor, school psychologist, school social worker), paraprofessionals, support staff, coaches, bus drivers, custodians and cafeteria workers.

Self-harm – behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. Self-harm behaviors can be either suicidal or nonsuicidal.

Suicide - death caused by self-directed injurious behavior with intent to die as a result of the behavior.

Suicide attempt - a potentially self-injurious behavior for which there is evidence that the person had at least some intent to kill themselves.

Suicide threat - a verbal or nonverbal communication that an individual intends to harm themselves with the intention to die but has not acted on the behavior.

<p>4. Delegation of Responsibility</p> <p>5. Guidelines</p>	<p>Threat assessment – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.[4]</p> <p>Warning signs - evidence-based indicators, often observable, that someone may be in danger of suicide, either immediately or in the very near future.</p> <p>The Superintendent or designee, in collaboration with designated school personnel, shall develop administrative regulations regarding the district’s protocols for response to suicide threats, suicide attempts and suicide.</p> <p style="text-align: center;">SUICIDE AWARENESS AND PREVENTION EDUCATION[11]</p> <p><u>Suicide Awareness and Prevention Education for Students</u></p> <p>Students shall receive age and developmentally-appropriate, student-centered lessons on the importance of safe and healthy choices, coping strategies focused on resiliency, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others, including how to engage school resources.</p> <p>These lessons shall be integrated into the curriculum of health classes and other classes as appropriate. The lessons may be taught by health and physical education teachers, classroom teachers, student services staff or community service providers.</p> <p>Programming related to suicide prevention shall be delivered in small group or classroom settings and in a large group or auditorium setting.</p> <p>District staff shall provide resources and access to counseling staff for students participating in programming, who may struggle with the topic of suicide prevention.</p> <p>Lessons shall contain information on comprehensive health and wellness, including emotional, behavioral and social skills development by:</p> <ol style="list-style-type: none"> 1. Informing students about broader behavioral health issues such as depression and substance use, as well as specific risk factors, protective factors and warning signs for suicide. 2. Encouraging students to seek help for themselves or their peers, including when concerns arise via social media or other online forum, and to avoid making promises of confidence when they are concerned about the safety of a peer or other individual. 3. Adhering to safe and effective messaging guidelines, avoiding graphic
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testimonials and including research-based suicide prevention resources.

4. Promoting a healthy school climate where students feel connected to and can identify trusted adults in the building.
5. Providing local, state and/or national resources for seeking help.

Suicide Awareness and Prevention Education for School Personnel

All school personnel shall receive written information about the district's protocols for suicide awareness and prevention, including risk factors, warning signs, response and communication procedures, referrals and resources.

School personnel shall also receive information regarding strategies to enhance protective factors, resilience and school connectedness.

As part of the district's professional development plan, professional educators in school buildings serving students in grades six (6) through twelve (12) shall participate in a minimum of four (4) hours of youth suicide awareness and prevention training every five (5) years.[1][8][9]

The district shall make required training and refresher training available on an ongoing basis, so that educators may fulfill training requirements throughout the required timeframe.

The district may also require training of professional staff in grades K-5, as well as ancillary school-wide staff, and may increase the training requirement.

School safety and security training for employees may include suicide awareness.[9]

Additional professional development in suicide risk screening and/or assessment and crisis intervention may be provided to specialized staff and school behavioral health professionals such as school crisis response/intervention team members, threat assessment team members, designated administrators, school counselors, school psychologists, school social workers and school nurses.

METHODS OF PREVENTION[1]

The district shall utilize a multifaceted approach to suicide prevention which integrates school and community-based supports.

The methods of prevention utilized by the district include, but are not limited to, education, training and awareness; early identification and support for students at risk; and delegation of responsibility for planning and coordination of suicide prevention efforts.

Information received in confidence from a student may be revealed to the student's parents/guardians, the building principal, the threat assessment team and/or crisis response/intervention team or other appropriate authority when the health, welfare or safety of the student or any other person is clearly in jeopardy, in accordance with applicable law, regulations and Board policy.[4][10][11][12][13][14][15]

Suicide Prevention Coordinators

District-Wide -

A district-level suicide prevention coordinator shall be designated by the Superintendent or designee. This may be an existing district employee. The district suicide prevention coordinator shall be responsible for planning and coordinating implementation of this policy.

Building-Level -

Each building principal shall designate a school suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and policy implementation. This may be an existing district employee who may also be a member of the threat assessment team.[4]

Early Identification Procedures

Early identification of individuals with warning signs or suicide risk factors that appear to adversely impact the student is crucial to the district's suicide prevention efforts. To promote awareness, school personnel, students and parents/guardians should be educated about suicide risk factors and warning signs.

Referral Procedures

Any school personnel who observes a student exhibiting a warning sign for suicide, or who has another indication that a student may be contemplating suicide, shall immediately refer the student for suicide risk screening and/or assessment and intervention in accordance with Board policy and district procedures.[4][15][16]

In the absence of a warning sign for suicide, students demonstrating suicide risk factors that appear to be adversely impacting the student, or other indications of self-harm, should be referred to an appropriate team or staff member (e.g., principal, school counselor, Student Assistance Program team) for support and follow-up.

When a student's behavior indicates a threat to the safety of the student, school personnel shall report the student to the threat assessment team, an appropriate member of the team or the suicide prevention coordinator. The threat assessment

team, crisis response/intervention team and designated staff responsible for conducting or arranging suicide risk screening and assessment shall coordinate to provide assessment and intervention in accordance with Board policy and district procedures.[4][15][16][17]

School personnel shall arrange for or provide continuous adult supervision to ensure the student's safety.

Safe2Say Something

When the district receives a report through the Safe2Say Something program, members of the Safe2Say Something team shall coordinate with the appropriate emergency dispatch center(s), local law enforcement and/or district team, in accordance with district procedures.[9]

Documentation

The district shall document the referral, including specific reasons identified as indications that the student may be at risk.[4]

METHODS OF ASSESSMENT AND INTERVENTION[1]

The methods of assessment and intervention utilized by the district include, but are not limited to, responding to threats of suicide or self-harm, suicide attempts in school, suicide attempts outside of school and suicide.

The district shall maintain a trained school crisis response/intervention team. Team members may include, but not be limited to, designated administrators, school counselors, school nurse, school psychologist, social worker, school security personnel, members of the Student Assistance Program team and others as designated by the district such as community behavioral health agency resources.

The district's threat assessment team shall serve as a crisis response/intervention team, and may coordinate with district behavioral health staff and community behavioral health agency resources as needed.[4]

The Superintendent or designee shall establish administrative regulations for coordination of appropriate teams and staff in suicide assessment and intervention.

Suicide intervention procedures shall involve collaboration and coordination with the student, the parent/guardian, suicide prevention coordinator, the threat assessment team and/or the crisis response/intervention team and additional support services as needed.

Student Assessment and Intervention

When a student has been referred for assessment, designated members of the threat assessment team and/or crisis response/intervention team shall coordinate with appropriate behavioral health staff to assess and respond to the student's behavior, which may include development or update of an Individualized Management Plan and/or Safety Plan, where appropriate, in accordance with Board policy and administrative regulations.[4]

A district-approved suicide risk screening or assessment tool may be used by trained behavioral health staff such as school counselors, psychologists or social workers.

Parents/Guardians of a student identified as being at risk of suicide shall be notified by the building principal or designee and informed of crisis and community resources. If the school suspects that the student's risk status is the result of abuse or neglect, school staff shall immediately notify Children and Youth Services, in accordance with applicable law and Board policy.[4][6]

The district shall identify and develop agreements with behavioral service providers to whom students may be referred for further suicide risk screening and/or assessment and intervention.

If the student has been identified as being at increased risk of suicide, the district shall develop a new, or update a previous, Safety Plan to support the student and the student's family. The Plan should be developed collaboratively with input from the student, the student's parents/guardians, appropriate team members and behavioral health professionals.

Students With Disabilities

For students with disabilities who are identified as being at risk for suicide or who attempt suicide, the team receiving the referral or other district staff shall notify the appropriate Individualized Education Program (IEP) team or Section 504 team to address the student's needs in accordance with applicable law, regulations and Board policy.[3][4][18][19][20][21]

If a student is identified as being at risk for suicide or attempts suicide and the student may require special education services or accommodations, the Director of Pupil Services shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Documentation

The district shall document observations, recommendations and actions conducted throughout the course of intervention, suicide risk screening and/or assessment and

follow-up, including verbal and written communications with students, parents/guardians, appropriate team members and behavioral service providers.[4]

METHODS OF RESPONSE TO SUICIDE ATTEMPT OR SUICIDE[1]

The district's crisis response/intervention team shall coordinate with first responders, district behavioral health staff and/or community behavioral health resources in response to a suicide attempt or suicide.

Response to Suicide Attempt

Methods of response to a suicide attempt utilized by the district include, but are not limited to:

1. Acting in accordance with professional development and crisis response training including, but not limited to:
 - a. The rendering of first aid until professional medical services and/or transportation can be received.
 - b. Supervision of the student and movement of all other students out of the immediate area.
2. Coordinating with the threat assessment team to document or follow up on the threat assessment process, in accordance with Board policy, where applicable.[4]
3. Notifying students, employees and parents/guardians.
4. Working with families.
5. Responding appropriately to the media.
6. Collaborating with community providers.

Re-entry Procedures

A student's excusal from school attendance after a behavioral health crisis and the student's return to school shall be consistent with state and federal laws and regulations, and in accordance with Board policy.[3][18][19][20][22][23]

Prior to a student returning to school after a behavioral health crisis, a district-employed behavioral health professional, member(s) of the threat assessment team, the building principal or designee shall meet with the parents/guardians of the

student and, if appropriate, meet with the student to discuss the student's return to school and to create an individual re-entry plan.[4]

When authorized by the student's parent/guardian, the designated district employee shall coordinate with the appropriate outside behavioral service providers, request releases of information and written documentation from the treating facility and encourage their involvement in the re-entry process.

A school behavioral health professional shall periodically check in with the student and monitor the student's re-entry plan, which may include strategies and supports to facilitate the student's progress and transition back into the school community, including referrals to other school-based teams or programs (e.g. Student Assistance Program).

Re-entry of a student with a disability requires coordination with the appropriate team to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Response to Suicide (Postvention)

Upon confirmation of a suicide, the district shall immediately implement established postvention procedures which shall include methods for informing the school community; identifying and monitoring at-risk youth; and providing resources and supports for students, staff and families.

DOCUMENTATION PROCEDURES[1]

Effective documentation assists in preserving the safety of the student and ensuring communication among school staff, parents/guardians and behavioral service providers.

When school personnel take notes on any conversations or situations involving or relating to an at-risk student, the notes should contain only factual or directly observed information, not opinions or hearsay.

As stated in this policy, school personnel shall be responsible for effective documentation of incidents involving suicide prevention, intervention and response, in accordance with applicable laws, regulations and Board policy.[4]

Reports and information shall be maintained confidentially and made available to appropriate district staff in accordance with applicable laws, regulations and Board policy.[4][11][12][13][14][24][25]

SUICIDE AWARENESS, PREVENTION AND CRISIS RESOURCES[1]

Crisis Resources:

National Suicide & Crisis Lifeline: 988 or visit <http://988lifeline.org>

- National Suicide Prevention Lifeline: 1-800-273-TALK (8255) or visit <http://www.suicidepreventionlifeline.org/>
- Crisis Text Line: TEXT 741741 or visit <http://www.crisistextline.org/>

National:

- [Centers for Disease Control and Prevention – Risk and Protective Factors](#)
- [Suicide Prevention Resource Center – Risk and Protective Factors](#)
- [Substance Abuse and Mental Health Services Administration \(SAMHSA\) Preventing Suicide: A Toolkit for High Schools](#)
- [Suicide Prevention Resource Center - Safe and Effective Messaging for Suicide Prevention](#)
- [Suicide Prevention Resource Center - After a Suicide Toolkit](#)
- [Recommendations for Reporting on Suicide](#)

Pennsylvania:

Suicide Prevention Task Forces - groups of dedicated individuals that are committed to reducing the number of suicides and offering support to those who have been touched by suicide within their communities/counties in Pennsylvania.

- [Suicide Prevention Guide](#)
- [List of Crisis Intervention contact information by county](#)
- [List of County CASSP and Children’s Behavioral Health Contact Persons](#)
- [Prevent Suicide PA’s Act 71 Information](#)
- [STAR Center’s Postvention Manual](#)

National and State Organizations

National:

American Association of Suicidology (AAS)

- [American Foundation for Suicide Prevention \(AFSP\)](#)
- [Suicide Prevention Resource Center \(SPRC\)](#)

Pennsylvania:

- [Prevent Suicide PA](#)
- [Jana Marie Foundation](#)

- Aevidum
- Services for Teens at Risk (STAR-Center)
- Pennsylvania Department of Education
- Pennsylvania Network for Student Assistance Services (PNSAS)

Legal References

1. 24 P.S. 1526
2. Pol. 103
3. Pol. 103.1
4. Pol. 236.1
5. Pol. 249
6. Pol. 806
7. 24 P.S. 1301-E
8. Pol. 333
9. Pol. 805
10. 22 PA Code 12.12
11. 20 U.S.C. 1232g
12. 34 CFR Part 99
13. Pol. 207
14. Pol. 216
15. Pol. 236
16. Pol. 146
17. 24 P.S. 1302-E
18. Pol. 113
19. Pol. 113.2
20. Pol. 113.3
21. Pol. 114
22. Pol. 117
23. Pol. 204
24. Pol. 113.4
25. Pol. 209
- Pol. 146.1
- Pol. 816
- Pol. 911

AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE

THIS AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE (hereinafter "Agreement") is made the 18th day of DECEMBER, 2023, by **SAINT JOSEPH'S 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 University* shall procure and maintain professional liability insurance covering its students. 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 assist the *School District* by advising the *Student* of the requirement to provide to the *School District* with the necessary clearances as required by law for 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. Nothing in this agreement is intended to or shall be construed to relieve the *School District* of its statutory responsibility to obtain criminal background checks or to comply with the requirements of applicable state law.

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. **Supervision.** The *Student* shall be subject to the rules and regulations of the *School District* and shall be under the supervision, direction and control of the supervising staff member and/or other school supervisory personnel while the *Student* is on the premises of the *School District's* facilities or acting behalf of the *School District* in locations other than the premises. The *School District* agrees that it is responsible for supervising the *Student* as follows:
 - I. The supervising staff member may leave the classroom with the *Student* in charge of the class, but the supervising staff member shall, at all times, retain responsibility for control of the class and the program of instruction.
 - II. The *Student* who is not licensed shall not be used as a substitute for the supervising staff member or any other licensed personnel; however, planned exceptions to this provision may be authorized in advance by both the appropriate school administrator and the *University*.

- f. **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.
- g. **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*.
- h. **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.
- i. **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 the *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 three (3) years.
- c. **Termination of Agreement.** *The University* or the *School District* may terminate this Agreement for any reason with ninety (90) days' written 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. This Agreement may not be amended or modified except by a mutual written Agreement.
- j. **Notices.** Any notice required or permitted to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be sent by hand delivery, certified mail, return receipt requested, postage prepaid, or nationally recognized overnight courier service, addressed as follows:

To the University:

Saint Joseph's University
5600 City Avenue
Philadelphia, PA 19131

With a copy to:

Office of the General Counsel
Saint Joseph's University
5600 City Avenue
Philadelphia, PA 19131

To the School District: At that address and to the contact person that the *School District* shall timely provide.

Notices given by hand delivery shall be deemed effective upon receipt; notices given by certified mail shall be deemed effective three (3) business days after being deposited in the U.S. Mail; and notices given by overnight courier service shall be deemed effective one (1) business day after being deposited with the overnight courier service.

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

Dr. William R. Riker

Printed Name

Date

Superintendent

Title

Saint Joseph's University:

Authorized Signature

James H. Carter, PhD

Printed Name

Date

Interim Provost

Title

AFFILIATION AGREEMENT FOR A STUDENT TEACHING SITE

THIS AGREEMENT is made the _____ day of _____, 2023, by THE UNIVERSITY OF PHOENIX, INC. (hereinafter referred to as "*The University*"), An Arizona non-profit corporation, 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 University* shall be responsible for procuring Professional Liability Insurance at the *University's* 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 notify the *Student* of requirement 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. To help defray costs associated with the placement of Students at the School District, the University shall pay compensation in accordance with Exhibit A, attached hereto and incorporated herein, upon completion of Student's assignment at the School District, or at such other time as the parties agree.

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 a teacher preparation 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 notify the *Student* of requirement to review, 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 teaching 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 five (5) years 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* or *University* 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.

j. Notice. Any notice given under this Agreement may be given by personal delivery, overnight air express, email, or certified United States mail. Notice shall be deemed to be given (a) upon actual receipt; (b) upon delivery confirmation if by email; or (c) five (5) business days after mailing, if the notice is by United States mail, return receipt requested. Notice under this Agreement shall be given to the parties at the following addresses or to such other persons or places as either party may from time to time designate by written notice to the other party.

If to the School District: East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

If to the University: University of Phoenix
College of Education
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

With a copy to: University of Phoenix
University Legal Services
4035 S. Riverpoint Parkway
Phoenix, AZ 85040

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

University of Phoenix:

Authorized Signature

Date

Printed Name

Title

EXHIBIT A

In accordance with Section I, paragraph f, University shall compensate the following upon completion of the *Student's* assignment:

Cooperating Teacher/Mentor: \$500.00/per student teaching assignment OR administrative intern.

EDUCATION AFFILIATION AGREEMENT
(based on AAMC uniform affiliation agreement)

This Education Affiliation Agreement (“Agreement”), effective on the date of the last signature below (“Effective Date”), is made between Western Governors University (“School”) and the East Stroudsburg School District (“Host Agency”).

Whereas, School has accredited programs in the Leavitt School of Health.

Whereas, the purpose of this Agreement is to guide and direct the parties respecting their affiliation, working arrangements, and agreements to provide high-quality, practice experiences for students of School.

Whereas, this Agreement is intended and shall be interpreted to meet School’s accreditation standards related to affiliation agreements with affiliates which require at a minimum:

- Host Agency will provide student, and faculty if applicable, access to appropriate resources for student education.
- School is ultimately responsible for the education program, academic affairs, and the evaluation of students.
- School is primarily responsible for the appointment and assignment of faculty members with responsibility for student teaching.
- The shared responsibility of School and Host Agency for creating and maintaining an appropriate learning environment.

Whereas, neither party intends for this Agreement to alter in any way its respective legal rights or its legal obligations to any third party.

Now, Therefore, in consideration of the mutual covenants and agreements, the parties identified above agree as follows:

A. Responsibilities of School

1. School will plan and determine the adequacy of the educational experience of the students in theoretical background, basic skill, professional ethics, attitude and behavior and shall assign to Host Agency only those students who have satisfactorily completed the prerequisite didactic portions of School’s curriculum.

2. School will retain ultimate responsibility for the education and evaluation of its students. School’s representative for this Agreement shall be a faculty member appointed and assigned by School, who will be responsible for student teaching and evaluation provided pursuant to this Agreement.

3. School will advise all students assigned to Host Agency facilities regarding the confidentiality of patient/client records and patient/client information imparted during the practice experience. School will also advise all students that the confidentiality requirements survive the termination or expiration of this Agreement.

4. School will require all participating students to maintain health insurance and provide proof of health insurance to School. Host Agency may request the student provide proof of health insurance prior to beginning of the practice experience.

5. School will require all participating students to have completed an appropriate criminal background check, and to have documented appropriate immunizations on file with School. If applicable, Host Agency shall notify the student of any requests for evidence of criminal background test or immunization. School will inform the student of his/her responsibility to provide evidence to Host Agency of any required criminal background checks or immunizations, when requested. Host Agency shall notify School of its requirements of an acceptable criminal background check and required immunizations. School will also inform students that they may be required to undergo a drug test or other similar screening tests pursuant to Host Agency's policies and practices, and that the cost of any such test will be paid by the student, if not Host Agency.

6. School will advise students that they are required to comply with Host Agency rules, regulations, and procedures.

7. If requested by Host Agency, School will provide instruction to Host Agency's staff with respect to School's expectations regarding evaluation of School's students at Host Agency.

8. School warrants and represents that it provides occurrence-based professional and commercial general liability insurance for its students with limits of at least \$1,000,000 per occurrence and \$2,000,000 annual aggregate. Commercial general liability insurance limits may be satisfied by a combination of primary and umbrella coverage. School shall maintain and provide evidence of workers' compensation coverage as required by law. If requested by Host Agency, School shall provide a certificate of insurance demonstrating coverage for students completing training at Host Agency.

B. Responsibilities of Host Agency

1. Host Agency has a responsibility to maintain a positive, respectful, and adequately resourced learning environment so that sound educational experiences can occur. Host Agency will provide students and faculty with access to appropriate resources for student education including: a) access to patients at Host Agency facilities in an appropriately supervised environment, as applicable, in which the students can complete School's curriculum; b) student security badges or other means of secure access to patient care areas, if necessary; c) access and required training for students in the proper use of electronic medical records or paper charts, as applicable; d) computer access; e) secure storage space for students' personal items when at Host Agency; and f) access to call rooms, if necessary.

2. Host Agency will retain full authority and responsibility for patient care and quality standards, and will maintain a level of care that meets generally accepted standards conducive to satisfactory instruction. While in Host Agency's facilities, students will have the status of trainees; are not to replace Host Agency staff; and, are not to render unsupervised patient care and/or services. All services rendered by students must have educational value and meet the goals of the practice experience. Host Agency and its staff will provide such supervision of the practice experience as is reasonable and appropriate to the circumstances and to the student's level of training.

3. Host Agency staff will, upon request, assist School in the evaluation of the learning and performance of participating students by completing evaluation forms provided by School and returned to School in a timely fashion.

4. Host Agency will provide for the orientation of School's participating students as to Host Agency's rules, regulations, policies, and procedures.

5. Host Agency agrees to comply with applicable state and federal workplace safety laws and regulations. In the event a student is exposed to an infectious or environmental hazard or other occupational injury (i.e., needle stick) while at Host Agency, Host Agency, upon notice of such incident from the student, will provide such emergency care as is provided its employees, including, where applicable: examination and evaluation by Host Agency's emergency department or other appropriate facility as soon as possible after the injury; emergency medical care immediately following the injury as necessary; initiation of the HBV, Hepatitis C (HCV), and/or HIV protocol as necessary; and HIV counseling and appropriate testing as necessary. In the event that Host Agency does not have the resources to provide such emergency care, Host Agency will refer such student to the nearest emergency facility. School will define, for its students, who bears financial responsibility for any charges generated.

6. To the extent Host Agency generates or maintains educational records related to the participating student, Host Agency agrees to comply with the Family Educational Rights and Privacy Act (FERPA), to the same extent as such laws and regulations apply to School and shall limit access to only those employees or agents with a need to know. For the purposes of this Agreement, pursuant to FERPA, School designates Host Agency as a school official with a legitimate educational interest in the educational records of the participating student(s) to the extent that access to School's records is required by Host Agency to carry out the program.

7. Upon request, Host Agency will provide proof that it maintains liability insurance in an amount that is commercially reasonable.

8. Host Agency will provide written notification to School promptly if a claim arises involving a student. Host Agency and School agree to share such information in a manner that protects such disclosures from discovery to the extent possible under applicable federal and state peer review and joint defense laws.

9. Host Agency will resolve any situation in favor of its patients' welfare and restrict a student to the role of observer when a problem may exist until the incident can be resolved by the staff in charge of the student or the student is removed. Host Agency will notify School's representative if such an action is required.

10. Host Agency shall identify a site coordinator from among its staff who will communicate and cooperate with School's representative to ensure faculty and student access to appropriate resources for the practice experience.

C. Mutual Responsibilities

1. A representative/placement contact for each party will be established on or before the execution of this Agreement and set forth in **Exhibit A**. This contact should be available to address day-to-day administrative concerns (e.g., providing documents required/requested under this Agreement, arranging the start date for practice experiences, etc.).

2. The parties will work together to maintain an environment of high-quality practice experience. At the request of either party, a meeting or conference will promptly be held between School and Host Agency representatives to resolve any problems or develop any improvements in the operation of the practice experience.

3. School will provide qualified and competent individuals in adequate number for the instruction, evaluation, and supervision of students using School facilities. Host Agency will provide qualified and competent staff members in adequate number for the instruction and supervision of students using Host Agency facilities.

4. School and Host Agency will not discriminate against any employee, applicant or student enrolled in their respective programs because of age, creed, gender identity, national origin, race, sex, sexual orientation or any other basis protected by law.

5. School, including its faculty, staff, and students, and Host Agency share responsibility for creating an appropriate learning environment that includes both formal learning activities and the attitudes, values, and informal "lessons" conveyed by individuals who interact with the student. The parties will cooperate to evaluate the learning environment (which may include on-site visits) to identify positive and negative influences on the maintenance of professional standards, and to conduct and develop appropriate strategies to enhance the positive and mitigate the negative influences.

6. Host Agency may immediately remove from the premises and retains the right to suspend or terminate any student's participation at Host Agency. Host Agency will immediately notify the appropriate office of School in writing if such an action is required and the reasons for such action. School may terminate a student's participation when, in its sole discretion, it determines that further participation by the student would no longer be appropriate. School will notify Host Agency if such action is required.

D. Term and Termination

This Agreement is effective upon execution by both parties and will continue indefinitely or until terminated. This Agreement may be terminated at any time and for any reason by either party upon not less than ninety (90) days prior written notice to the other party. Should notice of termination be given under this Section, students already scheduled to train at Host Agency will be permitted to complete any previously scheduled assignment at Host Agency.

E. Employment Disclaimer

The students participating in the program will not be considered employees or agents of Host Agency or School for any purpose. Students will not be entitled to receive any compensation from Host Agency or School or any benefits of employment from Host Agency or School, including but not limited to, health care or workers' compensation benefits, vacation, sick time, or any other benefit of employment, direct or indirect. Host Agency will not be required to purchase any form of insurance for the benefit or protection of any student of School.

F. Health Insurance Portability and Accountability Act

Students participating in the practice experience pursuant to this Agreement are members of Host Agency's workforce for purposes of the Health Insurance Portability and Accountability

Act (HIPAA) within the definition of “health care operations” and therefore may have access to patient medical information as provided for in the Privacy Rule of HIPAA. Therefore, additional agreements are not necessary for HIPAA compliance purposes. This paragraph applies solely to HIPAA privacy and security regulations applicable to Host Agency and, as stated in paragraph E, above, does not establish an employment relationship.

G. No Agency Relationship Between the Parties

Nothing in this Agreement is intended to or shall be construed to constitute or establish an agency, employer/employee, partnership, franchise, or fiduciary relationship between the parties; and neither party shall have the right or authority or shall hold itself out to have the right or authority to bind the other party, nor shall either party be responsible for the acts or omissions of the other except as provided specifically to the contrary in this Agreement.

H. Assignment

This Agreement will not be assigned by either party without the prior written consent of the other.

I. Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. For purposes of this Agreement, the exchange of executed copies by facsimile or scanned image shall be treated as originals.

J. No Special Damages

In no event shall either party be liable (whether in an action in negligence, contract or tort or based on a warranty or otherwise) for any indirect, incidental, special or consequential damages incurred by the other party or any third party, even if the party has been advised of the possibility of such damages.

K. Notices

All notices provided by either party to the other will be in writing, and will be deemed to have been duly given when delivered personally or when deposited in the United States mail, First Class, postage prepaid, addressed as indicated at the end of this Agreement.

L. No Payments

No payments shall be made between the parties or to the students in connection with this Agreement.

M. Severability

The invalidity of any provision of this Agreement will not affect the validity of any other provisions.

N. Headlines

Headlines in this Agreement are for convenience only.

O. Entire Agreement

This Agreement contains the entire agreement of the parties as it relates to this subject matter and may be modified only by a written instrument properly executed by both parties.

SCHOOL

HOST AGENCY

Signature

Signature

Keith L. Smith, MA, EdD, MBA, LM, RMHC(ret)
Name

Dr. William R. Riker
Name

Senior Vice President
Leavitt School of Health
Title

Superintendent
Title

Date

Date

School Notice Address:
Western Governors University
4001 South 700 East, Suite 700
Salt Lake City, UT 84107
Attn: Contracts Manager
Email: contracts@wgu.edu

Host Agency Notice Address:

Email:

**Exhibit A
Program Coordination**

The following are designated as the primary placement contacts for student practice experience under the Agreement.

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School Placement Contact

Email: healthplacement@wgu.edu

Host Agency Placement Contact*

Name:

Phone:

Email:

*If Host Agency has multiple facilities covered under this Agreement, Host Agency will provide a list of facilities covered and a method for contacting the appropriate representative at each facility.

Fund Balances General Fund			
	Nonspendable, Prepaid Expenditures		783,115
	Restricted		-
	Committed		24,000,000
	Assigned		
	Balance the 2023-2024 Budget		8,498,602
	Future Budget Expenditures		9,000,000
	Future Educational Programs		6,000,000
	Unassigned		2,985,911
	Total Fund Balances		56,267,628
	Transfer to Capital Reserve		\$5,000,000.00

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

RESOLUTION

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

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

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

WHEREAS, the East Stroudsburg Area School District index for the 2024-2025 fiscal year is 7.6% as calculated by the Department of Education;

WHEREAS, the East Stroudsburg Area School District Board of Education wishes to express its intention that it shall not raise the real estate property tax rate for the support of the East Stroudsburg Area School District for the 2024-2025 fiscal year by more than the index.

WHEREAS, this Resolution does not require that the East Stroudsburg Area School District Board of School Directors raise the real estate property tax rate for the 2024-2025 fiscal year.

AND NOW, on this 18th day of December, 2023, it is hereby RESOLVED by the East Stroudsburg Area School District (hereinafter "District") Board of Education (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2024-2025 school year at a rate that exceeds the index as calculated by the Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of the District's proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2024-2025 fiscal year.

4. The Administration of the District is directed to submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District is directed to send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2024-2025 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Michael Catrillo , Board President

Date

ATTEST:

Patricia Rosado, Board Secretary

Date

District

Mon

No
JTL



4670 Schantz Road
Allentown, PA 18104
P: (610) 439-1600
F: (610) 439-1388
www.keystonefire.com

TAG! We're It.  **SERVICE AGREEMENT**

This Fire and Security System Service Agreement is entered into by and between Pye Barker Fire & Safety, LLC, d/b/a Keystone Fire and Security (hereinafter the "Company" or "Keystone") and the Customer whose name and address are set forth below (hereinafter the "Customer"). The Fire and Security System Service Agreement, the attached Exhibit(s) and the Service Agreement Standard Terms and Conditions attached hereto are collectively referred to as the "Agreement". Company agrees to provide inspection and maintenance services to Customer in accordance with this Agreement.

CUSTOMER:	SERVICE SITE INFO:	PROPOSAL DATE: 10/24/2023
East Stroudsburg SD		LIFE SAFETY ADVISOR: 190
50 Vine Street		PROPOSAL NO: 233984
East Stroudsburg		AGREEMENT EFFECTIVE
PA 18301		FROM: 12/1/2023
ATTN: William Gouger	<input checked="" type="checkbox"/> (see "List of Additional Service Locations")	TO: 11/30/2026
PHONE: (570) 424-8500		COSTARS MEMBER NO: 040-E22-130
CELL: (570) 656-4288		

SERVICES OFFERED UNDER THIS AGREEMENT:

For specific information on the Equipment and System(s) covered under this Agreement, please refer to the "List of Systems to be Serviced". In many cases, the systems listed below require different intervals of test and inspection. Please refer to the specified "Exhibit" for each system marked with a "P" below for information on testing intervals, scope of inspection work, and value-added optional services.

System Type	Quantity	Annual Fee	
Audio Visuals & Sound System(s)			
Intrusion Detection System(s)			
Access Control System(s)			
Automatic Fire Damper(s)			
Hand Portable Fire Extinguisher(s)			
E-Lighting, Exit Signs and Hose(s)			
Building Fire Alarm System(s)			
Gaseous Clean Agent System(s)			
Intercom, Paging & Clock System(s)			
Kitchen Suppression System(s)			
Industrial Dry Chemical & Vehicle System(s)			
Central Station Monitoring Service	(11) ✓	\$5,940.00	(See Exhibit M - Subscriber Monitoring Agmt)
Nurse Call System(s)			
Pre-Action/Deluge/Foam System(s)			
Building Sprinkler Sub-System(s)			
Video Surveillance System(s)			
Annual Investment		\$5,940.00	
Dispatch Fee		\$0.00	
Plus Applicable Tax		\$356.40	

ANNUAL INVESTMENT: \$6,296.40 This proposal valid for 30 days from date above.

Company proposes to bill Customer annually on a schedule in advance of services performed.

Annual investment above includes the cost to perform the inspection(s), only, and any "Additional Required" and/or "Value-Added" Services listed below, marked as "Included". Unless otherwise noted, all replacement parts, repairs, emergency service calls, recharges, or other changes in work scope, will result in charges over and above the stated inspection price. Customer selected optional services such as "Parts Protection Plus" will be billed at the commencement of this agreement and at each successive renewal period. All municipal certification, compliance and/or water authority fees will result in charges over and above stated inspection price.

EMERGENCY SERVICE RESPONSE:

East Stroudsburg SD
233984

Emergency Service Calls:

Our initial response to you will be provided within (4) hour(s) of receipt of your call. Company personnel will assess the situation by phone and will determine the required next course of action with you or a designated member of your staff.



On-Site Response Time:

Service personnel will arrive at your facility within (24) hour(s) of your phoned request, if it is determined that a site service visit is required. Please advise your Agreement Specialist if a higher priority on-site response is required.

SERVICE LABOR RATES:

While our inspection and testing services are designed to reduce the need for emergency service visits, should you require a technician to respond to your site, as an agreement customer, we are available 24 hours a day, 7 days a week, 52 weeks per year. The following is a description of our labor charges for normal business hours, and our policy regarding overtime and holidays.

Labor Rates

Normal Business Hours - 8:00 AM to 4:30 PM Monday through Friday

		Non-Agreement	Agreement
Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$183.75	\$146.00
Sprinkler, Alarm and Sound	(Per Hour)	\$218.40	\$173.00
Video, Access Control and Networks	(Per Hour)	\$263.55	\$209.00

* 2 Hour Minimum Billing

Overtime Hours - After 4:30 PM Monday through Friday, all day Saturday

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$231.00	\$183.00
Sprinkler, Alarm and Sound	(Per Hour)	\$271.95	\$216.00
Video, Access Control and Networks	(Per Hour)	\$328.65	\$261.00

* 4 Hour Minimum Billing

Sunday & Holiday Hours - All Day Sunday & Holidays

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$262.50	\$208.00
Sprinkler, Alarm and Sound	(Per Hour)	\$309.75	\$246.00
Video, Access Control and Networks	(Per Hour)	\$376.95	\$299.00

* 4 Hour Minimum Billing

All Service Calls are Subject to:

- Minimum Hourly Billing as noted above
- Billing in half-hour increments (after time exceeds minimum billing)
- Plus Travel Time, portal to portal
- Invoices due and payable: NET 20 DAYS

**New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, and Christmas Day (should any of these days fall on a Saturday, holiday will be observed on the previous Friday; should any of these days fall on a Sunday, holiday will be observed the following Monday).

PARTS REPLACEMENT:

Standard Parts Replacement:

Unless otherwise noted elsewhere, all replacement parts deemed necessary to maintain systems in an operable state will be itemized and presented to Customer for approval and authorization to proceed. Parts will be billed as an extra at the manufacturer's suggested list price.

Parts Protection Plus™ - All-Inclusive Parts Replacement:

Under Parts Protection Plus™ plan, Company agrees to repair or replace covered components with a device of like kind and quality as the original, subject to availability and the terms of the PPP™ plan. All parts replacement work must be performed at time of system inspection or, in the case of a Customer-initiated trouble call, on the next available business day, during normal business hours (7:30 am to 4:00 pm, Monday through Friday except holidays) subject to availability of parts and materials. Parts replaced during emergency out-of-hours service calls are covered under this plan, however, emergency out-of-hours labor to replace covered parts will be charged in accordance with the contracted labor rate(s) and hourly minimum(s) in effect at that time. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under this program. Third party labor charges are not covered as a part of this program. These charges will be itemized and billed to the Customer by Company. Third-party labor charges include, but are not limited to, electricians, HVAC contractors, elevator repairmen, and technician charges associated with the repair or programming of proprietary systems not supplied and installed by Company.



IMPORTANT - PLEASE READ:

IMPORTANT INFORMATION REGARDING THE INSPECTION OF YOUR SYSTEM(S) AND EQUIPMENT

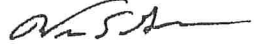
1. Customer must provide Company unfettered and timely access to all equipment to be tested. Call backs and return visit(s) to test equipment missed and/or not tested as a result of inaccessibility will result in an additional charge for labor at our contracted labor rate(s), as noted in this Agreement.
2. Determination of our inspection fee is predicated upon, among other considerations, the quantity, type, and frequency of equipment to be inspected. Should it be determined that there is more [or less] equipment than originally stated at the time of our inspection, Company reserves the right to adjust the inspection price accordingly.
3. Customer is responsible for providing all specialty equipment at time of inspection, including but not limited to scissor lifts, scaffolding, high-reach equipment, etc. If any specialty equipment is to be provided by Company, additional charges will be added to the cost of the inspection.
4. Company cannot inspect a system in an "off normal" condition. All existing trouble conditions, including but not limited to ground faults, open circuits, and short circuits, must be repaired and restored prior to commencement of inspection. All repairs will be done on a time and materials basis and will be in addition to the cost of the inspection.
5. Unless otherwise specified and if the equipment is so equipped, all audible alarm devices will be tested at the time of the inspection during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing of audible devices, if required, will be performed under a special written agreement with the Customer, which will outline additional charges for premium time.
6. Many fire and security systems are connected to a central station monitoring company. Customer is responsible for notifying building occupants of testing and for calling central station monitoring service "in" or "out" of service prior to the start and following the completion of Company testing and inspection. Fines or penalties for unwanted or excessive alarm activations will be the sole responsibility of the Customer. Should Company be assessed penalties for work performed at a Customer's facility, these charges will be itemized and added to the Customer's invoice.
7. Unless otherwise specified, all fire, sound and security systems will be tested during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing, if required, will be performed under a special written agreement with the customer, which will outline additional charges for premium time.
8. Company is a participating member of COSTARS™. COSTARS is the Commonwealth of Pennsylvania's Cooperative Purchasing Program which serves as a conduit through which registered and eligible local public procurement units (LPPUs) and state-affiliated entities (together "Members") are able to leverage contracts established by the PA Department of General Services to cost-effectively and efficiently identify suppliers with whom to do business.
9. Customer is responsible for resetting/restoring ancillary functions after system testing, including but not limited to, recalled elevator cars, roll-up fire doors, door hold-open devices, dampers, air handlers, pressurization fans, etc.
10. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under warranty or the Parts Protection Plus all-inclusive parts program, and will be itemized and billed to the Customer at OEM suggested list price less any contracted discount, if applicable.

END OF SECTION

ACCEPTANCE OF AGREEMENT:

This Agreement has been read, understood and hereby accepted. By your signature below and on the subsequent page(s) requiring a signature, you are hereby authorizing Company to perform the work as specified. There is no agreement until a representative of the Company returns a dated, countersigned copy of this agreement to the Customer. Payment by Customer will be made as outlined above:

CUSTOMER



 Signature
 William Gouger

 Printed Name
 SFD

 Title

 Date 2023/11/28

 Email Address

KEYSTONE FIRE AND SECURITY

 Signature

 Printed Name

 Title

 Date

ADDITIONAL REQUIRED SERVICES:

In addition to the above-described services to be performed, your fire and security systems may require one or more of the following additional tests or services to be conducted during the coverage period of this agreement. These services range from tests or preventative maintenances, to site software support and seat licensing. Where noted, these services are required by code and must be performed at the appropriate intervals to maintain compliance with codes regarding testing and inspection of your system(s). Unless indicated otherwise below, these services will only be quoted and performed on a Time & Material (T&M) basis, at the contracted labor rates in effect at the time of the testing. Tests, inspections and services that do not pertain to your fire and security systems will be marked with an "N/A" indicating that they are not applicable.

- | | | | |
|--------------------------|---|--------------------------|--------------------------|
| <input type="checkbox"/> | Smoke Detector Sensitivity Testing - required by NFPA Pamphlet 72 (bi-annually) | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | Room Integrity Door Fan Testing - recommended by NFPA 2001 & 12A (annually) | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | Monthly Extinguisher Inspections - required by NFPA Pamphlet 10 (monthly) | Per month: | <input type="checkbox"/> |

VALUE-ADDED OPTIONAL SERVICES:

Company is also proud to offer the following value-added services which will enhance your overall service experience with us. Please take a moment to review the *Glossary of Services* sheet which describes the benefits of these money-saving services. Those services which do not pertain to your life safety systems will be marked with an "N/A" indicating that they are not applicable.

- | | | | | |
|--------------------------|---|--|--------------------------|------|
| <input type="checkbox"/> | <i>Parts Protection Plus™</i> Covering: | Fire Alarm Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Gaseous Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Pre-Action Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Intrusion Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Video Surveillance _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Access Control Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Audio/Visual & Sound _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Intercom & Paging _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | Covering: Nurse Call Systems _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | <i>Site Software Support™</i> For: | Video Surveillance _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | | For: Access Control _____ | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | After Hours Testing of Audible Alarm Devices | | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | Central Station Monitoring - One-Time Equipment Set-Up Investment | | <input type="checkbox"/> | \$ - |
| <input type="checkbox"/> | <i>Nozzle Plan Plus™</i> Nozzle Cap & Nozzle Replacement Coverage for Restaurant Systems | | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | <i>PFX-TEND™</i> - Portable Fire Extinguisher Extended Maintenance Plan (available on 3-yr agreements only) | | <input type="checkbox"/> | N/A |
| <input type="checkbox"/> | <i>ePlace™</i> - Web-Based Field Device Placement Reporting powered by Building Reports.com | | <input type="checkbox"/> | \$ - |

Place an "X" in the box to the left of each service that you wish to select. Keystone will only provide those services which have been selected by you and authorized with a signature at the bottom of this page.

