



Book	Policy Manual
Section	100 Programs
Title	Standards for Persistently Dangerous Schools
Code	143
Status	FINAL BOARD APPROVAL

Adopted	March 15, 2004
Last Revised	July 15, 2024
Last Reviewed	June 17, 2024

PURPOSE

The Pennsylvania Department of Education (PDE) and East Stroudsburg Area School District as required by the Unsafe School Choice Option provision of federal law, hereby adopt the following standards for identifying persistently dangerous schools.

DEFINITIONS

As used in these standards, the following terms shall be defined as provided herein:

Dangerous incidents – shall include both weapons possession incidents resulting in arrest (guns, knives or other weapons) and violent incidents resulting in arrest (homicide, kidnapping, robbery, sexual offenses and assaults) as reported on the Violence and Weapons Possession Report (PDE-360).

PDE – shall mean the Pennsylvania Department of Education.

Local Educational Agency or LEA – shall include a school district, an area vocational-technical school, an intermediate unit or a charter school.

Persistently dangerous school – shall mean any public elementary, secondary or charter school that meets any of the following criteria in the most recent school year and in one (1) additional year of the two (2) years prior to the most recent school year.

1. For a school whose enrollment is 250 or less – at least five (5) dangerous incidents.
2. For a school whose enrollment is between 251 to 1,000 – a number of dangerous incidents that represents at least 2% of the school's enrollment.
3. For a school whose enrollment is over 1,000 – twenty (20) or more dangerous incidents.

Safe public school – shall mean a public school that has not been designated as a persistently dangerous school under these standards or that has had such designation removed by PDE.

GUIDELINES

Student Opportunity to Transfer

1. Except as provided below, a student who attends a persistently dangerous school must be offered the opportunity to transfer to a safe public school within the LEA, including a charter school.
2. A student who attends a persistently dangerous school may apply to transfer at any time while the school maintains that designation.

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DELEGATION OF RESPONSIBILITY**Pennsylvania Department of Education's Responsibilities.**

1. PDE shall identify those schools that meet or exceed the criteria for a persistently dangerous school by analyzing the Annual Report on School Violence and Weapons Possession (PDE-360). In identifying persistently dangerous schools, PDE will use the most recent data available to it from the reporting LEA, and will take all reasonable steps to verify that the data is valid and reliable.
2. After review and verification of PDE-360 data, PDE shall promptly inform an LEA when any of its schools meets the definition of persistently dangerous school.
3. PDE shall provide technical assistance to the LEA in developing a corrective action plan. PDE shall review proposed corrective action plans submitted by LEA's and shall approve suitable corrective action plans.
4. After approval of the corrective action plan, PDE shall conduct a site visit to each persistently dangerous school to assess the school's progress in implementing the plan. If no significant improvement is observed, PDE may require the LEA to submit a revised corrective action plan for that school.
5. PDE shall reassess a school's designation as persistently dangerous at the end of the school year during which its corrective action plan is completed.
6. During the reassessment described above, PDE shall remove the designation if the school no longer meets the definition of persistently dangerous school.

LEA's Responsibilities

1. Pursuant to Pennsylvania's Safe Schools Act, all school entities as defined by the Act must report to PDE all incidents involving acts of violence; possession of a weapon; or the possession, use, or sale of a controlled substance, alcohol, or tobacco by any person on school property or at school-sponsored events or on school transportation to and from school or school-sponsored activities.
2. Within (10) school days of receiving notification by PDE, an LEA shall notify the parent or legal guardian of each student who attends the school that PDE has identified the school as persistently dangerous.
3. The LEA shall offer all students who attend the school the opportunity to transfer to a safe public school, including a charter school, within the LEA.
4. The notification and offer to transfer shall state that no student is required to transfer to another school.
5. Upon receipt of an application to transfer, the LEA shall transfer the student within thirty (30) calendar days.
6. When considering a student's request to transfer to another school, the LEA should take into account the particular needs of the student and the parent/guardian.
7. To the extent possible, the LEA should allow the student to transfer to a school that is making adequate yearly progress, and one that is not identified as being in school improvement, corrective action, or restructuring.
8. A charter school only has to accept a student who meets its admission criteria if space is available.
9. If there is not another safe school within the LEA to which students may transfer, the LEA is encouraged, but not required, to establish an agreement with a neighboring LEA to accept the transfer of students.
10. The LEA must submit a corrective action plan to PDE within thirty (30) calendar days of receiving notification that a school has been identified as persistently dangerous.
11. The LEA must receive approval from PDE for its corrective action plan and shall implement all steps contained in its corrective action plan within the time periods specified in that plan.
12. After PDE has notified an LEA that a school is no longer identified as a persistently dangerous school, the LEA is encouraged to permit students who transferred to complete their education at their new school. LEA's may not require students to return to their original school if the students are enrolled in a charter school