ACCEPTANCE OF ADDITIONAL & OPTIONAL SERVICES:

I hereby authorize Company to add the services marked above with an "X" to my *Annual Investment* from Page 1:

CUSTOMER

Signature _____

Title _____

Printed Name _____

Date _____

1. **AGREEMENT.** This Agreement shall become effective (the "Effective Date") upon the (i) execution by the customer identified on the first page of this Agreement ("Customer") and (ii) acceptance and execution of this Agreement by a duly authorized representative of Pye Barker Fire & Safety, LLC, d/b/a Keystone Fire and Security ("Company" or "Keystone").
2. **SALE OF INSPECTION AND TESTING SERVICE.** Company shall sell to Customer and Customer shall purchase from Company the inspection and testing services ("Services") identified in this Agreement to be performed on Customer's fire protection and security equipment ("Equipment" or "System(s)"). Customer may order additions, deletions, revisions or other changes in the Services within the general scope of this Agreement provided that if such changes affect the cost of the work to be performed, or the time required for completion of the work to be performed, as determined in the reasonable discretion of the Company, the Agreement, deadlines and the amount to be paid to Company shall be adjusted in the sole discretion of the Company. Company shall be under no obligation to perform the additions, deletions, revisions or other changes in the work requested by Customer in the absence of a written amendment to this Agreement that complies with Section 24 A. of this Agreement. All additional, revised or changed work shall be subject to all terms and conditions of the Agreement.
3. **DEFINITIONS - INSPECTION AGREEMENTS.**
 - Inspection. A visual examination of a system or portion thereof to verify that it appears to be in operating condition and is free of physical damage.
 - Testing. A procedure used to determine the operational status of a component or system by physically manipulating components of the system.
 - Deficiency. A condition in which a system or portion thereof is damaged, inoperable or in need of service, but does not rise to the level of an impairment.
 - Impairment. A condition where a system or unit or portion thereof is out of order and the condition can result in the system or unit not functioning in a fire event.
4. **SCOPE OF INSPECTION:** The inspection and testing services provided by this Agreement are designed to determine the functionality of the inspected systems at the time of the inspection/test. The inspection and testing provided under this Agreement does not include: maintenance, repairs, alterations, or replacement of parts or any other field adjustments (unless VALUE-ADDED optional services are purchased in which case such services are subject to all terms and conditions of the Agreement. Company may choose to offer such services at an additional charge, but is not obligated under this Agreement to do so. The inspections and testing provided under this Agreement are not a system survey or engineering analysis of the system, its installation and/or its design. Inspection and testing services under this Agreement are not intended to reveal design or installation flaws or code compliance violations. Any observations itemized on any inspection and/or testing report do not constitute an engineering review of the System(s) installed in your facility. To the extent such are itemized, they were noticed while conducting an inspection and test of your System(s) in accordance with applicable NFPA Inspection and Testing Guidelines; however, such items are not part of the NFPA required inspection and test. Company makes no guarantee or assurance that all defects or deficiencies in the System(s) The scope of work under this Agreement is limited to the provision of inspection and testing services. Company is not required to move personal property, equipment, walls, and ceilings or like materials which may impede access or limit visibility. Areas that are concealed are excluded from the inspection. Company does not warrant that the equipment or systems inspected/tested will meet or comply with the requirements of any fire or life safety code, or regulation of any state, municipality or other jurisdiction of Customer's particular location.
5. **PURCHASE PRICE AND PAYMENT.**
 - i) Collection Costs - Customer agrees to pay, in addition to balance, all costs of collection as permitted by law, including without limitation, reasonable attorneys' costs and fees.
 - ii) In consideration of Keystone Fire & Security (KFS) extending credit to the customer, the customer agrees to pay for all items delivered or services rendered to, or at the request of, the customer, in accordance with the terms of each invoice. The customer further agrees that each of the terms and conditions of sale stated on the invoice shall be a term of the contract of each sale from KFS to the customer. Interest at the rate of 18% per annum will be charged on any balance over twenty (20) days and customer agrees to promptly pay said service charge. An additional service charge, computed on the same basis, will be due and payable within twenty (20) days thereafter. Waiver of any one or more service charges shall not be deemed to be a waiver of future service charges. Customer further agrees that with regard to such service charges, customer and KFS are parties to a written commercial contract. Should it become necessary to place the account with a collection agency or attorney, the applicant agrees to pay all collection costs and attorney fees in addition to all other sums due. Customer authorizes KFS to obtain credit and financial information concerning the customer at any fees in addition to all other sums due. Customer authorizes KFS to obtain credit and financial information concerning the applicant at any time and from any source. If at any time the customer's account remains inactive for one hundred eighty (180) consecutive days, the customer agrees that the credit terms for any new contract of sale from that point forward become cash-on-delivery until a new credit application is submitted to and approved by KFS.
 - iii) RETURNED CHECKS: A \$30.00 fee will be assessed for all returned checks.
 - iv) Equipment: All products returned for credit or returned for replacement require authorization from the Company. All returns of undamaged, non-defective products are subject to a 25% restock charge. All special-order items require a non-refundable deposit of 50% of the purchase price, paid in advance, before KFS orders equipment.
 - v) All additional costs KFS incurs due to compliance/portal/registration fees required by the customer will be billed to the customer in addition to an administrative fee.
 - vi) Cancellation By Customer - Customer may cancel this Agreement at any time within thirty (30) days with written notice. Customer agrees to remain responsible for all purchases made and/or services rendered before the thirty (30) day period expires and for any collection costs. Customer understands and acknowledges that the service fee paid for this Agreement is not refundable.
 - vii) Cancellation By Company - Company can suspend service or terminate this Agreement with or without notice and without further responsibility if customer fails to make a payment on time or if Company deems Customer's payment history unsatisfactory; Customer files for bankruptcy; Customer fails to remedy conditions identified as a hazard to life or property; Customer permits any person other than our authorized representatives to service equipment; if equipment becomes outdated and parts are not readily available; and/or Customer fails to comply with the obligations specified under this Agreement.
6. **LIMITATIONS OF SERVICE.**
 - Deficiency Correction. Customer agrees that any Equipment or System out of warranty prior to the start of this Agreement shall be inspected by a Company Field Service Technician. If Company discovers any deficiencies, Company shall submit repair charges to Customer in writing at the then-prevailing Company prices and hourly rates. Should Customer decline such repair charges, Company may eliminate the deficient Equipment or System(s) from coverage under this Agreement and adjust the price accordingly.
 - Abnormal Use. Service under this Agreement does not include repairs or servicing made necessary by or arising out of:
 - i) any causes other than normal use of the Equipment or System(s), as determined in the sole discretion of Company including, without limitation: (a) the fault or negligence of Customer or any third party; (b) operation of the Equipment or System(s) not in accordance with Company's or the manufacturer's specifications (including, without limitation, failure to provide a suitable installation and operation environment); or (c) use of the Equipment or System(s) for purposes other than those for which it is designed;
 - ii) any causes external to the Equipment or System(s) including without limitation: (a) failure or fluctuation of electrical power; (b) use of non-Company approved or recommended suppliers or attachments; (c) moving the Equipment or System(s); or (d) the occurrence of any events set forth in Section 14;
 - iii) repair, servicing or alterations to the Equipment or System(s) by anyone other than an authorized Company service representative or without the written consent of Company;
 - iv) alteration or relocation of Equipment or System(s) and/or topographical changes to the area protected by the Equipment or System(s).
7. **WORK OF OTHERS.** Company makes no warranty as to the quality of work performed by others or the functionality and design of the originally installed/modified Equipment and System(s). Company makes no warranties, express or implied, regarding the adequacy, performance or condition of any fire or security Equipment or System(s). Company cannot and does not guarantee that loss or damage will not occur.

KEYSTONE FIRE AND SECURITY

SERVICE AGREEMENT STANDARD TERMS AND CONDITIONS

8. HAZARD TO PERSONNEL. Customer represents and warrants that, except as otherwise disclosed to Company in writing, in the areas where Company will perform Services there are no: (i) materials or substances classified as toxic or hazardous on or in the walls, floors, ceilings, or other structural members, or otherwise stored in the work area; (ii) situations requiring special precautions; (iii) equipment required by federal, state, or local health or safety regulations; or (iv) unsafe working
9. CUSTOMER RESPONSIBILITIES.
- Applicable Standards. Customer represents that it has reviewed and is familiar with the National Fire Protection Association ("NFPA") Standards and local rules, codes and requirements applicable to the System(s) or Equipment subject to this Agreement located within the Customer's premises, and that it shall comply with all applicable NFPA standards, local rules, codes and requirements and that it understands the requirements and consequences of failure to comply with the requirements set out in those NFPA Standards, local rules, codes or requirements. Customer is responsible for maintaining all System(s) and Equipment in good working order as outlined in the applicable NFPA Standards and in any and all local rules, codes, or standards applicable to the jurisdiction where the System(s) or Equipment is/are located.
- Site Environment. The Equipment and System(s) are designed to operate within certain power, temperature, and humidity ranges as specified in the appropriate operating manual for the Equipment and System(s). Customer shall prepare and maintain the site in conformity with such specifications. Customer assumes all responsibility for any Equipment or System(s) malfunction that occurs as a result of operation outside of such specifications, including without limitation the cost of repairing or replacing the malfunctioning Equipment or System(s).
- Access. Customer shall provide Company with access to the Equipment and System(s) and adequate working space and facilities within a reasonable distance of the Equipment and System(s). Customer shall identify and provide the location of all components of the System(s) and Equipment that is subject to this Agreement. Company will be free to start and stop all primary equipment incidental to the operation of the Equipment and System(s).
- Operating Procedures. Customer will follow routine operating procedures as specified in the operating manuals for the Equipment and System(s).
- Customer Representative. A representative of Customer shall be present at the site at all times Services are being performed by Company. Unless otherwise agreed to, Company personnel will not enter or remain at the site in the absence of a Customer representative.
10. TERM; TERMINATION. The following is applicable only if this Agreement involves the provision of Services: The initial term (the "Initial Term") of this Agreement will be for a one (1) year term commencing on the effective date indicated this Agreement. This Agreement will automatically renew for successive one (1) year periods (each a "Renewal Term" and, together with the Initial Term, the "Term") until terminated as provided in this Agreement. Each Renewal Term will be subject to the terms and conditions of this Agreement, except that the fees for the Services for each Renewal Term will be at the rate then charged by Company for similar services. Either party may terminate this Agreement by giving the other party written notice of termination at least thirty (30) days prior to the end of the then-current Initial Term or Renewal Term, as applicable, unless earlier terminated by Company in accordance with these Terms.
11. DEFAULT. Any one or more of the following shall constitute a default by Customer under this Agreement (each, a "Default"): (i) Customer is delinquent in payment of any sums due under this Agreement; (ii) Customer fails to comply with any term or provision of this Agreement; (iii) Customer files a petition in bankruptcy or Customer has a bankruptcy petition filed against it; (iv) Customer is unable to pay its debts as they mature, as determined by Company in its sole discretion; or (v) Customer makes an assignment for the benefit of its creditors.
12. REMEDIES. In the event of a Default, Company may exercise any one or more of the following remedies, in any combination:
- Discontinuance of Service. Company, at its option, may immediately terminate this Agreement or refuse to continue to service this Equipment or System(s) or may elect to furnish service on another basis, including, without limitation, on a C.O.D. "Per Call" basis.
- Acceleration. Company may accelerate all amounts due under this Agreement for the then-current Initial Term or Renewal Term of this Agreement, as applicable (including any Renewal Term). The parties agree that such acceleration is not a penalty, but is in the nature of liquidated damages because the parties agree Company's actual damages would be impossible to determine.
13. TAXES. Except as set forth on the first page of this Agreement, the fees paid under this Agreement do not include any applicable taxes and Customer shall pay all federal, state and local sales, use, property, excise or other taxes imposed on or with respect to the Services. If Customer is tax-exempt, then prior to executing this Agreement, Customer will provide Company with a valid and correct tax exemption certificate. Failure to provide a tax exemption certificate in a timely fashion may result in Customer losing the advantages of tax exemption with regard to the transactions contemplated by this Agreement. In the event Customer loses tax exempt status, Customer shall immediately notify Company and shall immediately remit payment to Company for all past due taxes.
14. FORCE MAJEURE. Company will be excused from any delay or failure to perform under this Agreement due, in whole or in part, directly or indirectly, to any cause beyond Company's reasonable control, including without limitation labor difficulties, fire, casualty or accidents, acts of God, inclement weather, civil disorder, transportation difficulties, shortage of fuel, labor or materials, pandemic, governmental acts or restrictions, or Customer's denial to Company of full access to the
15. LIMITATION OF LIABILITY.
- A. Company shall have no liability for indirect, incidental, exemplary, consequential, punitive, or special damages, including without limitation lost profits, loss of income, or loss of goodwill, arising out of this Agreement or the use or possession of the Equipment or System(s), however caused and under any theory of liability (including without limitation negligence), whether based in contract, tort, or any other cause of action, even if Company has been advised of the possibility of such damages.
- B. Company's total liability to Customer for any breach by Company under this Agreement or any claim of Customer against Company related to this Agreement, including the provision of Services or failure to perform services under this Agreement, directly or indirectly, is limited to the lesser of a refund of the fees paid by Customer under this Agreement (not to exceed one year's fees paid under this Agreement) or the actual direct damage suffered by Customer. Where Services under this Agreement are provided at more than one location, the "one year's fees paid under this Agreement" referenced in this section 15 B. shall be limited to the fees paid for the particular location giving rise to any claim.
16. LIMITED WARRANTY; DISCLAIMER OF WARRANTIES.
- A. Company warrants that all Services will be performed in a workmanlike manner and in compliance with applicable laws and regulations.
- B. Except as expressly stated in this Agreement, Company makes no warranty, express or implied, regarding the Services to be provided by Company, the Equipment, or the System(s), including, without limitation, the implied warranties of merchantability, fitness for a particular purpose, title, and non-infringement, and Customer expressly waives all such warranties.
17. BREACH BY COMPANY. Customer expressly agrees that no action at law or in equity shall be maintained by Customer against Company for Company's alleged breach of this Agreement or violation of any federal or state law now in effect or enacted in the future with respect to any obligation or duty incurred under this Agreement by Company unless Customer notifies Company in writing at the address specified in this Agreement within ten (10) days from date of such alleged breach or violation, and provided Company does not remedy or correct the breach or violation within sixty (60) days from the receipt of such notice.
18. TIME LIMITATION. All claims, actions or proceedings, legal or equitable, against Company must be commenced in court within one (1) year after the cause of action has accrued, without judicial extension of time, or such claim, action or proceeding is barred, time being of the essence of this Section 18.
19. WAIVER OF SUBROGATION. It is understood that Company is not an insurer and that insurance shall be obtained by Customer to protect premises where Services are to be performed (the "Premises") and to protect the property of Customer and others within the Premises as well as to protect all persons within the Premises. It is further understood by Customer that the amounts payable under this Agreement are based on the value of services and, among other considerations, the waiver of subrogation as set forth in the Agreement and are unrelated to the value of the Customer's premises or property of Customer and/or others located within the premises. Customer agrees to rely exclusively on Customer's insurer to recover for injury, loss or damage in the event of any loss, injury or damages to the Premises or any property therein. Customer does hereby for itself and all others claiming by or through it under this Agreement release and discharge Company from and against all damages covered by Customer's insurance and Customer further waives all rights of recovery against Company arising by way of subrogation or assignment.

KEYSTONE FIRE AND SECURITY
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20. **INDEMNIFICATION.** Customer assumes the entire responsibility and liability for any and all damage or injury of any kind (including death) to all persons, whether employees of Customer or otherwise, and for any and all property damage, or loss of use thereof, caused by, resulting from, arising out of, or occurring in connection with or involving the Services and/or goods (where applicable) provided under this Agreement or in association with or involving the operation or non-operation of any Equipment or System(s), which damage or loss is caused by or contributed to by any act, error or omission, solely or jointly, on the part of the Company or the Customer, their agents, servants, or employees, including any alleged breach of any statutory or codified obligation and including, but not limited to, any alleged or determined sole negligence and/or alleged or determined gross negligence on the part of Company, and/or its agents, servants or employees. If any person, or Customer or assignee(s) of Customer, shall make a claim for any damage or injury (including death) as above described, Customer agrees to indemnify and hold harmless Company, its agents, servants and employees from and against any and all loss, expense, damage or injury (including death), Company and/or its agents, servants or employees may sustain as a result of any such claim and Customer agrees to assume the defense of Company and/or its agents, servants or employees upon such claim and to pay all costs and expenses, including but not limited to reasonable attorney's fees, incurred in connection therewith. This Agreement shall continue in effect notwithstanding the fact Customer has accepted and paid for the Services. The aforesaid Indemnification obligation shall not be limited in any way by any limitation on the amount and type of damages, compensation or benefits payable by or for Customer's Worker's Compensation, Disability Benefit Acts or other employment benefit acts. Customer expressly and specifically waives any immunity provided against this indemnity by any statute, including but not limited to, worker's compensation statutes. Customer further understands that Company is relying upon this limitation in determining the cost of the Services.
21. **REMEDIES CUMULATIVE.** The remedies provided in this Agreement in favor of Company upon a breach of this Agreement by Customer shall not be deemed to be exclusive, but shall be cumulative and in addition to all other remedies in Company's favor existing at law or in equity. Company may exercise all remedies, whether or not expressed, successively or concurrently, and any such action shall not operate to release Customer until the full amount of all sums due and to become due under this Agreement have been paid.
22. **SEVERABILITY.** If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable or invalid such provision shall be modified to the extent necessary to eliminate such invalidity or unenforceability and any remaining unenforceability or invalidity shall have no effect on any of the other terms of the Agreement, which shall remain in full force and effect in accordance with its terms.
23. **RECORDS.** The Company has a document destruction policy in effect for all of its customers which will lead to the destruction of this Agreement and any and all related materials, documents, plans or correspondence, in paper or electronic form (collectively, the "Records"). Notwithstanding the foregoing, Customer may, within twelve (12) months following the expiration or termination of this Agreement, provide written notice to the Company requesting the Company to send the Records to Customer at Customer's sole cost and expense. If Customer does not so request the Records from the Company within twelve (12) months following the expiration or termination of this Agreement, the Company shall have no further obligation to produce or maintain the Records.
24. **MISCELLANEOUS**
- A. **Entire Agreement; Modifications.** This Agreement constitutes the entire agreement between the parties regarding the subject matter of this Agreement and supersedes any prior or contemporaneous agreement, understanding, or order between the parties regarding the subject matter of this Agreement. Should the terms and conditions of any purchase order or addendum of Customer issued in connection with this Agreement at the time of entering into Agreement or thereafter conflict with or add to any provisions of this Agreement, such new terms or different terms are expressly rejected by Company unless otherwise agreed to in writing by an authorized representative of Company and shall be of no force or effect. No modification of the indemnification, waiver of subrogation or limitation of liability provisions ("scope of liability provisions") shall be applicable or binding notwithstanding any provision to the contrary found in any such signed purchase order, addendum or other modification of the Agreement unless signed by the President of the Company, it being expressly understood and agreed that no Company representative, other than the President, is authorized to modify the scope of liability provisions. No modification of this Agreement shall be binding unless made in writing and signed by both
- B. **Waiver.** No claim or right arising out of this Agreement may be discharged in whole or in part by a waiver of the claim or right unless the waiver is in writing and signed by the waiving party. The waiver or acceptance of any breach by either party of any provision of this Agreement shall not constitute a waiver of or excuse for non-performance as to any other provision of this Agreement, nor as to any prior or subsequent breach of the same provision.
- C. **Governing Law.** This Agreement is made and entered into in the Commonwealth of Pennsylvania and shall be in all respects governed by and construed in accordance with the laws of the United States and the Commonwealth of Pennsylvania as if entirely performed in Pennsylvania and without regard to any conflict of law rules and without regard to any rules of construction or interpretation relating to which party drafted this Agreement. Nothing in this Agreement is intended to supersede, conflict with, or alter Company's rights and Customer's obligations under the Pennsylvania Contractor and Subcontractor Payment Act.
- D. **Jurisdiction.** Customer consents to the exclusive jurisdiction and venue of the Montgomery County Court of Common Pleas of the Commonwealth of Pennsylvania or the United States District Court for the Eastern District of Pennsylvania with respect to the enforcement of this Agreement, the collection of any amounts due under this Agreement, or any disputes arising under this Agreement. Customer agrees that effective service of process may be made upon Customer by U.S. mail under the notice provision contained in Section 24 E.
- E. **Notices.** Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to be sufficiently delivered if sent by: (i) hand delivery; (ii) nationally recognized overnight carrier; or (iii) first class mail, to Company at Keystone Fire and Security, 433 Industrial Drive, North Wales, PA 19454, Attn: President, and to Customer at the address stated on the first page of this Agreement. Such notice shall be effective on the earlier of actual receipt, refusal by the recipient, or three (3) days after sending. Any party may change the address to which communications are sent by delivering notice of such change to the other party in accordance with this Section 24 E.
- F. **Assignment.** This Agreement and/or any claims arising out of this Agreement may not be assigned by Customer, either directly or indirectly (including, without limitation, by merger or sale of capital stock or assets), without the prior written consent of Company, which consent may be withheld by Company, in its sole discretion. This Agreement shall inure to the benefit of and shall be binding upon Company's and Customer's respective successors and permitted assigns.
- G. **Waiver of Jury Trial.** The parties expressly waive the right to a trial by jury in any action or proceeding brought relating to this Agreement. The parties prefer that such a dispute be determined by a judge.
- H. **No Set-Off.** Customer has no right to set off against amounts due to Company, and in the event Customer exercises a set off it shall constitute a Default and entitle Company to all of its rights and remedies under this Agreement, including, without limitation, the right to recover interest and attorneys' fees.
- I. **Attorneys' Fees.** Customer shall pay Company's costs, attorneys' fees, and professionals' fees in the event of a dispute between Customer and Company regarding the interpretation, enforcement of, or claims arising directly or indirectly out of this Agreement that results in litigation, in which Company is the prevailing party. "Prevailing" shall mean Company achieved a dismissal or judgment in its favor of any claim or action filed or pursued against Company, or in a matter initiated by Company, Company received some or all of the relief sought. Company's right to the foregoing shall not merge with but shall survive the entry of judgment, and shall extend to appeals and collection.
- J. **Commercial Transaction.** The parties acknowledge and agree that this Agreement is a commercial transaction and not for personal, family, or household use.
- K. **Survival.** All provisions of this Agreement that, by their terms, should survive termination or expiration of this Agreement shall survive such termination or expiration.

END OF SECTION

LIST OF ADDITIONAL SERVICE LOCATIONS:

LOC.				
NO.	LOCATION NAME	ADDRESS OF SERVICE LOCATION(S)		
1	Bushkill Elementary School	131 North School Drive	Dingmans Ferry, PA 18328	\$540.00
2	East Stroudsburg Elementary School	93 Independence Road	East Stroudsburg, PA 18301	\$540.00
3	J.M. Hill Elementary School	151 East Broad Street	East Stroudsburg, PA 18301	\$540.00
4	Middle Smithfield Elementary School	5180 Milford Road	East Stroudsburg, PA 18302	\$540.00
5	Resica Elementary School	1 Gravel Ridge Road	East Stroudsburg, PA 18302	\$540.00
6	Smithfield Elementary School	245 River Road	East Stroudsburg, PA 18301	\$540.00
7	J.T. Lambert Intermediate	2000 Milford Road	East Stroudsburg, PA 18301	\$540.00
8	High School North	279 Timberwolf Drive	Dingmans Ferry, PA 18328	\$1,620.00
9	High School South	279 North Courtland Street	East Stroudsburg, PA 18301	\$540.00
10				
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LIST OF SYSTEM(S) TO BE SERVICED:

LOC. NO.	SYS. NO.	INSP. DUE	SYSTEM TYPE	AREA PROTECTED	DESCRIPTION OF SYSTEM
1	1		Central Station Monitoring	Building	We will Set up CLSS Monitoring on the security panels at the following schools Bushkill Elementary School East Stroudsburg Elementary School J.M. Hill Elementary School Middle Smithfield Elementary School Resica Elementary School Smithfield Elementary School J.T. Lambert Intermediate High School North High School South

EXHIBIT M: CENTRAL STATION MONITORING SERVICE

Standard Monitoring Service:

1. SCOPE OF SERVICES TO BE PROVIDED

- Central station monitoring service for twelve (12) months.*
 - Automatic Test Signal(s) programmed to be sent by subscriber's digital communicator to verify integrity of incoming phone line(s).
 - Alarm Verification by Central Station
 - Notification to the authorities and one (1) party from those listed in the Subscriber's data file, following activation.
 - Notification to Company by the Central Station, following an activation at Subscriber's facility.
 - Elevator alarms - voice message monitoring of elevator cars.**
- * monitoring may not coincide with anniversary dates of Service Agreement for other covered fire systems & equipment.
** subscriber's equipment must be equipped with this feature to utilize this service.

2. RESPONSIBILITIES OF THE PARTIES

Company's Responsibilities to the Subscriber:

1. To notify Subscriber of off-normal conditions originating from the communicator which may require service or repair.
2. To obtain authorization from Subscriber to repair malfunctioning communication equipment.
3. To notify Subscriber of automatic annual renewal of monitoring agreement, including any changes in subscriber fees.
4. To clearly notify Subscriber (with written notice) of termination of monitoring service.
5. To notify Subscriber's authority having jurisdiction (AHJ) of termination or cancellation of monitoring service.

Subscriber's Responsibilities to the Company:

1. Subscriber agrees to pay Company the annual fee for Central Station monitoring, pursuant to the payment terms of this agreement.
2. Subscriber agrees to pay Company any extra fees resulting from excessive chargeable signals, at the current rate of \$30 per signal.
3. Subscriber agrees to allow Company to service and repair malfunctioning system on a Time and Materials basis, at the contracted labor rate listed herein.
4. If Company is not the service provider of record for the monitored alarm system, Subscriber agrees to have timely repairs made to malfunctioning alarm system, to avoid excessive signal charges.
5. Subscriber is responsible for providing two (2) dedicated communication channels (i.e., telephone, cellular, internet or other approved technology) as for communicating with the Central Station, and is responsible for maintaining said channels in proper working order at all times.
6. Subscriber agrees to notify Company in writing of its intent to cancel monitoring service, and further agrees to allow Company access to the equipment to deprogram the communicator from the Central Station.

3. SUBSCRIBER ACKNOWLEDGEMENTS

1. Subscriber acknowledges and hereby agrees that he is responsible for calling central station monitoring service "in" or "out" of service prior to the start and following the completion of Company testing and inspection. Fines, penalties, and/or surcharges [charges] for unwanted or excessive alarm activations will be the sole responsibility of the Subscriber. Should Company be assessed charges for work performed at a Customer's facility, these charges will be itemized and billed to the Subscriber
2. Subscriber acknowledges and hereby agrees that should he refuse to repair a malfunctioning system which is being monitored by Company, within 10 days, Company reserves the right to terminate this monitoring agreement due to "Subscriber neglect". All excessive signal charges will be itemized and billed to the Subscriber.
3. Subscriber acknowledges and hereby agrees that should he wish to cancel his monitoring agreement within 120 days of initial setup or annual renewal anniversary date, he shall be entitled to a 50% partial credit against the cost of annual monitoring service. After 120 days, no credit will be issued. Furthermore, no credit will be issued toward the cost of initial setup (digital communicator installation, programming, and account data entry).
4. Subscriber acknowledges and hereby agrees that he has read and fully understands the "Subscriber Monitoring Terms and Conditions" below.

EXHIBIT M: CENTRAL STATION MONITORING SERVICE

Subscriber Monitoring Agreement Terms & Conditions

1. **TERMINATION.** COMPANY MAY SUSPEND MONITORING SERVICES OR TERMINATE THIS AGREEMENT AT ANY TIME UPON MAILING WRITTEN NOTICE TO YOU FIVE (5) DAYS BEFORE THE SUSPENSION OR TERMINATION DATE. DAYS BEFORE THE SUSPENSION OR TERMINATION DATE.
2. **DISCLAIMER/LIMITATION OF LIABILITY.** YOU UNDERSTAND AND AGREE: THAT NEITHER COMPANY NOR ITS DIRECTORS, OFFICERS, SHAREHOLDERS, PARTNERS OR EMPLOYEES (COLLECTIVELY, "REPRESENTATIVES") IS AN INSURER; THAT YOU CURRENTLY HAVE AND SHALL ALWAYS MAINTAIN INSURANCE COVERING YOU, YOUR FAMILY, YOUR EMPLOYEES AND OTHERS WHO MAY BE ON YOUR PREMISES FOR MEDICAL, DISABILITY LIFE, AND PROPERTY DAMAGE; THAT RECOVERY FOR ALL SUCH LOSS, DAMAGE, COST AND EXPENSE SHALL BE LIMITED TO ANY SUCH INSURANCE COVERAGE ONLY; AND THAT COMPANY AND REPRESENTATIVES ARE RELEASED FROM ALL LIABILITY DUE TO ACTIVE OR PASSIVE SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE, THE IMPROPER OPERATION OR NON-OPERATION OF THE SYSTEM, BREACH OF CONTRACT, EXPRESS OR IMPLIED, BREACH OF WARRANTY, EXPRESS OR IMPLIED, OR BY LOSS OR DAMAGE TO OR MALFUNCTION OF FACILITIES NECESSARY TO OPERATE THE SYSTEM, TRANSMIT ANY SIGNAL OR VIDEO IMAGE, OR OPERATE ANY MONITORING FACILITY.
YOU FURTHER UNDERSTAND AND AGREE: THAT SHOULD THERE ARISE ANY LIABILITY ON THE PART OF COMPANY OR REPRESENTATIVES FOR ANY LOSS, DAMAGE, COST OR EXPENSE DUE TO ACTIVE OR PASSIVE SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE WHICH OCCURS BEFORE OR AFTER THE SIGNING OF THIS AGREEMENT, PRODUCT OR STRICT LIABILITY, BREACH OF WARRANTY, EXPRESS OR IMPLIED, BREACH OF CONTRACT, EXPRESS OR IMPLIED, OR FOR CONTRIBUTION OR INDEMNIFICATION, SUCH LIABILITY SHALL BE LIMITED TO THE MAXIMUM SUM OF \$1,000.00 COLLECTIVELY FOR COMPANY AND REPRESENTATIVES. IN THE EVENT THAT YOU WISH TO INCREASE THE MAXIMUM AMOUNT OF SUCH LIMITED LIABILITY, YOU MAY, AS A MATTER OF RIGHT, OBTAIN A HIGHER LIMIT BY PAYING A CHARGE FOR THE INCREASE IN SUCH LIMIT OF LIABILITY, BUT THIS CHARGE OR ANY HIGHER LIMITATION SHALL IN NO WAY BE INTERPRETED TO HOLD COMPANY OR REPRESENTATIVES AS AN INSURER.
3. **TRANSMISSION OF DATA, VIDEO OR VOICE.** YOU ACKNOWLEDGE AND AGREE THAT THE SYSTEM IS A NON-SUPERVISED REPORTING DEVICE. IF THE TRANSMISSION MEDIUM FOR DELIVERY OF DATA, VIDEO IMAGES OR VOICE OR OTHER AUDIO COMMUNICATIONS FROM YOUR SYSTEM TO THE MONITORING FACILITY IS INCOMPATIBLE WITH THE SYSTEM OR IS INOPERATIVE, CIRCUMVENTED, COMPROMISED OR INTERRUPTED BY NATURAL OR HUMAN CAUSES INCLUDING, WITHOUT LIMITATION, THE CUTTING OF THE TELEPHONE LINE, RADIO TRANSMISSION INTERFERENCE, POWER LINE SURGES OR OUTAGES, INTERNET OR BROADBAND PROBLEMS AND INTERNET OR BROADBAND PROVIDER PROBLEMS, THERE IS NO INDICATION OF THIS FACT AT THE MONITORING FACILITY.
FURTHER, YOU UNDERSTAND THAT (I) A VIDEO SYSTEM ENABLES COMPANY TO VIEW YOUR PREMISES ("PREMISES"), AND (II) A TWO-WAY VOICE SYSTEM ENABLES COMPANY TO "LISTEN-IN" TO YOUR PREMISES. YOU AUTHORIZE AND CONSENT TO COMPANY VIEWING YOUR PREMISES AND THE AREA OUTSIDE OF YOUR PREMISES AND LISTENING-IN AND RELEASE COMPANY AND REPRESENTATIVES FOR ALL CLAIMS, LOSSES, DAMAGES, COSTS AND EXPENSES DUE TO COMPANY VIEWING YOUR PREMISES AND THE AREA OUTSIDE OF YOUR PREMISES AND LISTENING-IN TO YOUR PREMISES.
4. **RELEASE OF INSURED LOSSES AND WAIVER OF SUBROGATION.** YOU HEREBY WAIVE ANY RIGHTS YOUR INSURANCE COMPANY MAY HAVE TO BE REIMBURSED BY COMPANY OR REPRESENTATIVES FOR MONEY PAID TO YOU OR ON YOUR BEHALF. YOU HEREBY RELEASE COMPANY AND REPRESENTATIVES FOR ALL LOSSES, DAMAGES AND EXPENSES WHICH ARE INSURED.
5. **INDEMNIFICATION.** IF ANYONE OTHER THAN YOU, INCLUDING YOUR INSURANCE COMPANY, ASKS COMPANY OR REPRESENTATIVES TO PAY FOR ANY LOSS, DAMAGE OR EXPENSE (INCLUDING, WITHOUT LIMITATION, ECONOMIC LOSSES, PROPERTY DAMAGE, PERSONAL INJURY OR DEATH) DUE TO (I) BREACH OF CONTRACT OR WARRANTY, EXPRESS OR IMPLIED, (II) ACTIVE OR PASSIVE SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE BY COMPANY OR REPRESENTATIVES, (111) FAILURE OR MALFUNCTION OF THE SYSTEM OR THE MONITORING FACILITY, (IV) RECORDING OF COMMUNICATIONS OR VIDEO SURVEILLANCE/RECORDING, (V) PRODUCT OR STRICT LIABILITY, OR (VI) A CLAIM FOR SUBROGATION, INDEMNIFICATION OR CONTRIBUTION, YOU AGREE TO PAY (WITHOUT ANY CONDITION THAT COMPANY OR REPRESENTATIVES FIRST PAY) FOR ALL LOSSES, DAMAGES, COSTS AND EXPENSES INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES, WHICH MAY BE ASSERTED AGAINST OR INCURRED BY COMPANY OR REPRESENTATIVES.
6. **SUSPENSION OF SERVICE.** SHOULD THERE BE A TERMINATION OR SUSPENSION OF THE CONTRACT BETWEEN DEALER AND COMPANY, OR UPON TERMINATION OR SUSPENSION OF MONITORING SERVICES FOR ANY REASON UNDER COMPANY'S CONTRACT WITH DEALER, OR IF THE SYSTEM EXCESSIVELY SENDS VIDEO IMAGES OR SIGNALS TO COMPANY'S MONITORING FACILITY, YOU UNCONDITIONALLY AND IRREVOCABLY AUTHORIZE COMPANY TO, WITHOUT LIMITATION, CONCURRENTLY OR CONSECUTIVELY, DO ANY ONE OR MORE OF THE FOLLOWING: IGNORE ALL VIDEO IMAGES AND SIGNALS RECEIVED FROM THE SYSTEM, DISCONNECT THE SYSTEM, OR RENDER THE SYSTEM INCAPABLE OF SIGNALING LOCALLY OR COMMUNICATING WITH THE MONITORING FACILITY BY DELETION OR MODIFICATION OF DATA NECESSARY TO OPERATE THE SYSTEM AND COMPANY'S OBLIGATIONS HEREUNDER ARE WAIVED AUTOMATICALLY WITHOUT NOTICE TO YOU. YOU AGREE THAT COMPANY'S OBLIGATIONS HEREUNDER ARE WAIVED AUTOMATICALLY WITHOUT NOTICE AND YOU RELEASE COMPANY FOR ALL LOSS, DAMAGE AND EXPENSE IN THE EVENT THE MONITORING FACILITY, EQUIPMENT, OR FACILITIES NECESSARY TO OPERATE THE SYSTEM OR MONITORING FACILITY ARE INTERRUPTED, CIRCUMVENTED, COMPROMISED, DESTROYED, DAMAGED, INOPERABLE OR MALFUNCTION (COLLECTIVELY, AN "INTERRUPTION") FOR ANY REASON WHATSOEVER INCLUDING, WITHOUT LIMITATION, COMPANY'S SOLE, JOINT OR SEVERAL NEGLIGENCE, FOR THE DURATION OF SUCH INTERRUPTION OF SERVICE.
7. **FALSE ALARMS.** IN THE EVENT THE SYSTEM IS ACTIVATED FOR ANY REASON WHATSOEVER, YOU SHALL PAY, WITHOUT ANY RIGHT TO BE REIMBURSED BY COMPANY, ALL FINES, FEES, COSTS, EXPENSES AND PENALTIES ASSESSED AGAINST YOU OR COMPANY BY ANY COURT OR GOVERNMENTAL AGENCY.
8. **BINDING AGREEMENT.** THIS AGREEMENT BECOMES BINDING UPON COMPANY ONLY (I) WHEN SIGNED BY AN AUTHORIZED REPRESENTATIVE OF COMPANY, WHO MUST BE A CORPORATE OFFICER IF (A) THERE ARE ANY ADDITIONS TO THE AGREEMENT, OR (B) ANY OF THE PRINTED TERMS AND CONDITIONS HAVE BEEN ALTERED, DELETED OR SUBSTITUTED BY OTHER WORDING, OR (II) UPON COMMENCEMENT OF SERVICES. PROVIDED, HOWEVER, IN SUCH EVENT CLAUSE (I) APPLIES, YOU AGREE THAT (X) ANY AND ALL MODIFICATIONS TO THIS AGREEMENT BY YOU ARE DEEMED REJECTED BY COMPANY, AND (Y) THE ONLY TERMS AND CONDITIONS APPLICABLE TO THE SERVICES PROVIDED TO OR FOR YOU ARE SET FORTH IN THIS UNMODIFIED AGREEMENT.
9. **APPLICABLE LAW.** THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED ACCORDING TO THE LAWS OF NEW JERSEY.
10. **TYPE AND PLACE OF SUIT.** YOU AND COMPANY EACH UNCONDITIONALLY AND IRREVOCABLY AGREE THAT ALL CLAIMS, ACTIONS OR PROCEEDINGS ARISING OUT OF OR FROM, IN CONNECTION WITH, AS A RESULT OF, RELATED TO OR AS A CONSEQUENCE OF THIS AGREEMENT OR THE SERVICES (A "SUIT") SHALL BE LIMITED TO BREACH OF THIS AGREEMENT ONLY (ALL OTHER TYPES OF CLAIMS BEING HEREBY WAIVED AND COMPANY AND REPRESENTATIVES BEING HEREBY RELEASED) BROUGHT EXCLUSIVELY IN THE STATE OR FEDERAL COURTS LOCATED IN THE DISTRICT OR COUNTY WHERE COMPANY'S MONITORING FACILITY IS LOCATED AND YOU AND COMPANY EACH UNCONDITIONALLY AND IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THESE COURTS.
11. **SERVICE OF PROCESS.** YOU AND COMPANY EACH AUTHORIZE AND CONSENT TO SERVICE OF PROCESS BY U.S. MAIL, CERTIFIED, RETURN RECEIPT REQUESTED, OR NATIONAL OVERNIGHT COURIER SERVICE (WITH CONFIRMATION OF RECEIPT).
12. **WAIVER OF TRIAL BY JURY.** YOU AND COMPANY EACH HEREBY WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY SUIT BROUGHT BY EITHER PARTY.
13. **CONTRACTUAL LIMITATION OF ACTIONS.** ALL SUITS AGAINST COMPANY OR REPRESENTATIVES MUST BE COMMENCED IN COURT WITHIN ONE (1) YEAR AFTER THE CAUSE OF ACTION HAS ACCRUED, WITHOUT JUDICIAL EXTENSION OF TIME, OR SAID SUIT IS BARRED. THE TIME PERIOD IN THIS PARAGRAPH MUST BE STRICTLY COMPLIED WITH.
14. **ASSIGNABILITY OF AGREEMENT.** THIS AGREEMENT IS NOT ASSIGNABLE BY YOU. THIS AGREEMENT OR ANY PORTION THEREOF IS ASSIGNABLE BY COMPANY AND, UPON ASSIGNMENT, COMPANY SHALL HAVE NO FURTHER DUTY, OBLIGATION, RESPONSIBILITY OR LIABILITY TO YOU.
15. **MONITORING SERVICE.** MONITORING SERVICE CONSISTS SOLELY OF MONITORING SERVICE PERSONNEL ("OPERATOR") COMMUNICATING ELECTRONICALLY WITH FIRST RESPONDERS OR CALLING BY TELEPHONE THE TELEPHONE NUMBERS SUPPLIED BY YOU OR DEALER IN WRITING FOR THE POLICE, SHERIFF, FIRE, MEDICAL, AMBULANCE, GUARD, PATROL AND RESPONSE SERVICES, AND OTHER GOVERNMENTAL, QUASI-GOVERNMENTAL, PRIVATE OR VOLUNTEER AGENCIES, DEPARTMENTS AND ORGANIZATIONS (COLLECTIVELY, "FIRST RESPONDERS") AND PERSONS IDENTIFIED BY YOU AS YOUR EMERGENCY CONTACTS (THE "CALL LIST") WITHIN A REASONABLE PERIOD OF TIME UNDER THE CIRCUMSTANCES AT THE MONITORING FACILITY AND THE PRIORITY OF THE SIGNALS WHICH ARE IDENTIFIED IN WRITING ("LISTED CODES") OR VIDEO IMAGES WHICH, IN THE OPERATOR'S SOLE AND ABSOLUTE DISCRETION, CLEARLY AND CONSPICUOUSLY REVEAL THE NECESSITY FOR MONITORING SERVICES APPEAR ON THE OPERATOR'S COMPUTER SCREEN AT THE MONITORING FACILITY OR WHEN VOICE COMMUNICATION REQUESTING ASSISTANCE IS RECEIVED BY AN OPERATOR FROM YOU OR FROM THE PREMISES (COLLECTIVELY, "MONITORING SERVICES"). NO MONITORING SERVICE SHALL BE RENDERED FOR VOICE COMMUNICATION WHICH DOES NOT REQUEST ASSISTANCE OR FOR VIDEO IMAGES WHICH DO NOT CLEARLY AND CONSPICUOUSLY REVEAL THE NECESSITY FOR MONITORING SERVICE. IN THE EVENT A SIGNAL IS RECEIVED AT THE MONITORING FACILITY WHICH IS NOT A LISTED CODE, YOU AGREE THAT COMPANY'S SOLE DUTY AND OBLIGATION IS FOR COMPANY TO LOG THE SIGNAL (THE "UNLISTED CODE POLICY").

EXHIBIT M: CENTRAL STATION MONITORING SERVICE

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IF THE PREMISES IS LOCATED IN A JURISDICTION REQUIRING A PERSONAL VERIFIED ON-SITE RESPONSE ("VERIFIED RESPONSE") PRIOR TO DISPATCHING A FIRST RESPONDER, IT IS YOUR SOLE RESPONSIBILITY TO ENGAGE A SERVICE TO PROVIDE SUCH VERIFIED RESPONSE. ALL FEES, COSTS AND EXPENSES IN CONNECTION WITH VERIFIED RESPONSE SHALL BE BORNE BY YOU ONLY. NOTWITHSTANDING ANYTHING CONTAINED HEREIN TO THE CONTRARY, (A) UPON RECEIPT OF A LISTED CODE OR VIDEO IMAGES AND PRIOR TO COMMUNICATING ELECTRONICALLY OR BY TELEPHONE TO FIRST RESPONDERS OR THE CALL LIST, COMPANY MAY, IN ITS SOLE AND ABSOLUTE DISCRETION AND WITHOUT ANY LIABILITY, ATTEMPT TO TELEPHONE THE PREMISES OR ATTEMPT TO CONTACT YOU THROUGH TELEPHONE, ELECTRONIC MAIL, TEXT MESSAGE OR OTHER SIMILAR MEANS OF COMMUNICATION AT NUMBERS OR ADDRESSES PROVIDED BY YOU OR DEALER IN WRITING, AS FREQUENTLY AS COMPANY DEEMS APPROPRIATE TO VERIFY THE NECESSITY TO REPORT THE RECEIPT OF A LISTED CODE OR VIDEO IMAGES TO FIRST RESPONDERS OR THE CALL LIST, AND (B) UPON THE RECEIPT OF AN ABORT CODE OR ORAL OR ELECTRONIC ADVICE TO DISREGARD THE RECEIPT OF A LISTED CODE OR VIDEO IMAGES FROM YOU OR ANY OF YOUR PERSONAL CONTACTS ON THE CALL LIST, ALL OF WHOM HAVE YOUR AUTHORITY AND CONSENT TO DISREGARD RECEIPT OF A LISTED CODE, COMPANY MAY, IN ITS SOLE AND ABSOLUTE DISCRETION AND WITHOUT ANY LIABILITY, REFRAIN FROM CONTACTING FIRST RESPONDERS OR THE CALL LIST OR ADVISE ANYONE PREVIOUSLY NOTIFIED OF A LISTED CODE OR VIDEO IMAGES OF RECEIPT OF AN ABORT CODE OR ORAL OR ELECTRONIC ADVICE TO DISREGARD THE RECEIPT OF THE LISTED CODE OR VIDEO IMAGES.

COMPANY'S EFFORTS TO NOTIFY FIRST RESPONDERS OR THE CALL LIST SHALL BE SATISFIED BY ADVICE ELECTRONICALLY OR BY TELEPHONE TO ANY PERSON ANSWERING THE TELEPHONE AT THE TELEPHONE NUMBER(S) PROVIDED TO COMPANY IN WRITING OR BY LEAVING A MESSAGE WITH A TELEPHONE ANSWERING SERVICE OR ANY MECHANICAL, ELECTRICAL, ELECTRONIC OR OTHER TECHNOLOGY PERMITTING THE RECORDATION OF VOICE OR DATA COMMUNICATIONS YOU ACKNOWLEDGE AND AGREE THAT (I) ALL SOFTWARE, HARDWARE, FIRMWARE, CODES, SIGNALS, AUDIO AND VOICE COMMUNICATIONS, VIDEO IMAGES, INFORMATION AND DOCUMENTATION ARISING OUT OF OR FROM, IN CONNECTION WITH, RELATED TO AS A CONSEQUENCE OF OR RESULTING FROM THIS AGREEMENT OR THE SERVICES (COLLECTIVELY, THE "IP PROPERTY") ARE THE SOLE AND EXCLUSIVE PROPERTY OF COMPANY AND YOU HAVE NO RIGHTS WHATSOEVER IN ANY OF THE IP PROPERTY AND (II) COMPANY SHALL HAVE THE RIGHT IN ITS SOLE AND ABSOLUTE DISCRETION TO DESTROY, DELETE, ERASE, ETC. (COLLECTIVELY, "DESTRUCTION") THE IP PROPERTY AT ANY TIME WITHOUT NOTICE TO YOU; PROVIDED, THAT UPON YOUR WRITTEN REQUEST TO RETAIN ANY SPECIFIC IP PROPERTY BEING RECEIVED BY COMPANY PRIOR TO THE DESTRUCTION OF THE IP PROPERTY, COMPANY SHALL USE COMMERCIALY REASONABLE EFFORTS TO STORE THE SPECIFIC IP PROPERTY AS REQUESTED BY YOU ON THE CONDITION PRECEDENT THAT YOU PAY ALL FEES, COSTS AND EXPENSES RELATED TO YOUR REQUEST.

16. SERVICE INFORMATION OBLIGATION OF SUBSCRIBER. ONLY YOUR AGENT THE DEALER SHALL PROPERLY AND ACCURATELY COMPLETE AND DELIVER TO COMPANY IN WRITING ALL INFORMATION REQUIRED BY COMPANY TO PERFORM MONITORING SERVICES UNDER THIS AGREEMENT ("INFORMATION"). ALL INFORMATION (AND ALL ADDITIONS, MODIFICATIONS OR CHANGES) SHALL BE (I) YOUR SOLE AND ABSOLUTE RESPONSIBILITY, AND (II) IN WRITING OR ELECTRONICALLY TRANSMITTED BY DEALER TO COMPANY. ALL INFORMATION SHALL NOT BECOME AVAILABLE FOR USE UNTIL TRANSFERRED BY COMPANY TO ITS DATABASE WHICH SHALL OCCUR NOT SOONER THAN THE NEXT BUSINESS DAY AFTER RECEIPT OF THE INFORMATION AT THE MONITORING FACILITY. NO ORAL COMMUNICATION SHALL BE BINDING ON COMPANY. NOTWITHSTANDING THE FOREGOING, IN THE EVENT COMPANY PROVIDES OR AGREES TO PROVIDE ANY OF THE INFORMATION, SUBSCRIBER HEREBY RELEASES COMPANY FOR ANY AND ALL ACTS, ERRORS OR OMISSIONS OF COMPANY, INCLUDING COMPANY'S ACTIVE OR PASSIVE SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE ARISING OUT OF OR FROM OR RELATED TO COMPANY PROVIDING, FAILING TO PROVIDE OR AGREEING TO PROVIDE ANY INFORMATION.
17. INTEGRATED AGREEMENT. THIS INSTRUMENT CONTAINS THE ENTIRE AGREEMENT BETWEEN YOU AND COMPANY. NEITHER PARTY HAS AUTHORITY TO MAKE OR CLAIM ANY REPRESENTATION, TERM, PROMISE, CONDITION, STATEMENT, WARRANTY, OR INDUCEMENT (COLLECTIVELY, "INDUCEMENT") WHICH IS NOT EXPRESSED HEREIN. YOU AND COMPANY EACH REPRESENT THAT IT/HIS/HE IS NOT RELYING ON ANY INDUCEMENT IN SIGNING THIS AGREEMENT WHICH IS NOT EXPRESSED IN THE AGREEMENT.
18. VALID AGREEMENT. SHOULD ANY PROVISION HEREOF (OR PORTION THEREOF), OR ITS APPLICATION TO ANY CIRCUMSTANCES, BE HELD ILLEGAL, INVALID OR UNENFORCEABLE TO ANY EXTENT, THE VALIDITY AND ENFORCEABILITY OF THE REMAINDER OF THE PROVISION AND THIS AGREEMENT, OR OF SUCH PROVISIONS AS APPLIED TO ANY OTHER CIRCUMSTANCES, SHALL NOT BE AFFECTED THEREBY, AND SHALL REMAIN IN FULL FORCE AND EFFECT AS VALID, BINDING AND CONTINUING. UPON DETERMINATION THAT ANY PROVISION OR PORTION THEREOF IS INVALID, ILLEGAL OR UNENFORCEABLE, THE COURT OR OTHER DISPUTE RESOLUTION FORUM SHALL MODIFY THE PROVISION OR PORTION THEREOF SO AS TO EFFECT THE ORIGINAL INTENT OF THE PARTIES AS CLOSELY AS POSSIBLE SO THAT SUCH PROVISION OR PORTION THEREOF IS VALID, LEGAL AND ENFORCEABLE.
19. MODIFICATIONS. ALL CHANGES OR AMENDMENTS TO THIS AGREEMENT MUST BE IN WRITING AND SIGNED BY YOU AND COMPANY TO BE BINDING.
20. RIGHT TO SUBCONTRACT. COMPANY MAY, IN ITS SOLE ABSOLUTE DISCRETION, SUBCONTRACT FOR THE PROVISION OF SERVICES UNDER THIS AGREEMENT. YOU AGREE THAT THE PROVISIONS OF THIS AGREEMENT INURE TO THE BENEFIT OF AND ARE APPLICABLE TO ANY SUBCONTRACTORS ENGAGED BY COMPANY TO PROVIDE ANY MONITORING SERVICE TO YOU, AND BIND YOU TO SAID SUBCONTRACTOR WITH THE SAME FORCE AND EFFECT AS THEY BIND YOU TO COMPANY.
21. CONSENT TO INTERCEPT, RECORD, DISCLOSE AND USE CONTENTS OF COMMUNICATIONS. YOU, FOR YOURSELF AND AS THE AUTHORIZED AGENT OF YOUR FAMILY, GUESTS, AGENTS, SERVANTS, REPRESENTATIVES AND EMPLOYEES (INDIVIDUALLY AND COLLECTIVELY, "ANY PERSON"), HEREBY CONSENT TO COMPANY INTERCEPTING, RECORDING, RETRIEVING, REVIEWING, COPYING, DISCLOSING AND USING THE CONTENTS OF ALL TELEPHONE, VIDEO, WIRE, ORAL, ELECTRONIC, INTERNET, BROADBAND AND OTHER FORMS OF TRANSMISSION OR COMMUNICATION TO WHICH COMPANY AND YOU OR ANY PERSON ARE PARTIES.
22. MEDICAL EMERGENCY SIGNAL. YOU ACKNOWLEDGE AND AGREE THAT COMPANY'S SOLE RESPONSIBILITY UPON RECEIPT OF A MEDICAL EMERGENCY SIGNAL TRANSMITTED FROM THE SYSTEM IS TO CALL BY TELEPHONE THE MEDICAL ASSISTANCE PROVIDERS AS DIRECTED BY YOU. YOU UNDERSTAND AND AGREE THAT COMPANY AND REPRESENTATIVES ARE HEREBY RELEASED FROM ALL LIABILITY DUE TO ACTIVE OR PASSIVE SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE OF COMPANY OR REPRESENTATIVES WHICH YOU, OR ANYONE CLAIMING THROUGH YOU, IN ANY WAY MIGHT OR COULD CLAIM AGAINST COMPANY OR REPRESENTATIVES BASED UPON, ARISING OUT OF OR FROM, IN CONNECTION WITH, RESULTING FROM, RELATED TO OR AS A CONSEQUENCE OF COMPANY'S FAILURE OR IMPROPER DISPATCH OF MEDICAL ASSISTANCE PROVIDERS.
23. SUBSCRIBER AS SURETY. YOU AGREE TO BE A SURETY FOR THE OBLIGATIONS OF DEALER TO COMPANY INCLUDING, WITHOUT LIMITATION, ALL CHARGES FOR SERVICES RENDERED OR TO BE RENDERED BY COMPANY TO YOU, UPON WRITTEN NOTICE TO YOU THAT DEALER IS IN DEFAULT OR BREACH OF ITS AGREEMENT WITH COMPANY.
24. SUBSCRIBER OBLIGATIONS. IF THE BUSINESS RELATIONSHIP BETWEEN YOU AND DEALER TERMINATES, OR IF YOU SELL OR NO LONGER OCCUPY THE ENTIRE PREMISES, YOU SHALL IMMEDIATELY (I) NOTIFY COMPANY IN WRITING, AND (II) DEPROGRAM THE SYSTEM SO THAT THE SYSTEM WILL NOT COMMUNICATE WITH THE MONITORING FACILITY.
25. PARAGRAPH HEADINGS. THE PARAGRAPH TITLES USED HEREIN ARE FOR CONVENIENCE OF THE PARTIES ONLY AND SHALL NOT BE CONSIDERED IN CONSTRUING THE PROVISIONS OF THIS AGREEMENT.
26. COMPANY AS SUBCONTRACTOR. YOU UNDERSTAND AND AGREE THAT (I) THE RELATIONSHIP BETWEEN COMPANY AND DEALER IS ONE OF INDEPENDENT CONTRACTORS WHERE COMPANY IS A SUBCONTRACTOR OF DEALER AND NOT A PARTNER OR JOINT VENTURE WITH DEALER, AND (II) COMPANY SHALL NOT BE LIABLE TO YOU, DIRECTLY OR INDIRECTLY, FOR ANY LIABILITY OF DEALER TO YOU.
27. RIGHT TO NOTICE AND CURE. IN THE EVENT OF ANY BREACH OF THIS AGREEMENT BY COMPANY, YOU AGREE TO PROVIDE WRITTEN NOTICE TO COMPANY SPECIFICALLY IDENTIFYING THE NATURE OF THE BREACH AND THE PROVISIONS OF THIS AGREEMENT AFFECTED THEREBY, AND TO PERMIT COMPANY TO CURE THE BREACH WITHIN FIVE (5) BUSINESS DAYS AFTER RECEIPT OF THE WRITTEN NOTICE OR, IF THE BREACH CANNOT BE REASONABLY CURED WITHIN SAID PERIOD, TO PROMPTLY COMMENCE TO CURE AND DILIGENTLY PROCEED UNTIL CURED. IF COMPANY CURES ANY SAID BREACH AS PROVIDED HEREIN, THIS AGREEMENT SHALL CONTINUE UNABATED AND COMPANY SHALL NOT BE LIABLE TO YOU FOR ANY LOSS, DAMAGE OR EXPENSE ARISING OUT OF OR FROM, RESULTING FROM, RELATED TO, IN CONNECTION WITH OR AS A CONSEQUENCE OF ANY SAID BREACH.
28. DEALER AS AGENT: REVOCATION: RATIFICATION: RETROACTIVE DATE. YOU HEREBY APPOINT DEALER AS YOUR AGENT TO GIVE DIRECTION TO COMPANY AS IF DONE BY YOU IN YOUR OWN RIGHT CONCERNING ANY AND ALL MATTERS ARISING OUT OF OR FROM IN CONNECTION WITH OR RELATED TO THE PERFORMANCE OF MONITORING SERVICES. THE AUTHORITY GRANTED TO DEALER UNDER THIS SECTION SHALL CONTINUE TO BE BINDING UPON YOU UNTIL REVOCATION IN WRITING, SIGNED BY YOU, SHALL HAVE BEEN ACTUALLY RECEIVED BY COMPANY; AND NO SUCH NOTICE SHALL AFFECT ANYTHING DONE BY COMPANY IN RELIANCE HEREON OR PURSUANT HERETO PRIOR TO ACTUAL RECEIPT OF SAID WRITTEN AND SIGNED NOTICE OF REVOCATION. YOU HEREBY RATIFY AND CONFIRM ALL PRIOR AND CONTEMPORANEOUS ACTS OF DEALER IN ACCORDANCE WITH THIS SECTION WHICH YOU ACKNOWLEDGE AND AGREE SHALL BE AND IS DEEMED TO BE RETROACTIVE TO THE INITIAL DATE COMPANY PERFORMED ANY SERVICES FOR YOU OR ON YOUR BEHALF AS A SUBCONTRACTOR OR DEALER.

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EXHIBIT M: CENTRAL STATION MONITORING SERVICE

Subscriber Monitoring Agreement Terms & Conditions (Cont.)

29. INTERNET SERVICES. COMPANY HEREBY GRANTS TO YOU A NON-EXCLUSIVE, NON-TRANSFERABLE LICENSE TO ACCESS COMPANY'S PORTAL VIA THE INTERNET TO INPUT, DELETE AND MODIFY INFORMATION THROUGH THE INTERNET. EXCEPT FOR YOU (A) FAILURE TO KEEP CONFIDENTIAL ALL INFORMATION, PASSWORDS, ETC., (B) USE OF THE LICENSE OR THE INFORMATION IN ANY MANNER THAT NEGATIVELY AFFECTS COMPANY, (C) USE OF THE LICENSE OR THE INFORMATION FOR ANY ILLEGAL PURPOSE, OR (D) VIOLATION OF ANY APPLICABLE LAW, THIS LICENSE SHALL CONTINUE AND BE COEXTENSIVE WITH THE TERM OF THIS AGREEMENT. YOU SHALL BE SOLELY AND ABSOLUTELY RESPONSIBLE FOR THE INFORMATION WHICH YOU OR DEALER INPUTS, DELETES OR MODIFIES. YOU AGREE THAT UPON TERMINATION OF THIS AGREEMENT OR TERMINATION OR SUSPENSION OF THE LICENSE BY COMPANY, COMPANY MAY IMMEDIATELY, AND WITHOUT NOTICE, DISABLE YOUR ACCESS TO COMPANY'S PORTAL AND CANCEL ALL PASSWORDS OR OTHER ACCESS CODES.
30. EXECUTION IN COUNTERPARTS AND BY FACSIMILE OR ELECTRONIC MAIL. THIS AGREEMENT MAY BE EXECUTED IN ANY NUMBER OF COUNTERPARTS, ANY ONE OF WHICH NEED NOT CONTAIN THE SIGNATURE OF MORE THAN ONE PARTY, BUT ALL OF WHICH SHALL TOGETHER CONSTITUTE ONE AND THE SAME INSTRUMENTS. THE PARTIES AGREE THAT THIS AGREEMENT AND THE SIGNATURES AFFIXED HERETO MAY BE TRANSMITTED AND DELIVERED BY FACSIMILE AND ELECTRONIC MAIL (SCANNED COPY DELIVERED IN PDF VERSION) ("ELECTRONIC MAIL") AND THAT ALL SUCH SIGNATURES AND THE AGREEMENT TRANSMITTED OR DELIVERED BY FACSIMILE OR ELECTRONIC MAIL SHALL BE DEEMED TO BE ORIGINALS FOR ALL PURPOSES AND GIVEN THE SAME LEGAL FORCE AND EFFECT AS THE ORIGINAL AGREEMENT AND ORIGINAL SIGNATURES.
31. STORAGE OF AGREEMENT AND INFORMATION. YOU AUTHORIZE COMPANY TO SCAN, IMAGE OR OTHERWISE CONVERT, STORE OR RETAIN THIS AGREEMENT AND ALL INFORMATION AND OTHER WRITTEN MATERIALS IN AN ELECTRONIC FORMAT OF ANY NATURE AND, IN THE SOLE AND ABSOLUTE DISCRETION OF COMPANY, TO DESTROY ALL WRITTEN DOCUMENTS OR MATERIALS WHICH HAVE BEEN SO CONVERTED. YOU AGREE THAT AN ELECTRONICALLY PRODUCED COPY OF THIS AGREEMENT AND ALL OTHER WRITTEN DOCUMENTS AND MATERIALS SO CONVERTED IS LEGALLY EQUIVALENT TO THE ORIGINAL FOR ANY AND ALL PURPOSES, INCLUDING LITIGATION
32. VIDEO SYSTEMS. IF THE SYSTEM TRANSMITS VIDEO IMAGES, YOU SHALL (I) PROVIDE AND MAINTAIN ADEQUATE POWER AND LIGHTING FOR ALL CAMERAS OR OTHER VIDEO RELATED EQUIPMENT; (II) INFORM ALL PERSONS ON THE PREMISES THAT MAY BE MONITORED BY VIDEO; (III) NOT USE OR PERMIT THE USE OF VIDEO INSTALLED WHERE ANY PERSON MAY HAVE A REASONABLE EXPECTATION OF PRIVACY; (IV) USE BROADBAND CONNECTIVITY EXCLUSIVELY TO TRANSMIT VIDEO IMAGES FROM THE SYSTEM; (V) USE THE VIDEO SYSTEM FOR SECURITY SURVEILLANCE AND MANAGEMENT SERVICES ONLY; (VI) NOT USE THE VIDEO SYSTEM FOR ANY CRIMINAL, ILLEGAL, OR OTHERWISE UNLAWFUL ACTIVITY; AND (VII) OBTAIN AND KEEP IN EFFECT ALL PERMITS OR LICENSES REQUIRED FOR THE INSTALLATION AND OPERATION OF THE VIDEO SYSTEM. YOU UNDERSTAND AND AGREE THAT (I) A VIDEO SYSTEM ENABLES COMPANY TO RECORD, STORE AND REVIEW IMAGES OF THE INTERIOR OF THE PREMISES AND THE AREA OUTSIDE OF THE PREMISES, AND (II) VIDEO WITH AUDIO CAPABILITY ENABLES COMPANY TO RECORD, STORE AND REVIEW ORAL COMMUNICATIONS FROM IN AND OUTSIDE OF THE PREMISES. YOU HEREBY AGREE, AUTHORIZE AND CONSENT TO COMPANY RECORDING, STORING AND REVIEWING VIDEO IMAGES AND ORAL COMMUNICATIONS TRANSMITTED FROM THE VIDEO SYSTEM AT THE PREMISES.
- MONITORING SERVICE IN CONNECTION WITH THE RECEIPT OF VIDEO IMAGES AT COMPANY'S MONITORING FACILITY CONSISTS SOLELY OF OPERATOR COMMUNICATING ELECTRONICALLY OR CALLING BY TELEPHONE THE PROPER AUTHORITIES WITHIN A REASONABLE PERIOD OF TIME UNDER THE CIRCUMSTANCES AT THE MONITORING FACILITY (INCLUDING, WITHOUT LIMITATION, THE PRIORITY OF ALL SIGNALS AND VIDEO IMAGES RECEIVED BY THE MONITORING FACILITY) AFTER VIDEO IMAGES WHICH, IN THE OPERATOR'S SOLE AND ABSOLUTE DISCRETION, CLEARLY AND CONSPICUOUSLY REVEAL THE NECESSITY FOR MONITORING SERVICE APPEAR ON THE OPERATOR'S COMPUTER SCREEN AT THE MONITORING FACILITY; PROVIDED, THAT THE OPERATOR SHALL NOT BE REQUIRED TO VIEW THE VIDEO IMAGES MORE THAN ONE TIME AS THE VIDEO IMAGES APPEAR ON THE OPERATOR'S COMPUTER SCREEN.
- NOTWITHSTANDING ANYTHING IN THE AGREEMENT TO THE CONTRARY, COMPANY'S OBLIGATION TO PERFORM MONITORING SERVICE IN CONNECTION WITH ANY LISTED CODE RECEIVED FROM ANY INTRUSION DETECTION SYSTEM AT THE PREMISES IS CONDITIONED ON (I) RECEIPT OF VIDEO IMAGES FROM THE VIDEO SYSTEM RELATED TO THE LISTED CODE, AND (II) OPERATOR'S DETERMINATION, PURSUANT TO THIS SECTION, OF WHETHER TO COMMUNICATE ELECTRONICALLY OR CALL BY TELEPHONE FIRST RESPONDERS OR THE CALL LIST.
33. EMAIL NOTICE. IN THE EVENT YOU ELECT TO RECEIVE AUTOMATIC EMAIL NOTICE OF CERTAIN SYSTEM EVENTS, E.G., THE ARMING OR DISARMING OF THE SYSTEM, YOU ACKNOWLEDGE, UNDERSTAND AND AGREE THAT (I) ANY SUCH NOTICE IS CONDITIONED ON (A) RECEIPT OF THE DATA AT COMPANY'S CENTRAL STATION, (B) THE PROPER OPERATION OF COMMUNICATION EQUIPMENT, SERVICES, SYSTEMS AND NETWORKS INCLUDING, WITHOUT LIMITATION, THE INTERNET, AND (C) ANY FAILURE, MALFUNCTION OR DELAY IN PROCESSING OR TRANSMITTING THE DATA BY COMPANY'S EQUIPMENT OR SOFTWARE, AND (II) COMPANY IS HEREBY RELEASED FROM ANY LIABILITY ARISING OUT OF OR FROM, RESULTING FROM OR IN CONNECTION WITH THE FAILURE, MALFUNCTION OR DELAY OF ANY SUCH NOTICE FOR ANY REASON, INCLUDING COMPANY'S OR REPRESENTATIVE'S SOLE, JOINT OR SEVERAL NEGLIGENCE OF ANY KIND OR DEGREE.
34. CONSENT TO CALL SUBSCRIBER AND CALL LIST. YOU, FOR YOURSELF AND AS THE AUTHORIZED AGENT OF EACH PERSON ON YOUR CALL LIST FROM TIME-TO-TIME, CONSENT TO COMPANY CALLING EACH SUCH PERSON'S CELL PHONE OR OTHER MOBILE DEVICE.

END OF SECTION

REPAIR PROPOSAL

PROPOSAL #: 234727-1-0

QR-Monitoring Set Up

PREPARED FOR

William Gouger

East Stroudsburg Area School District

131 North School Drive

Dingmans Ferry, PA 18328

PREPARED BY:

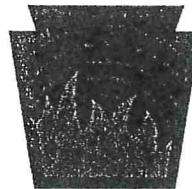
Joseph Martino

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Proposal Date: 11/28/2023

Proposal Valid To: 12/28/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
 East Stroudsburg Area School District
 131 North School Drive
 Dingmans Ferry, PA 18328

Billing:
 East Stroudsburg Area School District
 Attn: Accounts Payable ,
 50 Vine Street
 East Stroudsburg, PA 18301

Contact:
 William Gouger
 (570)-656-4288
 william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will set up a CLSS Pathway on the Notifier NFS-640 Fire Alarm Panel
- We will help with the set up of the CLSS app
- We will need a CAT 6 line ran to the fire alarm panel
- Co-Stars # 40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$1,550.00**

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR-Monitoring Set Up	\$1,550.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$1,550.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of **0%** of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Acceptance

Providing an Authorized Acceptance Signature indicates that you have read and understand the Terms & Conditions here at <https://www.keystonefire.com/terms/>. This document represents the entire agreement. No conversations or other forms of communication shall be considered part of this agreement. This proposal was prepared in good faith, exclusively for the individual(s) to whom it is addressed. It contains information that is privileged, confidential and exempt from disclosure under applicable law. The recommendations described herein are based on client consultations, site visits, engineering, and research, computer-aided designs and/or expertise earned through education, training and experience. It is considered an unethical business practice to use this information for competitive negotiations.

Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: SFO

Name: William Gouger

Date: November 28, 2023

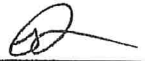
PO or WO Number: _____

TERMS & CONDITIONS

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This order will be processed upon receipt of payment in full or Mobilization amount and be invoiced as indicated in the "Payment Terms" section above. Past due accounts are subject to interest penalties. Work may be suspended on accounts that are not current. (See credit policy).

Intials: _____



BES

REPAIR PROPOSAL

PROPOSAL #: 233418-1-0

QR- Security Monitoring

PREPARED FOR

William Gouger

East Stroudsburg Area School District

131 North School Drive
Dingmans Ferry, PA 18328

PREPARED BY:

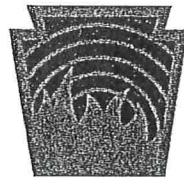
Joseph Martino

T: (215)-641-0100 | C: (267)-678-7350

E: joseph.martino@keystonefire.com

Proposal Date: 9/26/2023

Proposal Valid To: 10/26/2023



**KEYSTONE FIRE
AND SECURITY**™

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
East Stroudsburg Area School District
131 North School Drive
Dingmans Ferry, PA 18328

Billing:
East Stroudsburg Area School District
Attn: Accounts Payable ,
50 Vine Street
East Stroudsburg, PA
18301

Contact:
William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install CLSS Pathway on the Vista-128FBP panel
- We will need a CAT 6 line ran to the Vista security panel
- We will help to set up the mobile app
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$1,500.00**

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$1,500.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project.



Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____


Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature:  _____

Title: **SPO** _____

Name: **William Gouger** _____

Date: **2023/4/28** _____

PO or WO Number: _____





TERMS & CONDITIONS

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Intials: _____



BES



4670 Schantz Road
Allentown, PA 18104
P: (610) 439-1600
F: (610) 439-1388
www.keystonefire.com

TAG! We're It. SERVICE AGREEMENT

This Fire and Security System Service Agreement is entered into by and between Pye Barker Fire & Safety, LLC, d/b/a Keystone Fire and Security (hereinafter the "Company" or "Keystone") and the Customer whose name and address are set forth below (hereinafter the "Customer"). The Fire and Security System Service Agreement, the attached Exhibit(s) and the Service Agreement Standard Terms and Conditions attached hereto are collectively referred to as the "Agreement". Company agrees to provide inspection and maintenance services to Customer in accordance with this Agreement.

CUSTOMER:

East Stroudsburg SD
50 Vine Street
East Stroudsburg
PA 18301

ATTN: William Gouger
PHONE: (570) 424-8500
CELL: (570) 656-4288

SERVICE SITE INFO:

Bushkill Elementary S
131 N. School Drive
Dingmans Ferry
PA 18324

PROPOSAL DATE: 11/28/2023

LIFE SAFETY ADVISOR: 190

PROPOSAL NO: 234726

AGREEMENT EFFECTIVE

FROM: 1/1/2024

TO: 12/31/2026

COSTARS MEMBER NO: 040-E22-130

SERVICES OFFERED UNDER THIS AGREEMENT:

For specific information on the Equipment and System(s) covered under this Agreement, please refer to the "List of Systems to be Serviced". In many cases, the systems listed below require different intervals of test and inspection. Please refer to the specified "Exhibit" for each system marked with a "P" below for information on testing intervals, scope of inspection work, and value-added optional services.

System Type	Quantity	Annual Fee	
Audio Visuals & Sound System(s)			
Intrusion Detection System(s)			
Access Control System(s)			
Automatic Fire Damper(s)			
Hand Portable Fire Extinguisher(s)			
E-Lighting, Exit Signs and Hose(s)			
Building Fire Alarm System(s)			
Gaseous Clean Agent System(s)			
Intercom, Paging & Clock System(s)			
Kitchen Suppression System(s)			
Industrial Dry Chemical & Vehicle System(s)			
Central Station Monitoring Service	(1) ✓	\$540.00	(See Exhibit M - Subscriber Monitoring Agmt)
Nurse Call System(s)			
Pre-Action/Deluge/Foam System(s)			
Building Sprinkler Sub-System(s)			
Video Surveillance System(s)			
Annual Investment		\$540.00	
Dispatch Fee		\$0.00	
Plus Applicable Tax		\$32.40	

ANNUAL INVESTMENT:

\$572.40

This proposal valid for 30 days from date above.

Company proposes to bill Customer annually on a schedule in advance of services performed.

Annual investment above includes the cost to perform the inspection(s), only, and any "Additional Required" and/or "Value-Added" Services listed below, marked as "Included". Unless otherwise noted, all replacement parts, repairs, emergency service calls, recharges, or other changes in work scope, will result in charges over and above the stated inspection price. Customer selected optional services such as "Parts Protection Plus" will be billed at the commencement of this agreement and at each successive renewal period. All municipal certification, compliance and/or water authority fees will result in charges over and above stated inspection price.

EMERGENCY SERVICE RESPONSE:

East Stroudsburg SD
234726

Emergency Service Calls:

Life Safety
MADE SIMPLE

92

Our initial response to you will be provided within (4) hour(s) or receipt of your call. Company personnel will assess the situation by phone and will determine the required next course of action with you or a designated member of your staff.

On-Site Response Time:

Service personnel will arrive at your facility within (24) hour(s) of your phoned request, if it is determined that a site service visit is required. Please advise your Agreement Specialist if a higher priority on-site response is required.

SERVICE LABOR RATES:

While our inspection and testing services are designed to reduce the need for emergency service visits, should you require a technician to respond to your site, as an agreement customer, we are available 24 hours a day, 7 days a week, 52 weeks per year. The following is a description of our labor charges for normal business hours, and our policy regarding overtime and holidays.

Labor Rates

Normal Business Hours - 8:00 AM to 4:30 PM Monday through Friday

		Non-Agreement	Agreement
Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$183.75	\$146.00
Sprinkler, Alarm and Sound	(Per Hour)	\$218.40	\$173.00
Video, Access Control and Networks	(Per Hour)	\$263.55	\$209.00

* 2 Hour Minimum Billing

Overtime Hours - After 4:30 PM Monday through Friday & all day Saturday

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$231.00	\$183.00
Sprinkler, Alarm and Sound	(Per Hour)	\$271.95	\$216.00
Video, Access Control and Networks	(Per Hour)	\$328.65	\$261.00

* 4 Hour Minimum Billing

Sunday & Holiday Hours - All day Sunday & Holidays

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$262.50	\$208.00
Sprinkler, Alarm and Sound	(Per Hour)	\$309.75	\$246.00
Video, Access Control and Networks	(Per Hour)	\$376.95	\$299.00

* 4 Hour Minimum Billing

All Service Calls are Subject to:

- Minimum Hourly Billing as noted above
- Billing in half-hour increments (after time exceeds minimum billing)
- Plus Travel Time, portal to portal
- Invoices due and payable: NET 20 DAYS

**New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, and Christmas Day (should any of these days fall on a Saturday, holiday will be observed on the previous Friday; should any of these days fall on a Sunday, holiday will be observed the following Monday).

PARTS REPLACEMENT:

Standard Parts Replacement:

Unless otherwise noted elsewhere, all replacement parts deemed necessary to maintain systems in an operable state will be itemized and presented to Customer for approval and authorization to proceed. Parts will be billed as an extra at the manufacturer's suggested list price.

Parts Protection Plus™ - All-Inclusive Parts Replacement:

Under Parts Protection Plus, Company agrees to repair or replace covered components with a device of like kind and quality as the original, subject to availability and the terms of the PPP™ plan. All parts replacement work must be performed at time of system inspection or, in the case of a Customer-initiated trouble call, on the next available business day, during normal business hours (7:30 am to 4:00 pm, Monday through Friday except holidays) subject to availability of parts and materials. Parts replaced during emergency out-of-hours service calls are covered under this plan, however, emergency out-of-hours labor to replace covered parts will be charged in accordance with the contracted labor rate(s) and hourly minimum(s) in effect at that time. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under this program. Third party labor charges are not covered as a part of this program. These charges will be itemized and billed to the Customer by Company. Third-party labor charges include, but are not limited to, electricians, HVAC contractors, elevator repairmen, and technician charges associated with the repair or programming of proprietary systems not supplied and installed by Company.

IMPORTANT - PLEASE READ:

IMPORTANT INFORMATION REGARDING THE INSPECTION OF YOUR SYSTEM(S) AND EQUIPMENT


1. Customer must provide Company unfettered and timely access to all equipment to be tested. Call backs and return visit(s) to test equipment missed and/or not tested as a result of inaccessibility will result in an additional charge for labor at our contracted labor rate(s), as noted in this Agreement.
2. Determination of our inspection fee is predicated upon, among other considerations, the quantity, type, and frequency of equipment to be inspected. Should it be determined that there is more [or less] equipment than originally stated at the time of our inspection, Company reserves the right to adjust the inspection price accordingly.
3. Customer is responsible for providing all specialty equipment at time of inspection, including but not limited to scissors lifts, scaffolding, high-reach equipment, etc. If any specialty equipment is to be provided by Company, additional charges will be added to the cost of the inspection.
4. Company cannot inspect a system in an "off normal" condition. All existing trouble conditions, including but not limited to ground faults, open circuits, and short circuits, must be repaired and restored prior to commencement of inspection. All repairs will be done on a time and materials basis and will be in addition to the cost of the inspection.
5. Unless otherwise specified and if the equipment is so equipped, all audible alarm devices will be tested at the time of the inspection during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing of audible devices, if required, will be performed under a special written agreement with the Customer, which will outline additional charges for premium time.
6. Many fire and security systems are connected to a central station monitoring company. Customer is responsible for notifying building occupants of testing and for calling central station monitoring service "In" or "out" of service prior to the start and following the completion of Company testing and inspection. Fines or penalties for unwanted or excessive alarm activations will be the sole responsibility of the Customer. Should Company be assessed penalties for work performed at a Customer's facility, these charges will be itemized and added to the Customer's invoice.
7. Unless otherwise specified, all fire, sound and security systems will be tested during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing, if required, will be performed under a special written agreement with the customer, which will outline additional charges for premium time.
8. Company is a participating member of COSTARS™. COSTARS is the Commonwealth of Pennsylvania's Cooperative Purchasing Program which serves as a conduit through which registered and eligible local public procurement units (LPPUs) and state-affiliated entities (together "Members") are able to leverage contracts established by the PA Department of General Services to cost-effectively and efficiently identify suppliers with whom to do business.
9. Customer is responsible for resetting/restoring ancillary functions after system testing, including but not limited to, recalled elevator cars, roll-up fire doors, door hold-open devices, dampers, air handlers, pressurization fans, etc.
10. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under warranty or the Parts Protection Plus all-inclusive parts program, and will be itemized and billed to the Customer at OEM suggested list price less any contracted discount, if applicable.

END OF SECTION

ACCEPTANCE OF AGREEMENT:

This Agreement has been read, understood and hereby accepted. By your signature below and on the subsequent page(s) requiring a signature, you are hereby authorizing Company to perform the work as specified. There is no agreement until a representative of the Company returns a dated, countersigned copy of this agreement to the Customer. Payment by Customer will be made as outlined above:

CUSTOMER



 Signature
 William Gouger

 Printed Name
 SPO

 Title
 William - Gouger wsgouger@esasd.net 2023/10/28

 Email Address Date

KEYSTONE FIRE AND SECURITY

 Signature

 Printed Name

 Title

 Date

ESE

REPAIR PROPOSAL

PROPOSAL #: 233420-1-0

QR_ Security Monitoring

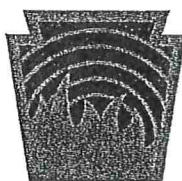
PREPARED FOR
William Gouger

East Stroudsburg Area School District
93 Independence Road
East Stroudsburg, PA 18301

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 9/26/2023

Proposal Valid To: 10/26/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:

East Stroudsburg Area School District
93 Independence Road
East Stroudsburg, PA 18301

Billing:

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

Contact:

William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install CLSS Pathway on the Vista-128FBPT panel
- We will install antenna due to bad cell service
- We will need a CAT 6 line run to the Vista panel
- We will help set up the mobile app
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price \$3,050.00

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PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$3,050.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

96

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

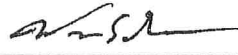
Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature:  _____

Title: **SPO**

Name: **William Gouger**

Date: **2023/11/28**

PO or WO Number: _____





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Initials: _____



JmH

REPAIR PROPOSAL

PROPOSAL #: 233429-1-0

QR- Security Monitoring

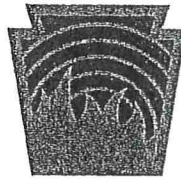
PREPARED FOR
William Gouger

East Stroudsburg Area School District
151 East Broad Street
East Stroudsburg, PA 18301

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 9/26/2023

Proposal Valid To: 10/26/2023



**KEYSTONE FIRE
AND SECURITY**™

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
East Stroudsburg Area School District
151 East Broad Street
East Stroudsburg, PA 18301

Billing:
East Stroudsburg Area School District
Attn: Accounts Payable ,
50 Vine Street
East Stroudsburg, PA 18301

Contact:
William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install a CLSS Pathway on the Vista panel
- We will install a cellular antenna to get better cellular coverage
- We will help with the install of the CLSS app
- We will need a CAT 6 line ran to the panel
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price \$3,050.00

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PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$3,050.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

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Name: Joseph Martino

Signature: _____

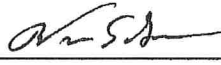
Title: _____

Name: _____

Date: _____

Accepted By: East Stroudsburg Area School District

Name: William Gouger

Signature:  _____

Title: SPO _____

Name: William Gouger _____

Date: 2023/11/28 _____

PO or WO Number: _____





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Initials: _____



MSE

REPAIR PROPOSAL

PROPOSAL #: 233626-1-0

QR- Security Monitoring

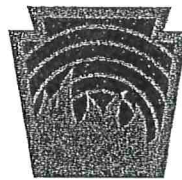
PREPARED FOR
William Gouger

East Stroudsburg Area School District
5180 Milford Road
East Stroudsburg, PA 18301

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 10/4/2023

Proposal Valid To: 11/3/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:

East Stroudsburg Area School District
5180 Milford Road
East Stroudsburg, PA 18301

Billing:

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

Contact:

William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install a CLSS cellular communicator on the Vista 128BP
- We will help set up the CLSS app
- We will install antenna for better celluar coverage
- We will need a CAT 6 line for the CLSS communicator
- CO-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price \$3,050.00

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR- Security Monitoring	\$3,050.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$3,050.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: *SPO*

Name: *William Gouger*

Date: *2023/11/28*

PO or WO Number: _____





TERMS & CONDITIONS

The person to whom this Proposal is addressed (the "Client") may accept this Proposal by signing at the space provided below and returning it to Keystone Fire and Security along with an approved purchase order within twenty (20) days of the date of this Proposal. By doing so, the Client acknowledges that they have read and understand this Proposal and that Client is entering into a legally binding contract with Keystone Fire and Security on the terms and conditions set forth in this Proposal, including the Standard Terms and Conditions set forth in the "Terms and Conditions" section found at <https://www.keystonefire.com/terms/> which are an integral part of this contract. If the Client signs this Proposal and returns it to Keystone Fire and Security more than twenty (20) days after the date of this Proposal, Keystone Fire and Security reserves the right to reject the Client's acceptance by written notice to the Client. Each individual signing this Proposal on behalf of an entity represents that he or she is a duly authorized officer or other representative of such entity. This order will be processed upon receipt of payment in full or Mobilization amount and be invoiced as indicated in the "Payment Terms" section above. Past due accounts are subject to interest penalties. Work may be suspended on accounts that are not current. (See credit policy).

Intials: _____

Handwritten initials, possibly "JM", written in black ink above a horizontal line.



sm1

REPAIR PROPOSAL

PROPOSAL #: 233744-1-0

QR- Security Monitoring

PREPARED FOR

William Gouger

East Stroudsburg Area School District

245 River Road

East Stroudsburg, PA 18301

PREPARED BY:

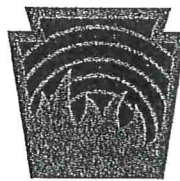
Joseph Martino

T: (215)-641-0100 | C: (267)-678-7350

E: joseph.martino@keystonefire.com

Proposal Date: 10/10/2023

Proposal Valid To: 11/9/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
East Stroudsburg Area School District
245 River Road
East Stroudsburg, PA 18301

Billing:
East Stroudsburg Area School District
Attn: Accounts Payable ,
50 Vine Street
East Stroudsburg, PA 18301

Contact:
William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install CLSS Pathway on the Vista 128BPT panel
- We will need a CAT 6 line ran to the Vista Security panel
- We will help with the set of the mobile app
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price \$1,500.00

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR- Security Monitoring	\$1,500.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$1,500.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: SPO

Name: William Gouger

Date: 2023/11/28

PO or WO Number: _____



TERMS & CONDITIONS

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Initials:

JM



KeS

REPAIR PROPOSAL

PROPOSAL #: 234726-1-0

QR-Monitoring Set Up

PREPARED FOR

William Gouger

East Stroudsburg Area School District

1 Gravel Ridge Road

East Stroudsburg, PA 18302

PREPARED BY:

Joseph Martino

T: (215)-641-0100 | C: (267)-678-7350

E: joseph.martino@keystonefire.com

Proposal Date: 11/28/2023

Proposal Valid To: 12/28/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
Resica Elementary School
1 Gravel Ridge Road
East Stroudsburg, PA 18302

Billing:
East Stroudsburg Area
School District
Attn: Accounts Payable ,
50 Vine Street
East Stroudsburg, PA
18301

Contact:
William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install a CLSS Pathway on the Notifier NFS2-3030 fire alarm panel
- We will need to install an outside antenna for better cellular coverage
- We will help with the set up of the CLSS app
- We will need a CAT 6 line run to the fire alarm panel
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price \$3,700.00

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR-Monitoring Set Up	\$3,700.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$3,700.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of **0%** of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: *SPO*

Name: *William Gouger*

Date: *November 28, 2023*

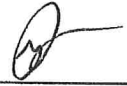
PO or WO Number: _____

TERMS & CONDITIONS

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This order will be processed upon receipt of payment in full or Mobilization amount and be invoiced as indicated in the "Payment Terms" section above. Past due accounts are subject to interest penalties. Work may be suspended on accounts that are not current. (See credit policy).

Intials: _____



RES

REPAIR PROPOSAL

PROPOSAL #: 233832-1-0

QR- Security Monitoring

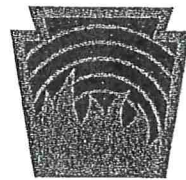
PREPARED FOR
William Gouger

East Stroudsburg Area School District
1 Gravel Road
East Stroudsburg, PA 18302

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 10/16/2023

Proposal Valid To: 11/15/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
 East Stroudsburg Area School District
 1 Gravel Road
 East Stroudsburg, PA 18302

Billing:
 East Stroudsburg Area School District
 Attn: Accounts Payable ,
 50 Vine Street
 East Stroudsburg, PA 18301

Contact:
 William Gouger
 (570)-656-4288
 william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will install a CLSS Pathway on the Vista 50-P panel
- We will install a cellular antenna for better coverage
- We will need a CAT 6 line installed at the panel
- We will help with the set up of the CLSS app
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$3,250.00**

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR- Security Monitoring	\$3,250.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: \$3,250.00

The price above includes: equipment, and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**
Name: **Joseph Martino**
Signature: _____
Title: _____
Name: _____
Date: _____

Accepted By: **East Stroudsburg Area School District**
Name: **William Gouger**
Signature: *William Gouger*
Title: SPO
Name: William Gouger
Date: 2023/11/28
PO or WO Number: _____



RES



Engineered Life Safety Specialists

4670 Schantz Road
Allentown, PA 18104
P: (610) 439-1600
F: (610) 439-1388
www.keystonefire.com

TAG! We're It.



SERVICE AGREEMENT

This Fire and Security System Service Agreement is entered into by and between Pye Barker Fire & Safety, LLC, d/b/a Keystone Fire and Security (hereinafter the "Company" or "Keystone") and the Customer whose name and address are set forth below (hereinafter the "Customer").

CUSTOMER:

East Stroudsburg SD
50 Vine Street
East Stroudsburg
PA 18301

ATTN: William Gouger
PHONE: (570) 424-8500
CELL: (570) 656-4288

SERVICE SITE INFO:

Resica Elementary Sch
1 Gravel Road
East Stroudsburg
PA 18302

checkbox

PROPOSAL DATE: 11/28/2023

LIFE SAFETY ADVISOR: 190

PROPOSAL NO: 234727

AGREEMENT EFFECTIVE

FROM: 1/1/2024

TO: 12/31/2026

COSTARS MEMBER NO: 040-E22-130

SERVICES OFFERED UNDER THIS AGREEMENT:

For specific information on the Equipment and System(s) covered under this Agreement, please refer to the "List of Systems to be Serviced". In many cases, the systems listed below require different intervals of test and inspection.

Table with columns: System Type, Quantity, Annual Fee. Includes items like Audio Visuals, Intrusion Detection, etc. Total Annual Investment: \$540.00.