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Book	Policy Manual
Section	100 Programs
Title	Standards for Victims of Violent Crimes
Code	144
Status	FINAL BOARD APPROVAL

Adopted	March 15, 2004
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PURPOSE

The Pennsylvania Department of Education and East Stroudsburg Area School District as required by the Unsafe School Choice Option provision of federal law hereby adopt the following standards for a student who becomes a victim of a violent criminal offense while in or on the grounds of the public elementary or secondary school that she/he attends.

DEFINITIONS

As used in these standards, the following terms shall be defined as provided herein:

Local Educational Agency or LEA – shall include a school district, an area vocational-technical school, an intermediate unit or a charter school.

Safe public school – shall mean a public school that has not been designated as a persistently dangerous school under the standards for identifying persistently dangerous schools or that has had such designation removed by the Department.

Victim or student victim – shall mean the student against whom a violent criminal offense has been perpetrated while the student was in or on the grounds of the public elementary or secondary school that she/he attends.

Violent criminal offense – is defined as any of the following offenses that are set forth in Title 18 of the Pennsylvania Consolidated Statutes:

1. Kidnapping.
2. Robbery.
3. Aggravated assault (on the student).
4. Rape.
5. Involuntary deviate sexual intercourse.
6. Sexual assault.
7. Aggravated indecent assault.
8. Indecent assault.
9. Attempt to commit any of the following: homicide, murder or voluntary manslaughter.

GUIDELINES

Student Opportunity to Transfer

1. Except as provided below, a student who becomes a victim of a violent criminal offense while in or on the grounds of the public elementary or secondary school that she/he attends, must be offered the opportunity to transfer to a safe public school within the LEA, including a charter school.
2. In order for a student victim to be entitled to transfer to another school under these standards, the violent criminal offense first must be reported to law enforcement authorities by the student, the student's parent/ guardian, or school officials.
3. A student victim (or his/her parent/guardian) may apply to the LEA to transfer to another school within thirty (30) calendar days after the incident is reported to school authorities.

DELEGATION OF RESPONSIBILITIES

LEA's Responsibilities

1. Within ten (10) calendar days of receiving notice of the violent criminal offense, the LEA shall notify the student victim that she/he has the right to transfer to a safe public elementary or secondary school within the LEA, including a public charter school.
2. The notification and offer to transfer shall state that no student is required to transfer to another school.
3. Upon receipt of an application to transfer, the LEA should transfer the student as soon as possible, and shall transfer the student within ten (10) calendar days after receiving the application.
4. When considering a student's request to transfer to another school, the LEA should take into account the particular needs of the student and the parent/guardian.
5. To the extent possible, the LEA should allow the student to transfer to a school that is making adequate yearly progress, and one that is not identified as being in school improvement, corrective action, or restructuring.
6. A charter school only has to accept a student who meets its admission criteria if space is available.
7. If there is not another safe school within the LEA to which students may transfer, the LEA is encouraged, but not required, to establish an agreement with a neighboring LEA to accept the transfer of students.



Book	Policy Manual
Section	200 Pupils
Title	Student Excusal/Early Dismissal
Code	204.1
Status	FINAL BOARD APPROVAL

Adopted	August 19, 2002
Last Revised	July 15, 2024
Last Reviewed	June 17, 2024

GUIDELINES

Students may not leave the school before dismissal time unless the school administration has received a written parental/guardian request that they be allowed to do so. The request must include the student's name, date, time, reason for request, parental/guardian signature, and a telephone number at which the parent/guardian can be reached. All other arrangements, such as granting permission for the student to drive, must be indicated on the early dismissal request. In the case of an elementary student, the request will be honored only if the parent/guardian and/or parent's/guardian's designee comes to the school to pick up the child at the requested time of release.

Excused absences shall be in accordance with school district policy.[1] Each school shall set up procedures to validate requests for early dismissal to assure that children are released only for proper reasons and into proper hands.

No student may be released on the basis of an unvalidated telephone call.

Students Unauthorized Releases

Children of divorced or estranged parents may be released from school only with the permission of the parent and/or person who has legal custody or de facto custody of the student. Such permission, which should always be in writing, should be addressed to the school principal, not to an individual teacher. A copy of the permission slip should be filed in the Principal's office.

If there is a dispute concerning which parent/guardian or parent's/guardian's designee has custody of the student, the Superintendent should be contacted, but if s/he is unavailable, then the school district's solicitor may be contacted.