ANNUAL INVESTMENT:

\$540.00

This proposal valid for 30 days from date above.

Company proposes to bill Customer annually on a schedule in advance of services performed.

Annual investment above includes the cost to perform the inspection(s), only, and any "Additional Required" and/or "Value-Added" Services listed below, marked as "Included".

EMERGENCY SERVICE RESPONSE:

East Stroudsburg SD
234727

Emergency Service Calls:

Life Safety
MADE SIMPLE

119

Our initial response to you will be provided within (4) hour(s) of receipt of your call. Company personnel will assess the situation by phone and will determine the required next course of action with you or a designated member of your staff.

On-Site Response Time:

Service personnel will arrive at your facility within (24) hour(s) of your phoned request, if it is determined that a site service visit is required. Please advise your Agreement Specialist if a higher priority on-site response is required.

SERVICE LABOR RATES:

While our inspection and testing services are designed to reduce the need for emergency service visits, should you require a technician to respond to your site, as an agreement customer, we are available 24 hours a day, 7 days a week, 52 weeks per year. The following is a description of our labor charges for normal business hours, and our policy regarding overtime and holidays.

Labor Rates

Normal Business Hours - 9:00 AM to 4:30 PM Monday through Friday

		Non-Agreement	Agreement
Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$183.75	\$146.00
Sprinkler, Alarm and Sound	(Per Hour)	\$218.40	\$173.00
Video, Access Control and Networks	(Per Hour)	\$263.55	\$209.00
* 2 Hour Minimum Billing			

Overtime Hours - After 4:30 PM Monday through Friday & all day Saturday

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$231.00	\$183.00
Sprinkler, Alarm and Sound	(Per Hour)	\$271.95	\$216.00
Video, Access Control and Networks	(Per Hour)	\$328.65	\$261.00
* 4 Hour Minimum Billing			

Sunday & Holiday Hours - All day Sunday & Holidays

Extinguisher, Restaurant, and Shop Labor	(Per Hour)	\$262.50	\$208.00
Sprinkler, Alarm and Sound	(Per Hour)	\$309.75	\$246.00
Video, Access Control and Networks	(Per Hour)	\$376.95	\$299.00
* 4 Hour Minimum Billing			

All Service Calls are Subject to:

- Minimum Hourly Billing as noted above
- Billing in half-hour increments (after time exceeds minimum billing)
- Plus Travel Time, portal to portal
- Invoices due and payable: NET 20 DAYS

**New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, and Christmas Day (should any of these days fall on a Saturday, holiday will be observed on the previous Friday; should any of these days fall on a Sunday, holiday will be observed the following Monday).

PARTS REPLACEMENT:

Standard Parts Replacement:

Unless otherwise noted elsewhere, all replacement parts deemed necessary to maintain systems in an operable state will be itemized and presented to Customer for approval and authorization to proceed. Parts will be billed as an extra at the manufacturer's suggested list price.

Parts Protection Plus™ - All-Inclusive Parts Replacement:

Under Parts Protection Plus, Company agrees to repair or replace covered components with a device of like kind and quality as the original, subject to availability and the terms of the PPP™ plan. All parts replacement work must be performed at time of system inspection or, in the case of a Customer-initiated trouble call, on the next available business day, during normal business hours (7:30 am to 4:00 pm, Monday through Friday except holidays) subject to availability of parts and materials. Parts replaced during emergency out-of-hours service calls are covered under this plan, however, emergency out-of-hours labor to replace covered parts will be charged in accordance with the contracted labor rate(s) and hourly minimum(s) in effect at that time. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under this program. Third party labor charges are not covered as a part of this program. These charges will be itemized and billed to the Customer by Company. Third-party labor charges include, but are not limited to, electricians, HVAC contractors, elevator repairmen, and technician charges associated with the repair or programming of proprietary systems not supplied and installed by Company.

IMPORTANT - PLEASE READ:

IMPORTANT INFORMATION REGARDING THE INSPECTION OF YOUR SYSTEM(S) AND EQUIPMENT

1. Customer must provide Company unfettered and timely access to all equipment to be tested. Call backs and return visit(s) to test equipment missed and/or not tested as a result of inaccessibility will result in an additional charge for labor at our contracted labor rate(s), as noted in this Agreement.
2. Determination of our inspection fee is predicated upon, among other considerations, the quantity, type, and frequency of equipment to be inspected. Should it be determined that there is more [or less] equipment than originally stated at the time of our inspection, Company reserves the right to adjust the inspection price accordingly.
3. Customer is responsible for providing all specialty equipment at time of inspection, including but not limited to scissor lifts, scaffolding, high-reach equipment, etc. If any specialty equipment is to be provided by Company, additional charges will be added to the cost of the inspection.
4. Company cannot inspect a system in an "off normal" condition. All existing trouble conditions, including but not limited to ground faults, open circuits, and short circuits, must be repaired and restored prior to commencement of inspection. All repairs will be done on a time and materials basis and will be in addition to the cost of the inspection.
5. Unless otherwise specified and if the equipment is so equipped, all audible alarm devices will be tested at the time of the inspection during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing of audible devices, if required, will be performed under a special written agreement with the Customer, which will outline additional charges for premium time.
6. Many fire and security systems are connected to a central station monitoring company. Customer is responsible for notifying building occupants of testing and for calling central station monitoring service "in" or "out" of service prior to the start and following the completion of Company testing and inspection. Fines or penalties for unwanted or excessive alarm activations will be the sole responsibility of the Customer. Should Company be assessed penalties for work performed at a Customer's facility, these charges will be itemized and added to the Customer's invoice.
7. Unless otherwise specified, all fire, sound and security systems will be tested during normal business hours (8:00 am to 4:30 pm, Monday through Friday except holidays). Off-hour testing, if required, will be performed under a special written agreement with the customer, which will outline additional charges for premium time.
8. Company is a participating member of COSTARS™. COSTARS is the Commonwealth of Pennsylvania's Cooperative Purchasing Program which serves as a conduit through which registered and eligible local public procurement units (LPPUs) and state-affiliated entities (together "Members") are able to leverage contracts established by the PA Department of General Services to cost-effectively and efficiently identify suppliers with whom to do business.
9. Customer is responsible for resetting/restoring ancillary functions after system testing, including but not limited to, recalled elevator cars, roll-up fire doors, door hold-open devices, dampers, air handlers, pressurization fans, etc.
10. Parts needing replacement due to obsolescence, misuse, abuse, theft, and/or Acts of God, are not covered under warranty or the Parts Protection Plus all-inclusive parts program, and will be itemized and billed to the Customer at OEM suggested list price less any contracted discount, if applicable.

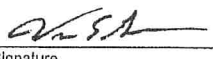
END OF SECTION

ACCEPTANCE OF AGREEMENT:

This Agreement has been read, understood and hereby accepted. By your signature below and on the subsequent page(s) requiring a signature, you are hereby authorizing Company to perform the work as specified. There is no agreement until a representative of the Company returns a dated, countersigned copy of this agreement to the Customer. Payment by Customer will be made as outlined above:

CUSTOMER

KEYSTONE FIRE AND SECURITY



 Signature
 William Gouger

 Printed Name
 SPO

 Title

 Date 2023/11/28

 Date

 Email Address

 Signature

 Printed Name

 Title

 Date

JTL

REPAIR PROPOSAL

PROPOSAL #: 233625-1-0

QR- Security Monitoring

PREPARED FOR

William Gouger

East Stroudsburg Area School District

2000 Milford Road

East Stroudsburg, PA 18301

PREPARED BY:

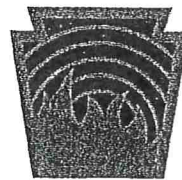
Joseph Martino

T: (215)-641-0100 | C: (267)-678-7350

E: joseph.martino@keystonefire.com

Proposal Date: 10/4/2023

Proposal Valid To: 11/3/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
East Stroudsburg Area School District
2000 Milford Road
East Stroudsburg, PA 18301

Billing:
East Stroudsburg Area School District
Attn: Accounts Payable ,
50 Vine Street
East Stroudsburg, PA 18301

Contact:
William Gouger
(570)-656-4288
william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will re-use the starlink communicator that is currently at the school and install it on the security panel.
- We will run an outside antenna to get a better verizon cellular signal.
- CO-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$3,000.00**

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$3,000.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

123

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶▶ Project Acceptance

Providing an Authorized Acceptance Signature indicates that you have read and understand the Terms & Conditions here at <https://www.keystonefire.com/terms/>. This document represents the entire agreement. No conversations or other forms of communication shall be considered part of this agreement. This proposal was prepared in good faith, exclusively for the individual(s) to whom it is addressed. It contains information that is privileged, confidential and exempt from disclosure under applicable law. The recommendations described herein are based on client consultations, site visits, engineering, and research, computer-aided designs and/or expertise earned through education, training and experience. It is considered an unethical business practice to use this information for competitive negotiations.

Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: SP0

Name: William Gouger

Date: 2023/11/28

PO or WO Number: _____





TERMS & CONDITIONS

The person to whom this Proposal is addressed (the "Client") may accept this Proposal by signing at the space provided below and returning it to Keystone Fire and Security along with an approved purchase order within twenty (20) days of the date of this Proposal. By doing so, the Client acknowledges that they have read and understand this Proposal and that Client is entering into a legally binding contract with Keystone Fire and Security on the terms and conditions set forth in this Proposal, including the Standard Terms and Conditions set forth in the "Terms and Conditions" section found at <https://www.keystonefire.com/terms/> which are an integral part of this contract. If the Client signs this Proposal and returns it to Keystone Fire and Security more than twenty (20) days after the date of this Proposal, Keystone Fire and Security reserves the right to reject the Client's acceptance by written notice to the Client. Each individual signing this Proposal on behalf of an entity represents that he or she is a duly authorized officer or other representative of such entity. This order will be processed upon receipt of payment in full or Mobilization amount and be invoiced as indicated in the "Payment Terms" section above. Past due accounts are subject to interest penalties. Work may be suspended on accounts that are not current. (See credit policy).

Intials:



HS-N

REPAIR PROPOSAL

PROPOSAL #: 233168-2-0

QR- Security Monitoring

PREPARED FOR
William Gouger

East Stroudsburg Area School District
279 Timberwolf Drive
Dingmans Ferry, PA 18328

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 10/30/2023

Proposal Valid To: 11/29/2023



**KEYSTONE FIRE
AND SECURITY™**

A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
 East Stroudsburg Area School District
 279 Timberwolf Drive
 Dingmans Ferry, PA 18328

Billing:
 East Stroudsburg Area School District
 Attn: Accounts Payable ,
 50 Vine Street
 East Stroudsburg, PA 18301

Contact:
 William Gouger
 (570)-656-4288
 william-gouger@esasd.net

▶▶▶▶ Scope of Work

- We will set up CLSS cellular monitoring on (3) Vista security panels
- We will help with the set up of CLSS app
- Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$4,800.00**

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	QR- Security Monitoring	\$4,800.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$4,800.00**



127

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: *SPO*

Name: *William Gouger*

Date: *2023/11/*

PO or WO Number: _____



TERMS & CONDITIONS

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Initials: _____





INSTALLATION PROPOSAL

PROPOSAL #: 233733-1-0

INSTALL- Security

PREPARED FOR
William Gouger

East Stroudsburg Area School District
279 North Courtland Street
East Stroudsburg, PA 18301

PREPARED BY:
Joseph Martino
T: (215)-641-0100 | C: (267)-678-7350
E: joseph.martino@keystonefire.com

Proposal Date: 10/30/2023

Proposal Valid To: 11/29/2023



A PYE • BARKER COMPANY

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Client Information

Name: East Stroudsburg Area School District

Site:
 East Stroudsburg High School
 South
 279 North Courtland Street
 East Stroudsburg, PA 18301

Billing:
 East Stroudsburg Area
 School District
 Attn: Accounts Payable ,
 50 Vine Street
 East Stroudsburg, PA
 18301

Contact:
 William Gouger
 (570)-656-4288
 william-gouger@esasd.net

▶▶▶▶ Scope of Work

We appreciate this opportunity to furnish and install a new Honeywell Vista Intrusion Panel at the ESASD High School South to replace the existing defective system.

1. Keystone Fire and Security will furnish, configure and install (1) Honeywell Vista 128BPT panel, to replace the existing panel.
2. Customer to provide (1) 120 VAC outlet for intrusion panel. The existing outlet will be used if possible.
3. Existing intrusion devices and cabling to be in good working order. If issues are found during the project, a change order will be required to resolve.
4. We will added a CLSS Gateway to the new security panel
5. We will install antenna for better cellular coverage
6. We will help with the set up of the CLSS app
7. Co-Stars #40-E22-130

▶▶▶▶ Project Investment

Estimate

Total Purchase Price **\$6,090.00**

▶▶▶▶ System Investment

Select	Description	Cost
<input checked="" type="checkbox"/>	INSTALL- Security	\$6,090.00

Prices quoted are exclusive of sales taxes and are subject to tax adjustments in accordance with applicable laws and regulations. Any applicable Sales Tax will be added to the total amount and reflected on the final invoice. Use Tax on the on the material will always be paid by the contractor. Prices do not include any taxes, license, permit, plan review, professional engineering stamps, export duties, or other governmental fees or assessments, unless specifically so stated. If obtained by Contractor, these direct costs will be itemized and added to the proposal price contained herein.



PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Investment Summary

System Investment

Keystone Fire and Security will provide the proposed system as described in this proposal for the sum of: **\$6,090.00**

The price above includes: supplies & material, equipment and labor as described within this proposal.

Payment Terms:

Provide a mobilization fee in the amount of 0% of the installation fee upon formal approval to proceed with the project. Balance to be paid in progress payments as invoiced by Keystone Fire and Security with payment in full due upon system deployment completion.

PROJECT DESCRIPTION & INVESTMENT

▶▶▶▶ Project Acceptance

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Accepted By: **KEYSTONE FIRE AND SECURITY**

Name: **Joseph Martino**

Signature: _____

Title: _____

Name: _____

Date: _____

Accepted By: **East Stroudsburg Area School District**

Name: **William Gouger**

Signature: *William Gouger*

Title: SPO

Name: William Gouger

Date: 2023/11/28

PO or WO Number: _____



TERMS & CONDITIONS

The person to whom this Proposal is addressed (the "Client") may accept this Proposal by signing at the space provided below and returning it to Keystone Fire and Security along with an approved purchase order within twenty (20) days of the date of this Proposal. By doing so, the Client acknowledges that they have read and understand this Proposal and that Client is entering into a legally binding contract with Keystone Fire and Security on the terms and conditions set forth in this Proposal, including the Standard Terms and Conditions set forth in the "Terms and Conditions" section found at <https://www.keystonefire.com/terms/> which are an integral part of this contract. If the Client signs this Proposal and returns it to Keystone Fire and Security more than twenty (20) days after the date of this Proposal, Keystone Fire and Security reserves the right to reject the Client's acceptance by written notice to the Client. Each individual signing this Proposal on behalf of an entity represents that he or she is a duly authorized officer or other representative of such entity. This order will be processed upon receipt of payment in full or Mobilization amount and be invoiced as indicated in the "Payment Terms" section above. Past due accounts are subject to interest penalties. Work may be suspended on accounts that are not current. (See credit policy).

Initials: _____



Form 611

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

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

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT
Procurement Form

Name of Requestor *

Matthew Krauss, Stacy Koehler, Angela Byrne

Department *

Business Office, ACCESS

Building *

Central Administration

What service or item are requesting *

Federal Exclusions

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Why are you requesting the service or item *

The East Stroudsburg Area School District receives and spends federal money and is thereby required to conduct screenings to ensure that individuals and entities involved directly or indirectly with providing items and services have not been excluded from the allowable use of federal funds.

In accordance with applicable laws, regulations and compliance program requirements, the District must make reasonable and prudent efforts to screen individuals and entities as appropriate and not to spend federal money on services ordered or rendered by an individual or entity that has been excluded from or is ineligible.

This contract will also help maintain compliance with board policies regarding fraud and federal program compliance.

Suggested replacement *

Old vendor withdrew service.

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

\$10,000 - \$20,000

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

Costs were analyzed between 4 vendors.

- 1. Westmoreland Intermediate Unit: \$500 (Will no longer offer services).
- 2. OIG Compliance Now, LLC: Costs are dependent on district usage (estimated \$10,000 per year)
- 3. Valenz Assurance: \$13,000 - \$16,000 per year
- 4: MedTrainer: Phone call discussion of services conducted by Stacy Koehler December 2023. Services were not offered to Pennsylvania were not comparable to other vendors, and would not meet district needs to fulfill requirements.

What is the total cost of the purchase? *

\$10,000

Procurement Method: *

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

Was this purchase budgeted? *

Yes

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

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

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

No

Which Fund will be charged? *

10 ▼

What account will be charged? *

10-2515-330-000-00-000-005-000-0000
10-1290-330-891-00-000-310-000-9891

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

Vendor selected that best met our needs and was able to meet requirements of district policy and federal program compliance. Lowest quote was also chosen.

Any additional information you would like to provide.
.....

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



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OIGCN SANCTION SCREENING & VALIDATION SERVICES

AGREEMENT made as of January 1, 2024 by and between East Stroudsburg Area School District (hereinafter referred to as "Client") having its principal offices at 50 Vine Street East Stroudsburg PA 18301 and OIG Compliance Now, LLC, (hereinafter referred to as "VENDOR" or "OIGCN") having its principal offices at 49 Court Street, Binghamton, New York 13901.

Pursuant to this agreement, OIGCN will provide professional services ("**Services**") to Client and its affiliates. OIGCN shall provide the Services as follows:

RECITALS

WHEREAS, Client desires to secure professional and technical services from OIGCN to perform certain sanction screening services as set forth in the Attachments.

WHEREAS, OIGCN desires to contract with Client for the performance of certain sanction screening services as set forth in the Attachments and is willing to provide such services upon the terms and conditions set forth in this Agreement.

In consideration of mutual covenants and Agreements set forth herein, and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do covenant and agree as follows:

Section 1. SERVICE PROVIDED

OIGCN shall perform the services as set forth in the Attachments hereto. The parties agree that the services shall be performed by OIGCN or its qualified employees. Client agrees to provide the required data in a timely manner as described in the Attachments or as reasonably requested by OIGCN.

Section 2. TERM

This Agreement shall commence on the date the Agreement is executed and continue for a one-year term. Thereafter, it shall be renewed automatically for subsequent one-year terms, upon the same terms, until either party gives notice to the other at least 30 days prior to the expiration date of the then current term of its intent not to renew the Agreement.

Section 3. FEE

Fees for services are outlined in Attachment F. All payments shall be made in full in United States Dollars, at the recipient's usual business address or to an account designated by

the recipient. Other than amounts disputed in good faith, any amount not paid when due shall bear a late payment charge, until paid, at the rate of two percent (2 %) per month or, if less, the maximum amount permitted by law, provided that OIGCN first provide notice to Client of the late payment and allow five (5) business days for Client to cure. The recipient of an invoice must notify the other in writing of any disputed invoice amounts (including an explanation for such dispute) within 30 days of receipt of the disputed invoice.

Section 4. TERMINATION

Either party may terminate this Agreement (i) at any time without cause upon thirty (30) days written notice without penalty and (ii) in the event of a breach of any material provision of this Agreement, within thirty (30) days of written notice to the other party provided that such breach is not cured within such thirty-day period. In the event that this agreement is terminated by either party prior to the expiration of the then current term, OIGCN shall reimburse the Client for the pro rata portion of the fee paid with respect to the remainder of such term.

In the event that the performance by any party hereto of any term, covenant, condition or provision of this Agreement should jeopardize either Client's or OIGCN's status with regard to (i) licensure, (ii) participation in Medicare or Medicaid programs, or (iv) tax exempt status or the tax exempt status of any financing, this Agreement shall be renegotiated so as to eliminate the violation or non-complying aspects hereof, but without altering all other material rights and obligations of the parties hereunder that reasonably can be given effect. If the parties cannot promptly agree on such renegotiated terms, either party may terminate upon thirty (30) days' written notice to the other party.

Fees and payment terms shall be set forth in Section 3 and in Attachment F. Either party, in its sole discretion, may terminate this Agreement, or in the case of OIGCN cease providing Services, if the other fails to pay any invoice within thirty (30) days after receipt of notice from the other that it has failed to pay an invoice and such invoice is not in dispute.

Section 5. CONFIDENTIAL INFORMATION

OIGCN acknowledges that Client is the owner of valuable trade secrets and other confidential information, as well as other like information that is licensed from third parties. OIGCN shall treat such information as strictly confidential and shall not use such information for its own purposes or for third parties, or divulge or permit to be divulged to, or examined or copied by others, any information or data obtained by OIGCN, or to which OIGCN is otherwise exposed, in connection with this Agreement or otherwise: (a) which is confidential or proprietary to Client or its Affiliates, including, without limitation, all patient and demographic information; (b) which relates to the trade secrets, methods, intellectual property, research, products, operations, policies, procedures, techniques, accounts or personnel of Client; or (c) which is confidential or proprietary to a third party and in the possession, custody or control of Client. The confidentiality terms of this Agreement specifically include the terms of any Business Associate Agreement, if applicable, executed by OIGCN for the benefit of Client.

Section 6. INSURANCE

OIGCN warrants and represents that it possesses and shall carry at its own expense insurance policies, or provide evidence of self-insurance, for commercial general liability, contractual liability, and reinsurance, with limits of \$1,000,000 per occurrence and \$2,000,000 annual aggregate, and errors & omissions insurance with limits of \$5,000,000 in the aggregate (includes cyber liability, privacy liability and privacy breach). The insurance policies shall name Client as an additional insured for matters covered by this Agreement. The insurance policies shall include a requirement that OIGCN provide Client with sixty (60) days written notice prior to the effective date of any cancellation of the policy. Upon request, OIGCN shall provide Client with copies of all policies and/or Certificates of Coverage evidencing the coverage, limits, and provisions.

Section 7. INDEMNIFICATION

OIGCN will indemnify, defend and hold harmless Client, including its directors, officers, trustees, members, employees, contractors and agents, from and against any and all inter party and/or third party demands, claims, lawsuits, assessments, judgments, settlements, fines, liabilities, damages, costs and expenses, including reasonable attorney's fees and other costs of defense, which result from: (i) the alleged or actual negligence, or intentional misconduct of OIGCN, its trustees, directors, officers, employees, contractors, agents, or representatives arising under this Agreement, (ii) a breach of any confidentiality obligations set forth in Section 5 ("Confidential Information"), (iii) allegations that the services provided under this Agreement infringe a third party's patent, copyright, trademark or any other intellectual property rights or misappropriate a trade secret, or (iv) any failure by OIGCN to comply with any applicable federal, state or local laws, regulations or codes in the performance of its obligations under this Agreement. This provision shall survive the termination or expiration of this Agreement for the applicable statute of limitations.

Client will indemnify, defend and hold harmless OIGCN, including its officers, members, trustees, employees, contractors and agents, from and against any and all inter party and/or third party demands, claims, lawsuits, assessments, judgments, settlements, fines, liabilities, damages, costs and expenses, including reasonable attorney's fees and other costs of defense, which result from the alleged or actual negligence, or intentional misconduct of Client, its trustees, directors, officers, employees, contractors, agents, or representatives arising under this Agreement. This provision shall survive the termination or expiration of this Agreement for the applicable statute of limitations.

Section 8. COMPLIANCE WITH ALL LAWS

Each of the parties hereby represents and warrants that, to the best of its knowledge and understanding, all obligations pertaining to and benefits derived under this Agreement are in full compliance with all applicable Federal, State, local and applicable credentialing bodies, laws, rules and regulations ("Applicable Laws"), as they exist now, and as they may be amended from time to time. Each party covenants and agrees to maintain compliance with all Applicable Laws as presently existing and as hereafter amended, throughout the Term of this Agreement, and to use its best efforts to notify the other party of any change in the Applicable Laws of which it becomes aware that may affect the obligations of either party under this Agreement. In the

event of a violation by either party of the Applicable Laws, or an investigation into an alleged violation, OIGCN and Client shall each take all measures necessary to promptly remedy any such violation with the other party and its legal representatives in the investigation and defense of any such claim or action, to the extent that the parties' interests are not adverse to one another.

Each party agrees to comply with all applicable local, state and federal laws that prohibit discrimination based upon gender, religion, race, creed, color, national origin, ancestry, military status, veteran's status, sexual orientation, marital status, age, genetic information, disability, or status as a victim of domestic violence.

Client remains responsible for ensuring that any service provided pursuant to this contract complies with all pertinent sections of Federal, State and local statutes, rules and regulations and the standards of The Joint Commission (as applicable) provided, however, that nothing in this Paragraph shall relieve OIGCN of its duties and obligations under this Agreement.

Neither OIGCN nor Client shall engage in any activity prohibited by anti-kickback, anti-self-referral, or any other federal, state or local law or regulation which relates to health care and/or the performance of services under this Agreement, as those regulations now exist or as subsequently amended, renumbered or revised.

Section 9. EXTENT OF AGREEMENT

This Agreement, including the appendices hereto, constitutes the entire and integrated Agreement between and among the parties hereto and supersedes any and all prior negotiations, representations, agreements, and/or conditions, whether written or oral. Any modification or amendment to this Agreement shall be void unless it is in writing and executed by both parties hereto.

Section 10. INDEPENDENT CONTRACTOR

The relationship between OIGCN and the Client is that of independent contractor and OIGCN agrees to do all things legally required to establish and maintain its status as an independent contractor. OIGCN in accordance with its status as an independent contractor, covenants and agrees that it will conduct itself consistent with such status, and that it will neither hold itself out as nor claim to be, an officer, employee or agent of the Client by reason hereof. The employees or agents of one party shall not be deemed employees or agents of the other. As an independent contractor, OIGCN and any person(s) engaged by it shall not be entitled to any medical health pension, retirement, disability, unemployment, worker's compensation or other insurance coverage or any other benefit similar or dissimilar from the Client. The parties agree that all reporting by either of them to income tax and other governmental agencies shall be consistent with the provisions of this paragraph.

Section 11. GOVERNING LAW AND VENUE

The parties expressly agree that this Agreement and the enforcement of the rights and obligations hereunder shall be governed by and construed in accordance with the laws of the State of New York, without regard to its provisions concerning the applicability of the laws of other jurisdictions. The parties hereby agree that any and all claims arising out of, relating to or

in connection with this Agreement, or the relationship between the parties hereto, shall be subject to the exclusive jurisdiction of and venue in the federal and state courts within New York, and each party hereby consents to the exclusive jurisdiction and venue of these courts, without regard to any conflicts of law principles.

Section 12. NON-WAIVER

In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement shall not act as or be deemed to act as a waiver or modification of the Agreement, nor shall such non-enforcement prevent either party from enforcing each and every term of this Agreement thereafter.

Section 13. SEVERABILITY

If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall in no way be affected.

Section 14. MISCELLANEOUS

The section headings in this Agreement are for the convenience of reference only and shall not be used in interpretation of this Agreement. The singular number used herein shall include the plural and plural the singular. The neuter, masculine or feminine genders used herein shall be deemed to include each other. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute the same instrument. Any remedies which the parties hereto may have pursuant to this Agreement or by law shall be cumulative. Unless specifically provided elsewhere herein, nothing in this Agreement is intended to benefit any person or entity not a party hereto.

Section 15. NO ASSIGNMENTS

No Party may assign any of its rights or delegate any performance under this Agreement, voluntarily or involuntarily, whether by merger, consolidation, dissolution, operation of the law, or any other manner, except as mutually agreed in writing between the parties. If a party assigns its rights under this Agreement without the non-assigning party's prior written consent, the non-assigning party is entitled to terminate this Agreement. If the non-assigning party terminates this Agreement, the termination is effective as of the assignment's occurrence. Any termination is without prejudice to the non-assigning party's claim for damages.

Section 16. BOOKS AND RECORDS

In accordance with Section 952 of the Omnibus Reconciliation Act of 1980, Client and OIGCN agree that, until the expiration of four (4) years after the furnishing of services pursuant to this Agreement, each shall, upon written request, make available to the Secretary of the Department of Health and Human Services (HHS) or the Secretary's duly authorized representatives, or upon request, to the Comptroller General's duly authorized representatives, this Agreement and such books, documents and records that are necessary to certify the nature and extent of costs hereunder. The availability of the Agreement, books, documents and records shall be subjected at all times to such criteria and procedures for seeking or obtaining access as may be promulgated by the Secretary of HHS in regulations and other applicable law.

Further, OIGCN agrees that Client or its duly authorized representative has the right to audit any directly pertinent books, documents, and records related to its performance of the Services and compliance with the terms and conditions of this Agreement. OIGCN shall make available to Client or its agents all such records within ten (10) business days of a written request. OIGCN agrees to allow Client to make and retain copies of those materials deemed useful for documenting the audit activity and results. The right to audit shall be limited to one (1) audit each year throughout the term of this Agreement and for a period of one (1) year after its expiration or earlier termination. If applicable, the right to audit shall also apply to agents and subcontractors hired by OIGCN for the purpose of fulfilling this Agreement. In the event that audits discover substantive findings related to fraud, misrepresentation or non-performance, or an overcharge on the part of OIGCN, then Client may recoup the costs of the audit work from OIGCN, and in the case of an overcharge, the overpayment made by Client.

Section 17. FEDERAL HEALTH CARE PROGRAM COMPLIANCE EXCLUSION

OIGCN certifies that it is not excluded from participation in a Federal Health Care Program. OIGCN certifies that it is not under investigation by any county, state or federal agency or entity. In addition, OIGCN will inform Client immediately in the event OIGCN becomes the subject or target of any such investigation.

Section 18. FORCE MAJEURE

Neither party will hold the other liable for failure to comply with any of the terms and conditions of this Agreement which failure results from fire, unusually severe weather, labor dispute, strike, war, insurrection, governmental restrictions or acts of God, beyond the reasonable control of such party; provided that such party failing to comply proceeds with reasonable diligence to cure such failure as promptly as possible.

Section 19. GIFTS

OIGCN and its representatives agree to adhere to Client's gift policies in all dealings with Client and its employees.

Section 20. NOTICES

All notices to parties to this Agreement must be in writing, must be served by certified mail – return receipt requested, and shall be addressed as follows:

If to Client:

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

If to OIGCN:

President and CEO
Anthony P Elwood
49 Court Street
Binghamton, NY 13901

Section 21. PUBLICITY

OIGCN agrees not to use the name of Client, the existence of the performance of the Services hereunder, or any matter related to thereto, in any promotional, advertising, or other communication to a third party without the Client’s prior written permission.

Section 22. RED FLAG LANGUAGE

OIGCN agrees to comply with all applicable federal, state and local regulations promulgated to thwart, deter, detect, and mitigate identity theft or fraud, including but not limited to, those regulations promulgated by the Fair Credit Reporting Act as amended by section 114 of the Fair and Accurate Credit Transactions Act of 2003 (“the FACT Act”) commonly known as the “Red Flag Rules” as they exist now or may be amended from time to time. OIGCN shall at a minimum, report to Client the receipt of, or claim of 1) unusual use of, or suspicious activity or documents related to Client Accounts or 2) notice from, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft in connection with Client Accounts.

Section 23. STATUS AND AUTHORITY

Client represents and warrants to OIGCN that currently, and at all times when this Agreement is in effect: (a) Client shall be duly organized, validly existing and in good standing under the law of its state of Pennsylvania, with full corporate power and authority to conduct its business and perform its obligations hereunder, and (b) Client shall have in effect all licenses required by applicable law to conduct its business, including any accreditation by the Joint Commission. OIGCN represents and warrants to Client that currently, and at all times when this Agreement is in effect: (a) OIGCN shall be duly organized, validly existing and in good standing under the law of its state of New York with full corporate power and authority to conduct its business and perform its obligations hereunder, and (b) OIGCN shall have in effect all licenses required by applicable law to conduct its business.

IN WITNESS HEREOF, the parties hereto have caused this Agreement to be signed as of the date first set forth above.

Accepted and Agreed to:

Accepted and Agreed to:

OIG COMPLIANCE NOW, LLC

East Stroudsburg Area School District

By: _____

By: _____

Name: Anthony Elwood

Name:

Title: Chief Executive Officer

Title:

Date: _____

Date: _____

ATTACHMENT A
COMPLIANCE WITH FAIR CREDIT REPORTING ACT (FCRA)

Client: East Stroudsburg Area School District

NOTICE TO USERS OF CONSUMER REPORTS: OBLIGATIONS OF USERS UNDER THE FCRA

All users of consumer reports must comply with all applicable regulations, including regulations promulgated after this notice was first prescribed in 2004. Information about applicable regulations currently in effect can be found at the Consumer Financial Protection Bureau's website, www.consumerfinance.gov/learnmore.

The Fair Credit Reporting Act (FCRA), 15 U.S.C. 1681-1681y, requires that this notice be provided to inform users of consumer reports of their legal obligations. State law may impose additional requirements. The text of the FCRA is set forth in full at the Consumer Financial Protection Bureau's (CFPB) website at www.consumerfinance.gov/learnmore. At the end of this document is a list of United States Code citations for the FCRA. Other information about user duties is also available at the CFPB's website. **Users must consult the relevant provisions of the FCRA for details about their obligations under the FCRA.**

The first section of this summary sets forth the responsibilities imposed by the FCRA on all users of consumer reports. The subsequent sections discuss the duties of users of reports that contain specific types of information, or that are used for certain purposes, and the legal consequences of violations. If you are a furnisher of information to a consumer reporting agency (CRA), you have additional obligations and will receive a separate notice from the CRA describing your duties as a furnisher.

I. OBLIGATIONS OF ALL USERS OF CONSUMER REPORTS

A. Users Must Have a Permissible Purpose

Congress has limited the use of consumer reports to protect consumers' privacy. All users must have a permissible purpose under the FCRA to obtain a consumer report. Section 604 contains a list of the permissible purposes under the law. These are:

- As ordered by a court or a federal grand jury subpoena. Section 604(a)(1)
- As instructed by the consumer in writing. Section 604(a)(2)
- For the extension of credit as a result of an application from a consumer, or the review or collection of a consumer's account. Section 604(a)(3)(A)
- For employment purposes, including hiring and promotion decisions, where the consumer has given written permission. Sections 604(a)(3)(B) and 604(b)
- For the underwriting of insurance as a result of an application from a consumer. Section 604(a)(3)(C)
- When there is a legitimate business need, in connection with a business transaction that is initiated by the consumer. Section 604(a)(3)(F)(i)

- To review a consumer’s account to determine whether the consumer continues to meet the terms of the account. Section 604(a)(3)(F)(ii)
- To determine a consumer’s eligibility for a license or other benefit granted by a governmental instrumentality required by law to consider an applicant’s financial responsibility or status. Section 604(a)(3)(D)
- For use by a potential investor or servicer, or current insurer, in a valuation or assessment of the credit or prepayment risks associated with an existing credit obligation. Section 604(a)(3)(E)
- For use by state and local officials in connection with the determination of child support payments, or modifications and enforcement thereof. Sections 604(a)(4) and 604 (a)(5)

In addition, creditors and insurers may obtain certain consumer report information for the purpose of making “prescreened” unsolicited offers of credit or insurance. Section 604(c). The particular obligations of users of “prescreened” information are described in Section VII below.

B. Users Must Provide Certifications

Section 604(f) prohibits any person from obtaining a consumer report from a consumer reporting agency (CRA) unless the person has certified to the CRA the permissible purpose(s) for which the report is being obtained and certifies that the report will not be used for any other purpose.

C. Users Must Notify Consumers When Adverse Actions Are Taken

The term “adverse action” is defined very broadly by Section 603. “Adverse actions” include all business, credit, and employment actions affecting consumers that can be considered to have a negative impact as defined by Section 603(k) of the FCRA – such as denying or canceling credit or insurance, or denying employment or promotion. No adverse action occurs in a credit transaction where the creditor makes a counteroffer that is accepted by the consumer.

1. Adverse Actions Based on Information Obtained From a CRA

If a user takes any type of adverse action as defined by the FCRA that is based at least in part on information contained in a consumer report, Section 615(a) requires the user to notify the consumer. The notification may be done in writing, orally, or by electronic means. It must include the following:

- The name, address, and telephone number of the CRA (including a toll-free telephone number, if it is a nationwide CRA) that provided the report.
- A statement that the CRA did not make the adverse decision and is not able to explain why the decision was made.
- A statement setting forth the consumer’s right to obtain a free disclosure of the consumer’s file from the CRA if the consumer makes a request within 60 days.
- A statement setting forth the consumer’s right to dispute directly with the CRA the accuracy or completeness of any information provided by the CRA.

2. Adverse Actions Based on Information Obtained From Third Parties Who Are Not Consumer Reporting Agencies

If a person denies (or increases the charge for) credit for personal, family, or household purposes based either wholly or partly upon information from a person other than a CRA, and the information is the type of consumer information covered by the FCRA, Section 615(b)(1) requires that the user clearly and accurately disclose to the consumer his or her right to be told

the nature of the information that was relied upon if the consumer makes a written request within 60 days of notification. The user must provide the disclosure within a reasonable period of time following the consumer's written request.

3. Adverse Actions Based on Information Obtained From Affiliates

If a person takes an adverse action involving insurance, employment, or a credit transaction initiated by the consumer, based on information of the type covered by the FCRA, and this information was obtained from an entity affiliated with the user of the information by common ownership or control, Section 615(b)(2) requires the user to notify the consumer of the adverse action. The notice must inform the consumer that he or she may obtain a disclosure of the nature of the information relied upon by making a written request within 60 days of receiving the adverse action notice. If the consumer makes such a request, the user must disclose the nature of the information not later than 30 days after receiving the request. If consumer report information is shared among affiliates and then used for an adverse action, the user must make an adverse action disclosure as set forth in I.C.1 above.

D. Users Have Obligations When Fraud and Active Duty Military Alerts are in Files

When a consumer has placed a fraud alert, including one relating to identity theft, or an active duty military alert with a nationwide consumer reporting agency as defined in Section 603(p) and resellers, Section 605A(h) imposes limitations on users of reports obtained from the consumer reporting agency in certain circumstances, including the establishment of a new credit plan and the issuance of additional credit cards. For initial fraud alerts and active duty alerts, the user must have reasonable policies and procedures in place to form a belief that the user knows the identity of the applicant or contact the consumer at a telephone number specified by the consumer; in the case of extended fraud alerts, the user must contact the consumer in accordance with the contact information provided in the consumer's alert.

E. Users Have Obligations When Notified of an Address Discrepancy

Section 605(h) requires nationwide CRAs, as defined in Section 603(p), to notify users that request reports when the address for a consumer provided by the user in requesting the report is substantially different from the addresses in the consumer's file. When this occurs, users must comply with regulations specifying the procedures to be followed. Federal regulations are available at www.consumerfinance.gov/learnmore.

F. Users Have Obligations When Disposing of Records

Section 628 requires that all users of consumer report information have in place procedures to properly dispose of records containing this information. Federal regulations have been issued that cover disposal.

II. CREDITORS MUST MAKE ADDITIONAL DISCLOSURES

If a person uses a consumer report in connection with an application for, or a grant, extension, or provision of, credit to a consumer on material terms that are materially less favorable than the most favorable terms available to a substantial proportion of consumers from or through that person, based in whole or in part on a consumer report, the person must provide a risk-based pricing notice to the consumer in accordance with regulations prescribed by the CFPB.

Section 609(g) requires a disclosure by all persons that make or arrange loans secured by residential real property (one to four units) and that use credit scores. These persons must

provide credit scores and other information about credit scores to applicants, including the disclosure set forth in Section 609(g)(1)(D) ("Notice to the Home Loan Applicant").

III. OBLIGATIONS OF USERS WHEN CONSUMER REPORTS ARE OBTAINED FOR EMPLOYMENT PURPOSES

A. Employment Other Than in the Trucking Industry

If information from a CRA is used for employment purposes, the user has specific duties, which are set forth in Section 604(b) of the FCRA. The user must:

- Make a clear and conspicuous written disclosure to the consumer before the report is obtained, in a document that consists solely of the disclosure, that a consumer report may be obtained.
- Obtain from the consumer prior written authorization. Authorization to access reports during the term of employment may be obtained at the time of employment.
- Certify to the CRA that the above steps have been followed, that the information being obtained will not be used in violation of any federal or state equal opportunity law or regulation, and that, if any adverse action is to be taken based on the consumer report, a copy of the report and a summary of the consumer's rights will be provided to the consumer.
- Before taking an adverse action, the user must provide a copy of the report to the consumer as well as the summary of consumer's rights. (The user should receive this summary from the CRA.) A Section 615(a) adverse action notice should be sent after the adverse action is taken.

An adverse action notice also is required in employment situations if credit information (other than transactions and experience data) obtained from an affiliate is used to deny employment. Section 615(b)(2)

The procedures for investigative consumer reports and employee misconduct investigations are set forth below.

B. Employment in the Trucking Industry

Special rules apply for truck drivers where the only interaction between the consumer and the potential employer is by mail, telephone, or computer. In this case, the consumer may provide consent orally or electronically, and an adverse action may be made orally, in writing, or electronically. The consumer may obtain a copy of any report relied upon by the trucking company by contacting the company.

IV. OBLIGATIONS WHEN INVESTIGATIVE CONSUMER REPORTS ARE USED

Investigative consumer reports are a special type of consumer report in which information about a consumer's character, general reputation, personal characteristics, and mode of living is obtained through personal interviews by an entity or person that is a consumer reporting agency. Consumers who are the subjects of such reports are given special rights under the FCRA. If a user intends to obtain an investigative consumer report, Section 606 requires the following:

- The user must disclose to the consumer that an investigative consumer report may be obtained. This must be done in a written disclosure that is mailed, or otherwise delivered, to the consumer at some time before or not later than three days after the date on which the report was first requested. The disclosure must include a statement informing the consumer of his or her right to request additional

disclosures of the nature and scope of the investigation as described below, and the summary of consumer rights required by Section 609 of the FCRA. (The summary of consumer rights will be provided by the CRA that conducts the investigation.) The user must certify to the CRA that the disclosures set forth above have been made and that the user will make the disclosure described below.

- Upon the written request of a consumer made within a reasonable period of time after the disclosures required above, the user must make a complete disclosure of the nature and scope of the investigation. This must be made in a written statement that is mailed, or otherwise delivered, to the consumer no later than five days after the date on which the request was received from the consumer or the report was first requested, whichever is later in time.

V. **SPECIAL PROCEDURES FOR EMPLOYEE INVESTIGATIONS**

Section 603(x) provides special procedures for investigations of suspected misconduct by an employee or for compliance with Federal, state or local laws and regulations or the rules of a self-regulatory organization, and compliance with written policies of the employer. These investigations are not treated as consumer reports so long as the employer or its agent complies with the procedures set forth in Section 603(x), and a summary describing the nature and scope of the inquiry is made to the employee if an adverse action is taken based on the investigation.

VI. **OBLIGATIONS OF USERS OF MEDICAL INFORMATION**

Section 604(g) limits the use of medical information obtained from consumer reporting agencies (other than payment information that appears in a coded form that does not identify the medical provider). If the information is to be used for an insurance transaction, the consumer must give consent to the user of the report or the information must be coded. If the report is to be used for employment purposes – or in connection with a credit transaction (except as provided in federal regulations) – the consumer must provide specific written consent and the medical information must be relevant. Any user who receives medical information shall not disclose the information to any other person (except where necessary to carry out the purpose for which the information was disclosed, or as permitted by statute, regulation, or order).

VII. **OBLIGATIONS OF USERS OF "PRESCREENED" LISTS**

The FCRA permits creditors and insurers to obtain limited consumer report information for use in connection with unsolicited offers of credit or insurance under certain circumstances. Sections 603(l), 604(c), 604(e), and 615(d). This practice is known as "prescreening" and typically involves obtaining from a CRA a list of consumers who meet certain preestablished criteria. If any person intends to use prescreened lists, that person must (1) before the offer is made, establish the criteria that will be relied upon to make the offer and to grant credit or insurance, and (2) maintain such criteria on file for a three-year period beginning on the date on which the offer is made to each consumer. In addition, any user must provide with each written solicitation a clear and conspicuous statement that:

- Information contained in a consumer's CRA file was used in connection with the transaction.
- The consumer received the offer because he or she satisfied the criteria for credit worthiness or insurability used to screen for the offer.
- Credit or insurance may not be extended if, after the consumer responds, it is determined that the consumer does not meet the criteria used for screening or any

applicable criteria bearing on credit worthiness or insurability, or the consumer does not furnish required collateral.

- The consumer may prohibit the use of information in his or her file in connection with future prescreened offers of credit or insurance by contacting the notification system established by the CRA that provided the report. The statement must include the address and toll-free telephone number of the appropriate notification system.

In addition, the CFPB has established the format, type size, and manner of the disclosure required by Section 615(d), with which users must comply. The relevant regulation is 12 CFR 1022.54.

VIII. OBLIGATIONS OF RESELLERS

A. Disclosure and Certification Requirements

Section 607(e) requires any person who obtains a consumer report for resale to take the following steps:

- Disclose the identity of the end-user to the source CRA.
- Identify to the source CRA each permissible purpose for which the report will be furnished to the end-user.
- Establish and follow reasonable procedures to ensure that reports are resold only for permissible purposes, including procedures to obtain:
 - (1) the identity of all end-users;
 - (2) certifications from all users of each purpose for which reports will be used; and
 - (3) certifications that reports will not be used for any purpose other than the purpose(s) specified to the reseller. Resellers must make reasonable efforts to verify this information before selling the report.

B. Reinvestigations by Resellers

Under Section 611(f), if a consumer disputes the accuracy or completeness of information in a report prepared by a reseller, the reseller must determine whether this is a result of an action or omission on its part and, if so, correct or delete the information. If not, the reseller must send the dispute to the source CRA for reinvestigation. When any CRA notifies the reseller of the results of an investigation, the reseller must immediately convey the information to the consumer.

C. Fraud Alerts and Resellers

Section 605A(f) requires resellers who receive fraud alerts or active duty alerts from another consumer reporting agency to include these in their reports.

IX. LIABILITY FOR VIOLATIONS OF THE FCRA

Failure to comply with the FCRA can result in state government or federal government enforcement actions, as well as private lawsuits. Sections 616, 617, and 621. In addition, any person who knowingly and willfully obtains a consumer report under false pretenses may face criminal prosecution. Section 619.

The CFPB's website, www.consumerfinance.gov/learnmore, has more information about the FCRA, including publications for businesses and the full text of the FCRA.

Citations for FCRA sections in the U.S. Code, 15 U.S.C. § 1681 et seq.:

Section 602	15 U.S.C. 1681
Section 603	15 U.S.C. 1681a
Section 604	15 U.S.C. 1681b
Section 605	15 U.S.C. 1681c
Section 605A	15 U.S.C. 1681cA
Section 605B	15 U.S.C. 1681cB
Section 606	15 U.S.C. 1681d
Section 607	15 U.S.C. 1681e
Section 608	15 U.S.C. 1681f
Section 609	15 U.S.C. 1681g
Section 610	15 U.S.C. 1681h
Section 611	15 U.S.C. 1681i
Section 612	15 U.S.C. 1681j
Section 613	15 U.S.C. 1681k
Section 614	15 U.S.C. 1681l
Section 615	15 U.S.C. 1681m
Section 616	15 U.S.C. 1681n
Section 617	15 U.S.C. 1681o
Section 618	15 U.S.C. 1681p
Section 619	15 U.S.C. 1681q
Section 620	15 U.S.C. 1681r
Section 621	15 U.S.C. 1681s
Section 622	15 U.S.C. 1681s-1
Section 623	15 U.S.C. 1681s-2
Section 624	15 U.S.C. 1681t
Section 625	15 U.S.C. 1681u
Section 626	15 U.S.C. 1681v
Section 627	15 U.S.C. 1681w
Section 628	15 U.S.C. 1681x
Section 629	15 U.S.C. 1681y

Summary of Consumer's Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

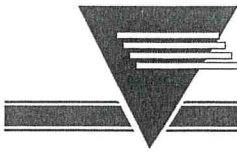
A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street NW Washington, DC 20552</p> <p>b. Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, SE Washington, DC 20590</p>
<p>4. Creditors Subject to Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, SW</p>

	Washington, DC 20423
5. Creditors Subject to Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, SW, 8th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, NE Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates <i>or</i> Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 (877) 382-4357



ATTACHMENT B
OIGCN SANCTION SCREENING & VALIDATION SERVICES

Client: East Stroudsburg Area School District

Screening Service

OIGCN to provide monthly screening of the total number of records submitted by Client. Screening process will use submitted information to determine exclusion matches against the government lists outlined below. OIGCN will conduct manual verification of results using the listed database websites to verify current exclusion status.

Screening Lists

OIGCN agrees to screen the sanction agency lists shown below. New lists for each category will be included automatically each month, as they become available.

- U.S. Department of Health and Human Services Office of the Inspector General List of Excluded Individuals/Entities (LEIE)
- U.S. General Services Administration System for Award Management (SAM) Excluded Entities List
- Federal Lists including DEA, FDA, TRICARE, OFAC, USDHHS ORI PHS, FCPA, BIS, HRSA HEAL, DDTC and Wanted Terrorists/Fugitives
- All publicly available State-level Medicaid Exclusions Lists (or equivalent) and State-level Debarred Lists
- State Disciplinary/Disbarment Lists for the past ten years (up to 5 states)
- CMS Opt-Out List (centralized list now encompasses all state opt outs)

Record Types Screened

- Employees/Non-Providers
- Physicians/Providers
- Vendors/Contractors

Screening Frequency

- Monthly

File Upload and Translation

- Web portal submission of data files or single checks
- Data file submitted as CSV via secure FTP folder with encryption and translation by OIGCN

Fields for Data Files

- Record ID – required; this should be a unique Customer ID or Vendor ID
- First Name – required
- Middle Name
- Last Name - required
- Date of Birth
- Address Information
- Provider License State
- Provider License Type
- Provider License Number
- NPI
- Job Title – helpful for some state level investigations
- Hire Date – helpful for investigations

Work Flow

- Client submits single names via the web portal or batch files securely via portal upload or sFTP
- *For pre-hire screening of single names, it is recommended that the Client separately screen all applicant names (e.g., both married and maiden names for female applicants).*
- OIGCN will screen the records against the OIGCN database to determine name matches against the agency databases listed
- OIGCN will use Client-provided information to clear matches; all matches will be confirmed by direct access to the government agency websites
- For matches unable to be cleared, OIGCN will log those matches as Active Notes in the OIGCN portal; investigation responses will be logged in the portal by Client for OIGCN review.
- OIGCN will use Customer-provided information to attempt to clear name matches; for matches unable to be cleared after this process, OIGCN will complete the record status as "Affidavit Suggested". Other rules for disposition of matches will be defined by Client.
- Files will be completed and reports will be prepared and made available to the Client; see Reports section.

Reports

- Validated exclusion/sanction reports will be sent separately as PDFs to Client, and will outline exclusion types, agencies, dates and other available information. OIGCN will also inform Client of any pending actions that could lead to the exclusion of any individual, if available.
- Summary screening reports will be available in the web portal and will outline screening statistics and indicate any unverified data.
- Expected turnaround time for monthly reports is dependent on the number of name matches that require investigation. Based on the timely receipt of investigation needs from the Client, expected turnaround time is within two weeks from the date investigation needs are received.
- Turnaround times for single name checks is immediate unless there are investigations required.

Fees

Outlined in Attachment F

ATTACHMENT C
SINGLE NAME CHECK SCREENING SERVICE (SNCS)

Client: East Stroudsburg Area School District

OIGCN to provide single name checks, including verification, of either Affiliated Personnel or Vendors as submitted in any given month against the following lists:

- U.S. Department of Health and Human Services Office of the Inspector General List of Excluded Individuals/Entities (LEIE)
- U.S. Government Services Administration System for Award Management (SAM) List (formerly EPLS)
- Federal Lists including DEA, FDA, TRICARE, OFAC SDN, USDHHS ORI PHS, and Wanted Terrorists/Fugitives
- List of Suspended or Excluded MassHealth Providers and published Medicaid exclusions lists (or equivalent) of all other states
- All publically available state-level Medicare Opt-Out lists (currently all 50 states including two lists in California)

Affiliated Personnel shall mean employees, volunteers, physicians (including, but not limited to, salaried physicians, affiliated physicians or referring physicians), Board members, or any other individual working for or providing services to the Provider who is not a Vendor (as defined below).

Vendor shall mean any vendor, supplier, manufacturer, consultant, contractor, subcontractor or any other individual or entity providing products or services to the Provider who is not considered an Affiliated Personnel of the Provider, and who has been designated as a vendor recommended for sanction screening as defined by MassHealth.

Process

Provider will utilize the following process for name screening:

- Provider will use a single name check upload tool for each name required to be screened. Tool can be accessed online using the Provider client portal.

- The tool will collect the following information from the user using a data entry grid for an Employee, Physician/Other or Vendor name:
 - Employee or Physician/Other: Last Name, First Name, SSN, DOB, Address, City, State, License #, License Type, License State, and NPI#. Only name information is required. Only information that is entered will be searchable at a later date.
 - Vendor: Business Name and EIN; OR Last Name, First Name and SSN. All information is required. Optional fields include License #, License Type, License State, and NPI#. Only entered information for optional fields will be searchable at a later date.
- *For pre-hire sanction screening, it is recommended that the Provider separately screen all applicant names (e.g., both married and maiden names for female applicants).*
- OIGCN will screen and investigate any name association matches.
- OIGCN will work with the Provider to conduct investigation activities.
- OIGCN will complete a single-name screening summary report for each name screened, as well as any reports for exclusions or Opt-Outs (see report descriptions below).
- Reports can be accessed via the Provider's online portal at the top of each hour when the portal system refreshes.
- Provider will be able to search all screening results using an online tool in the portal to find individual names of screened parties, with links to screening reports.

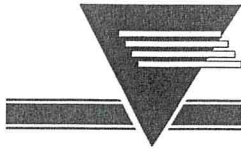
Sanction Screening Summary and Exclusions Reporting

Provider will receive the following monthly reports from OIGCN:

- a. Sanction Screening Single-Name Summary Report – this will list the individual name screened, screening statistics, indicate any unverified data, and will be available in the online Provider portal
- b. Validated Exclusions Reports – this will consist of a separate report for each exclusion that is identified and validated by OIGCN; OIGCN will also inform Provider of any pending action that could lead to the exclusion of any individual; these reports will be sent electronically to designated Provider contact by OIGCN
- c. Validated Opt-Out Reports – this will consist of a separate report for each Opt-Out episode that is identified and validated by OIGCN, and will be sent electronically to designated Provider contact by OIGCN

Fees

Outlined in Attachment F



ATTACHMENT D
DEATH MASTER FILE / NATIONAL PLAN & PROVIDER ENUMERATION
SYSTEM CHECKS

Client: East Stroudsburg Area School District

Screening Service

OIGCN to provide monthly screening of submitted records. Screening checks will use Social Security Number (SSN) Information to determine SSN matches against the Social Security Administration's Death Master File (DMF) Public List. OIGCN will use submitted National Provider Identifier (NPI) information to identify any NPI numbers that have been deactivated in the NPPES NPI Registry. NPI information is not required for screening against the DMF.

Record Types

- Employees/Non-providers
- Licensed practitioners
- Individual Contractors

Screening Frequency

- Initial check
- Monthly

Screening Lists

- National Technical Information Service (NTIS) Death Master File (DMF) SSA Public List [NTIS is the only authorized official distributor of the DMF database on the Web; OIGCN is a Licensed Subscriber to the NTIS DMF database. The NTIS DMF database does not contain state records on file with the Social Security Administration (SSA); state records are only available to select government agencies.]
- Centers for Medicare & Medicaid Services (CMS) National Plan and Provider Enumeration System (NPPES) NPI Registry

File Upload and Translation

- Single names or data file submitted to DMF web portal

Fields Required

- RecordID
- FirstName
- LastName
- DOB [MM/DD/YYYY]

- SSN [9 digits]
- NPI [can be blank; only required for NPPES query]

Work Flow

- Client submits single name or data file to DMF portal
- Automatic screen of records against the OIGCN DMF Database
- Secondary screen against the live NPPES NPI Registry (uses the NPPES API) if NPIs are provided in file
- Screening results prepared as PDFs; can be downloaded from the DMF portal or set to send by secure email to user

****Client agrees to safeguard screening results as outlined in the mandated NTIS disclosure shown below:**

Death Master File Use of Information - Mandatory Disclosure

As outlined under Part 1110 of Title 15 of the Code of Federal Regulations, only certified persons are approved to disclose Limited Access DMF information, and then only for legitimate purposes. OIGCN is certified under § 1110.102 as an entity with a legitimate fraud prevention interest because it has in place the systems, facilities, and procedures to safeguard the accessed information, as well as the experience in maintaining the confidentiality, security and appropriate use of the accessed information.

In agreeing to the terms and conditions in this Attachment, Client agrees to use Limited Access DMF information only for legitimate fraud prevention interests and to safeguard the information contained in reports produced by OIGCN.

As outlined in 15 CFR 1110.200, failure to act in accordance with these regulations will result in the imposition of penalty upon the Client in the amount of \$1,000 for each disclosure violation, payable to the General Fund of the United States Department of the Treasury. The total amount of the penalty shall not exceed \$250,000 unless Client's disclosure or use is willful when it is a "voluntary, intentional violation of a known legal duty".

FEES

Outlined in Attachment F

ATTACHMENT E
LICENSE VERIFICATION SERVICES

Client: East Stroudsburg Area School District

License Verification Service

OIGCN to provide monthly license verification checks of the total number of practitioners submitted by Client. Checks will use submitted information to determine any disciplinary actions on the submitted licenses against the database listed below. OIGCN will conduct manual verification of license results using the listed database websites to verify current status of licensure.

Screening List

- State Licensure Boards

Record Types

- Licensed Practitioners

Screening Frequency

- Monthly

File Upload and Translation

- Web portal or file drop submission of data file
- Data file submitted as CSV via secure FTP folder with encryption and translation

Fields Required

- RecordID
- LastName
- FirstName
- LicenseType
- LicenseState
- LicenseNumber
- NPI

Work Flow

- Client submits file to OIGCN
- OIGCN will conduct verification of each license against the relevant state-level licensing board to verify license status.

- OIGCN will return an Excel spreadsheet to the Provider that includes information on records screened; see Data Fields Returned section

Data Fields Returned

- RecordID
- LastName
- FirstName
- LicenseType
- LicenseState
- LicenseNumber
- NPI
- License Expiration Date
- License Status
- Notes – disciplinary action information or other details regarding license status

Record Fees

Outlined in Attachment F

**ATTACHMENT F
FEE SCHEDULE**

Service	Type	Amount	Billing Timeframe
Sanction Screening	Portal Access	\$400.00	Annually
	Single Name Check	\$1.50/name	Monthly
	Batch File Screening	Tier Based	Monthly
	0 – 5K/month	\$0.19/record	
	5K – 20K/month	\$0.17/record	
	20K+/month	\$0.15/record	
DMF	Portal Access	\$400.00	Annually
	Batch File Screening	Tier Based	Monthly
	0 – 5K/month	\$0.30/record	
	5K – 20K/month	\$0.28/record	
	20K+/month	\$0.26/record	
License Verification		\$2.25/record	Monthly
	State Board Fees	Client also agrees to pay mandatory state-level licensing board fees required to obtain active license status information.	
Technical Development & Consulting Fees		\$175.00/hr	As Needed

Payments & Remittance

ACH/EFT payment is requested for all invoicing (details will be provided).

Check Payment:

Make checks payable to: Evolution Consulting South, LLC

(This is the management company for OIG Compliance Now, LLC)

Payment & Remittance should be mailed to:

Evolution Consulting South, LLC

Attn: Accounts Receivable

2940 University Pkwy

Sarasota, FL 34243

Office: (941) 351-3200

Operation Hours: Monday – Friday, 8:00 am to 4:00 pm EST

Form 611

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

The respondent's email (doraida-simmons@esasd.net) was recorded on submission of this form.

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT
Procurement Form

Name of Requestor *

Damaris Robins

Department *

Transportation

Building *

Administration

What service or item are requesting *

Service Finder

165

Why are you requesting the service or item *

Upgraded version to a current program

Suggested replacement *

Service Finder

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

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

9500.00

What is the total cost of the purchase? *

9500.00

166

Procurement Method: *

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

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.

167

Which Fund will be charged? *

10 ▼

What account will be charged? *

10272034800000000070000000

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

No, current vendor

Any additional information you would like to provide.

The district currently utilizes service finder for the maintenance of district vehicles however, the vendor relaunched the program which requires additional training in order to gain knowledge of it's uses.

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

Google Forms

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Implementation Services			
Project Management <ul style="list-style-type: none"> • Single Point-of-Contact Service • Regularly scheduled project status checks to ensure consistent and timely support throughout your implementation project. • Maintenance of overall project timeline. 	6	Months	
Data Management <ul style="list-style-type: none"> • Seamless migration of existing data to the new system • Expert guidance and support throughout the process • Testing to confirm data accuracy and integrity 		Included	
Go-Live Support <ul style="list-style-type: none"> • Creation of Go-Live plan in collaboration with your experienced Transfinder Project Manager. • Live access to Transfinder project management and training expertise as you navigate the week of your system go-live 		Included	
Online Training Hours <ul style="list-style-type: none"> • Comprehensive one-on-one training with an Application Specialist • Customized training materials and resources. • Access to recordings of personalized training sessions. 	8	Hours	
Servicefinder Support includes: <ul style="list-style-type: none"> • Regular software updates to enhance functionality and security. • Dedicated customer support to assist with any issues or questions. • Access to a knowledge base and user community for additional help. • Servicefinder is maintained in the Transfinder Hosted Network which includes database server, application servers, storage, and data maintenance 		Included	Included
		<i>Transfinder University Discount</i>	
			<i>-\$1,925</i>
		Initial Cost	\$9,500
		Increase to existing Servicefinder Annual Support Fees	Included \$7,000

This proposal has been prepared at your request. All invoices are due and payable upon receipt. The total system cost for any of the options, is due and payable upon installation. Any Federal and/or State Sales or local taxes are the responsibility of the Licensee.

APPROVED BY:

Client Name & Title

Signature

Purchase Order Number

Date

Form 611

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

The respondent's email (matthew-krauss@esasd.net) was recorded on submission of this form.

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT
Procurement Form

Name of Requestor *

Matthew Krauss

Department *

Business Office

Building *

Central Administration

What service or item are requesting *

Frontline Education Support Hours

171

Why are you requesting the service or item *

Additional support hours are needed to complete the overhaul and revamping of the district's Absence Management and Time & Attendance software through Frontline Education. This will continue the work to align the system with CSIU FIS (new financial/HR software) and improve data quality district-wide. The support hours allow district administration to work with a Frontline Support specialist who is an expert in their system.

Suggested replacement *

Additional contract hours

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

N/A

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

N/A

What is the total cost of the purchase? *

\$4,500

172

Procurement Method: *

- Quote Received only one Proposal
- Request for Proposal (RFP)
- Bid
- Other: N/A

Was this purchase budgeted? *

No ▼

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

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

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

173

Which Fund will be charged? *

10



What account will be charged? *

10-2515-330-000-00-000-005-000-0000

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

Additional hours for a previously board approved contract.

Any additional information you would like to provide.

This contract covers an additional 12 hours of support.

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

Google Forms

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1400 Atwater Drive Malvern, PA 19355

Issue Date: 12/06/2023

District PO#

East Stroudsburg Area School District

Professional Services Proposal

THE FOLLOWING INFORMATION IS CONFIDENTIAL

Services and Costs (Currency is USD)

Scope of Work	
Overview – Virtual Tune Up Service	
Deliverable(s) - Please see the attached PDF outlining the statement of work (SOW) for all the deliverables. This is a one-time fee and travel is not required for the service.	
One-Time Fee(s)	
Time & Attendance Tune-Up	\$4,500.00
* Travel Expenses - All travel and lodging costs are the responsibility of the school district - Any state specific requirements regarding travel expenses or invoicing are the responsibility of the school district to share with Frontline Education	
Total	\$4,500.00 (plus applicable sales tax)

Additional time on the project outside of the scope of the above proposal will be assessed for additional costs.
 Services, products, and training cannot be ordered or scheduled until a signed copy of this proposal has been received.
 Purchase Orders required only if mutually agreed by Frontline Education and the District.
 The proposal expires within 30 days from the issue date.

Signature		Date	
Name		Title	

175



Exhibit A-1 Frontline Customer Order Form

1400 Atwater Drive Malvern, PA 19355

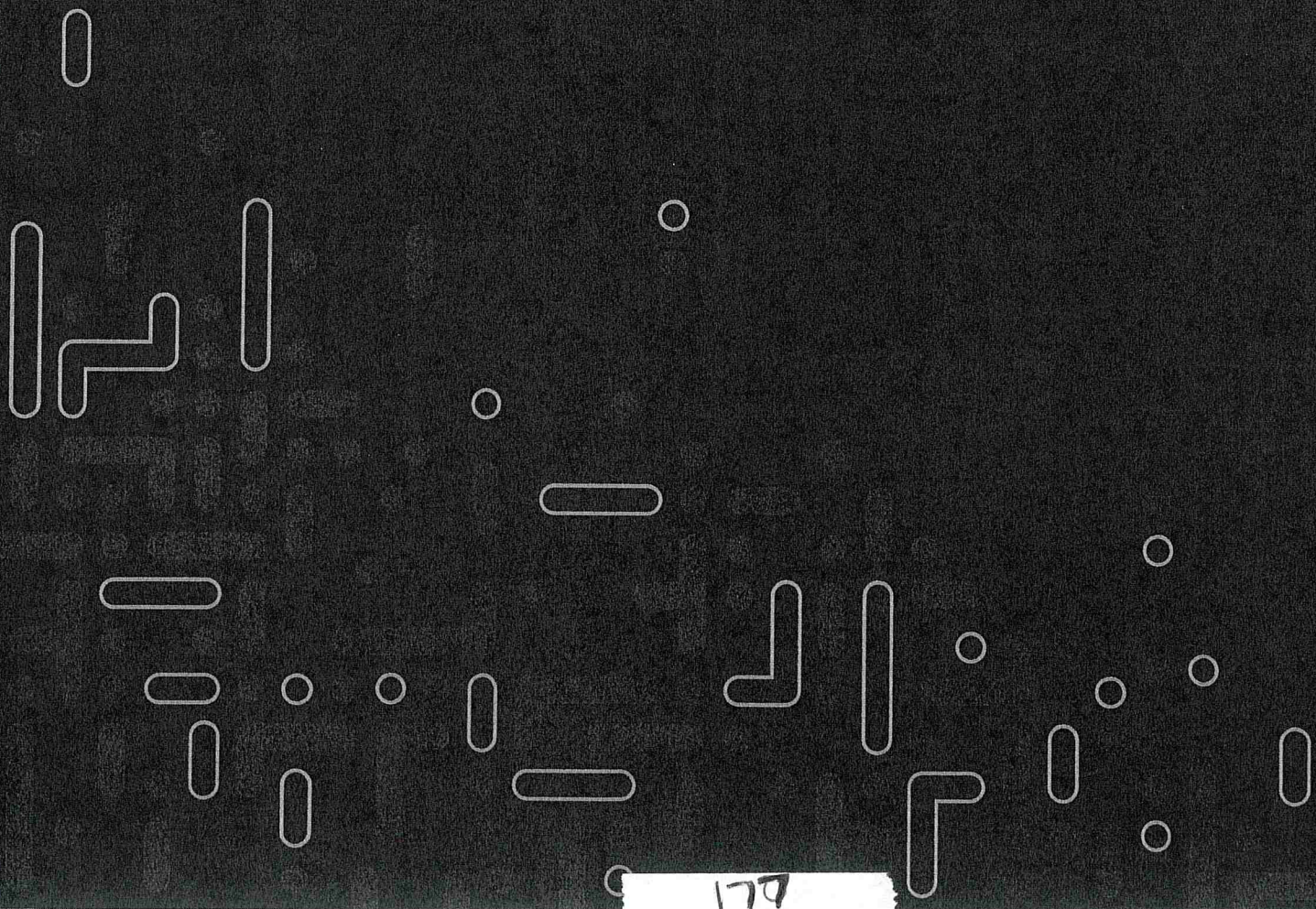
The rates and details of this proposal are guaranteed for 30 days from issue date.
The agreed upon service must be used within 12 months of signature.

176



Virtual Tune-Up

Standard Service Delivery



179

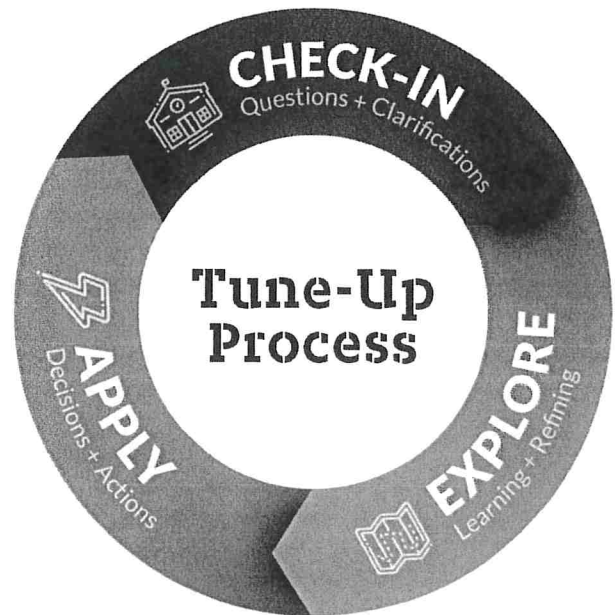
Statement of Work

Virtual Tune-Up Services

Frontline Education provides a comprehensive service methodology and expert resources to partner with your team throughout the service.

Scope / Deliverables

- Initial coordination to develop engagement plan (shared outcomes, process)
- Several virtual session to iteratively:
 - Explore and clarify relevant system connections
 - Refine understanding and configuration
 - Action plan to capture decision points and updates
- Application between live sessions to apply the learning and inform revisions
- The Frontline Subject Matter Expert provides targeted coaching and support throughout the service, culminating in an Engagement Report with next steps



Schedule

On average, a typical Virtual Tune-Up happens over the course of one to two weeks, with 2-3-hour sessions occurring throughout the week(s). You and your organization will receive up to 12 hours of live instructional and consultative time. Your Frontline Education Subject Matter Expert will work with you and your team to plan a timeframe that fits your needs.

Client Responsibilities

- Your district will work with the Frontline Subject Matter Expert to determine a time frame and schedule for the service
- Your district will engage in application and decision-making throughout the tune-up to ensure maximum outcome from the service

Assumptions

- Small working group to maintain momentum and achieve goals (team of 5 or fewer)
- Ideally completed during one-two weeks' time (exact schedule to be mutually determined with your organization and your Frontline Subject Matter Expert)
- Frontline Education and your organization will use a collaborative approach to ensure service delivery success



Service Policies

- Services are scheduled on a first-come, first-serve basis. Frontline Education will work closely with the Customer to ensure a mutually-agreed-upon delivery time frame; however, Frontline Education cannot commit to a delivery date before receiving a signed proposal.
- Services requested after the delivery close out will require additional charges and a new services proposal.
- Service costs are priced with the assumption that the delivery of the service will be completed within 365 days after signing. Frontline reserves the right to charge the Customers the service fees due to Customer-caused delays occurring after the 365-day delivery period.



FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002748	11/28/2023	DAWN M ARNST TAX COLLECTOR	Par#14.6.1.49		979.80
0000002749	11/28/2023	EAST STROUDSBURG	DED: Dues 10M - Full Payroll Pay Date: 11/22/2023	DED: Dues 12M - Full Payroll Pay Date: 11/22/2023	6,711.13
0000002750	11/28/2023	ED FOUNDATION OF ES/GENERAL FUND	DED: Educ Found - Full Payroll Pay Date: 11/22/2023	DED: ES Scholarship - Full Payroll Pay Date: 11/22/2023	11.00
0000002751	11/28/2023	HAB-DLT	DED: Berkheimer - Full Payroll Pay Date: 11/22/2023		786.64
0000002752	11/28/2023	NYSCSPC (NEW YORK STATE CHILD SUPPORT	DED: NY Support - Full Payroll Pay Date: 11/22/2023		436.61
0000002753	11/28/2023	ESASD EXPENDABLE SCHOLARSHIP	06/30/2023 AMT DUE FROM FUND 10		12,227.57
0000002754	11/30/2023	MILDRED DURAN	2023 SUMMER TUITION EDUC 181	2023 SUMMER TUITION EDUC 188	3,975.00
0000002755	11/30/2023	ESEA	DED: Prof Union Dues - Full Payroll Pay Date: 11/9/2023	DED: Prof Union Dues - Payroll Pay Date: 10/26/2023	31,691.00
0000002756	11/30/2023	ESEA	DED: Prof Union Dues - Full Payroll Pay Date: 11/22/2023		31,580.00
0000002757	12/01/2023	JOHN J MINORA ESQUIRE	Settlement & Agreement Release Bd App 10.23.23		6,000.00
0000002758	12/04/2023	ACAR LEASING INC	STANDARD: DAILY Rental (Unit A474 - VIN: 2C4RC1GG6JR311494)	Fuel Surcharge	407.85
0000002759	12/04/2023	ACDA EASTERN DIVISION	Ulaundry - high school mixed(satb) honor choir/acda provided housing	kopanati yashui hs honor choir	3,293.00
0000002760	12/04/2023	AMERICAN RED CROSS	Lifeguarding cert class (Santos HSN)	Lifeguarding cert SY23/24 kirkpatrick	75.60
0000002761	12/04/2023	APPLICATION RESEARCH & DESIGN INC	Display Assembly, Space Gray 2020 M1	Service Labor Charge	1,297.00
0000002762	12/04/2023	ASCD STORE	SELECT MEMBERSHIP 1602010		89.00
0000002763	12/04/2023	ASL REFRIGERATION INC	app#9		27,450.00
0000002764	12/04/2023	B & H PHOTO	Ilford MULTIGRADE RC Deluxe paper (pearl 8x10, 100 sheets) B&H #IL1180266	Ilford rapid fixer (liquid, 1 liter) B&H #ILRFL	556.58
0000002765	12/04/2023	BENDER'S TREE SERVICE LLC	remove two dead trees at JTL		2,000.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002766	12/04/2023	BUS PARTS WAREHOUSE	INV# 159375 / CPS-F150172	INV# 159375 / SAT-MAX2S	5,490.00
0000002767	12/04/2023	CARDIO PARTNERS INC	PO Import		248.00
0000002768	12/04/2023	CAROLINA BIOLOGICAL SUPPLY CO	228020 preserved cats		165.60
0000002769	12/04/2023	CHAMPION'S CHOICE	700U Shooting Mat	CC303 Coat RH Shooter size 32 No substitute	1,905.07
0000002770	12/04/2023	CI SOLUTIONS	Q-07708-1,additional ID cards for student ID printing	shipping	604.00
0000002771	12/04/2023	CLAUDE S CYPHERS INC	hose, crimp fitting, hose end		111.44
0000002772	12/04/2023	COMMONWEALTH OF PA	I.D.80072 PWS#2520517		50.00
0000002773	12/04/2023	COMPUTER DISCOUNT WAREHOUSE	OPEN PO FOR CDW RESERVE		1,846.70
0000002774	12/04/2023	CONTINUED COM LLC	Reference: 20230905-154345380 SP CE School Membership-		623.00
0000002775	12/04/2023	CREST GOOD MFG CO INC	BES	LIS	127.71
0000002776	12/04/2023	DAN HOPKINS DESIGNS LLC	Ink Charge	973MPR JERZEES Nublend Sweatpants S BLACK	4,007.75
0000002777	12/04/2023	DAVID ZEIGLER	Fun Science 2024 Division C (High School)- 2 Airplane FULL KIT	Torque Meter	117.00
0000002778	12/04/2023	DD OFFICE PRODUCTS INC	PO Import		57,318.00
0000002779	12/04/2023	D'HUY ENGINEERING INC	north generator	North Storm Pipe Replacement	3,000.34
0000002780	12/04/2023	DRI-STICK DECAL CORPORATION	shipping balance 2400000334		28.08
0000002781	12/04/2023	EASTERN PENN SUPPLY COMPANY	Inv# S032218582.001 District Sensor Boards	invoice #S032408859.001 SME	833.60
0000002782	12/04/2023	EDUCATIONAL DEVELOPMENT CORPORATION	#553654 Write Your Own Story Word Book (IR) (SH)		374.75
0000002783	12/04/2023	EPLUS TECHNOLOGY	WASABI - RCS - OVERAGE - 6.2 TB OVERAGE DECEMBER 2022	Powerlite 83+ projector bulb Item # V13H010L42-BTI	1,234.36

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

12/12/2023 11:11:47 AM East Stroudsburg Area School District Page 2 of 13

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002784	12/04/2023	ESPECIAL NEEDS	F17287 Stealth Lighting Special Needs Stroller-16" Seat Width Color: Red	F07209 Bus Tie Downs for Stealth Stroller	1,378.35
0000002785	12/04/2023	EVERGREEN COMMUNITY CHARTER SCHOOL	Tuition - Evergreen - Nov 23- RegEd	Tuition - Evergreen - Nov 23 - SpEd	23,509.69
0000002786	12/04/2023	FISHER & SON CO INC	Open PO: HSN Ice Melt (5)	Open PO: LIS Ice Melt (5)	3,784.27
0000002787	12/04/2023	FUN AND FUNCTION	DATE: 09/18/2023 QUOTE: 693416		10,867.71
0000002788	12/04/2023	GOTTA GO	PO Import		1,880.00
0000002789	12/04/2023	GOVERNMENT SOFTWARE SERVICES	2ND RUN OF SCHOOL TAX BILLS FOR LEHMAN AND PORTER TOWNSHIP PIKE CTY	CTOBER 2023 MTLHY LEASE FOR LEHMAN AND PORTER TOWNSHIP PIKE CTY	1,459.55
0000002790	12/04/2023	GRAINGER	HSS	admin	117.93
0000002791	12/04/2023	GUITAR CENTER STORES INC	A16-HC225		299.74
0000002792	12/04/2023	HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY	Stage B Read 180 Materials Per proposal# 008860467	1840257 9780358766452 Read 180 Stage C Real Book Workshops 1-3 Student E...	2,316.42
0000002793	12/04/2023	HUDL	SOUTH HUDL subscription 23-24 Dec1,2023-Nov30...		9,400.00
0000002794	12/04/2023	INTEGRAONE	Asset # 103884 5B11B36312 - Lenovo Chromebook 300 G3 Battery		108.00
0000002795	12/04/2023	JAMES T STEPHENS	RIBBONCABLE16-50-1270 16 pin ribbon cable 50" (1270mm) long with locking...	Shipping and Handling	41.00
0000002796	12/04/2023	JOR-KENNA ENTERPRISES LLC	Customer Service Training Course (Total of 8 hours for Customer Service ...		2,750.00
0000002797	12/04/2023	JWPEPPER & SONS-ACCT#36-136400	#11510616 Cold Snap SSA By Mark Hayes		159.30
0000002798	12/04/2023	KATHRYN MARIANNE MILLER	Author's presentations as per agreement approved by ESASD Board of Direc...		800.00
0000002799	12/04/2023	KELLEY BROS LLC	LN key blanks		160.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002800	12/04/2023	LAKESHORE LEARNING MATERIALS	Item No: LC856. LC856 - Alphabet Sounds Teaching Tubs	Item No: DG547. DG547 - Magna-Tiles- Master Set	1,224.78
0000002801	12/04/2023	LANCASTER-LEBANON IU#13	Detailed Quote Attached		6,754.95
0000002802	12/04/2023	LAPP STRUCTURES LLC	JTL garage/shed		8,416.00
0000002803	12/04/2023	LIFELOCK MEDICAL SUPPLY LLC	AMP1100R Outdoor Red AED Cabinet		871.00
0000002804	12/04/2023	LJC DISTRIBUTORS OF FULLER BRUSH	PO Import		985.00
0000002805	12/04/2023	MEIER SUPPLY CO INC	invoice 2746466 MSE	invoice 2732763 MSE	2,881.21
0000002806	12/04/2023	MESKO GLASS CO INC	invoice 8803470 ESE	invoice 8802177 HSN	605.00
0000002807	12/04/2023	M-F ATHLETIC COMPANY INC	23004309 item6632-01		465.00
0000002808	12/04/2023	NICOLE PEREZ	Reimbursement for comp edu student		75.46
0000002809	12/04/2023	NICOLE WILKINS	reimbursement for comp edu student Inv, # 8	reimbursement for comp edu student inv # 9	420.00
0000002810	12/04/2023	NORTHAMPTON COUNTY AREA COMMUNITY COLLEGE	East Stroudsburg School District - SOUTH Dual Enrollment	East Stroudsburg School District - NORTH Dual Enrollment	10,002.25
0000002811	12/04/2023	NORTHEAST PA RIFLE LEAGUE	2023-2024 League Dues for East Stroudsburg High School North		250.00
0000002812	12/04/2023	OFFICE TECHNOLOGY LLC	HP Laserjet 600 M601 M602?CE390X-C?24000?\$104.00		104.00
0000002813	12/04/2023	PATRIOT WORKWEAR	Invoice #39248 dated 10/19/23 for Point Blank HiLite AXBIIIA Body Armor ...		1,144.00
0000002814	12/04/2023	PAXTON/PATTERSON LLC	Bid Item#21606, 1/4" Shank Screw Eyes, 100/Box, Pitsco #70180	Bid Item#21773,Olson Saw Spiral Scroll Saw Blades 5"x032"x46" Pax Pat 5...	98.99
0000002815	12/04/2023	PF PETTIBONE & CO	Minute Books	Shipping Charges	350.95
0000002816	12/04/2023	PORTA PHONE	TD900 Lithium Battery - Rechargeable Lithium Battery	SHIPPING	354.26
0000002817	12/04/2023	REGINA SAYLES	Pay for services for middle school end of quarter reward.		1,000.00
0000002818	12/04/2023	S & W CRAFTS INC	PD-200B?Pinewood Racer - Bulk	shipping charge	2,049.96

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002819	12/04/2023	SAUCON VALLEY MIDDLE & HIGH SCHOOL WRESTLING CLUB	JTL entry fee January 6, 2024		325.00
0000002820	12/04/2023	THE EC/BCLS TRAINING CENTER	Materials and Services Provided by the Instructor Trainer app#11	Heartsaver Instruction Video Digital (20-1123)	1,626.00
0000002821	12/04/2023	TRANE US INC			29,503.64
0000002822	12/04/2023	VARSITY BRANDS HOLDING CO INC	Medium - 40 Purple, White-TEAM TECH SS TEE Item # UA1376842	500 PURPLE, WHITE TEM TECH SS TEE Item # UA1376842 S-7 Lrg-25 XLG...	5,346.00
0000002823	12/04/2023	VEX ROBOTICS INC			1,905.32
0000002824	12/04/2023	WILLIAM ALLEN ATHLETIC DEPARTMENT			150.00
0000002825	12/04/2023	WILLIAM GOUGER	SOUTH Swim entry fee January 27, 2024		291.00
0000002826	12/04/2023	A MARTIN HERRING ESQUIRE	TQ-21 Targets -- Invoice 202301087 dated 11/13/23		1,000.00
0000002827	12/04/2023	CAPITAL ONE	We are to pay half of Statement # 381		1,216.99
0000002828	12/04/2023	CAPTAIN NOTEPAD INC	Misc. lab & classroom Science Supplies	CLASSROOM %2525252520SUPPLIES	1,298.43
0000002829	12/04/2023	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER		1,100.40
0000002830	12/04/2023	FRONTIER	DISTRIC POTS TELEPHON LINE		2,440.61
0000002831	12/04/2023	KING SPRY HERMAN FREUND & FAUL LLC	Invoice # 182944 Employment Matter		351.00
0000002832	12/04/2023	LAIANA BIELA	TRANSPORTATION PARENT DRIVER		540.77
0000002833	12/04/2023	MANWALAMINK WATER COMPANY	SMITHFIELD WATER & SEWER		606.90
0000002834	12/04/2023	MET-ED	SOUTH CAMPUS OCT ELECTRIC	NORTH CAMPUS ELECTRIC	82,007.34
0000002835	12/04/2023	Miriam Stevens	reissue mileage sept 23		34.45
0000002836	12/04/2023	MODERN GAS SALES INC	LEHMAN POOL PROPANE		487.38
0000002837	12/04/2023	PENTELEDATA	TELEPHONE FIBER OPTICS		740.39

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002838	12/04/2023	PP&L	TRAFFIC LIGHT ELECTRIC		104.63
0000002839	12/04/2023	SWEET STEVENS KATZ & WILLIAMS LLP	045.EDiscovery October 17,2023	045.EDiscovery Sept 20,2023	164.66
0000002840	12/04/2023	UGI CENTRAL	SOUTH CAMPUS NATURAL GASS	JTL NATURAL GAS	10,108.10
0000002841	12/04/2023	A MARTIN HERRING ESQUIRE	We are to pay half of Statement # 381		1,000.00
0000002842	12/04/2023	CAPITAL ONE	Misc. lab & classroom Science Supplies	CLASSROOM %25252520SUPPLIES	1,216.99
0000002843	12/04/2023	CAPTAIN NOTEPAD INC			1,298.43
0000002844	12/04/2023	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER		1,100.40
0000002845	12/04/2023	FRONTIER	DISTRIC POTS TELEPHON LINE		2,440.61
0000002846	12/04/2023	KING SPRY HERMAN FREUND & FAUL LLC	Invoice # 182944 Employment Matter		351.00
0000002847	12/04/2023	LAIANA BIELA	TRANSPORTATION PARENT DRIVER		540.77
0000002848	12/04/2023	MANWALAMINK WATER COMPANY	SMITHFIELD WATER & SEWER		606.90
0000002849	12/04/2023	MET-ED	SOUTH CAMPUS OCT ELECTRIC	NORTH CAMPUS ELECTRIC	82,007.34
0000002850	12/04/2023	Miriam Stevens	reissue mileage sept 23		34.45
0000002851	12/04/2023	MODERN GAS SALES INC	LEHMAN POOL PROPANE		487.38
0000002852	12/04/2023	PENTELEDATA	TELEPHONE FIBER OPTICS		740.39
0000002853	12/04/2023	PP&L	TRAFFIC LIGHT ELECTRIC		104.63
0000002854	12/04/2023	SWEET STEVENS KATZ & WILLIAMS LLP	045.EDiscovery October 17,2023	045.EDiscovery Sept 20,2023	164.66
0000002855	12/04/2023	UGI CENTRAL	SOUTH CAMPUS NATURAL GASS	JTL NATURAL GAS	10,108.10
0000002856	12/07/2023	21ST CENTURY CYBER CHARTER SCHOOL	Tuition 21st Oct 23 450013	Tuition 21st Nov 23 RegEd	53,735.91
0000002857	12/07/2023	A F BOYER HARDWARE LLC	Aguila 22LR High Velocity 40 Gr CPSP (2,000 rnds/cs)		1,040.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002858	12/07/2023	ADOLPH KIEFER & ASSOCIATES LLC	shipping 2400000591		18.50
0000002859	12/07/2023	AFRICAN LEGACY	PARCEL 05-3.1.1.9 2023 TAX REFUND		80.00
0000002860	12/07/2023	AIRGAS INC	CO2 for pool HSN	CO2 for pool HSS	664.90
0000002861	12/07/2023	ALBINA BAROUDI	PARCEL 14.9C.1.49, TAX REFUND		3.80
0000002862	12/07/2023	AMERICAN RED CROSS	DAVID SANTOS -AMERICAN RED CROSS LIFE GUARDING CERTIFICATION	JASON KIRKPATRICK- AMERICAN RED CROSS LIFE GUARDING CERTIFICATION	600.00
0000002863	12/07/2023	ANA I FLYNN	SENIOR 2022 REBATE		250.00
0000002864	12/07/2023	APPLE INC	13-inch macbook air apple M1 chip - space gray part number: Z124 Configu....	3-Year AppleCare+ for Schools - MacBook Air (No Service Fees) Part Numb...	2,816.00
0000002865	12/07/2023	APPRAISAL & MARKETING ASSOC INC	Board Approved 11/20/23 - Appraisal for a Commercial Property appeal.		29,750.00
0000002866	12/07/2023	ARTHUR BOLGER	SENIOR 2022 REBATE		250.00
0000002867	12/07/2023	BATTERY WAREHOUSE	CR123A		61.75
0000002868	12/07/2023	BEATRICE GENGESKE	SENIOR 2022 REBATE		250.00
0000002869	12/07/2023	BIO CORPORATION	3.5" - 4" Plain Leopard Frog Pail SKU: LF0354PP	9" - 12" Earthworms - Unit of 50 SKU: EW0912F	1,398.07
0000002870	12/07/2023	CARBON MONROE PIKE DRUG & ALCOHOL COMM	ESASD Student Assistance Program 09/01/23 12/01/23		12,333.34
0000002871	12/07/2023	CLAUDETTE & EDWARD ADAMS	SENIOR REBATE 2022		250.00
0000002872	12/07/2023	COMMONWEALTH OF PA	Perm#5296402 client80072		65.00
0000002873	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 16.6A.1.78 TAX REFUND		197.04
0000002874	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 16.88394 2023 TAX REFUND		10,860.06
0000002875	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 16.119413 2023 TAX REFUND		6,137.51