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Book	Policy Manual
Section	200 Pupils
Title	Postgraduate Students
Code	205
Status	FINAL BOARD APPROVAL

Adopted	August 19, 2002
Last Revised	July 15, 2024
Last Reviewed	June 17, 2024

AUTHORITY

The Board shall assume no responsibility for making its regular educational program available to school district residents who are high school graduates or who have attained the age of twenty-one (21) years; nor shall the Board be responsible for continuing education for such residents in the schools of any other school district.



Book	Policy Manual
Section	200 Pupils
Title	Tobacco and Vaping Products
Code	222
Status	FINAL BOARD APPROVAL

Adopted	August 19, 2002
Last Revised	July 15, 2024
Last Reviewed	June 17, 2024
Prior Revised Dates	August 19, 2013; February 25, 2019; December 21, 2020

PURPOSE

The Board recognizes that tobacco, and vaping products, including electronic cigarettes, present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools. The purpose of this policy is to prohibit student possession, use, purchase and sale of tobacco and vaping products.

DEFINITION

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - Tobacco, whether in its natural or synthetic form; or
 - Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term tobacco product does not include the following:

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled. NOTE: This exception shall be governed by Board policy relating to Medications.
2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. NOTE: Guidance issued by the PA Department of Health directs schools to prohibit possession of any form of medical marijuana by students at any time on school

property or during any school activities on school property. This exception shall be governed by Board policy relating to Controlled Substances/Paraphernalia.

AUTHORITY

The Board prohibits possession, use, purchase or sale of tobacco and vaping products, regardless of whether such products contain tobacco or nicotine, by or to students at any time in a school building and on any property, school buses, vans and vehicles that are owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Board prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.

The Board prohibits student possession of any form of medical marijuana at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Board authorizes the confiscation and disposal of products prohibited by this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall annually notify students, parents/guardians and staff about the school district's tobacco and vaping products policy by publishing such policy in the Code of Student Conduct, posted notices, district website and other efficient methods.

Reporting

Parental Report -- The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use, purchase or sale of tobacco or vaping product, immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether the local law enforcement that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

Annual School Safety and Security Incidents Report – In accordance with state law, the Superintendent shall annually, by July 31, report all -incidents of possession, use and sale of tobacco and vaping product, by students on school property to the PA Department of Education.

Law Enforcement Incident Report – The Superintendent or designee may report incidents of possession, use or sale of tobacco products by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local law enforcement that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

GUIDELINES

A student who violates this policy shall be subject to prosecution initiated by the district and, if convicted, shall be required to pay a fine up to fifty dollars (\$50) for the benefit of the district, plus court costs or admitted to alternative adjudication in lieu of imposition of a fine.

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.



Book	Policy Manual
Section	200 Pupils
Title	Controlled Substances/Paraphernalia
Code	227
Status	FINAL BOARD APPROVAL
Adopted	August 19, 2002
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Last Reviewed	June 17, 2024
Prior Revised Dates	July 17, 2006; February 25, 2019; June 20, 2022

PURPOSE

The Board recognizes that the use and abuse of controlled substances as defined in this policy is a serious problem with legal, physical and social implications for the whole school community. The purpose of this policy is to prohibit student possession, use and/or distribution of controlled substances, except as permitted by applicable state or federal law and Board policy.

DEFINITIONS

For purposes of this policy, controlled substances shall include, but not be limited to, all:

1. Controlled substances prohibited by federal and state law--Any drug listed in the Controlled Substance, Drug, Device and Cosmetic Act or the Comprehensive Drug Abuse Prevention and Control Act or PA Drug Device and Cosmetic Act, as a controlled substance, chemical abused substance or medication for which a prescription is required under law and/or any substance which is intended to alter mood.
2. Look-alike substances-- Any pill, capsule, tablet, powder, liquid, plant matter or other item or substance that is designed or intended to resemble a controlled substance prohibited by this policy or is used in a manner likely to induce others to believe the material is a controlled substance.
3. Alcoholic beverages-- Any drink capable of being consumed containing ethanol or ethyl alcohol is an alcoholic beverage. The Beverage Act classifies all alcoholic beverages into four main categories, namely, alcohol, spirits, wine, and beer.
4. Anabolic steroids-- Any anabolic steroids, Human Growth Hormone (HGH), and other performance enhancing substances.
5. Drug paraphernalia-- Any equipment, utensil or item which, in the school's reasonable judgment, is commonly associated with the use of propagation of a controlled substance. Examples include, but are not limited to, syringes, certain spoons, bongs, roach clips, pipes and bowls.
6. Any volatile solvents or inhalants, such as but not limited to glue and aerosol products.
7. Substances that when ingested cause a physiological effect similar to the effect of a controlled substance as defined by state or federal law, such as but no limited to "bath salts", herbal incense or other synthetic products containing cannabinoids.
8. Prescription or nonprescription (over-the-counter) medications, except those for which permission for use in school has been granted pursuant to Board Policy.