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002876	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 16.11.3.47 2023 TAX REFUND		4,827.94
0000002877	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 16.119624 2023 TAX REFUND		1,702.12
0000002878	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 5-1.2.1.28 WRONG INFORMATION GIVEN		3,013.88
0000002879	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 05-4.1.8.6 2023 TAX REFUND		3,535.83
0000002880	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 05-4.1.7.40-1 2023 TAX REFUND		46.80
0000002881	12/07/2023	CORELOGIC CENTRALIZED REFUNDS	PARCEL 05-4.1.4.8 2023 TAX REFUND		4,540.61
0000002882	12/07/2023	DAVID LEWIS	PARCEL 09.10C.2.3 & 9C.1.33 TAX REFUND		476.04
0000002883	12/07/2023	DAVID PEGG	PARCEL 09.18A.2.51.52 TAX REFUND		3.08
0000002884	12/07/2023	DEFENSE ON A STRING LLC	DEFENSE ON A STRING - 1 unit 5 belts connected by bungees	Shipping	319.70
0000002885	12/07/2023	D'HUY ENGINEERING INC	PO Import		2,000.00
0000002886	12/07/2023	DOUBLE M PRODUCTIONS	see attached		3,607.50
0000002887	12/07/2023	EAST STROUDSBURG	DED: Dues 10M - Full Payroll Pay Date: 12/7/2023	DED: Dues 12M - Full Payroll Pay Date: 12/7/2023	6,706.87
0000002888	12/07/2023	EASTERN PENN SUPPLY COMPANY	S032434855.001 district parts for shop	S032438228.001 SME copper tubing and parts	2,115.50
0000002889	12/07/2023	ED FOUNDATION OF ES/GENERAL FUND	DED: Educ Found - Full Payroll Pay Date: 12/7/2023	DED: ES Scholarship - Full Payroll Pay Date: 12/7/2023	11.00
0000002890	12/07/2023	ELAINE ESPOSITO	SENIOR 2022 REBATE		500.00
0000002891	12/07/2023	ELOISE SHAW	SENIOR 2022 REBATE		250.00
0000002892	12/07/2023	ESEA	DED: Prof Union Dues - Full Payroll Pay Date: 12/7/2023		31,524.50
0000002893	12/07/2023	ETHEL M WOOD	SENIOR 2022 REBATE		300.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002894	12/07/2023	FACE/SCHOLASTIC INC	VDL64768 Super Saver Collection Grades K-3 (50 Books) Paperback Book Col...		5,011.00
0000002895	12/07/2023	FELIKS PONIROVSKIY	PARCEL 09.98299.UD 2023 TAX REFUND		607.40
0000002896	12/07/2023	FLINN SCIENTIFIC INC	Student Laboratory Notebook, Spiral Bound, 100 Pages Item # AP6117	Guinea and Feather tube	584.05
0000002897	12/07/2023	GERTRUDE REANEY	SENIOR REBATE 2022		500.00
0000002898	12/07/2023	H & K GROUP INC	rock for north field		1,784.10
0000002899	12/07/2023	HAB-DLT	DED: Berkheimer - Full Payroll Pay Date: 12/7/2023		807.03
0000002900	12/07/2023	HANSON AGGREGATES INC	HSN Infield Mix	JTL Infield Mix	4,573.00
0000002901	12/07/2023	HILLYARD INC	Towel Roll Inv#605255528	district gloves Inv#605239154	3,553.61
0000002902	12/07/2023	IAN FLINT	Fall 2023 Marching Band writing & coordinated movement of drill		1,750.00
0000002903	12/07/2023	INTERSTATE CHEMICAL CO	HSS Glycol		1,828.53
0000002904	12/07/2023	ITC GLOBAL NETWORKS LLC	DISTRICT TELEPHONE BILL		2,018.69
0000002905	12/07/2023	JAMES A DELLARIA	PARCEL 05-1.1.6.27 2023 TAX REFUND		2,541.57
0000002906	12/07/2023	JAMES CAPOBIANCO	SENIOR REBATE 2022		250.00
0000002907	12/07/2023	JAMES PENZAVECCHIA	SENIOR 2022 REBATE		250.00
0000002908	12/07/2023	JOHN & BESSIE PLACE	SENIOR 2022 REBATE		500.00
0000002909	12/07/2023	JOSEPH R LUISI	SENIOR 2022 REBATE		250.00
0000002910	12/07/2023	KELLEY BROS LLC	district Sargent Pins		238.00
0000002911	12/07/2023	KERRY LABAR-GARRIDO	Mr. Joe's Private Lessons reimbursement comp edu student		90.00
0000002912	12/07/2023	KEYSTONE FIRE PROTECTION CO	Invoice 357205 dated 10/25/23 for HS South 6-year maintenance on fire ex...		488.97

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002913	12/07/2023	LERETA LLC	PARCEL 05-5.2.14.10 TAX REFUND		5,358.92
0000002914	12/07/2023	LINCOLN LEADERSHIP CHARTER SCHOOL	Tuition Lincoln Nov 23 RegEd		5,373.22
0000002915	12/07/2023	MATTHEW & ROSARIA SHEA-ALIOTO	SENIOR 2022 REBATE		250.00
0000002916	12/07/2023	MEIER SUPPLY CO INC	insulation tape		67.29
0000002917	12/07/2023	MELVINA POPE	SENIOR REBATE 2022		250.00
0000002918	12/07/2023	MORITZ EMBROIDERY WORKS INC	shirts for the 12Plus Program at HSS		1,330.00
0000002919	12/07/2023	MOTIVATING SYSTEM LLC	PBS online renewal-Please change account to grant		2,400.00
0000002920	12/07/2023	MOUNTAIN VALLEY LAND TRANSFER LLC	PARCEL 09.96919 2023 TAX REFUND		8.50
0000002921	12/07/2023	NYSCSPC (NEW YORK STATE CHILD SUPPORT	DED: NY Support - Full Payroll Pay Date: 12/7/2023		402.00
0000002922	12/07/2023	OPEN TEXT INC	DISTRICT TELEPHONE BILL		1,200.98
0000002923	12/07/2023	PATTAN	Registration & Travel to PA Safety Ed. Conference/Workshop		25.00
0000002924	12/07/2023	PAUL PAVLOV	PARCEL 09.10A.1.43 2023 TAX REFUND		2.34
0000002925	12/07/2023	PENNSYLVANIA CYBER CHARTER SCHOOL	Tuition PA Cyber Nov 23 SpEd	Tuition PA Cyber Nov 23 RegEd	81,277.99
0000002926	12/07/2023	PMEA DISTRICT 10	District choir registration for KU and RF		246.00
0000002927	12/07/2023	POCONO FAMILY YMCA	2023-24 SY salary enhancement stipend for YMCA Before and After School E...		4,052.52
0000002928	12/07/2023	REBECCA J HARRISON	SENIOR 2022 REBATE		296.00
0000002929	12/07/2023	REBECCA LYNN COLLETT	OPEN PO reimbursement comp edu student rubber gray reducer		592.09
0000002930	12/07/2023	SCHNAITMAN'S FLOORING AMERICA	molding transitions for HSN main office - minus sales tax		125.60

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002931	12/07/2023	SCHOOL HEALTH CORPORATION	1042216 NITRILE EXAM GLOVE, 5MIL BLUE, CHEMO, MED, 100/BX		72.10
0000002932	12/07/2023	SHARON MARICLE	11/6/2023 performance and instruction	shipping/handling	2,000.00
0000002933	12/07/2023	SMART SOURCE OF MICHIGAN LLC C/O SYNOVUS BANK	1000 envelope#10 Quantity: 1 M Job # 9625730		232.04
0000002934	12/07/2023	SPORTS ENDEAVORS LLC	A1073783002 SEI ClubDB w/BikYel 16 pk,	PUGG Pop Up Goals, Item # A7844001	581.85
0000002935	12/07/2023	ST LUKES PHYSICIAN GROUP	Transportation / Open PO 23-24 SY'		300.00
0000002936	12/07/2023	STEVE SHANNON TIRE & AUTO CENTER	grounds gator PO32400002045	police eagle rsa	1,351.86
0000002937	12/07/2023	STRAND POOL SUPPLY LLP	Invoice#28691 HSN	Invoice#28705 HSS	1,635.32
0000002938	12/07/2023	STROUDSBURG ELECTRIC MOTOR SERVICE	Invoice# 6537034 credit used\$117.90	Invoice# 6537033 M4 Stock	56.24
0000002939	12/07/2023	SUPER HEAT INC	repair work to HSS boiler		7,300.00
0000002940	12/07/2023	SYLVIA TOMLINSON	PARCEL 09.87045.U46 2023 TAX REFUND		200.00
0000002941	12/07/2023	TAYLOR BROTHERS DOOR LOCK LLC	Item # 16002	Item # 25003	6,535.58
0000002942	12/07/2023	THE PROPHET CORP	71-737 Gopher ClassPlus EZTeam ClassicCoat-Foam Dodgeball Pack - 7" dia	72-027 Rainbow GripGalore DuraCoat-Foam Dodgeballs - 7" dia, Set of 6	1,541.51
0000002943	12/07/2023	TODD SCHAFER	Game Videography for 2023 North Football Season	2400000169 balance	1,450.00
0000002944	12/07/2023	TRANE US INC	invoice 313880982 RES	LIS master contract	54,474.01
0000002945	12/07/2023	TWO WAY DIRECT	IC-F2000S 83 USA UHF 450-512MHz, 128 CH, LCD Display, 4-key Limited Keypr...		1,582.51
0000002946	12/07/2023	VARSITY BRANDS HOLDING CO INC	PO Import		310.00
0000002947	12/07/2023	VICTORY TEAM APPAREL	PO Import		649.50

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002948	12/07/2023	WILLIAM V MACGILL & CO	1616 ST-37 FIRST AID SOLUTION 16 OZ	16312 PROCHAMBER VALVED HOLDING CHAMBER	401.60
0000002949	12/07/2023	WORTHINGTON DIRECT HOLDINGS LLC	20L28 48537-2-X-XX QTY 1 DRY ERASE SMALL SHAPES DESK & QTY 1 18" HIERARC...	20J05 1633Q1MRKR/1/16 33N1-MRKR/2/5331 DRY ERASE TOP CREATOR TABLES & 16...	8,809.72
0000002950	12/07/2023	WYNDHAM DESTINATIONS	PARCEL 16.2.1.1-9C 2023 TAX REFUND		8,785.51
0000002951	12/07/2023	ZESWITZ MUSIC COMPANY	invoice 220366 tuba repair	Invoice #992836 trombone repair	234.39
0000002952	12/08/2023	AMAZON	Item No: B003GK0N0. Aux Item ID: 133 -6739497-0462148.2. Faber-Castel...	Item No: B00X4FIP2L. Aux Item ID: 147-2707263-1165662.5. HP 61Xl Blac...	7,120.51
0000002953	12/08/2023	ASPEN PEST SERVICES LLC	DISTRICT SEPT PEST CONTROL		1,022.10
0000002954	12/08/2023	CAPITAL ONE	Walmart card purchase science dept		877.67
0000002955	12/08/2023	CORELOGIC HUNTINGTON NATIONAL BANL	refund parcel 9.14A.1-4.#92708	refund parcel 9.8A.1.4-15#106764	2,363.62
0000002956	12/08/2023	MET-ED	JTL SEPT ELECTRIC	ESE NOV ELECTRIC	20,972.10
0000002957	12/08/2023	NATIONAL ASSOC SCHOOL NURSES MEMBERSHIP	RN LICENSE# RN274643L SUSAN COLE ESASD		130.00
0000002958	12/08/2023	NRG BUSINESS MARKETING LLC	SOUTH CAMPUS NATURAL GAS	JTL NATURAL GAS	7,294.74
0000002959	12/08/2023	PACAC	Membership Renewal through August 31, 2024		35.00
0000002960	12/08/2023	SHARP ENERGY	Transportation South/OPEN PO 2023-2024 SY		31,987.12
0000002961	12/08/2023	STATE & FEDERAL POSTER	2024 Labor Law Posters	Shipping	329.24
0000002962	12/08/2023	STEPHEN LALLY	refund parcel 09.10.2.63 #85724		28.38
0000002963	12/08/2023	SWEET STEVENS KATZ & WILLIAMS LLP	invoice # 162403 Grievance/Arbitration	invoice # 162402 Labor Matters	440.00
0000002964	12/08/2023	WORLD FUEL SERVICES INC	MIDDLE SMITHFIELD FUEL 2023-2024		20,765.31

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002965	12/08/2023	YOURMEMBERSHIP.COM	Invoice # R65521283 Job posting - Psychologists		475.00
			10 - GENERAL FUND		1,046,146.63
			29 - SPECIAL ACTIVITY FUND		384.20
			32 - CAPITAL RESERVE/PROJECT		3,000.34
			50 - CAFETERIA FUND		8,230.02
			Grand Total All Funds		1,057,761.19
			Grand Total Credit Cards		0.00
			Grand Total Direct Deposits		0.00
			Grand Total Manual Checks		0.00
			Grand Total Other Disbursement Non-negotiables		0.00
			Grand Total Procurement Card Other Disbursement Non-negotiables		0.00
			Grand Total Regular Checks		1,057,761.19
			Grand Total All Payments		1,057,761.19

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CONC - Concession Stand Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001012	12/04/2023	BOVINO'S PIZZA	HS SOUTH FALL CONCESSION		780.00
0000001013	12/04/2023	CAPITAL ONE	HS SOUTH FALL CONCESSION		463.40
0000001014	12/04/2023	ESASD CAFETERIA	HS SOUTH FALL CONCESSION		2,803.84
0000001015	12/08/2023	PEPSI-COLA	HS SOUTH WINTER CONCESSION SUPPLIES		808.59

21 - CONCESSION STAND FUND

4,855.83

4,855.83

0.00

0.00

0.00

0.00

0.00

4,855.83

4,855.83

Grand Total All Funds

Grand Total Credit Cards

Grand Total Direct Deposits

Grand Total Manual Checks

Grand Total Other Disbursement Non-negotiables

Grand Total Procurement Card Other Disbursement Non-negotiables

Grand Total Regular Checks

Grand Total All Payments

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001079	12/04/2023	BRADLEY W STECKEL JR	PORT COTTON MULTI COLOR FRONT PRINT SHIRTS	PORT COTTON MULTI COLOR FRONT PRINT COTTON SHIRTS	1,760.00
0000001080	12/04/2023	CAPITAL ONE	Purple Pantry Items	CAREER SKILL TREAT CART SUPPLIES	978.83
0000001081	12/04/2023	DAN HOPKINS DESIGNS LLC	END OF SEASON VOLLEYBALL APPAREL		814.08
0000001082	12/04/2023	DOUBLE M PRODUCTIONS	JERZEE T-SHIRTS		370.00
0000001083	12/04/2023	MORITZ EMBROIDERY WORKS INC	JACKETS FOR SOUTH GIRLS BASKETBALL		145.50
0000001084	12/04/2023	ROBERT PROTHRO	DJ FOR SOCCER BANQUET		450.00
0000001085	12/04/2023	SIRLORD SHADEE STEPHENY	360 PHOTOBOOTH		400.00
0000001086	12/04/2023	STROUDSMOOR COUNTRY INN	ETIQUETTE LUNCHEON CAREER SKILLS		643.98
0000001087	12/08/2023	AMERICAN RIBBON MANUFACTURERS INC	5x7 Picture Plaques		139.00
0000001088	12/08/2023	CAPITAL ONE	JTL STUDENT COFFEE CART SUPPLIES		25.86
0000001089	12/08/2023	DONNA NOIA	BUSHKILL SCHOOL SUPPLIES		134.45
0000001090	12/08/2023	EIGHT WONDERS OF THE POCONO INC	HS SOUTH EVENT SUPPLIES AND FOOD		800.00
0000001091	12/08/2023	ELIZABETH ARRIGALI	JM HILL BABY SHOWER CUP CAKES		50.00
0000001092	12/08/2023	EMILY ITKOR	JM HILL K-KIDS CLUB SUPPLIES		48.25
0000001093	12/08/2023	ESASD CAFETERIA	bOARD DINNER 11/20/23	CENTRAL ADMIN ADMIN BREAKFAST	95.00
0000001094	12/08/2023	FRANK MARTZ COACH COMPANY	BUSHKILL FIELD TRIP BUS		400.00
0000001095	12/08/2023	GILLIAN TURNER	HS SOUTH FALL PLAY ROYALTIES		330.00
0000001096	12/08/2023	JENNIFER L MARMO	HS NORTH BLITZ AND RAFFLE PRIZES		22.03
0000001097	12/08/2023	KISTLER PRINTING COMPANY	LEHMAN PLAY PROGRAMS		495.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001098	12/08/2023	LAW SOUND & LIGHTING INC	LEHMAN LIGHTS RENTAL		750.00
0000001099	12/08/2023	PMEA DISTRICT 10	JTL PMEA BAND FEST		136.00
0000001100	12/08/2023	SHAWNEE PLAYHOUSE	LEHMAN 8 BLUE FIELD TRIP	BUSHKILL SHAWNEE PLAYHOUSE FIELD TRIP	1,395.00
0000001101	12/08/2023	STROUD AREA REGIONAL POLICE	HS SOUTH CASUAL FOR A CAUSE DONATION		77.00
0000001102	12/08/2023	THE GEM & KEYSTONE	JM HILL HOLIDAY PARTY		325.00
0000001103	12/08/2023	VARSITY BRANDS HOLDING CO INC	HS SOUTH BOYS BASKETBALL SUPPLIES	Black, White-COMMAND FULL-ZIP WARM-UP item #UA1360713 8-M 2-LGE ...	2,847.75
0000001104	12/08/2023	WILKES BARRE/SCRANTON PENGUINS	LEHMAN TRIP TO SCRANTON PENGUINS		1,040.00
0000001105	12/08/2023	WOMEN'S RESOURCES OF MONROE COUNTY	ESE CASUAL FOR A CAUSE DONATION		135.00
0000001106	12/08/2023	MEDIAVAL TIMES USA INC	BUSHKILL FIELD TRIP		820.80
0000001107	12/08/2023	POCONO AUTISM SOCIETRY INC	ESE CASUAL FOR A CAUSE DONATION		47.00
29 - SPECIAL ACTIVITY FUND					15,675.53
Grand Total All Funds					15,675.53
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					15,675.53
Grand Total All Payments					15,675.53

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CAF - Cafeteria Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001093	11/30/2023	PEPSI-COLA	PO Import		1,399.60
0000001094	11/30/2023	POCONO MOUNTAIN DAIRIES	PO Import		53,862.52
0000001095	11/30/2023	US FOODS	To pay for food purchases for 2023-2024 school year	To pay for supplies for 2023-2024 school year	149,318.56
0000001096	11/30/2023	OFFICE TECHNOLOGY LLC	CE278A-C for HP LaserJet P1606dn Co-Stars #003-398		55.00
0000001097	11/30/2023	ROCKLAND BAKERY	PO Import		3,822.27
0000001098	11/30/2023	SIMCO LOGISTICSINC	PO Import		1,519.08
0000001099	11/30/2023	IMPERIAL BAG & PAPER COLLG	TO PAY INVOICES FOR THE 2023-2024 SCHOOL YEAR		5,854.93
0000001100	11/30/2023	MARK HENDRICKS	oct mileage		322.26
0000001101	11/30/2023	SHONTELL MCGOWAN	Stdnt Refund		23.70
50 - CAFETERIA FUND					216,177.92
Grand Total All Funds					216,177.92
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					216,177.92
Grand Total All Payments					216,177.92

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: STUD - Student Activity Payment Dates: 11/17/2023 - 12/08/2023

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001017	12/04/2023	AMERICAN RED CROSS	HS SOUTH SPIRIT DAY DONATIONS		368.17
0000001018	12/04/2023	GERTRUDE HAWK CHOCOLATES	HS SOUTH DECA FUND RAISING		4,512.00
0000001019	12/04/2023	MARTHA KIESLING	HS SOUTH HOMECOMING DECORATIONS		21.00
0000001020	12/04/2023	MILDRED DURAN	HS SOUTH HOMECOMING DECORATIONS		16.94
0000001021	12/04/2023	PATRICIA A TIERNAN	HS SOUTH PIZZA FOR MEETING		124.37
0000001022	12/08/2023	Ashley L De Larosa	HS SOUTH HOMECOMING DECORATION		50.00
0000001023	12/08/2023	CAPITAL ONE	HS SOUTH CULTURE CHALLENGE YEARBOOK		119.10
0000001024	12/08/2023	DECA DISTRICT 7	HS SOUTH DECA REGISTRATION		2,897.00
0000001025	12/08/2023	DECA INC	HS SOUTH DECA MEMBERSHIP		1,520.00
0000001026	12/08/2023	DECA INC	HS SOUTH DECA MEMBERSHIP		16.00
0000001027	12/08/2023	WEIS MARKET INC	JTL DOOR DECORATING		120.00
80 - STUDENT ACTIVITY FUND					9,764.58
Grand Total All Funds					9,764.58
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					9,764.58
Grand Total All Payments					9,764.58

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002966	12/13/2023	SAGE TECHNOLOGY SOLUTIONS INC	DO NOT ORDER - OLD PO 23004153DETAILED QUOTE ATTACHED		24,107.61
0000002967	12/15/2023	AARON A FISH	regrade North Varsity Baseball Field		17,071.35
0000002968	12/15/2023	AIRGAS INC	INVOICE 9144528287 CO2 HSN	INVOICE 5503633104 HSN	503.41
0000002969	12/15/2023	AL ROBINSON	SENIOR 2022 REBATE		500.00
0000002970	12/15/2023	AMAZON	RECLASS-Item No: B08PY9LYQ8. Aux Item ID: 140-7148791-5060207.6. DOGAUS		29.99
0000002971	12/15/2023	AMAZON	Item No: B0B1X6MS92. Aux Item ID: 145-3939473-6001041.3. Sanyipace Se...	Order ID(s): 140-4458260-17012	17,339.11
0000002972	12/15/2023	AMY POLMOUNTER	11/9 emergency mileage conference		154.84
0000002973	12/15/2023	AMY POLMOUNTER	Best Western 11/1-11/3/2023	mileage harrisburg	540.15
0000002974	12/15/2023	ANDREA FRITZ	sept&Nov mileage		26.13
0000002975	12/15/2023	ANN TORREGROSSA	SENIOR 2022 REBATE		250.00
0000002976	12/15/2023	Barbara L Wetherhold	20120276 FALL 2023 TUITION		275.00
0000002977	12/15/2023	BARBARA PREVOST	CONTRACT DIVERS TRANSPORTATION		9,951.59
0000002978	12/15/2023	BARNES & NOBLE	Book Purchase for Jolie Mrakovcich- Invoice # 154767	Books Purchase for Brooke Nwigwe and Hallie Lenning at HS South	198.49
0000002979	12/15/2023	BEHAVIORAL HEALTH ASSOCIATES	Tuition	1 on 1 services	12,991.00
0000002980	12/15/2023	BLUE MOUNTAIN ATHLETICS	2023-24 JTL Wrestling tournament entry fee		300.00
0000002981	12/15/2023	Brian J Borosh	Nov 2023 mileage		45.06
0000002982	12/15/2023	BUXMONT ACADEMY	Guaranteed Special Education Tuition Tatamy Creek (10% Disc) - 8 Guaran...		35,204.40

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000002983	12/15/2023	CARBON MONROE PIKE DRUG & ALCOHOL COMM	ESASD School Assistance Program 12/02/23 - 06/01/24		12,333.33
0000002984	12/15/2023	CARISSA JOHNSON	A/CAPA meals 2023	Oct 2023 mileage	120.95
0000002985	12/15/2023	Carla J Mathiesen	Nov mileage 2023		11.99
0000002986	12/15/2023	CARLEEN FINK	CONTRACT DIVERS TRANSPORTATION		2,258.10
0000002987	12/15/2023	CAROL DEANE-GARDNER	meals	mileage nov 2023	53.58
0000002988	12/15/2023	CAROLINE DOHRMAN	TRANSPORTATION PARENT DRIVER		550.20
0000002989	12/15/2023	CARRIE L PANEPINTO	hotel	mileage	564.52
0000002990	12/15/2023	CATHARINE JONES	Kit's Interactive Theater family engagement performance on December 5, 2...		850.00
0000002991	12/15/2023	CATHERINE A SCHROTH	Power Lib registraion 2023		420.00
0000002992	12/15/2023	CATHERINE CROUGHN	SENIOR 2022 REBATE		500.00
0000002993	12/15/2023	Catherine M Kutteroff	20120265 FALL 2023 TUITION		285.00
0000002994	12/15/2023	CENTRAL SUSQUEHANNA INTERMEDIATE UNIT	Invoice # 24-C4-0364 - Computer Service	10/16/2023 - Financial System - Payroll Conversion	6,340.50
0000002995	12/15/2023	CHARLES W DAILEY	10/1/2023 - Financial Informati...	Pay History Conversio...	157.20
0000002996	12/15/2023	CHARLES W SANTOS	Nov 2023 mileage		5,153.38
0000002997	12/15/2023	CHARLES WELLS	CONTRACT DIVERS TRANSPORTATION		3,376.94
0000002998	12/15/2023	Chrisoula K Kallinteris-Casagrande	SUMMER 2023 TUITION		270.00
0000002999	12/15/2023	CHRISTOPHER S BROWN LAW OFFICES	INVOICE - 3237 - NOVEMBER 2023		5,550.50
0000003000	12/15/2023	CLARION SYSTEMS LLC	F1034-BJCNH - AED 17 x 5	F1035-BJCNH - AED 17 x 5	2,259.01
0000003001	12/15/2023	CLAUDE S CYPHERS INC	Transportation / Open PO		283.23

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
 Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003002	12/15/2023	CM REGENT RESOURCES	LONG TERM DISABILITY INSURANCE FEE		10,433.04
0000003003	12/15/2023	CM REGENT RESOURCES	GROUP LIFE INSURANCE FEE		12,008.04
0000003004	12/15/2023	COLONIAL INTERMEDIATE UNIT 20	Autistic Support Center Based & Elem		1,502,726.38
0000003005	12/15/2023	COLORADO TIME SYSTEMS INC	HSN parts for scoreboard		17,681.00
0000003006	12/15/2023	COMPUTER DISCOUNT WAREHOUSE	StarTech.com USB C to VGA and HDMI Adapter - Aluminum - USB-C Multiport ...		410.60
0000003007	12/15/2023	DAMARIS ROBINS	Nov mileage 2023		252.57
0000003008	12/15/2023	DANIEL PAWLICKI	recert trainingSafety		99.98
0000003009	12/15/2023	Danielle K Kishel	Sped trip		57.00
0000003010	12/15/2023	DANIELLE KISHEL	dairy queen transition skills		49.49
0000003011	12/15/2023	DARYLE J MILLER	Nov 2023 exp		236.72
0000003012	12/15/2023	DAWN M ARNST TAX COLLECTOR	PARCEL 09.14E.1.294 & 09.9758		979.80
0000003013	12/15/2023	DEANA M OSTROSKI	mileage 2023 nov		53.19
0000003014	12/15/2023	DECKER EQUIPMENT	Outdoor Classroom Quote # 3001133632 attached		16,750.83
0000003015	12/15/2023	DENISE S ROGERS	Oct 2023 mileage		352.39
0000003016	12/15/2023	DIANA ALLISON	Nov 2023 mileage		71.18
0000003017	12/15/2023	DIANE KRUPSKI	CONTRACT DIVERS TRANSPORTATION		5,071.64
0000003018	12/15/2023	DUSTIN SISKI	CONTRACT DIVERS TRANSPORTATION		4,693.13
0000003019	12/15/2023	EAST STROUDSBURG UNIVERSITY	SUMMER 2023 TUITION		90,558.00
0000003020	12/15/2023	EASTERN PENN SUPPLY COMPANY	bottle filler		20.02

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003021	12/15/2023	EDWARD MOONEY	GE 9960 FALL 2023 TUITION	GE 9920 FALL 2023 TUITION	1,500.00
0000003022	12/15/2023	ELAINE MCFADDEN	SENIOR 2022 REBATE		500.00
0000003023	12/15/2023	EPIC SPORTS	Gared Store-It Single Volleyball Net Rack EPIC SKU: E48730 COLOR...	Tachikara SV18S Indoor/Outdoor Instn'l Volleyball EPIC SKU: E3879 CO...	741.54
0000003024	12/15/2023	ERIC BUKSA	drivers ed car wash		22.00
0000003025	12/15/2023	ERIC D FORSYTH	A/CAPA meals 2023		78.59
0000003026	12/15/2023	ERIN ILCH	20120332 FALL TUITION	20120070 FALL TUITION	570.00
0000003027	12/15/2023	ESASD CAFETERIA	FAMILY ENGAGEMENT - TITLE I		2,385.41
0000003028	12/15/2023	EVERGREEN COMMUNITY CHARTER SCHOOL	Tuition Evergreen Oct 23 RegEd	Tuition Evergreen Dec 23 RegEd	47,019.38
0000003029	12/15/2023	FABIOLA SOUFFRANT	lodging harrisburg	mileage PAGE CONF	458.50
0000003030	12/15/2023	FRONTIER	PHONE POTS LINE		2,468.33
0000003031	12/15/2023	GAIL R FRANCIS	Fundamentals conf mileage		73.25
0000003032	12/15/2023	GLORIA SCHULTE	Nov 2023 mileage		60.26
0000003033	12/15/2023	GOVERNMENT SOFTWARE SERVICES	INVOICE #13645 DATED 08/30/2023 REAL ESTATE TAX DUPLICATES FOR PORTER AN...	NVOICE#13644 DATED 08/30/2023 POSTAGE FOR MAILING FOR LEHMAN & PIKE TOWN...	11,605.25
0000003034	12/15/2023	GREGORY GRAHAM PIANO SERVICE	Piano tuning.		100.00
0000003035	12/15/2023	H & K GROUP INC	cold patch		195.00
0000003036	12/15/2023	HA BERKHEIMER INC	NOV TAX COLLECTION		375.90
0000003037	12/15/2023	HILLYARD INC	Inv# 605314252 soap	Inv#605310155 affinity expressions, soap foam	4,695.00
0000003038	12/15/2023	INSERVCO INSURANCE SERVICES INC	INVOICE #0421-1123 DATED 12/08/2023 NOVEMBER 2023 CLAIM FEE AND BILL REP...		2,096.50

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003039	12/15/2023	INTEGRAONE	Engineer After Hours	Engineer Regular	4,374.01
0000003040	12/15/2023	IONIE SINCLAIR	CONTRACT DIVERS TRANSPORTATION		4,120.80
0000003041	12/15/2023	JAYNE LIPS	SENIOR 2022 REBATE		650.00
0000003042	12/15/2023	JENNIFER ANDREWS	Oct 2023 mileage		154.58
0000003043	12/15/2023	JENNIFER FULLER	Sept 2023 mileage	Nov mileage 2023	232.53
0000003044	12/15/2023	JENNIFER L MARMO	lodging	travel	711.58
0000003045	12/15/2023	Jennifer Peckally	PBIS Supplies		113.39
0000003046	12/15/2023	JENNY GALUNIC	CONTRACT DIVERS TRANSPORTATION		2,890.44
0000003047	12/15/2023	JIM THORPE AREA SCHOOL DISTRICT	SOUTH Wrestling Entry Fee 12-27-2023		350.00
0000003048	12/15/2023	JOAN HORGER	OVER PAID TAXES	internet 1/23-12/23	2,803.84
0000003049	12/15/2023	JOANNE M BOHRMAN	PaTTAN 2023 conf		387.71
0000003050	12/15/2023	JOHN V CASEY	Services rendered to prepare the two Plancon Part Js for the Middle Scho...		6,000.00
0000003051	12/15/2023	JOSEPH FUCHS	CONTRACT DIVERS TRANSPORTATION		8,250.91
0000003052	12/15/2023	JOSEPH MINNICHBACH	mileage 11/2023 exp		73.36
0000003053	12/15/2023	JOSEPH P MARTIN	Nov 2023 mileage		92.62
0000003054	12/15/2023	JOSH FULLER	lodging	miles	412.69
0000003055	12/15/2023	JWPEPPER & SONS-ACCT#36-136400	10704230 - SATB Will the Circle Be Unbroken - arr. J. David Moore	1678432 - It's in my desk - Mary Lynn Lightfoot - 2 part	733.74
0000003056	12/15/2023	KALAHARI RESOROTS LLC	Water Park Passes		5,000.00
0000003057	12/15/2023	KAREN MOCHAN	FALL 2023 TUITION		275.00
0000003058	12/15/2023	KARLA J LABAR	CONTRACT DIVERS TRANSPORTATION		6,886.74

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003059	12/15/2023	KATHARINE HOLMES	CONTRACT DIVERS TRANSPORTATION		3,468.00
0000003060	12/15/2023	KATRINA AIELLO	lodging	conf miles	512.33
0000003061	12/15/2023	KELLEY BROS LLC	6275 x LB key blanks		320.00
0000003062	12/15/2023	KELSEY HRANCHOCK	ASHA membership 2023		253.00
0000003063	12/15/2023	KING SPRY HERMAN FREUND & FAUL LLC	INVOICE # 182945	INVOICE # 182948	2,727.50
0000003064	12/15/2023	Kristen M Long	mileage CASE conf	Oct/Nov 2023 mileage	670.94
0000003065	12/15/2023	LAKESHORE LEARNING MATERIALS	Item No: CT298. CT298 - Everyone Is Welcome Bundle		108.71
0000003066	12/15/2023	LAURA E MUNCH	20120263 FALL 2023 TUITION		285.00
0000003067	12/15/2023	Laura J Weeks	Nov 2023 mileage		17.82
0000003068	12/15/2023	LINCOLN LEADERSHIP CHARTER SCHOOL	Tuition Lincoln Oct 23 RegEd		5,373.22
0000003069	12/15/2023	LINDE GAS & EQUIPMENT INC	Invoice 37284647 dated 7/25/23		284.13
0000003070	12/15/2023	LISA ROSEN-GERST	CONTRACT DIVERS TRANSPORTATION		4,959.78
0000003071	12/15/2023	LJC DISTRIBUTORS OF FULLER BRUSH	PO Import		525.00
0000003072	12/15/2023	M A BRIGHTBILL BODY WORKS INC	Transportation Open PO 23-24 SY'		4,321.04
0000003073	12/15/2023	MAEVE C GALLANT	SENIOR 2022 REBATE		250.00
0000003074	12/15/2023	MANVEL PAGE	Nov mileage 2023		34.98
0000003075	12/15/2023	MANWALAMINK WATER COMPANY	SMITHFIELD NOV WATER & SEWER		547.77
0000003076	12/15/2023	MARIA FRASCELLA	CONTRACT DIVERS TRANSPORTATION		3,456.88
0000003077	12/15/2023	MARIALENA CASCIOTTA	Aug/Nov 2023 mileage		429.74

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003078	12/15/2023	MARSHALLS CREEK PLUMB&ELECT SUPPLIES	INV 18987 SME Boiler Room	INV 19022 HSN Oil Tank	795.90
0000003079	12/15/2023	MARY J OLSZEWSKI	Hershey roundtrip mileage2023	PaTTAN Conf meals	241.14
0000003080	12/15/2023	MARY OLSZEWSKI	Oct 2023 mileage	pasbo 2023 lodging	83.45
0000003081	12/15/2023	Matthew C Krauss	miles		341.26
0000003082	12/15/2023	MAUREEN SEIDEL	20170019 FALL TUITION		285.00
0000003083	12/15/2023	MELODY SEVERUD	CONTRACT DIVERS TRANSPORTATION		4,417.00
0000003084	12/15/2023	MESKO GLASS CO INC	21 5/8 x 39 3/8 temp IG	Clear DS 37 x 18 MSE	563.75
0000003085	12/15/2023	MET-ED	NORTH CAMPUS NOVEMBER ELECTRIC		32,903.62
0000003086	12/15/2023	MIGUEL DEJESUS	CONTRACT DIVERS TRANSPORTATION		3,999.42
0000003087	12/15/2023	Mingli Goldston	mileage nov 2023		64.58
0000003088	12/15/2023	NICOLE WILKINS	reimbursement for comp edu student Inv 12	reimbursement for comp edu student Inv 11	262.50
0000003089	12/15/2023	OES INC	HSN Scoreboard - st lukes funded	HSS SCOREBOARD - ST LUKES FUNDED	30,380.00
0000003090	12/15/2023	PAFPC	1017794 confirm	1016742 confirm	1,900.00
0000003091	12/15/2023	PAPSA	DATE: 07/01/2022 X_2022-23 PAPSA Institutional membership for five (5...		815.00
0000003092	12/15/2023	PAR INC	10993-II BRIEF2 PARENT/TEACHER INTERPRETIVE REPORT	10992-IC BRIEF2 PARENT/TEACHER IADMIN	1,160.00
0000003093	12/15/2023	PATRIOT WORKWEAR	Patriot Invoice 39323 dated 11/9/23	Patriot Invoice 39285 dated 11/6/23	2,836.00
0000003094	12/15/2023	PAUL KERNAN	lodging	mileage 2023	512.12
0000003095	12/15/2023	PENNSYLVANIA ONE CALL SYSTEM INC	Open PO PA ONE Call		45.52

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card
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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003096	12/15/2023	POCONO 4 WHEEL DRIVE CENTER	headlights for M2 Truck		185.00
0000003097	12/15/2023	POCONO FAMILY YMCA	Jason Kirkpatrick-Life Cert	David Santos-Life Certification	600.00
0000003098	12/15/2023	POSTMASTER	POSTAGE STAMPS FOR SMITHFIELD		66.00
0000003099	12/15/2023	PP&L	SOUTH CAMPUS TRAFFIC LIGHT	SOUTH CAMPUS NOV ELECTRIC	100.08
0000003100	12/15/2023	PRO ED INC	Edmark Reading Program 2E: Online 1 Student Seat #14601		146.00
0000003101	12/15/2023	PROSSER LABORATORIES INC	AERATION AND EFFLUENT TESTING	MSE SAMPLES	7,074.51
0000003102	12/15/2023	PSADA	Rogers Tirjan Andrews		390.00
0000003103	12/15/2023	Raelyn M Lares	logging conf	miles	620.02
0000003104	12/15/2023	RANDALL LITTS	mileage PIAA 2023		34.45
0000003105	12/15/2023	ROBERT J FALZONE	Sep-Nov mileage 2023		219.04
0000003106	12/15/2023	SCHOOLMART	PO Import		4,128.00
0000003107	12/15/2023	SHAHIDA JONES	Aug-oct mileage 2023		195.52
0000003108	12/15/2023	SHARON J GERBERICH	internet		124.00
0000003109	12/15/2023	SHAWN A WESCOTT	FALL 2023 TUITION		285.00
0000003110	12/15/2023	SOUTH PAW ENTERPRISE INC	154052 MEDIUM SENSORY ROCKER	Freight Charges	1,171.00
0000003111	12/15/2023	Stacey A Miller	PaTTAN mileage 2023		319.64
0000003112	12/15/2023	STEELE'S HARWARE INC	vbelt		8.99
0000003113	12/15/2023	Stephanie L Clark	Oct 2023 mileage		41.00
0000003114	12/15/2023	STEVE SHANNON TIRE & AUTO CENTER	Transportation Open PO 23-24 SY		0.00
0000003115	12/15/2023	SUPER DUPER PUBLICATIONS	10/12/2023 INV: 855417B Balance Due Original PO 2400001463		0.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003116	12/15/2023	SUPER HEAT INC	Inv#115756 ESE boiler	Inv#115706 HSN domestic water boiler	0.00
0000003117	12/15/2023	SWEET STEVENS KATZ & WILLIAMS LLP	INV: 162293 10/30/2023 Legal Services SPED student	File No. 045.0117 11/01/2023 Pool Council	0.00
0000003118	12/15/2023	TABITHA BRADLEY	SOR Symp con lodging	Nov 2023 mileage	0.00
0000003119	12/15/2023	TAIWO AFOLABI	CONTRACT DIVERS TRANSPORTATION		0.00
0000003120	12/15/2023	TAYLOR FORGIONE	Oct 2023 mileage	Nov 2023 mileage	0.00
0000003121	12/15/2023	THE EC/BCLS TRAINING CENTER	heartsaver cert cards		0.00
0000003122	12/15/2023	THE GOODYEAR TIRE & RUBBER COMPANY	Transportation Open PO 23-24 SY'		0.00
0000003123	12/15/2023	TINA M FALBO	Nov mileage 2023		0.00
0000003124	12/15/2023	TRANE US INC	JTL chiller low refrigeration temp		0.00
0000003125	12/15/2023	UGI CENTRAL	SOUTH CAMPUS NOV NATURAL GAS	JTL NOV NATURAL GAS	0.00
0000003126	12/15/2023	US FOODS	OPEN PO for Fall/Spring semester online ordering/bulk ordering & deliver...		0.00
0000003127	12/15/2023	VERITEQUE USA INC	Cannabis Test Kit - 15 Units - Gen 2 Product NTK-CAN-25-01 (includes 10...	Shipping & Handling	0.00
0000003128	12/15/2023	VERIZON WIRELESS	DISTRICT CELL PHONES		0.00
0000003129	12/15/2023	WILLARD F SMITH JR	SMITH 2022 SENIOR REBATE		0.00
0000003130	12/15/2023	WILLIAM RIKER	conf mileageACAPA/PASCD	mileage Nov 2023	0.00
0000003131	12/15/2023	WORLD FUEL SERVICES INC	LEHMAN HEATING FUEL 2023-2024	EHN HEATING FUEL 2023-2024	0.00
0000003132	12/15/2023	ZOFIA SIEJKA	SENIOR 2022 REBATE		0.00
0000003133	12/15/2023	HOLLY BURNS	hotel conf PAGE	meals	400.50
0000003134	12/15/2023	STEVE SHANNON TIRE & AUTO CENTER	Transportation Open PO 23-24 SY'		2,344.16

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000003135	12/15/2023	SUPER DUPER PUBLICATIONS	10/12/2023 INV: 855417B Balance Due Original PO 2400001463		319.85
0000003136	12/15/2023	SUPER HEAT INC	Inv#115756 ESE boiler	Inv#115706 HSN domestic water boiler	7,987.64
0000003137	12/15/2023	SWEET STEVENS KATZ & WILLIAMS LLP	INV: 162293 10/30/2023 Legal Services SPED student	File No. 045.0117 11/01/2023 Pool Council	8,733.30
0000003138	12/15/2023	TABITHA BRADLEY	SOR Symp con lodging	Nov 2023 mileage	639.73
0000003139	12/15/2023	TAIWO AFOLABI	CONTRACT DIVERS TRANSPORTATION		3,931.05
0000003140	12/15/2023	TAYLOR FORGIONE	Oct 2023 mileage	Nov 2023 mileage	121.05
0000003141	12/15/2023	THE EC/BCLS TRAINING CENTER	heartsaver cert cards		95.00
0000003142	12/15/2023	THE GOODYEAR TIRE & RUBBER COMPANY	Transportation Open PO 23-24 SY'		9,031.10
0000003143	12/15/2023	TINA M FALBO	Nov mileage 2023		22.01
0000003144	12/15/2023	TRANE US INC	JTL chiller low refrigeration temp		8,044.56
0000003145	12/15/2023	UGI CENTRAL	SOUTH CAMPUS NOV NATURAL GAS	JTL NOV NATURAL GAS	13,440.69
0000003146	12/15/2023	US FOODS	OPEN PO for Fall/Spring semester online ordering/bulk ordering & deliver...		843.80
0000003147	12/15/2023	VERITEQUE USA INC	Cannabis Test Kit - 15 Units - Gen 2 Product NTK-CAN-25-01 (includes 10...	Shipping & Handling	465.00
0000003148	12/15/2023	VERIZON WIRELESS	DISTRICT CELL PHONES		3,594.97
0000003149	12/15/2023	WILLARD F SMITH JR	SMITH 2022 SENIOR REBATE		250.00
0000003150	12/15/2023	WILLIAM RIKER	conf mileageACAPA/PASCD	mileage Nov 2023	401.90
0000003151	12/15/2023	WORLD FUEL SERVICES INC	LEHMAN HEATING FUEL 2023-2024	EHN HEATING FUEL 2023-2024	20,762.55
0000003152	12/15/2023	ZOFIA SIEJKA	SENIOR 2022 REBATE		650.00
* CAFE121223	12/12/2023	ESASD CAFETERIA	Bad Student Lunch debts(uncollectable)		29,883.00
* ERPOS01223	12/13/2023	PSERS	J.Rice 04-08	A.Beaulieu 06-07	151.40

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* ETPS001213	12/13/2023	UNITED STATES TREASURY	Purpose: EE FED Full Payroll Pay Date: 12/13/2023	Purpose: ER FICA Full Payroll Pay Date: 12/13/2023	100,839.18
* PATX001213	12/13/2023	PENNSYLVANIA DEPARTMENT OF REVENUE	Purpose: EE STPA Full Payroll Pay Date: 12/13/2023		11,115.71
* VOYA001213	12/13/2023	VOYA Financial	Purpose: EE RETD Full Payroll Pay Date: 12/13/2023	Purpose: ER RETD Full Payroll Pay Date: 12/13/2023	6,129.67
			10 - GENERAL FUND		2,261,656.28
			21 - CONCESSION STAND FUND		412.23
			29 - SPECIAL ACTIVITY FUND		187.00
			32 - CAPITAL RESERVE/PROJECT		34,752.35
			50 - CAFETERIA FUND		1,840.72
			Grand Total All Funds		2,298,848.58
			Grand Total Credit Cards		0.00
			Grand Total Direct Deposits		0.00
			Grand Total Manual Checks		(81,678.36)
			Grand Total Other Disbursement Non-negotiables		148,118.96
			Grand Total Procurement Card Other Disbursement Non-negotiables		0.00
			Grand Total Regular Checks		2,232,407.98
			Grand Total All Payments		2,298,848.58

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Payment Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001108	12/15/2023	VARSITY BRANDS HOLDING CO INC	HS NORTH TEAM JACKETS		2,031.25
0000001109	12/15/2023	CHAMPION'S CHOICE	50 FT ISU Rifle Targets (100)	Aluminum Buttons for ISSF Shooting Coats (set of 5 buttons)	80.64
0000001110	12/15/2023	GERTRUDE HAWK CHOCOLATES	HS NORTH FUNDRAISING		1,520.64
0000001111	12/15/2023	MORITZ EMBROIDERY WORKS INC	HS NORTH GIRLS BASKETBALL SHOOTING SHIRTS		505.60
0000001112	12/15/2023	PMEA DISTRICT 10	LEHMAN SONGFEST PAYMENT		680.00
0000001113	12/15/2023	JENNY L BOGART	HS SOUTH SENIOR BANQUET & GIFTS		390.72
0000001114	12/15/2023	JENNIFER L MARMO	BLITZ PRIZES FOR STUDENTS		30.41
0000001115	12/15/2023	ANIMAL WELFARE SOCIETY OF MONROE	ESE CASUAL FOR A CAUSE DONATION		289.50
0000001116	12/15/2023	STROUD AREA REGIONAL POLICE	ESE CASUAL FOR A CAUSE DONATION		70.00
0000001117	12/15/2023	JENNIFER DELONG	HS NORTH Q1 REWARDS		275.48
0000001118	12/15/2023	ELECTRIC CITY ROASTING CO	HS SOUTH CORE CAFE SUPPLIES		371.94
0000001119	12/15/2023	AMERICAN DIABETES ASSOCIATION	BUSHKILL CASUAL FOR A CAUSE DONATION		90.00
0000001120	12/15/2023	CUSTOMINK PARENT LLC	HS NORTH TRACK&FIELD T-SHIRTS		1,195.50
0000001121	12/15/2023	E S FOODS BEVERAGE AND SPORTS LLC	CYBER STUDENT FIELD TRIP		42.00
0000001122	12/15/2023	Heather Dunn-Pavuk	BUSHKILL GLOOM,DOOM,CHEER GROUP		27.96
0000001123	12/15/2023	K9s FOR WARRIORS INC	BUSHKILL CASUAL FOR A CAUSE		81.00
0000001124	12/15/2023	ANIMAL WELFARE SOCIETY OF MONROE	BUSHKILL CASUAL FOR A CAUSE DONATION		126.00

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

29 - SPECIAL ACTIVITY FUND	7,808.64
Grand Total All Funds	7,808.64
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	7,808.64
Grand Total All Payments	7,808.64

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: STUD - Student Activity Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001028	12/15/2023	LITTLE CAESARS	HS SOUTH POLITICAL FORUM FOOD		174.75
0000001029	12/15/2023	Ashley L De Larosa	HS SOUTH HOMECOMING DECORATIONS		50.00
80 - STUDENT ACTIVITY FUND					224.75
Grand Total All Funds					224.75
Grand Total Credit Cards					0.00
Grand Total Direct Deposits					0.00
Grand Total Manual Checks					0.00
Grand Total Other Disbursement Non-negotiables					0.00
Grand Total Procurement Card Other Disbursement Non-negotiables					0.00
Grand Total Regular Checks					224.75
Grand Total All Payments					224.75

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CAF - Cafeteria Payment Dates: 12/09/2023 - 12/15/2023

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001102	12/13/2023	NANCY MARQUEZ	Acct Refunds		552.00
				50 - CAFETERIA FUND	552.00
				Grand Total All Funds	552.00
				Grand Total Credit Cards	0.00
				Grand Total Direct Deposits	0.00
				Grand Total Manual Checks	0.00
				Grand Total Other Disbursement Non-negotiables	0.00
				Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
				Grand Total Regular Checks	552.00
				Grand Total All Payments	552.00

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NOVEMBER 2023 WIRE PAYMENTS

PAYROLL	\$	4,092,625.22
ACCOUNTS PAYABLE - BENEFITS	\$	2,533,580.70
FLEX SPENDING ACCOUNTS - TASC	\$	24,271.56
WORKER'S COMP - INSERVCO	\$	59,582.85
MAZZETTI & SULLIVAN EMPLOYEE ASSISTANCT PROGRAM	\$	5,400.00
PROCUREMENT CARD	\$	45,582.49
EBTEP	\$	1,769,042.50
NEOPOST POSTAGE	\$	1,500.00
TRANSFER TO CONCESSION STAND	\$	15,394.40
TRANSFER TO EXPENDABLE SCHOLARSHIP	\$	12,227.57
TRANSFER TO SPECIAL ACTIVITY	\$	30,159.96
TRANSFER TO STUDENT ACTIVITY	\$	29,057.93
	\$	8,618,425.18

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

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

11/1/23 Balance	\$ 21,389,974.07
Receipts	\$10,210,826.07
Interest/Dividends	\$23,163.68
Disbursements	(\$11,888,177.40)
11/30/23 Balance	\$ 19,735,786.42

PLGIT - GENERAL FUND

11/1/23 Balance	\$ 4,493,558.20
Receipts	\$ 879,349.13
Interest/Dividends	\$ 19,757.68
Disbursements	\$ (334,231.79)
11/30/23 Balance	\$ 5,058,433.22

PSDLAF - GENERAL FUND

11/1/23 Balance	\$ 84,755,272.92
Receipts	\$ 30,186,530.45
Interest/Dividends	\$ 319,604.91
Deferred Interest	
Disbursements	\$ (31,130,694.51)
11/30/23 Balance	\$ 84,130,713.77

ESSA WORKERS COMP SELF INS - GENERAL FUND

11/1/23 Balance	\$ 301,879.30
Receipts	
Interest/Dividends	\$ 368.85
Disbursements	\$ (1,879.30)
11/30/23 Balance	\$ 300,368.85

ESSA PAYPAL - GENERAL FUND

11/1/23 Balance	\$ 994.45
Receipts	
Interest/Dividends	\$ 0.77
Disbursements	\$ (994.45)
11/30/23 Balance	\$ 0.77

ESSA - CAFETERIA FUND

11/1/23 Balance	\$ 1,445,133.02
Receipts	\$ 38,583.78
Interest/Dividends	\$ 1,794.17
Disbursements	\$ (4,305.20)
11/30/23 Balance	\$ 1,481,205.77

FIRST KEYSTONE COMMUNITY BANK

11/1/23 Balance	\$ 258,229.37
Receipts	
Interest/Dividends	\$ 615.51
Disbursements	
11/30/23 Balance	\$ 258,844.88

PLGIT - CAPITAL RESERVE FUND

11/1/23 Balance	\$ 20,981,164.19
Receipts	
Interest/Dividends	\$ 94,404.81
Disbursements	
11/30/23 Balance	\$ 21,075,569.00

ESSA - CONCESSION STAND

11/1/23 Balance	\$ 56,511.83
Receipts	\$ 15,441.40
Interest/Dividends	\$ 71.99
Disbursements	\$ (4,326.64)
11/30/23 Balance	\$ 67,698.58

ESSA - EXPENDABLE TRUST

11/1/23 Balance	\$ 33,744.24
Receipts	\$ 12,296.43
Interest/Dividends	\$ 46.82
Disbursements	
11/30/23 Balance	\$ 46,087.49

ESSA - NON-EXPENDABLE TRUST

11/1/23 Balance	\$ 19,047.22
Receipts	\$ 7.82
Interest/Dividends	\$ 18.57
Disbursements	\$ (10,602.41)
11/30/23 Balance	\$ 8,471.20

ESSA - SPECIAL ACTIVITY

11/1/23 Balance	\$ 255,983.22
Receipts	\$ 38,087.61
Interest/Dividends	\$ 339.04
Disbursements	\$ (9,224.59)
11/30/23 Balance	\$ 285,185.28

ESSA CD INVESTMENT - SPECIAL ACTIVITY

11/1/23 Balance	\$ 42,044.09
Receipts	
Interest/Dividends	\$ -
Disbursements	
11/30/23 Balance	\$ 42,044.09

ESSA - STUDENT ACTIVITY

11/1/23 Balance	\$ 87,762.23
Receipts	\$ 40,249.96
Interest/Dividends	\$ 130.33
Disbursements	\$ (4,494.57)
11/30/23 Balance	\$ 123,647.95

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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		\$19,735,786.42

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$21,389,974.07
	85 Credit(s) This Period	\$10,233,989.75
	63 Debit(s) This Period	-\$11,888,177.40
11/30/2023	Ending Balance	\$19,735,786.42

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$23,163.58
Interest Paid Year-to-Date	\$295,436.63

Deposits

Date	Description	Amount
11/01/2023	TRANSFER FROM	\$29,349.06
11/01/2023	TRANSFER FROM	\$0.69
11/01/2023	TRANSFER FROM	\$80,105.81
11/02/2023	TRANSFER FROM	\$66,790.19
11/02/2023	TRANSFER FROM	\$30,515.39
11/02/2023	TRANSFER FROM	\$31,292.68
11/02/2023	TRANSFER FROM	\$3,227.90
11/03/2023	TRANSFER FROM	\$90,564.73
11/03/2023	TRANSFER FROM	\$3,019.83
11/03/2023	TRANSFER FROM	\$35,560.90
11/06/2023	TRANSFER FROM	\$3,000.00
11/06/2023	TRANSFER FROM	\$120,378.61
11/06/2023	TRANSFER FROM	\$9,807.79
11/06/2023	TRANSFER FROM	\$80,666.82
11/07/2023	TRANSFER FROM	\$6,157.09
11/07/2023	TRANSFER FROM	\$16,791.92
11/07/2023	TRANSFER FROM	\$11,430.68
11/07/2023	WIRE FROM PENNSYLVANIA LOCAL GOVE	\$334,231.79
11/08/2023	TRANSFER FROM	\$49,994.38
11/08/2023	TRANSFER FROM	\$396.67
11/08/2023	TRANSFER FROM	\$20,626.12
11/09/2023	TRANSFER FROM	\$26,451.78
11/09/2023	TRANSFER FROM	\$39,710.93
11/10/2023	TRANSFER FROM	\$6,205.03
11/13/2023	TRANSFER FROM	\$38,234.17



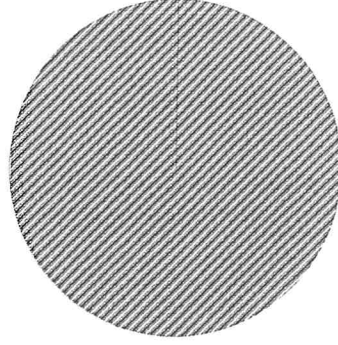
For the Month Ending **November 30, 2023**

Account Statement - Transaction Summary

East Stroudsburg Area School District - General Fund

PLGIT-Class	
Opening Market Value	4,493,558.20
Purchases	899,106.81
Redemptions	(334,231.79)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$5,058,433.22
Cash Dividends and Income	19,757.68

Asset Summary		
	November 30, 2023	October 31, 2023
PLGIT-Class	5,058,433.22	4,493,558.20
Total	\$5,058,433.22	\$4,493,558.20
Asset Allocation		



PLGIT-Class
100.00%

2023



PSDLAF Monthly Statement
East Stroudsburg ASD

Please Note:
THE FUND WILL BE CLOSED DECEMBER 25TH IN OBSERVANCE OF CHRISTMAS DAY AND JANUARY 1ST IN OBSERVANCE OF NEW YEAR'S DAY.

Activity Summary

General Fund

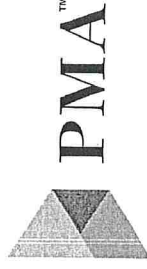
11/1/2023 - 11/30/2023

Investment Pool Summary

	MAX
Beginning Balance	\$36,197,964.04
Dividends	\$118,221.74
Purchases	\$9,977,782.80
Redemptions	(\$26,346,582.49)
Ending Balance	\$19,947,386.09
Average Monthly Rate	5.241%
Share Price	\$1.000
Total	\$19,947,386.09
Total Fixed Income	\$64,183,327.68
Account Total	\$84,130,713.77

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



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

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



PSDLAF Monthly Statement
East Stroudsburg ASD

Flex Transaction Activity

General Fund

PSDLAF - Fujii Flex (BofCA-1) 11/1/2023 - 11/30/2023

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
5	13869311	SDA-1355688-1	11/17/2023	Deposit	\$10,000,000.00	\$0.00	\$0.00	\$10,000,000.00
5	14211755	SDA-1355688-1	11/30/2023	Interest	\$0.00	\$0.00	\$20,443.78	\$10,020,443.78
					\$10,000,000.00	\$0.00	\$20,443.78	

Beginning Balance: \$0.00 | Ending Balance: \$10,020,443.78

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PSDLAF Monthly Statement
East Stroudsburg ASD

Flex Transaction Activity

General Fund

PSDLAF - Full Flex (MNST-1) 11/1/2023 - 11/30/2023

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
5	13683815	SDA-1348493-1	11/14/2023	Withdrawal	\$0.00	(\$2,567,922.02)	\$0.00	\$0.00
5	14211134	SDA-1348493-1	11/30/2023	Interest	\$0.00	\$0.00	\$4,920.50	\$4,920.50
					\$0.00	(\$2,567,922.02)	\$4,920.50	\$4,920.50

Beginning Balance: \$2,567,922.02 | Ending Balance: \$4,920.50

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PSDLAF Monthly Statement
East Stroudsburg ASD

Flex Transaction Activity : General Fund

PSDLAF - Full Flex (VistaB-1) 11/1/2023 - 11/30/2023

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
5	13600835	SDA-1355343-1	11/09/2023	Deposit	\$5,000,000.00	\$0.00	\$0.00	\$5,000,000.00
5	14211715	SDA-1355343-1	11/30/2023	Interest	\$0.00	\$0.00	\$15,882.24	\$5,015,882.24
					\$5,000,000.00	\$0.00	\$15,882.24	

Beginning Balance: \$0.00 | Ending Balance: \$5,015,882.24

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PSDLAF Monthly Statement

East Stroudsburg ASD

Fixed Income Investments

Purchase 11/1/2023 - 11/30/2023

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
CD	1355484-1	11/10/2023	11/10/2023	06/07/2024	Preferred Bank	\$242,000.00	5.300%	\$249,466.14
CD	1355482-1	11/10/2023	11/10/2023	08/06/2024	BOM Bank	\$239,000.00	5.393%	\$248,700.57
CD	1355483-1	11/10/2023	11/10/2023	05/08/2025	Schertz Bank & Trust	\$230,000.00	5.350%	\$248,339.50
CD	1355481-1	11/10/2023	11/10/2023	05/08/2025	GREENSTATE CREDIT UNION	\$230,000.00	5.410%	\$248,545.18
CD	1355751-1	11/16/2023	11/16/2023	11/15/2024	EagleBank	\$236,000.00	5.463%	\$248,892.23
CD	1355752-1	11/16/2023	11/16/2023	05/13/2025	Western Alliance Bank	\$230,000.00	5.212%	\$248,091.89
CD	1355754-1	11/16/2023	11/16/2023	11/17/2025	Cornerstone Bank	\$224,000.00	5.112%	\$247,565.92
CD	1355753-1	11/16/2023	11/16/2023	11/17/2025	First National Bank	\$224,000.00	5.175%	\$247,831.28
CD	1355793-1	11/17/2023	11/17/2023	11/18/2024	First Guaranty Bank	\$236,450.00	5.293%	\$249,032.69
CD	1355795-1	11/17/2023	11/17/2023	11/18/2024	Farmers Insurance Group Federal Credit Union	\$236,700.00	5.287%	\$249,282.08
CD	1355792-1	11/17/2023	11/17/2023	11/18/2024	State Bank of Texas	\$236,350.00	5.343%	\$249,046.19
CD	1355794-1	11/17/2023	11/17/2023	11/18/2024	Bank 7	\$236,500.00	5.369%	\$249,258.86
TS	296870-1	11/28/2023	11/28/2023	03/25/2025	PSDLAF - COLLATERALIZED POOL, PA	\$500,000.00	5.100%	\$533,743.84
TS	296863-1	11/28/2023	11/28/2023	04/22/2025	PSDLAF - COLLATERALIZED POOL, PA	\$500,000.00	5.000%	\$535,000.00
CDR	1356028-1	11/30/2023	11/30/2023	11/29/2024	CD-1356028-1 Banner Capital Bank, NE	\$236,107.49	5.382%	\$248,780.08
CDR	1356028-2	11/30/2023	11/30/2023	11/29/2024	CD-1356028-2 Bruning Bank, NE	\$236,107.49	5.382%	\$248,780.08
CDR	1356028-3	11/30/2023	11/30/2023	11/29/2024	CD-1356028-3 First Choice Bank, MS	\$236,107.49	5.382%	\$248,780.08
CDR	1356028-4	11/30/2023	11/30/2023	11/29/2024	CD-1356028-4 The Bank of Fayette County, TN	\$236,107.49	5.382%	\$248,780.08
CDR	1356028-5	11/30/2023	11/30/2023	11/29/2024	CD-1356028-5 The Tri-County Bank, NE	\$236,107.49	5.382%	\$248,780.08
CDR	1356028-6	11/30/2023	11/30/2023	11/29/2024	CD-1356028-6 The Citizens Bank of Clovis, NM	\$212,727.47	5.382%	\$224,145.18
CDR	1356028-7	11/30/2023	11/30/2023	11/29/2024	CD-1356028-7 Valley State Bank, KS	\$106,735.08	5.382%	\$112,463.85
						\$5,301,000.00		\$5,633,305.80

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Maturities 11/1/2023 - 11/30/2023

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
SEC	56188-1	11/15/2023	09/23/2022	11/15/2023	STRIP PRINC. 912820J65	\$478,190.00	3.937%	\$500,000.00
TS	295620-1	11/15/2023	02/15/2023	11/15/2023	PSDLAF - COLLATERALIZED POOL, PA	\$1,000,000.00	4.850%	\$1,036,275.35
CD	295364-1	11/17/2023	11/17/2022	11/17/2023	SERVISFIRST BANK, FL	\$238,000.00	4.650%	\$249,067.00
TS	295406-1	11/22/2023	11/22/2022	11/22/2023	PSDLAF - COLLATERALIZED POOL, PA	\$500,000.00	4.620%	\$523,100.00
						\$2,216,190.00		\$2,308,442.35

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Interest 11/1/2023 - 11/30/2023

Type	Holding Id	Trade Date	Description	Interest
TS	295620-1	11/15/2023	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$36,275.35
SEC	56188-1	11/15/2023	STRIP PRINC, 912820J65, Security Interest	\$21,810.00
CD	295364-1	11/17/2023	SERVISFIRST BANK, FL, Interest	\$11,067.00
TS	295406-1	11/22/2023	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$23,100.00
Flex	1285184-1	11/30/2023	PSDLAF - Full Flex (NexB-1), TX, Interest	\$64,452.90
Flex	1306222-1	11/30/2023	PSDLAF - Full Flex (ASB-1), TX, Interest	\$669.00
Flex	1333678-1	11/30/2023	PSDLAF - Full Flex (For B-1), MD, Interest	\$1,620.90
Flex	1344764-1	11/30/2023	PSDLAF - Full Flex (VNB), Interest	\$22.80
Flex	1345143-1	11/30/2023	PSDLAF - Full Flex (PNB), IL, Interest	\$1,118.70
Flex	1348493-1	11/30/2023	PSDLAF - Full Flex (MNST-1), VA, Interest	\$4,920.50
Flex	1355343-1	11/30/2023	PSDLAF - Full Flex (VistaB-1), TX, Interest	\$15,882.24
Flex	1355688-1	11/30/2023	PSDLAF - Full Flex (BofCA-1), CA, Interest	\$20,443.78
				\$201,383.17

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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		\$300,368.85

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$301,879.30
	1 Credit(s) This Period	\$368.85
	1 Debit(s) This Period	-\$1,879.30
11/30/2023	Ending Balance	\$300,368.85

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$368.85
Interest Paid Year-to-Date	\$4,112.31

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$368.85
		1 item(s) totaling \$368.85

Other Debits

Date	Description	Amount
11/20/2023	INTERNET TFR TO CHK TRANSFER FUNDS TO GENERAL	\$1,879.30
		1 item(s) totaling \$1,879.30

Daily Balances

Date	Amount	Date	Amount
11/20/2023	\$300,000.00	11/30/2023	\$300,368.85

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		\$0.77

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$994.45
	1 Credit(s) This Period	\$0.77
	1 Debit(s) This Period	-\$994.45
11/30/2023	Ending Balance	\$0.77

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.77
Interest Paid Year-to-Date	\$6.04

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$0.77
		1 item(s) totaling \$0.77

Other Debits

Date	Description	Amount
11/20/2023	INTERNET TFR TO CHK TRFR FUNDS TO GENERAL	\$994.45
		1 item(s) totaling \$994.45

Daily Balances

Date	Amount	Date	Amount
11/20/2023	\$0.00	11/30/2023	\$0.77

Interest Rate Changes

Interest Rate As Of Date	Interest Rate
11/01/2023	1.4900%
11/20/2023	0.0000%

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		\$1,481,205.77

Government Checking
Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$1,445,133.02
	322 Credit(s) This Period	\$40,377.95
	12 Debit(s) This Period	-\$4,305.20
11/30/2023	Ending Balance	\$1,481,205.77

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1,794.17
Interest Paid Year-to-Date	\$6,124.96

Deposits

Date	Description	Amount
11/01/2023	DEPOSIT EAST STROUDSBUR	\$25.00
11/01/2023	DEPOSIT EAST STROUDSBUR	\$7.25
11/01/2023	DEPOSIT EAST STROUDSBUR	\$17.50
11/01/2023	DEPOSIT EAST STROUDSBUR	\$30.00
11/01/2023	DEPOSIT EAST STROUDSBUR	\$61.00
11/01/2023	DEPOSIT EAST STROUDSBUR	\$117.85
11/01/2023	DEPOSIT EAST STROUDSBUR	\$9.75
11/01/2023	DEPOSIT EAST STROUDSBUR	\$178.25
11/01/2023	DEPOSIT EAST STROUDSBUR	\$13.60
11/01/2023	DEPOSIT EAST STROUDSBUR	\$126.00
11/01/2023	DEPOSIT EAST STROUDSBUR	\$11.50
11/01/2023	DEPOSIT EAST STROUDSBUR	\$17.25
11/01/2023	DEPOSIT EAST STROUDSBUR	\$159.75
11/01/2023	DEPOSIT EAST STROUDSBUR	\$10.75
11/01/2023	DEPOSIT EAST STROUDSBUR	\$38.00
11/01/2023	DEPOSIT EAST STROUDSBUR	\$4.25
11/01/2023	DEPOSIT EAST STROUDSBUR	\$21.75
11/01/2023	DEPOSIT EAST STROUDSBUR	\$98.25
11/02/2023	DEPOSIT EAST STROUDSBUR	\$15.00
11/02/2023	DEPOSIT EAST STROUDSBUR	\$90.00
11/02/2023	DEPOSIT EAST STROUDSBUR	\$15.05
11/02/2023	DEPOSIT EAST STROUDSBUR	\$22.20
11/02/2023	DEPOSIT EAST STROUDSBUR	\$191.25
11/02/2023	DEPOSIT EAST STROUDSBUR	\$8.30
11/02/2023	DEPOSIT EAST STROUDSBUR	\$14.00



PO BOX 289
BERWICK, PA 18603-0289

RETURN SERVICE REQUESTED

>001964 6230692 0001 92731 10Z 211

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

02292066
L110



Statement Ending 11/30/2023

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
- Email info@fkc.bank
- Telephone Banking (570)759-2265
(888)759-2265



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Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$258,844.88

NOW SPSPD/Government

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$258,229.37
	1 Credit(s) This Period	\$615.51
	0 Debit(s) This Period	\$0.00
11/30/2023	Ending Balance	\$258,844.88

Interest Summary

Description	Amount
Annual Percentage Yield Earned	2.94%
Interest Days	30
Interest Earned	\$615.51
Interest Paid This Period	\$615.51
Interest Paid Year-to-Date	\$6,587.20

Account Activity

Post Date	Description	Debits	Credits	Balance
11/01/2023	Beginning Balance			\$258,229.37
11/30/2023	Credit Interest		\$615.51	\$258,844.88
11/30/2023	Ending Balance			\$258,844.88



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Account Statement - Transaction Summary

For the Month Ending **November 30, 2023**

East Stroudsburg Area School District - Capital Reserve

PLGIT-Class	
Opening Market Value	4,055,990.02
Purchases	17,275.86
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$4,073,265.88
Cash Dividends and Income	17,275.86

PLGIT/PRIME

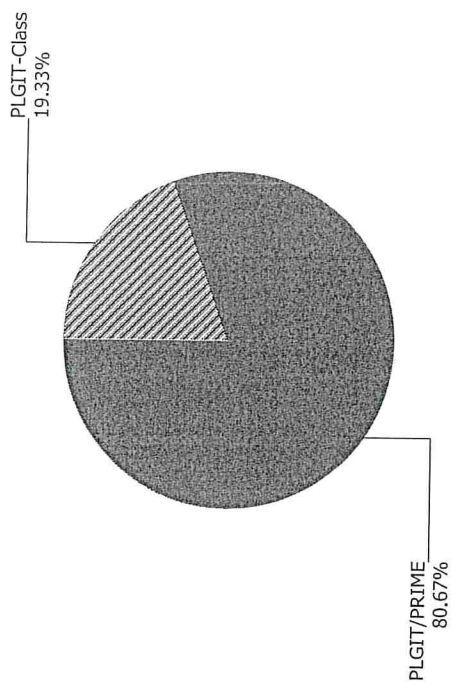
Opening Market Value	16,925,174.17
Purchases	77,128.95
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$17,002,303.12
Cash Dividends and Income	77,128.95

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Asset Summary			
	November 30, 2023	October 31, 2023	
PLGIT-Class	4,073,265.88	4,055,990.02	
PLGIT/PRIME	17,002,303.12	16,925,174.17	
Total	\$21,075,569.00	\$20,981,164.19	

Asset Allocation



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		\$67,698.58

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$56,511.83
	3 Credit(s) This Period	\$15,513.39
	3 Debit(s) This Period	-\$4,326.64
11/30/2023	Ending Balance	\$67,698.58

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$71.99
Interest Paid Year-to-Date	\$454.17

Deposits

Date	Description	Amount
11/14/2023	DEPOSIT EAST STROUDSBUR	\$47.00
11/20/2023	INTERNET TFR FRM CHK TRANSFER DUE TO DUE FROM CONCESSI	\$15,394.40
		2 item(s) totaling \$15,441.40

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$71.99
		1 item(s) totaling \$71.99

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount
1009	11/02/2023	\$1,868.36	1011	11/03/2023	\$947.01
1010	11/17/2023	\$1,511.27			
			3 item(s) totaling \$4,326.64		

Daily Balances

Date	Amount	Date	Amount	Date	Amount
11/02/2023	\$54,643.47	11/14/2023	\$53,743.46	11/20/2023	\$67,626.59
11/03/2023	\$53,696.46	11/17/2023	\$52,232.19	11/30/2023	\$67,698.58



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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		\$46,087.49

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$33,744.24
	4 Credit(s) This Period	\$12,343.25
	0 Debit(s) This Period	\$0.00
11/30/2023	Ending Balance	\$46,087.49

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$46.82
Interest Paid Year-to-Date	\$453.11

Deposits

Date	Description	Amount
11/20/2023	INTERNET TFR FRM CHK TRANSFER DUE TO DUE FROM EXPENDAB	\$12,227.57
11/30/2023	INTEREST FROM ACCT	\$61.23
11/30/2023	INTEREST FROM ACCT	\$7.63
		3 item(s) totaling \$12,296.43

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$46.82
		1 item(s) totaling \$46.82

Daily Balances

Date	Amount	Date	Amount
11/20/2023	\$45,971.81	11/30/2023	\$46,087.49

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		\$8,471.20

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$19,047.22
	6 Credit(s) This Period	\$26.39
	1 Debit(s) This Period	-\$10,602.41
11/30/2023	Ending Balance	\$8,471.20

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$18.57
Interest Paid Year-to-Date	\$252.21

Deposits

Date	Description	Amount
11/30/2023	INTEREST FROM ACCT	\$0.78
11/30/2023	INTEREST FROM ACCT	\$1.95
11/30/2023	INTEREST FROM ACCT	\$0.82
11/30/2023	INTEREST FROM ACCT	\$0.99
11/30/2023	INTEREST FROM ACCT	\$3.28
		5 item(s) totaling \$7.82

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$18.57
		1 item(s) totaling \$18.57

Other Debits

Date	Description	Amount
11/20/2023	INTERNET TFR TO CHK TRANSFER DUE TO DUE FROM NON-EXPE	\$10,602.41
		1 item(s) totaling \$10,602.41

Daily Balances

Date	Amount	Date	Amount
11/20/2023	\$8,444.81	11/30/2023	\$8,471.20

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		\$285,185.28

Government Checking

Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$255,983.22
	26 Credit(s) This Period	\$38,426.65
	21 Debit(s) This Period	-\$9,224.59
11/30/2023	Ending Balance	\$285,185.28

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$339.04
Interest Paid Year-to-Date	\$3,399.16

Deposits

Date	Description	Amount
11/10/2023	INTERNET TFR FRM CHK TRANSFER 6/30/2023 DUE TO SPEC. D	\$30,159.96
11/14/2023	DEPOSIT EAST STROUDSBUR	\$71.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$25.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$70.25
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,598.10
11/14/2023	DEPOSIT EAST STROUDSBUR	\$25.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,600.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$135.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$680.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$270.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$60.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$123.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,253.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$310.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$77.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$47.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$285.75
11/14/2023	DEPOSIT EAST STROUDSBUR	\$244.25
11/14/2023	DEPOSIT EAST STROUDSBUR	\$298.75
11/21/2023	DEPOSIT EAST STROUDSBUR	\$186.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$81.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$165.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$123.55
11/21/2023	DEPOSIT EAST STROUDSBUR	\$109.00

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

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		\$123,647.95

Government Checking
Account Summary

Date	Description	Amount
11/01/2023	Beginning Balance	\$87,762.23
	17 Credit(s) This Period	\$40,380.29
	6 Debit(s) This Period	-\$4,494.57
11/30/2023	Ending Balance	\$123,647.95

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$130.33
Interest Paid Year-to-Date	\$1,073.56

Deposits

Date	Description	Amount
11/03/2023	enc error ck#1011 pos pay	\$0.08
11/14/2023	INTERNET TFR FRM CHK TRANSFER DUE TO STUDENT DUE FROM	\$29,057.93
11/14/2023	DEPOSIT EAST STROUDSBUR	\$144.12
11/14/2023	DEPOSIT EAST STROUDSBUR	\$75.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$530.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,580.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$156.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$192.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,170.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$660.00
11/14/2023	DEPOSIT EAST STROUDSBUR	\$1,317.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$2,125.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$1,200.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$62.00
11/21/2023	DEPOSIT EAST STROUDSBUR	\$280.00
11/30/2023	DEPOSIT EAST STROUDSBUR	\$1,700.83
		16 item(s) totaling \$40,249.96

Other Credits

Date	Description	Amount
11/30/2023	INTEREST PAID 11/01 THROUGH 11/30	\$130.33
		1 item(s) totaling \$130.33

BOARD SUMMARY
Fund: 10 - GENERAL FUND Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REG PROG ELEM/SECONDARY						
100 100	35,074,465.00	35,074,465.00	0.00	9,177,023.15	25,897,441.85	26.16
200 BENEFITS	23,172,196.00	23,172,196.00	0.00	5,869,608.08	17,302,587.92	25.33
300 PURCHASED PROF & TECH	189,215.00	189,215.00	7,501.73	27,464.78	154,248.49	18.48
400 PURCHASED PROPERTY SVC	158,474.66	158,474.66	18,572.49	65,104.97	74,797.20	52.80
500 <500>	4,955,485.00	4,955,485.00	70,488.33	834,350.01	4,050,646.66	18.26
600 SUPPLIES	2,209,864.23	2,209,864.23	245,218.44	1,341,597.63	623,048.16	71.81
700 PROPERTY	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
800 OTHER OBJECTS	10,108.00	10,108.00	580.00	972.95	8,555.05	15.36
Totals for 1100s	65,773,807.89	65,773,807.89	342,360.99	17,316,121.57	48,115,325.33	26.85
1200 SPEC PROG ELEMEN/SECOND						
100 100	12,924,949.00	12,924,949.00	0.00	3,479,124.10	9,445,824.90	26.92
200 BENEFITS	9,910,532.00	9,910,532.00	0.00	2,838,051.53	7,072,480.47	28.64
300 PURCHASED PROF & TECH	5,575,000.00	5,575,000.00	3,860,917.57	1,113,017.97	601,064.46	89.22
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	170.00	(170.00)	0.00
500 <500>	4,321,900.00	4,321,900.00	66,823.80	1,067,399.94	3,187,676.26	26.24
600 SUPPLIES	767,150.00	767,150.00	93,321.86	307,320.19	366,507.95	52.22
700 PROPERTY	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
800 OTHER OBJECTS	6,990.00	6,990.00	0.00	0.00	6,990.00	0.00
Totals for 1200s	33,526,521.00	33,526,521.00	4,021,063.23	8,805,083.73	20,700,374.04	38.26
1300 VOCATIONAL EDUCATION						
100 100	602,254.00	602,254.00	0.00	143,961.94	458,292.06	23.90
200 BENEFITS	397,669.00	397,669.00	0.00	89,083.39	308,585.61	22.40
300 PURCHASED PROF & TECH	500.00	500.00	105.00	0.00	395.00	21.00
500 <500>	1,828,628.00	1,828,628.00	1,261,720.25	955,059.75	(388,152.00)	121.23
600 SUPPLIES	9,700.00	9,700.00	1,440.74	731.97	7,527.29	22.40
Totals for 1300s	2,838,751.00	2,838,751.00	1,263,265.99	1,188,837.05	386,647.96	86.38

BOARD SUMMARY

Fund: Encumbrances Included

As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1400 OTHER INSTRUCTION PROG						
100 100	172,210.00	172,210.00	0.00	90,756.03	81,453.97	52.70
200 BENEFITS	113,471.00	113,471.00	0.00	48,107.48	65,363.52	42.40
300 PURCHASED PROF & TECH	970,000.00	970,000.00	1,008,183.35	174,586.03	(212,769.38)	121.93
400 PURCHASED PROPERTY SVC	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
500 <500>	400,000.00	400,000.00	0.00	0.00	400,000.00	0.00
600 SUPPLIES	176,063.00	176,063.00	877.48	1,365.81	173,819.71	1.27
Totals for 1400s	1,834,744.00	1,834,744.00	1,009,060.83	314,815.35	510,867.82	72.16
1500 NONPUBLIC SCHOOL PGMS						
300 PURCHASED PROF & TECH	21,242.00	21,242.00	33,209.54	1,632.82	(13,600.36)	164.03
Totals for 1500s	21,242.00	21,242.00	33,209.54	1,632.82	(13,600.36)	164.03
1700 COMMUNITY/JR COLLEGE ED						
500 <500>	0.00	0.00	6,982.00	0.00	(6,982.00)	0.00
600 SUPPLIES	0.00	0.00	1,274.75	0.00	(1,274.75)	0.00
Totals for 1700s	0.00	0.00	8,256.75	0.00	(8,256.75)	0.00
1800 PRE-K						
100 100	18,249.00	18,249.00	0.00	17,017.52	1,231.48	93.25
200 BENEFITS	7,726.00	7,726.00	0.00	7,075.49	650.51	91.58
600 SUPPLIES	2,655.00	2,655.00	427.03	2,461.00	(233.03)	108.78
Totals for 1800s	28,630.00	28,630.00	427.03	26,554.01	1,648.96	94.24
2100 SUPPORT SVCS-STUDENTS						
100 100	4,602,839.00	4,602,839.00	0.00	1,458,845.46	3,143,993.54	31.69
200 BENEFITS	3,066,140.00	3,066,140.00	0.00	926,185.25	2,139,954.75	30.21
300 PURCHASED PROF & TECH	875,120.00	875,120.00	309,801.07	24,630.00	540,688.93	38.22
400 PURCHASED PROPERTY SVC	1,800.00	1,800.00	0.00	0.00	1,800.00	0.00
500 <500>	111,250.00	111,250.00	700.00	1,798.55	108,751.45	2.25
600 SUPPLIES	84,546.00	84,546.00	32,484.70	46,954.35	5,106.95	93.96
800 OTHER OBJECTS	4,930.00	4,930.00	235.00	2,024.50	2,670.50	45.83
Totals for 2100s	9,980,685.00	9,980,685.00	342,220.77	2,868,333.76	7,112,351.24	70.77

BOARD SUMMARY

**Fund: Encumbrances Included
As of: 11/30/2023**

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 2100s	8,746,625.00	8,746,625.00	343,220.77	2,460,438.11	5,942,966.12	32.05
2200 SUPPORT SERVICES-INSTRU						
100 100	1,780,976.00	1,780,976.00	0.00	563,415.21	1,217,560.79	31.64
200 BENEFITS	1,421,851.00	1,421,851.00	0.00	459,569.90	962,281.10	32.32
300 PURCHASED PROF & TECH	91,340.00	91,340.00	6,286.53	113,642.14	(28,588.67)	131.30
500 <500>	41,520.00	41,520.00	0.00	4,455.46	37,064.54	10.73
600 SUPPLIES	193,174.06	193,174.06	45,879.43	86,659.97	60,634.66	68.61
800 OTHER OBJECTS	1,000.00	1,000.00	289.00	605.00	106.00	89.40
Totals for 2200s	3,529,861.06	3,529,861.06	52,454.96	1,228,347.68	2,249,058.42	36.28
2300 SUPPORT SERVICES-ADMIN						
100 100	4,551,326.00	4,551,326.00	0.00	1,645,962.86	2,905,363.14	36.16
200 BENEFITS	3,123,744.00	3,123,744.00	0.00	1,067,566.35	2,056,177.65	34.18
300 PURCHASED PROF & TECH	960,000.00	960,000.00	7,332.12	95,262.97	857,404.91	10.69
400 PURCHASED PROPERTY SVC	46,624.68	46,624.68	8,166.61	17,204.01	21,254.06	54.41
500 <500>	171,211.00	171,211.00	5,609.59	98,331.14	67,270.27	60.71
600 SUPPLIES	56,871.23	56,871.23	14,233.64	19,079.05	23,558.54	58.58
700 PROPERTY	0.00	0.00	0.00	31,416.00	(31,416.00)	0.00
800 OTHER OBJECTS	65,763.60	65,763.60	3,333.00	24,585.02	37,845.58	42.45
Totals for 2300s	8,975,540.51	8,975,540.51	38,674.96	2,999,407.40	5,937,458.15	33.85
2400 SUPP SVC-PUBLIC HEALTH						
100 100	1,279,872.00	1,279,872.00	0.00	385,204.18	894,667.82	30.10
200 BENEFITS	902,847.00	902,847.00	0.00	263,381.73	639,465.27	29.17
300 PURCHASED PROF & TECH	33,440.00	33,440.00	33,440.00	16,720.00	(16,720.00)	150.00
400 PURCHASED PROPERTY SVC	1,750.00	1,750.00	0.00	1,780.93	(30.93)	101.77
500 <500>	1,230.00	1,230.00	0.00	93.40	1,136.60	7.59
600 SUPPLIES	30,900.00	30,900.00	17,656.38	52,096.22	(38,852.60)	225.74
800 OTHER OBJECTS	1,760.00	1,760.00	0.00	720.00	1,040.00	40.91
Totals for 2400s	2,251,799.00	2,251,799.00	51,096.38	719,996.46	1,480,706.16	34.24

223

BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2500 SUPP SERVICES-BUSINESS						
100 100	775,364.00	775,364.00	0.00	280,167.28	495,196.72	36.13
200 BENEFITS	494,309.00	494,309.00	0.00	184,821.76	309,487.24	37.39
300 PURCHASED PROF & TECH	50,000.00	50,000.00	0.00	62,237.34	(12,237.34)	124.47
400 PURCHASED PROPERTY SVC	5,750.00	5,750.00	1,500.00	0.00	4,250.00	26.09
500 <500>	19,000.00	19,000.00	634.29	10,057.66	8,308.05	56.27
600 SUPPLIES	110,001.53	110,001.53	389.03	127,684.34	(18,071.84)	116.43
700 PROPERTY	0.00	0.00	0.00	45,049.00	(45,049.00)	0.00
800 OTHER OBJECTS	25,000.00	25,000.00	800.00	15,419.12	8,780.88	64.88
Totals for 2500s	1,479,424.53	1,479,424.53	3,323.32	725,436.50	750,664.71	49.26
2600 OP/MAINT PLANT SVCS						
100 100	6,820,146.00	6,820,146.00	0.00	2,343,691.55	4,476,454.45	34.36
200 BENEFITS	5,346,823.00	5,346,823.00	0.00	2,004,023.25	3,342,799.75	37.48
300 PURCHASED PROF & TECH	240,500.00	240,500.00	2,419,944.33	70,317.09	(2,249,761.42)	1035.45
400 PURCHASED PROPERTY SVC	1,299,564.90	1,299,564.90	234,571.77	351,295.64	713,697.49	45.08
500 <500>	580,950.00	580,950.00	0.00	513,307.90	67,642.10	88.36
600 SUPPLIES	2,982,087.00	2,982,087.00	664,262.33	932,402.23	1,385,422.44	53.54
700 PROPERTY	198,000.00	198,000.00	0.00	73,566.80	124,433.20	37.15
800 OTHER OBJECTS	4,000.00	4,000.00	750.00	235.00	3,015.00	24.63
Totals for 2600s	17,472,070.90	17,472,070.90	3,319,528.43	6,288,839.46	7,863,703.01	54.99
2700 STUDENT TRANSP SERVICES						
100 100	4,756,311.00	4,756,311.00	0.00	1,247,604.48	3,508,706.52	26.23
200 BENEFITS	4,164,941.00	4,164,941.00	0.00	1,081,979.73	3,082,961.27	25.98
300 PURCHASED PROF & TECH	90,500.00	90,500.00	28,354.24	80,765.76	(18,620.00)	120.57
400 PURCHASED PROPERTY SVC	84,400.00	84,400.00	49,741.35	22,741.51	11,917.14	85.88
500 <500>	1,253,700.00	1,253,700.00	719,334.89	386,625.67	147,739.44	88.22
600 SUPPLIES	712,000.00	712,000.00	323,671.36	84,106.02	304,222.62	57.27
700 PROPERTY	0.00	0.00	774,190.00	0.00	(774,190.00)	0.00