For purposes of this policy, the following definitions shall also apply:

1. Assessment – An evaluation with recommendations made by a professional drug and alcohol counselor from a local agency; assessment can be done at the agency or at school.

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2. Confiscation – The search for and/or seizure of any drug/alcohol or mood-altering substance by school employees.
3. Cooperative Behavior – The willingness of a student to work with staff and school personnel in a reasonable and helpful manner, complying with requests and recommendations of the staff and school personnel.
4. Distributing – Delivering, selling, passing, sharing or giving any controlled substance as defined by this policy, from one person to another or to assist, directly or indirectly, therein.
5. Possession – The act of holding on one's person or among one's possessions, or under one's control, without any attempt to distribute any controlled substance, as defined by this policy.
6. Under the Influence – shall include any consumption, ingestion, or inhalation of a controlled substance by a student.
7. School Property – Includes buildings, facilities and grounds on the school campus, any facility used for a school function, school-sponsored transportation, school bus stop, school parking areas, and routes traveled to and from school by any means, whether or not school is in session.
8. School-Sponsored Activity – Any activity which the school district has approved, either during or after school hours, whether or not school is in session.
9. S.A.P. Team (Student Assistance Program) – A multi-disciplinary team (MDT) composed of school personnel, teachers, administrators, nurse, and counselors, which is trained to understand and work on the issues of adolescent chemical use, abuse, death, suicide, and pregnancy. The team will be involved in the identification and referral process of students, thus providing student assistance services.
10. Uncooperative Behavior – Resistance or refusal, either verbal, physical or passive, on the part of the student to comply with reasonable requests or recommendations of school personnel. Defiance, assault, deceit and flight shall constitute examples of uncooperative behavior. Uncooperative behavior shall also include the refusal to comply with the recommendations of school personnel.

AUTHORITY

The Board has as its purpose the education of the students within the school district according to the standards set down by the Commonwealth of Pennsylvania. The school district's primary concern is for the well-being of the students. However, the school district also has a responsibility to comply with state law. Therefore, school district policy shall be one of extending student assistance services to students through our S.A.P. team while complying with state laws for the protection of all students and staff.

The Board prohibits students from using, possessing, distributing, and being under the influence of any controlled substances during school hours, at any time while on school property, at any school sponsored event, and during the time spent traveling to/from school and to/from school-sponsored activities.

The Board may require participation in drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the school district shall take all steps required to comply with the state and federal law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies.

The privileged confidentiality between students and guidance counselors, school nurses, school psychologists, home and school visitors and other school employees shall be respected; and no confidential communication made to such employee shall be required to be revealed without the consent of the student or parent, unless the best interests of the student can be served only by such release.

Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property or during non-school hours to the same extent as provided in Board policy on student discipline.

DELEGATION OF RESPONSIBILITY

The Superintendent shall prepare rules for the identification, amelioration and control of substance abuse in the schools which:

1. Establish procedures to deal with students suspected of using, possessing, being under the influence, or distributing controlled substances in school, up to and including expulsion and referral for prosecution.
2. Provide education concerning the dangers of abusing controlled substances.

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3. Disseminate to students, parents and staff Board policy and school district procedures governing student abuse of controlled substances.
4. Establish procedures for education and readmission to school of students convicted of offenses involving controlled substances.

The Superintendent or designee shall react promptly to information and knowledge concerning possible or actual incidents of possession, use or sale of controlled substances. Such action shall be compliance with state law and regulation.

Any staff member who observes students displaying bizarre/unusual behavior patterns or suspecting students of using a controlled substance as defined by the Controlled Substance, Drug, Device and Cosmetic Act of the Commonwealth of Pennsylvania and/or the Liquor Code of the Commonwealth of Pennsylvania shall notify the proper school personnel as designated by the school principal who will ensure that all appropriate means of action and service are implemented.

GUIDELINES

Violations of this policy may result in disciplinary action up to an including expulsion and referral for prosecution.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents involving the prohibited possession, use or sale of controlled substances on school property, at any school-sponsored activity, or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with the state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving the prohibited possession, use or sale of controlled substances as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach parent/guardian.[13][20][23] The Superintendent or designee shall annually, by July 31, report all incidents of prohibited possession, use, distribution or sale of controlled substances by any person on school property to the PA Department of Education in accordance with state law and regulation.

In all cases involving students and controlled substances, the need to protect the school community from undue harm and exposure to drugs shall be recognized.

No student may be admitted to a program that seeks to identify and rehabilitate the potential abuser without the intelligent, voluntary and aware consent of the student and parent or guardian.

Anabolic Steroids

The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid.

In addition to the prohibition of use, the Board directs the administration to develop educational plans regarding the use of anabolic steroids. Education regarding the dangers of anabolic steroids shall be provided in applicable school district drug and alcohol programs.

Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that the unauthorized use, possession, purchase, or sale of anabolic steroids could subject students to suspension, expulsion and/or criminal prosecution.

Reasonable Suspicion/Testing

If the building principal or designee has reasonable suspicion, based on the student's behavior, medical symptoms, vital signs or observable factors, that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

Consequences for Policy Violation

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All students are subject to the penalties prescribed for controlled substances. Students will be informed annually of such penalties, rules and regulations. Appropriate disciplinary action will consider variables such as extent of involvement, age, previous behavior and other relevant information. Disciplinary consequences shall be outlined in the Code of Student Conduct.



Book	Policy Manual
Section	300 Employees
Title	Tobacco and Vaping Products
Code	323
Status	FINAL BOARD APPROVAL
Adopted	August 19, 2002
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Prior Revised Dates	August 19, 2013; February 25, 2019; December 21, 2020

PURPOSE

The Board recognizes that tobacco and vaping products, including electronic cigarettes, during school hours and on school property presents a health and safety hazard that can have serious consequences for the user, nonuser and the school environment. The purpose of this policy is to regulate use of tobacco and vaping products by district employees and contracted personnel.

DEFINITION

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - Tobacco, whether in its natural or synthetic form; or
 - Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
1. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term tobacco product does not include the following:

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.
2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. Federal law requires the district to maintain a drug-free workplace, at which marijuana of any kind is prohibited.

AUTHORITY

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The Board prohibits use of tobacco and vaping products by district employees and contracted personnel at any time in a school building and on any property, school buses, vans and vehicles that are owned, leased or controlled by the school district; or on property owned leased or controlled by the school district.

The Board also prohibits use of tobacco and vaping products by employees at school sponsored activities that are held off school property.

This policy does not prohibit possession of tobacco and vaping products by district employees and contracted personnel of legal age. The Board deems it to be a violation of this policy for any district employee or contracted personnel to furnish a tobacco or vaping product to a student.

DELEGATION OF RESPONSIBILITY

The school district shall annually notify employees and contracted personnel about the school district's tobacco and vaping products use policy by publishing such in handbooks, posted notices, district website and other efficient methods.

This policy does not prohibit the use of a patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.

Reporting

Annual School Safety and Security Incidents Report- In accordance with state law, the Superintendent shall annually, by July 31, report incidents of prohibited possession, use or sale of tobacco and vaping products by any person on school property to the PA Department of Education.

Law Enforcement Incident Report- The Superintendent or designee may report incidents involving the sale of tobacco and vaping products to minors by employees on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local law enforcement that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.



Book	Policy Manual
Section	300 Employees
Title	Controlled Substance Abuse
Code	351
Status	FINAL BOARD APPROVAL

Adopted	August 19, 2002
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Prior Revised Dates	August 19, 2013; June 26, 2017

PURPOSE

The Board recognizes that the misuse of controlled substances by administrative, professional and support employees is a serious problem with legal, physical and social implications for the whole school community and is concerned about the problems that may be caused by controlled substance abuse by district employees, especially as it relates to an employee's safety, efficiency and productivity.

The primary purpose and justification for any school district action will be for the protection of the health, safety and welfare of students, staff and school property.

DEFINITIONS

Controlled Substances - shall be defined as those outlined in the Controlled Substance, Drug, Device and Cosmetic Act.

Conviction – For purposes of this policy, is defines as a finding of guilt, including a plea of nolo contendere, or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or State criminal drug statute.

Criminal Drug Statute - A federal or state criminal statute involving the manufacture, distribution, dispensing, use or possession of any controlled substance.

Drug-free Workplace - The site for the performance of work at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance.

AUTHORITY

The Board requires that each employee be given notification that, as a condition of employment, the employee will abide by the terms of this policy and notify the school district of any criminal drug statute conviction for a violation occurring in the workplace immediately, but no later than seventy-two (72) hours, after such conviction.