224

BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
800 OTHER OBJECTS	5,000.00	5,000.00	5,315.00	382.50	(697.50)	113.95
Totals for 2700s	11,066,852.00	11,066,852.00	1,900,606.84	2,904,205.67	6,262,039.49	43.42
2800 SUPPORT SVCS-CENTRAL						
100 100	1,439,942.00	1,439,942.00	0.00	526,462.90	913,479.10	36.56
200 BENEFITS	969,688.00	969,688.00	0.00	385,435.56	584,252.44	39.75
300 PURCHASED PROF & TECH	169,682.00	169,682.00	8,271.76	17,246.94	144,163.30	15.04
400 PURCHASED PROPERTY SVC	97,247.93	97,247.93	6,349.30	78,663.10	12,235.53	87.42
500 <500>	250,849.00	250,849.00	95,848.84	58,339.26	96,660.90	61.47
600 SUPPLIES	980,416.00	980,416.00	157,825.32	880,505.41	(57,914.73)	105.91
700 PROPERTY	0.00	0.00	0.00	21,730.00	(21,730.00)	0.00
800 OTHER OBJECTS	4,800.00	4,800.00	1,000.00	1,802.12	1,997.88	58.38
Totals for 2800s	3,912,624.93	3,912,624.93	269,295.22	1,970,185.29	1,673,144.42	57.24
2900 OTHER SUPPORT SERVICES						
500 <500>	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
Totals for 2900s	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
3200 STUDENT ACTIVITIES						
100 100	1,463,523.00	1,463,523.00	0.00	605,671.30	857,851.70	41.38
200 BENEFITS	741,947.00	741,947.00	0.00	283,021.17	458,925.83	38.15
300 PURCHASED PROF & TECH	118,773.00	118,773.00	12,820.00	5,898.50	100,054.50	15.76
400 PURCHASED PROPERTY SVC	102,767.00	102,767.00	40,313.38	5,231.70	57,221.92	44.32
500 <500>	235,965.00	235,965.00	1,373.62	67,623.68	166,967.70	29.24
600 SUPPLIES	264,651.00	264,651.00	84,355.07	144,069.56	36,226.37	86.31
700 PROPERTY	50,000.00	50,000.00	53,305.00	4,546.00	(7,851.00)	115.70
800 OTHER OBJECTS	49,591.00	49,591.00	4,870.00	16,828.00	27,893.00	43.75
Totals for 3200s	3,027,217.00	3,027,217.00	197,037.07	1,132,889.91	1,697,290.02	43.93
3300 COMMUNITY SERVICES						
100 100	19,934.00	19,934.00	0.00	9,967.80	9,966.20	50.00
200 BENEFITS	8,445.00	8,445.00	0.00	4,177.05	4,267.95	49.46

BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
300 PURCHASED PROF & TECH	50,585.00	50,585.00	58,150.00	30,700.00	(38,265.00)	175.64
500 <500>	1,335.00	1,335.00	0.00	25.35	1,309.65	1.90
600 SUPPLIES	54,046.00	54,046.00	7,500.80	11,770.04	34,775.16	35.66
Totals for 3300s	134,345.00	134,345.00	65,650.80	56,640.24	12,053.96	91.03
4600 EXISTING BLDG IMPROVE						
400 PURCHASED PROPERTY SVC	4,000,000.00	4,000,000.00	128,722.64	1,473,852.42	2,397,424.94	40.06
Totals for 4600s	4,000,000.00	4,000,000.00	128,722.64	1,473,852.42	2,397,424.94	40.06
5100 <5100>						
800 OTHER OBJECTS	3,398,410.57	3,398,410.57	0.00	3,486,433.64	(88,023.07)	102.59
900 OTHER USES OF FUNDS	13,715,533.61	13,715,533.61	0.00	10,832,713.60	2,882,820.01	78.98
Totals for 5100s	17,113,944.18	17,113,944.18	0.00	14,319,147.24	2,794,796.94	83.67
5200 INTERFUND TRANSFERS-OUT						
900 OTHER USES OF FUNDS	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Totals for 5200s	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
5800 SUSPENSE ACCOUNT						
200 BENEFITS	0.00	0.00	0.00	5,608,549.70	(5,608,549.70)	0.00
Totals for 5800s	0.00	0.00	0.00	5,608,549.70	(5,608,549.70)	0.00
5900 BUDGETARY RESERVE						
800 OTHER OBJECTS	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Totals for 5900s	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Expenditure Totals	187,784,000.00	187,784,000.00	13,047,255.75	69,540,980.61	105,195,763.64	43.98
6100 <6100>						
000 NON-CATEGORICAL	(96,593,672.00)	(96,593,672.00)	0.00	(87,035,509.10)	(9,558,162.90)	90.10
Totals for 6100s	(96,593,672.00)	(96,593,672.00)	0.00	(87,035,509.10)	(9,558,162.90)	90.10
6400 <6400>						
000 NON-CATEGORICAL	(10,000,000.00)	(10,000,000.00)	0.00	(2,660,820.08)	(7,339,179.92)	26.61
Totals for 6400s	(10,000,000.00)	(10,000,000.00)	0.00	(2,660,820.08)	(7,339,179.92)	26.61

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BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
6500 EARNINGS ON INVESTMENTS						
000 NON-CATEGORICAL	(750,000.00)	(750,000.00)	0.00	(1,172,772.42)	422,772.42	156.37
Totals for 6500s	(750,000.00)	(750,000.00)	0.00	(1,172,772.42)	422,772.42	156.37
6700 <6700>						
000 NON-CATEGORICAL	(22,000.00)	(22,000.00)	0.00	(25,255.56)	3,255.56	114.80
Totals for 6700s	(22,000.00)	(22,000.00)	0.00	(25,255.56)	3,255.56	114.80
6800 <6800>						
000 NON-CATEGORICAL	(1,052,422.00)	(1,052,422.00)	0.00	(903,186.11)	(149,235.89)	85.82
Totals for 6800s	(1,052,422.00)	(1,052,422.00)	0.00	(903,186.11)	(149,235.89)	85.82
6900 6900						
000 NON-CATEGORICAL	(304,000.00)	(304,000.00)	0.00	(323,429.86)	19,429.86	106.39
Totals for 6900s	(304,000.00)	(304,000.00)	0.00	(323,429.86)	19,429.86	106.39
7100 BASIC INSTRUCT & OPER						
000 NON-CATEGORICAL	(26,521,965.00)	(26,521,965.00)	0.00	(8,920,496.00)	(17,601,469.00)	33.63
Totals for 7100s	(26,521,965.00)	(26,521,965.00)	0.00	(8,920,496.00)	(17,601,469.00)	33.63
7200 <7200>						
000 NON-CATEGORICAL	(6,064,902.00)	(6,064,902.00)	0.00	(2,733,222.00)	(3,331,680.00)	45.07
Totals for 7200s	(6,064,902.00)	(6,064,902.00)	0.00	(2,733,222.00)	(3,331,680.00)	45.07
7300 <7300>						
000 NON-CATEGORICAL	(9,690,649.00)	(9,690,649.00)	0.00	(5,577,108.55)	(4,113,540.45)	57.55
Totals for 7300s	(9,690,649.00)	(9,690,649.00)	0.00	(5,577,108.55)	(4,113,540.45)	57.55
7500 MISC STATE REVENUE						
000 NON-CATEGORICAL	(1,248,758.00)	(1,248,758.00)	0.00	(1,248,758.00)	0.00	100.00
Totals for 7500s	(1,248,758.00)	(1,248,758.00)	0.00	(1,248,758.00)	0.00	100.00
7800 <7800>						
000 NON-CATEGORICAL	(17,000,000.00)	(17,000,000.00)	0.00	(4,227,165.60)	(12,772,834.40)	24.87
Totals for 7800s	(17,000,000.00)	(17,000,000.00)	0.00	(4,227,165.60)	(12,772,834.40)	24.87

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BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
8100 UNRESTRICT GRANT-IN-AID						
000 NON-CATEGORICAL	(507,333.00)	(507,333.00)	0.00	(227,402.00)	(279,931.00)	44.82
Totals for 8100s	(507,333.00)	(507,333.00)	0.00	(227,402.00)	(279,931.00)	44.82
8500 RESTRICT GRANTS-IN-AID						
000 NON-CATEGORICAL	(2,512,820.00)	(2,512,820.00)	0.00	(1,191,725.39)	(1,321,094.61)	47.43
Totals for 8500s	(2,512,820.00)	(2,512,820.00)	0.00	(1,191,725.39)	(1,321,094.61)	47.43
8700 <8700>						
000 NON-CATEGORICAL	(5,816,877.00)	(5,816,877.00)	0.00	(2,009,524.65)	(3,807,352.35)	34.55
Totals for 8700s	(5,816,877.00)	(5,816,877.00)	0.00	(2,009,524.65)	(3,807,352.35)	34.55
8800 MED ASSIST REIMBURSE						
000 NON-CATEGORICAL	(1,150,000.00)	(1,150,000.00)	0.00	(1,459,209.58)	309,209.58	126.89
Totals for 8800s	(1,150,000.00)	(1,150,000.00)	0.00	(1,459,209.58)	309,209.58	126.89
9400 SALE OF FIXED ASSETS						
000 NON-CATEGORICAL	(50,000.00)	(50,000.00)	0.00	(2,404.14)	(47,595.86)	4.81
Totals for 9400s	(50,000.00)	(50,000.00)	0.00	(2,404.14)	(47,595.86)	4.81
Revenue Totals	(179,285,398.00)	(179,285,398.00)	0.00	(119,717,989.04)	(59,567,408.96)	66.78
Fund 10 Totals						
Total Expenditure	168,670,055.82	168,670,055.82	13,047,255.75	49,613,283.67	106,009,516.40	37.15
Total Other Expenditure	19,113,944.18	19,113,944.18	0.00	19,927,696.94	(813,752.76)	104.26
Total Revenue	(179,235,398.00)	(179,235,398.00)	0.00	(119,715,584.90)	(59,519,813.10)	66.79
Total Other Revenue	(50,000.00)	(50,000.00)	0.00	(2,404.14)	(47,595.86)	4.81

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BOARD SUMMARY

Fund: Encumbrances Included
As of: 11/30/2023

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	168,670,055.82	168,670,055.82	13,047,255.75	49,613,283.67	106,009,516.40	37.15
Total Other Expenditure	19,113,944.18	19,113,944.18	0.00	19,927,696.94	(813,752.76)	104.26
Total Revenue	(179,235,398.00)	(179,235,398.00)	0.00	(119,715,584.90)	(59,519,813.10)	66.79
Total Other Revenue	(50,000.00)	(50,000.00)	0.00	(2,404.14)	(47,595.86)	4.81

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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. 59653
 11/24/2023

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Peter Bard

Bushkill ES HVAC Replacement (Trane)
287032
 For Services Rendered From October 28, 2023 To November 24, 2023

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$29,500.00	\$29,072.25	100.00	\$427.75

INVOICE TOTAL \$427.75

Prior Billing Information

<u>Invoice</u>		<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
58601	7/28/2023	\$0.00	\$0.00	\$8,850.00	\$0.00	\$8,850.00
59278	10/27/2023	\$380.55	\$0.00	\$0.00	\$0.00	\$380.55
Total Prior Billing		\$380.55	\$0.00	\$8,850.00	\$0.00	\$9,230.55

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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. 59654
 11/24/2023

East Stroudsburg Area School District

50 Vine Street
 East Stroudsburg, PA 18301
 Peter Bard

<p>North Campus Generator Replacement 287039 For Services Rendered From October 28, 2023 To November 24, 2023</p>
<p>DEI fee: \$11,500 (7% of \$100,000 + \$4,500) - Please verify Fee calc is correct</p>

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$11,500.00	\$7,443.95	78.28	\$1,558.25

INVOICE TOTAL \$1,558.25

Prior Billing Information

<u>Invoice</u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
59280 10/27/2023	\$2,239.05	\$0.00	\$0.00	\$0.00	\$2,239.05
Total Prior Billing	\$2,239.05	\$0.00	\$0.00	\$0.00	\$2,239.05

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APPLICATION AND CERTIFICATE FOR PAYMENT (Instructions on reverse side) PAGE ONE OF ONE PAGE

TO OWNER:
 East Stroudsburg Area School District
 50 Vine Street
 East Stroudsburg, PA 18301

FROM CONTRACTOR:
 Munn Roofing Corp
 3413 Unionville Pk
 Hatfield, PA 19440

PROJECT:
 High School North Natorium Roof Replacement
 279 Timberwolf Drive
 Dingmans Ferry, PA 18328

VIA Engineer:
 D'Huy Engineering, Inc.
 One East Broad Street, Suite 310
 Bethlehem, PA 18018

APPLICATION NO.: 6
PERIOD TO: 11/30/2023
PROJECT NO.: 287030

Distribution to:
 OWNER
 ENGINEER
 CONTRACTOR

CONTRACT 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..... \$ 884,400.00
- 2. Net change by Change Orders..... \$
- 3. CONTRACT SUM TO DATE (Line 1 ± 2)..... \$ 884,400.00
- 4. TOTAL COMPLETED & STORED TO DATE..... \$ 841,900.00
 (Column G on G703)

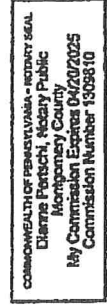
- 5. RETAINAGE:
 - a. 2.5 % of Completed Work \$ 21,047.50
 (Columns D + E on G703)
 - b. % of Stored Material \$
- Total Retainage (Line 5a + 5b or Total in Column I of G703)..... \$


- 6. TOTAL EARNED LESS RETAINAGE..... \$ 820,852.50
 (Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
 (Line 6 from prior Certificate)..... \$ 757,710.00
- 8. CURRENT PAYMENT DUE..... \$ 63,142.50
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
 (Line 3 less Line 6) \$ 63,547.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

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

CONTRACTOR: MUNN ROOFING CORP.
 By:  Date: 11/27/2023
 VICE PRESIDENT: Chad Munn



State of: PA
 County of: Montgomery
 Subscribed and sworn to before me this 27th day of November, 2023
 Notary Public: 
 My Commission expires April 20, 2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED..... \$ 63,142.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Josh Grice Date: 12/12/23
 By:  Date: 12/12/23
 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.

CONTINUATION SHEET

(Instructions on reverse side) PAGE ONE OF ONE

AIA DOCUMENT G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 6
 APPLICATION DATE: 11/30/2023
 PERIOD NUMBER:
 PROJECT NO: 287030

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	G TOTAL COMPLETED AND STORED TO DATE (D + E)	H BALANCE TO FINISH (C - G)	I RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
1	Substrate Materials	\$ 181,400.00	\$ 181,400.00	\$ -	\$ -	\$ 181,400.00	\$ -	\$ 4,535.00
2	Substrate Labor	\$ 86,400.00	\$ 86,400.00	\$ -	\$ -	\$ 86,400.00	\$ -	\$ 2,160.00
3	Standing Seam Roofing Materials	\$ 237,200.00	\$ 237,200.00	\$ -	\$ -	\$ 237,200.00	\$ -	\$ 5,930.00
4	Standing Seam Roofing Labor	\$ 107,300.00	\$ 107,300.00	\$ -	\$ -	\$ 107,300.00	\$ -	\$ 2,682.50
5	Wall Panels Materials	\$ 74,100.00	\$ 74,100.00	\$ -	\$ -	\$ 74,100.00	\$ -	\$ 1,852.50
6	Wall Panels Labor	\$ 40,300.00	\$ 40,300.00	\$ -	\$ -	\$ 40,300.00	\$ -	\$ 1,007.50
7	Window Store Front	\$ 115,200.00	\$ 115,200.00	\$ -	\$ -	\$ 115,200.00	\$ -	\$ 2,880.00
8	Allowance 1	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	\$ -
9	Allowance 2	\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	\$ 1,700.00	\$ -
10	Allowance 3	\$ 12,600.00	\$ -	\$ -	\$ -	\$ -	\$ 12,600.00	\$ -
11	Allowance 4	\$ 13,200.00	\$ -	\$ -	\$ -	\$ -	\$ 13,200.00	\$ -
	TOTAL	\$ 884,400.00	\$ 841,900.00	\$ -	\$ -	\$ 841,900.00	\$ 42,500.00	\$ 21,047.50

033

REQUEST TO CLOSE SPECIAL ACTIVITY

1. NAME OF CLUB/TEAM: Field Hockey

2. CLUB/TEAM ACCOUNT #: 5062

3. CLUB/TEAM ADVISOR: No Advisor

4. REASON FOR CLOSING: (Briefly describe why this organization is being disband)
currently no coach

5. DISPOSITION OF FUNDS:

a. Does this organization have any funds? YES X NO _____
If yes, what is the present balance? \$ 23.72
Balance as of (date): 23.72

b. What disposition will be made of these funds?
Transfer to Reading Olympics
Acct # 2988

6. REQUEST SUBMISSION:

Date submitted: 11/14/23 Anticipated board approval date: 11/20/23

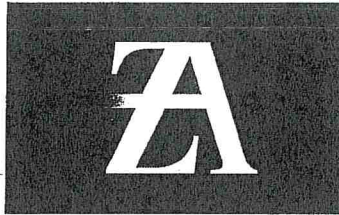
Approval of Sponsoring Principal: [Signature]

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

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

Date: _____ Secretary: _____

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



Zelenkofske Axlerod LLC

CERTIFIED PUBLIC ACCOUNTANTS

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November 13, 2023

Peter Bard, Chief Financial Officer
Board of School Directors
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, PA 18301

Dear Peter:

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the East Stroudsburg Area School District ("District"), as of June 30, 2024, June 30, 2025 and June 30, 2026 and for the years then ended, and the related notes to the financial statements, which collectively comprise District's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the periods ended June 30, 2023, 2024 and 2025. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

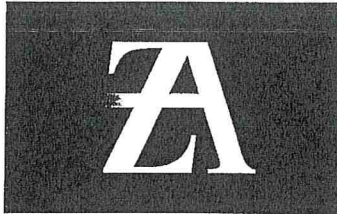
The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to U.S. GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that supplementary information (RSI), such as management's discussion and analysis, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Required Budgetary Comparison Schedule – General Fund
- 3) Required Supplementary Pension and Other Postemployment Benefit Information

830 Sir Thomas Court, Suite 100, Harrisburg, PA 17109
3800 McKnight East Drive, Suite 3805, Pittsburgh, PA 15237
34745 Burbage Road, Frankford, DE 19945

2370 York Road, Suite A-5, Jamison, PA 18929
420 Chinquapin Round Road, Suite 2-i, Annapolis, MD 21401
210 Tollgate Hill Road, Greensburg, PA 15601



Zelenkofske Axerod LLC

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Supplementary information other than RSI will accompany District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

- 1) Combining Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

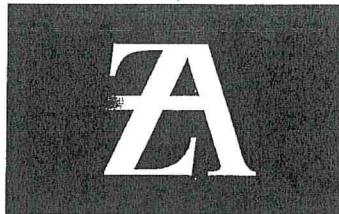
Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance U.S. GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with U.S. GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will



Zelenkofske Axerrod LLC

CERTIFIED PUBLIC ACCOUNTANTS

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communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about District's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective, and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

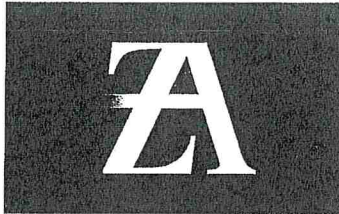
We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the governing body of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of the District's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with U.S. GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions,



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misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with U.S. GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

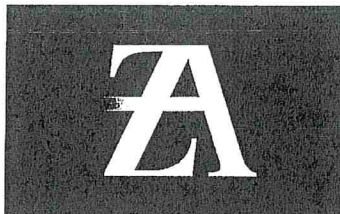
Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;



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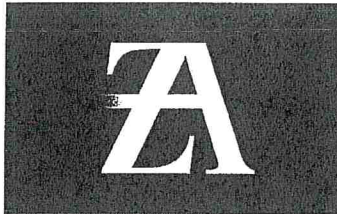
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9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and Data Collection Form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit;
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
 - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary Information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date



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Nonattest Services

We will assist in preparing the financial statements, related notes, and schedule of expenditures of federal awards of the District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance and the Data Collection form based on information provided by you. We will not assume management responsibilities on behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities.

The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

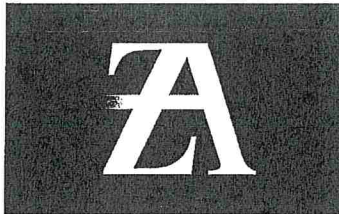
We expect to begin the audit on approximately September 10th of each year and to issue our reports no later than November 15th of each year. Jeffrey Weiss is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another qualified firm representative to sign them.

During the course of the engagement, we may communicate with you or your personnel via fax, e-mail, and portals, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records to make your books and records complete.

We will provide you a list of required schedules and analyses to be prepared by your personnel before the audit begins. Timely completion of our audit is dependent on cooperation in preparing schedules and analyses timely and accurately. If there are delays in preparing the material or if schedules must be continually revised, costs will increase. We will advise you of difficulties or delays in completing the engagement.



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You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

The audit documentation for this engagement is the property of Zelenkofske Axlerod LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a Cognizant or Oversight Agency for Audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Zelenkofske Axlerod LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Our firm may transmit confidential information that you provided us to third parties in order to facilitate delivering our services to you. We have obtained confidentiality agreements with all of our service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the work provided by any third-party service providers used under this agreement. By your signature below, you consent to having confidential information transmitted to entities outside the firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside the firm.

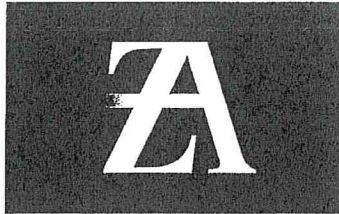
During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

At the conclusion of our audit engagement, we will communicate to those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management

We will provide copies of our reports to the Board of School Directors; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

It is management's responsibility to submit, in the required time period, the information for all outstanding municipal securities in accordance with each of the respective securities requirements, Securities and Exchange Commission and Municipal Securities Rulemaking Board requirements, and any other applicable requirements. You agree that



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the expected report issuance date above will be sufficient to fulfill management's responsibility related to the above requirements. The expected report issuance date is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

Our fees for these services will be \$24,000, \$24,750 and \$25,500 for the years ending June 30, 2024, 2025 and 2026, respectively. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary such as implementing new auditing pronouncement or auditing additional federal or state programs, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We normally bill at least monthly while work progresses. All invoices are due and payable upon presentation. For invoices due over 30 days, a finance charge is assessed on unpaid balances at the rate of one and one-half percent (1.5%) per month (eighteen percent (18%) per annum). We reserve the right to halt work if balances remain unpaid after ninety (90) or more days, and not to resume work until all overdue amounts are paid in full. Any balances remaining unpaid after ninety (90) or more days may, at our option, be formalized by the execution of a promissory note. You agree that you shall be liable for all reasonable costs we incur in collection including, but not limited to, reasonable attorney fees.

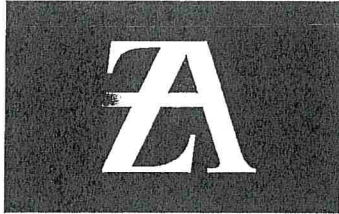
In the event any dispute arises relating in any way to this engagement, the parties agree to first attempt to resolve such dispute through the non-binding mediation process in the manner set forth herein, with costs to be divided equally between the parties. The mediation shall take place in Philadelphia County or in Dauphin County, Pennsylvania. To effect mediation, the party desiring mediation shall give the other party 10 days' advance written notice of its desire to mediate. The other party shall respond within said 10-day period that it accepts or rejects the mediation process. If (a) the other party rejects the mediation process, (b) does not respond to the mediation notice or (c) the mediation is not successful, then, in any legal proceeding relating in any way to this agreement, all parties hereto hereby irrevocably consent to the jurisdiction and venue of either the United States District Court for the Middle District of Pennsylvania (if there is federal jurisdiction) or the Court of Common Pleas of Dauphin County, Pennsylvania (if there is no federal jurisdiction) and each party hereto further agrees not to raise any objection to such jurisdiction or to the laying of venue of any such proceeding in such county. Each party agrees that service of process in any such proceeding may be duly effected upon it by mailing a copy thereof, to the address given above. Our Firm's policy requires that payment arrangements must be made for all outstanding invoices prior to release of our work product.

You agree that our liability hereunder for damages will be limited to gross negligence, fraud, or willful misconduct and shall not exceed the total amount paid for these services described herein. These shall be your exclusive remedies.

You further agree that we will not be liable for any lost profits, or for any claim or demand against you by any other party. In no event will we be liable for incidental or consequential damages even if we have been advised of the possibility of such damages. Because of the importance of management's representations to the effective performance of our services, you will release Zelenkofske Axlerod LLC and its personnel from any claims, liabilities, costs, and expenses relating to our services under this letter attributable to any misrepresentations in the representation letter referred to above.

No action, regardless of form, arising out of the services under this agreement may be brought by either party more than three years after the date of the last services provided under this agreement.

It is understood that Zelenkofske Axlerod LLC has spent many years developing its people and intellectual assets, including but not limited to computer software programs and business practices and procedures. Accordingly, you



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agree that any means of presentation of financial data which represent our internal or external work product or any other of our intellectual assets shall, at all times, remain the property of Zelenkofske Axelrod LLC and shall not be disseminated or shared with any entity not a party thereto without our prior written consent. Additionally, you and your affiliates or related entities agree not to employ any current or former employees of Zelenkofske Axelrod LLC, during the term of this engagement or for a period of three years thereafter without our prior written consent.

Our Firm is a member of the AICPA. We are required to periodically undergo Peer Review to assure high professional standards. In a Peer Review, a team of outside CPAs randomly selects and reviews financial statements, our report, and supporting workpapers. The Peer Review team is obligated to keep the information that it reviews confidential. If this engagement is selected you authorize our Firm to permit peer reviewers to review the workpapers.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Our Firm policy states that work may not begin on an engagement prior to our receipt of a signed engagement letter. However, should you request that we begin work on this engagement prior to our receipt of a signed copy of this engagement letter and we do so as courtesy to you, your receipt of our correspondence, attendance at meetings with us or similar activities shall constitute acceptance of this engagement letter and agreement to all of the terms contained in it.

This letter comprises the complete and exclusive statement of the agreement between the parties, superseding all proposals oral or written and all other communications between the parties. If any provisions of this letter are determined to be unenforceable, all other provisions shall remain in force.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Respectfully,

Zelenkofske Axelrod LLC

Zelenkofske Axelrod LLC



Jones, Nale & Mattingly PLC

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Members of
Zelenkofske Axelrod LLC
and the Peer Review Committee of the Pennsylvania Institute of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Zelenkofske Axelrod LLC (the firm) in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, and an audit of an employee benefit plan.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

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Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Zelenkofske Axelrod LLC in effect for the year ended June 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Zelenkofske Axelrod LLC has received a peer review rating of *pass*.

Jones, Nale & Mattingly PLC

Louisville, Kentucky
March 21, 2023

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**Education Improvement Tax Credit Program
Educational Improvement Organization
2023-2024**

Pocono Mountains United Way is an Educational Improvement Organization that provides contributions to East Stroudsburg Area School District's (ESASD) summer STEAM-R Program. The program is an innovative educational program that is offered separately from ESASD's curriculum, after public school hours, and an extension of the public-school year.

Students in grades K-5 are eligible to participate in the STEAM-R Program. The program is offered in six East Stroudsburg Area School District's elementary schools: Bushkill, East Stroudsburg, JM Hill, Middle Smithfield, Resica, and Smithfield. The program is held annually for 4 weeks in July and August.

Pocono Mountains United Way agrees to make a grant in the amount of \$8,000 to East Stroudsburg Area School District's summer STEAM-R Program.

A handwritten signature in black ink that reads "Michael B. Tukeva".

11/22/2023

Michael B. Tukeva, President/CEO

Date

East Stroudsburg Area School District

Date

**East Stroudsburg Area School District
2023-2024 School Calendar**

Approved: April 17, 2023
June 26, 2023
December 18, 2023

July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4: Independence Day Holiday (District closed)*

January (20)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1: New Year's Holiday (District closed)*
15: Martin Luther King Jr. Day (District closed)
19: K-12 Teacher In-Service

August (4)

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

15-16: School bus driver orientation
15-17: New teacher induction
22: K-12 Teacher In-Service (First Teacher Day)
23: K-12 Teacher In-Service
25: Last Day of Summer Recess
28: First Student Day

February (20)

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

19: Presidents' Day Holiday (District closed)

September (19)

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1: Labor Day Holiday (Offices closed)
4: Labor Day Holiday (District closed)

March (18)

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4: K-12 P/T Conferences/Act 80
4: School bus driver In-Service
28: Spring Recess (Offices closed)
29: Good Friday (District closed)

October (21)

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9: 9-12 P/T Conferences/K-8 Staff Development/Act 80

April (20)

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1: Spring Recess (Offices closed)
19: K-12 Staff Development/Act 80

November (15)

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

7: K-12 Teacher In-Service
20: K-8 P/T Conferences/9-12 Staff Development/Act 80
20: School bus driver In-Service
21: K-8 P/T Conferences/9-12 Staff Development/Act 80
22: Thanksgiving Holiday (Offices closed)
23: Thanksgiving Holiday (District closed)*
24: "Friday After Thanksgiving" Holiday (District closed)
27: "Monday After Thanksgiving" (District closed)

May (22)

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

27: Memorial Day Holiday (District closed)*

December (15)

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22: Last Day Before Christmas Holiday (District closed)
25: Christmas Holiday (District closed)*
26-28: Winter Recess (Offices closed)
29: New Year's Eve Holiday* (District closed)

June (1)

S	M	T	W	T	F	S
						1
2	3	4 ^A	5 ^A	6 ^A	7 ^A	8
9	10 ^A	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3: Last Student Day (Early Dismissal)

Legend

	Late start		Early dismissal(s)		Non-school day/Act 80		First student day		Last student day
	Incident weather closing				Contract Holiday		First teacher day		Last teacher day
	Emergency closing			X	Regular school day	X	Original first student day	X	Original last student day

* - These holidays in accordance with 5 U.S.C. 6103. All holidays designated in accordance with 24 PS 15-1502.

Δ - These days may become regular school days by official Board action during any month preceding their occurrence.

- These days may be rescheduled at the discretion of the administration.

5 - Act 80 Days
175 - Student Days in Session



School Counseling Consulting Agreement

This agreement is made on November 16, 2023 between the American School Counselor Association (ASCA), 277 S. Washington St., Suite 390, Alexandria, VA 22314, and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301.

It is agreed that ASCA will provide the services of Dr. Emily Goodman-Scott on a April 19, 2024 to provide the following services: School Counseling/MTSS Alignment workshop.

It is agreed that ASCA will be paid the sum of \$3, 750.00 for the training. Pre-payment is preferred; payments received more than 30 days of the fulfillment of the contract are overdue. It is further agreed that the district will pay an additional \$500 if this agreement is signed fewer than 15 days prior to the initial delivery of the services. If the school or district decides to cancel this training after submitting a signed contract the district will be responsible for the reimbursement of any travel arrangements or other costs that may have been already incurred.

All intellectual property rights in and to this training ("the Event"), the content and all materials distributed at or in connection with the Event are owned by the American School Counselor Association ("ASCA"). The district may not use or reproduce or allow anyone to use or reproduce, any of ASCA's trademarks, and/or any materials distributed at or in connection with the Event for any reason without the prior written permission of ASCA and the presenting speaker. It is further agreed that during the term of this agreement and for one year after, it is agreed that the district will not hire or otherwise engage the services of the ASCA Certified trainer assigned on this project in any other capacity without prior written consent of ASCA.

For East Stroudsburg Area School District
Name and Title:

for American School Counselor Association
Jill Cook, Executive Director

Signature


Signature

Date

11/16/2023
Date

Please sign and return via email to jdouglas@schoolcounselor.org, or e-fax to: 703-997-7572 to the attention of Janae Douglas.

THE HOME FOR SCHOOL COUNSELORS SINCE 1952.

277 S. Washington St., Suite 390
Alexandria, VA 22314
703 683 ASCA (2722) fax 703 997 7572
schoolcounselor.org

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EAST STROUDSBURG AREA SCHOOL DISTRICT

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

Contract for In-District Services

Name of Provider: Stephanie Cambelli

Employee # 5539

Date(s) of Services: 12/14/23

Title of Presentation/Service: Accompanist

Purpose of Presentation/Service: Concert

Total Time Required for Presentation/Service: 1.5 hours

Presentation/Service Facility: Auditorium

Maximum Number of Participants:

Presentation/Service Rate: 150.00

Total Estimated Cost of Proposed Presentation/Service: 150.00

Budget Account Number to be charged: 10-3210-513-000-30-819-121-000-0000

Audio/Visual Equipment Needed:

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

Signature of Initiator: [Signature] 9/5/23
Initiator sends to Provider to sign _____ DATE

Signature of Provider: [Signature] 8/31/23
Provider sends to Assistant Superintendent for Curriculum & Instruction _____ DATE

Approvals: Assistant Superintendent For Curriculum & Instruction: <u>[Signature]</u> Send to the Superintendent's Office <u>11/21/23</u> DATE	After Board Approved _____ Board Approval Date _____ Superintendent: _____ Send back to the Initiator _____ DATE
--	--

Upon Completion of Presentation/Service the Initiator will complete.

Comments on services _____

Total due provider _____ Approved for payment [Signature]

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

RECEIVED
NOV 20 2023
BY: _____

East Stroudsburg Area School District: Change Request

Change Request Tracking			
Change Request #	EastStroudsburg001	Version	14.26
Change Request Information			
Origination Date	12/1/2023	Estimated Date of Completion	1/02/2024
Originator Name	Stacey Koehler		
Originator Phone	570-424-8500 x. 10711		
Originator Email	stacy-koehler@esasd.net		
East Stroudsburg Area School District requests to extract a copy of all Physician Authorization PDFs generated through EDPlan Connect.			
Justification (Benefits, Risks, Impacts, Assumptions):			
<p>East Stroudsburg Area School District requests to extract a copy of all Physician Authorization PDFs generated through EDPlan Connect:</p> <ul style="list-style-type: none"> - Development of script to pull all Physician Authorizations PDFs created with EDPlan Connect. - Script will include both variations: Service Type and Evaluations. - Secure delivery of PDF files to ESASD's sFTP site in EasyTrac. 			
Estimated Financial Impact of Proposed Change:			
<ul style="list-style-type: none"> • The changes above are estimated to take up to 5 hours @ \$200/hour. <ul style="list-style-type: none"> --Development --User Acceptance Testing --File Delivery • Total: \$1,000 			

**If hours estimate is not met, East Stroudsburg Area School District will not be charged the full approved amount. If hours estimate is exceeded, East Stroudsburg Area School District will not be charged anything additional without approval.



Project Member Role	Signature	Date	Comments
Approval Preparation			
East Stroudsburg Contract Manager			
PCG Representative	Jennifer Taylor	12/1/23	
East Stroudsburg /PCG Approval			
PCG Signatory			
District Name (Contract Manager)			



Education Alliance - Student Assistance Program
Limited Engagement Agreement

This Student Assistance Program agreement between East Stroudsburg School District located at 50 Vine St. East Stroudsburg, Pa 18301 and the Richard J. Caron Foundation (dba Caron Treatment Centers) will serve as a limited engagement agreement and stipulates what services are to be performed along with the requisite costs.

- I. Program: SAP Team Maintenance
II. Facilitator(s): Mallory Henry
III. Date(s)/Time: April 19, 2023 12-3pm
IV. Cost: \$800.00
V. Terms of Billing: Upon completion of services, East Stroudsburg School District will be billed from Richard J. Caron Foundation for the amount stated in section IV above, to be paid in full at time of receipt.
VI. Termination: Either party may terminate this agreement at any time with a minimum of 24 hours written notice.
VII. Indemnification: Each party agrees to indemnify the other party and their respective representatives, successors and assigns from and against all losses arising from or relating to any breach of this agreement by the party.
VIII. Insurance: In connection with the provision of services outlined in section I above, each party shall maintain proof of insurance necessary to fulfill the obligations of this agreement.

The undersigned agree with the nature and content of the responsibilities outlined in this agreement.

Shahida Jones 9/28/23
School/Organization Contact Date

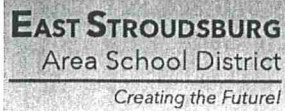
shahida-jones@esasd.net
Contact Email Address

Billing Department Contact Email

Tammy Granger 9/29/23
Tammy Granger, VP of Education Alliance Date

Contact Signature Date

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Patricia Rosado <patricia-rosado@esasd.net>

District representative for SROSRC

1 message

Eileen Early <eileen-early@esasd.net>

Wed, Oct 25, 2023 at 1:28 PM

To: Patricia Rosado <patricia-rosado@esasd.net>, Stephen Zall <stephen-zall@esasd.net>

Please be advised that it has been my pleasure to serve as a representative of the school district on the Stroud Regional open space and Recreation committee effective January 2019. I will be retiring from my position as a school nurse in January and will also be resigning from my position on the commission effective at the end of December 2023. Thank you for the opportunity to serve.

Eileen

--

Eileen Early, MSN RN
Certified School Nurse
Resica Elementary School
1 Gravel Ridge Road
East Stroudsburg, PA 18302
570-223-6911 ext 15440
Fax 570-223-2100

School nursing, a specialized practice of public health nursing, protects and promotes student health, facilitates normal development, and advances academic success. School nurses, grounded in ethical and evidence-based practice, are the leaders that bridge health care and education, provide care coordination, advocate for quality student-centered care, and collaborate to design systems that allow individuals and communities to develop their full potentials. *Approved by the NASN Board of Directors June 2016.*



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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	1	0	2	0	2	3	2	10	
	21CC Total	0	0	0	0	0	0	1	0	2	0	2	3	2	10	
AACS	All	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
	AACS Total	0	0	0	0	0	0	0	0	1	0	0	0	0	1	
ADM	All	6	0	2	0	0	0	0	0	0	0	0	0	0	8	
	ADM Total	6	0	2	0	0	0	0	0	0	0	0	0	0	8	
AGCC	All	0	1	1	5	2	1	0	4	2	2	0	2	1	1	22
	AGCC Total	0	1	1	5	2	1	0	4	2	2	0	2	1	1	22
AHCC	All	0	0	0	0	0	0	0	0	0	0	1	1	0	2	
	AHCC Total	0	0	0	0	0	0	0	0	0	0	1	1	0	2	
BES	All	0	75	70	72	66	60	62	0	0	0	0	0	0	405	
	BES Total	0	75	70	72	66	60	62	0	0	0	0	0	0	405	
CCAC	All	0	3	3	11	10	9	13	11	22	12	11	7	14	12	138
	CCAC Total	0	3	3	11	10	9	13	11	22	12	11	7	14	12	138
CPDL	All	0	0	1	0	0	1	0	1	1	0	0	0	0	4	
	CPDL Total	0	0	1	0	0	1	0	1	1	0	0	0	0	4	
ECCS	All	0	0	0	0	0	0	0	2	3	3	2	0	1	2	13
	ECCS Total	0	0	0	0	0	0	0	2	3	3	2	0	1	2	13
EHN	All	0	0	0	0	0	0	0	0	0	0	231	233	239	242	945
	EHN Total	0	0	0	0	0	0	0	0	0	0	231	233	239	242	945
EHS	All	0	0	0	0	0	0	0	0	0	0	334	328	351	329	1342
	EHS Total	0	0	0	0	0	0	0	0	0	0	334	328	351	329	1342
ESE	All	0	90	86	98	110	111	112	0	0	0	0	0	0	607	
	ESE Total	0	90	86	98	110	111	112	0	0	0	0	0	0	607	
HOME	All	0	14	11	21	21	24	22	12	8	4	4	8	5	3	157
	HOME Total	0	14	11	21	21	24	22	12	8	4	4	8	5	3	157
IPCC	All	0	1	3	0	3	1	0	1	2	2	3	4	0	3	23
	IPCC Total	0	1	3	0	3	1	0	1	2	2	3	4	0	3	23
IU20	All	0	12	13	28	7	9	13	6	18	16	9	13	10	15	169
	IU20 Total	0	12	13	28	7	9	13	6	18	16	9	13	10	15	169
JMH	All	0	60	68	100	67	70	72	0	0	0	0	0	0	0	437
	JMH Total	0	60	68	100	67	70	72	0	0	0	0	0	0	0	437
JTL	All	0	0	0	0	0	0	0	291	335	297	0	0	0	0	923
	JTL Total	0	0	0	0	0	0	0	291	335	297	0	0	0	0	923
LIS	All	0	0	0	0	0	0	0	182	209	216	0	0	0	0	607
	LIS Total	0	0	0	0	0	0	0	182	209	216	0	0	0	0	607
LLAC	All	0	0	0	0	0	0	0	0	1	1	0	2	0	0	4
	LLAC Total	0	0	0	0	0	0	0	0	1	1	0	2	0	0	4
LVAR	All	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
	LVAR Total	0	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	0	3	0	2	1	6
	LVCS Total	0	0	0	0	0	0	0	0	0	0	3	0	2	1	6
MSE	All	0	56	80	74	56	85	61	0	0	0	0	0	0	0	412
	MSE Total	0	56	80	74	56	85	61	0	0	0	0	0	0	0	412
NPUB	All	0	13	14	13	22	19	20	15	19	27	11	23	12	20	228
	NPUB Total	0	13	14	13	22	19	20	15	19	27	11	23	12	20	228

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BLDG	GRADE HMRM	El	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		OOD	All	0	0	0	0	0	0	0	0	0	0	2	1	0
	OOD Total	0	0	0	0	0	0	0	0	0	0	2	1	0	1	4
PACC	All	0	5	2	1	2	2	2	2	6	5	3	3	6	2	41
	PACC Total	0	5	2	1	2	2	2	2	6	5	3	3	6	2	41
PADL	All	0	0	0	1	0	0	0	0	0	0	0	0	1	1	3
	PADL Total	0	0	0	1	0	0	0	0	0	0	0	0	1	1	3
PALC	All	0	0	1	0	1	0	0	2	4	0	2	4	1	2	17
	PALC Total	0	0	1	0	1	0	0	2	4	0	2	4	1	2	17
PAVC	All	0	4	1	1	2	2	2	1	2	2	1	4	3	1	26
	PAVC Total	0	4	1	1	2	2	2	1	2	2	1	4	3	1	26
RCCS	All	0	1	3	4	6	2	3	6	2	5	4	6	7	4	53
	RCCS Total	0	1	3	4	6	2	3	6	2	5	4	6	7	4	53
RES	All	0	75	76	80	56	57	72	0	0	0	0	0	0	0	416
	RES Total	0	75	76	80	56	57	72	0	0	0	0	0	0	0	416
SMI	All	0	60	47	43	52	61	54	0	0	0	0	0	0	0	317
	SMI Total	0	60	47	43	52	61	54	0	0	0	0	0	0	0	317
Total All Buildings		6	470	482	552	483	514	509	537	634	595	620	641	657	641	7341

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 st 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