An employee convicted of delivery of a controlled substance or convicted of possession of a controlled substance with the intent to deliver or convicted of an offense defined as a felony under the Controlled Substance, Drug, Device and Cosmetic Act, shall be terminated from his/her employment with the school district, in accordance with applicable law, regulations and Board policy.

DELEGATION OF AUTHORITY

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A statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the employee's workplace shall be provided by the Superintendent or designee and shall specify the actions that will be taken against the employee for violation of this policy, up to and including termination and referral for prosecution.

Grantors of funds shall be notified within ten (10) days after the school district receives notice of the conviction of a district employee.

The school district shall be responsible for taking appropriate personnel action within thirty (30) days of receiving notice, with respect to any convicted employee, up to and including termination, or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency.

In establishing a drug-free workplace awareness program, the Superintendent or designee shall inform employees about the:

1. Dangers of drug abuse in the workplace.
2. School district's policy of maintaining a drug-free workplace.
3. Availability of drug counseling, drug rehabilitation, and employee assistance programs.
4. Penalties that may be imposed for drug abuse violations occurring in the workplace.

The school district shall make a good faith effort to continue to maintain a drug-free workplace through implementation of this policy.

GUIDELINES

The Superintendent or designee shall immediately report incidents involving the prohibited possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act by any employee while on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

Employees shall be required to undergo testing for drugs and alcohol when reasonable suspicion exists, at random, upon return-to-duty and as a follow-up measure after engaging in prohibited conduct that resulted in a positive drug or alcohol test result.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances or drug paraphernalia to the PA Department of Education.



Book	Policy Manual
Section	600 Finances
Title	Fund Balance
Code	620
Status	FINAL BOARD APPROVAL

Adopted	July 15, 2024
Last Reviewed	June 17, 2024

PURPOSE

The Board recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the school district and is fiscally advantageous for both the district and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of year-end fund balance to be maintained by the district.

DEFINITIONS

Fund balance is a measurement of available financial resources. Fund balance is the difference between total assets and total liabilities in each fund.

GASB Statement 54 distinguishes fund balance between amounts that are considered nonspendable, such as fund balance associated with inventories, and other amounts that are classified based on the relative strength of the constraints that control the purposes for which specific amounts can be spent. Beginning with the most binding constraints, fund balance amounts shall be reported in the following classifications:

Restricted - amounts limited by external parties, or legislation (e.g., debt covenants and grants).

Committed - amounts limited by Board policy or Board action (e.g., future anticipated costs). Action must be taken by the Board to commit fund balance for the designated purpose prior to the end of the fiscal year.

Assigned - amounts that are intended for a particular purpose. Generally, balances in special revenue funds or capital project funds will be designated as assigned. Unassigned - amounts available for consumption or not restricted in any manner.

AUTHORITY

An official Board resolution shall be required to establish, modify or rescind a commitment of fund balance.

GUIDELINES

The school district will strive to maintain an unassigned general fund balance of not less than three percent (3%) and not more than eight percent (8%) of the budgeted expenditures for that fiscal year. The total fund balance, consisting of several portions including restricted, committed, assigned and unassigned, may exceed ten percent (10%).

If the unassigned portion of the fund balance falls below the threshold of three percent (3%) of budgeted expenditures, the Board will pursue options for increasing revenues and decreasing expenditures, or a combination of both until three percent (3%) is attained. If the unassigned portion of the fund balance exceeds

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three percent (3%) of budgeted expenditures, the Board may utilize a portion of the fund balance by appropriating excess funds for expenditures. The goal shall be to use any excess fund balance for nonrecurring expenditures, not for normal operating costs.

Use of Fund Balance

The restricted fund balance shall be reduced to the extent that the underlying reason for the restriction has been eliminated.

If the district experiences an excess of expenditures over revenues for a given fiscal year, the fund balance shall be consumed in the following order:

1. Restricted fund balance to the extent that expenditures related to the restriction contributed to the excess of expenditures over revenues.
2. Committed fund balance to the extent that expenditures related to the commitment contributed to the excess of expenditures over revenues. If a plan for periodic use of committed fund balance is reviewed and approved by the Board, the committed fund balance will not be reduced by more than the amount designated in the plan.
3. Assigned fund balance to the extent that expenditures related to the assignment contributed to the excess of expenditures over revenues.

Unassigned fund balance for any remaining excess of expenditures over revenues.

DELEGATION OF RESPONSIBILITY

The Superintendent or Chief Financial Officer may assign fund balance for items deemed appropriate at any time prior to the issuance of the audited financial statements for a given year.

The Superintendent or Chief Financial Officer shall be responsible for the enforcement of this policy.



Book Policy Manual
 Section 800 Operations
 Title Artificial Intelligence
 Code 815.2
 Status FINAL BOARD APPROVAL

Adopted July 15, 2024
 Last Reviewed June 17, 2024

PURPOSE

The board’s purpose of implementing a policy on Artificial Intelligence (AI) is to ensure the ethical and responsible use of AI technologies to enhance teaching, learning, and administrative processes while safeguarding student privacy and data security. By establishing clear guidelines and procedures, this policy aims to promote transparency and accountability, while fostering a safe learning and working environment.

DELEGATION OF RESPONSIBILITY

The Superintendent shall develop procedures to implement this policy, and may delegate to his/her designee(s) the right to enforce this policy.

DEFINITION

Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

GUIDELINES

INSTRUCTION ON AI TOOLS

The board directs that students at all grade levels receive age-appropriate instruction on the proper use of AI tools, encompassing fundamental principles such as the necessity of proper human supervision, critical thinking, and skepticism regarding accuracy. Such instruction should aim to empower students with the knowledge and skills needed to navigate the increasingly prevalent presence of AI technologies in their academic and personal lives. By fostering a culture of responsible and informed use, students will be better equipped to navigate AI tools effectively while understanding their limitations and ethical implications.

CIPA COMPLIANCE

The Director of Technology shall ensure that the District’s internet content and message filters prevent users from accessing any AI website, tool, or application that is capable of generating obscene or pornographic material on both school district owned devices and on the school provided internet.

FERPA COMPLIANCE

All teachers, administrators, and staff are required to adhere strictly to the regulations outlined in the Family Educational Rights and Privacy Act (FERPA) when utilizing any AI resources.

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The District prohibits the use of the personally identifiable information of students while using AI websites, tools, or applications that have not been pre-approved by the Director of Technology or his/her designee. The Director of Technology shall establish a process by which teachers and administrators can request the approval of new AI resources. The vetting process shall include a review of the tool's privacy policy, data handling practices, and compliance with FERPA. The Director of Technology or designee shall maintain a list of all such approved resources.

ACADEMIC HONESTY

The Board recognizes the capacity of AI to complete many student assignments. Any student who violates these standards after receiving notification from a teacher will be subject to disciplinary action, which may include detention, suspension, or expulsion, depending on the nature of violation.

It is the responsibility of all teachers to provide students with notice of whether AI use is permitted on a particular assignment or project. Teachers should use the following scale¹ for guidance:

0	NO AI USE	The assignment is completed independently without the assistance of AI	No disclosure required
1	AI-Assisted Idea Generation	AI is used for brainstorming and generating ideas only	No disclosure required
2	AI-Assisted Editing	AI is used to edit or refine student work, but not to generate content	Student must disclose how AI was used
3	AI for Specified Task Completion	AI is used to complete certain elements of a task or part of a project with human oversight and evaluation of all AI generated content	Student must disclose how AI was used
4	Full AI Use with Human Oversight	AI may be used throughout the assignment. The student is responsible for providing human oversight and evaluating the AI generated content	Student must disclose how AI was used

ACCEPTABLE USE

All Students and employees shall comply with the District's Policy on the Acceptable Use of District Technology when using AI tools on school district technology. Violations of the District's Acceptable Use Policy may result in disciplinary action against the student or employee.

Student use of AI tools while using District technology or engaged in District activities is also governed by the Student Code of Conduct, which is hereby incorporated by reference.

GRADING STUDENT WORK

Approved AI websites and applications may be used to assist with the grading of student work product, but final decisions on assignment grades shall be determined by teachers and not solely by AI technology. Teachers shall ensure that personally identifiable student records are kept secure when using such grading technology.

AI USE IN OPERATIONS

The Superintendent may establish protocols to verify the accuracy and reliability of the output from AI tools prior to the use of such tools for budgeting, payroll, financial or population forecasting, HR analytics, and similar operational tasks.

While AI tools may be used to assist in HR processes so long as the protocols above are in place, the board directs that final decision-making regarding employee evaluations, promotions, and hiring be human decisions and not solely by AI technology to ensure fairness, equity, and compliance with anti-discrimination laws.

PROFESSIONAL DEVELOPMENT

The board directs the Superintendent to provide regular professional development training for administrators, teachers, and staff on the ethical and appropriate use of AI in school. The training should equip educators, administrators, and staff with the knowledge and skills necessary to integrate AI tools into their roles in the District while also addressing data privacy, legal compliance, and ethical considerations.

1 Adapted from the North Carolina Department of Public Instruction and its work adapting the work of Dr. Leon Furze, Mike Perkins, Dr. Jasper Roe PHEA, and Dr. Jason Mcvaugh.

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

Dr. John Toleno, Interim Superintendent
 TBD, Assistant Superintendent for District Programs
 Mr. Brian Baddick, Assistant Superintendent for Pupil Services
 Mr. Peter Bard, Chief Financial Officer

Mr. Stephen C. Zall
Director of Human Resources

East Stroudsburg Area School District
Instructional Coaches - Supplemental Days
Memorandum of Understanding

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

- A) The following Supplemental days will be assigned to Instructional Coaches. Days to be worked in the summer months will be approved and scheduled by their immediate supervisor.

Instructional Coaches - 0 - 8 days for the months of July, August 2024 and June 2025.

This will be further reviewed at the close of the 2024/2025 school year for the determination of whether it is still necessary and/or the number of "up to" days to be afforded.

- B) Supplemental days will be paid at the employees per diem rate
- C) This agreement shall neither constitute a new practice nor nullify an existing past practice.

EAST STROUDSBURG AREA SCHOOL DISTRICT

Stephen C. Zall

7/11/24

Date: _____

EAST STROUDSBURG AREA EDUCATION ASSOCIATION

Paul N. [Signature]

Date: 7-11-24

7/11/24

50a.

**EAST STROUDSBURG AREA SCHOOL DISTRICT
FOOD SERVICES DIVISION**

Secor Administration Building
50 Vine Street
East Stroudsburg, PA 18301
(570) 424-8500 extension 10530

Melissa Collevchio
Food Services Director

May 23, 2024

Dear Vendor, Manufacturer or Distributor,

Thank you for your interest in submitting a Bread and Roll bid to the East Stroudsburg Area School District (ESASD).

1. The bid will begin July 1, 2024 and prices must be guaranteed until June 30, 2025.
2. The Bread and Roll bid is for one year with the option to renew the contract for an additional one-year term.
3. ESASD has estimated quantity usage. It is ESASD intent to try to order as close to the quantities listed; however, due to student preferences, governmental commodity allotment, changes, and other unforeseen circumstances the estimates may not be guaranteed as indicated on the bid sheet.
4. Unless otherwise specified in the bid, products which are similar to the ones that are listed, may be substituted. List name of product, pack size, manufacture number, and any other pertinent information.
5. **It is the intent of ESASD to award items bid to one vendor.** ESASD will honor low price bid and award to one vendor all the items which meet ESASD criteria.
6. Please note that Memo SP 38-2017 from USDA on "Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program" is included in this bid packet. It is the responsibility of the distributor to read this memo and ensure that products served to the school district is in compliance.
7. Please submit all bid forms. Initial each page even if your company did not bid on items on that page.

8. Sign the "Master Bid" page acknowledging that, as the representative of the company, you are in agreement with the criteria set forth by ESASD.
9. Sign and notarize the non-collusion affidavit.
10. Bids will be accepted until 1:00 PM , **Thursday, June 13, 2024.**
11. All bids must be either hand delivered or mailed to the following address:

East Stroudsburg Area School District
Secor Administration Building
50 Vine Street
East Stroudsburg, PA 18301
Attention: Food Services Division
Melissa Collevecchio

11. Questions on bid will be answered via email only:

Melissa-collevecchio@esasd.net

About East Stroudsburg Area School District

ESASD consists of ten school sites. There are eight preparation kitchens. One school receives the meals through a satellite program. Two schools share one kitchen. ESASD enrollment is approximately 7,000 students. ESASD serves 1,800 breakfast and 4,000 lunch meals daily. All school delivery sites have separate loading areas and receiving is on ground level. School locations and directions to the school are listed on the East Stroudsburg Area School District Web Site: www.esasd.net

Thank you, again for your interest in submitting a bid to the East Stroudsburg Area School District.

Sincerely yours,

Melissa Collevecchio

The East Stroudsburg Area School District hires only individuals legally authorized to work in the United States and does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in the admission of access to, or in the provision of services, programs or employment. 9/19/07

Bread and Roll Master Bid Page 2024-2025

To: East Stroudsburg Area School District
Secor Administration Building
Food Services Division
50 Vine Street
East Stroudsburg, PA 18301

From: Please list company profile:

Name of company: Rockland Bakery

Address: 94 Demarest Mill Rd.

City: Nanuet NY

State: NY

Contact person: Domenica Battaglia

Phone number: 845 623 5800

Fax Number: _____

Email address: dbattaglia@rocklandbakery.com

Did you read and understand the Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program? ✓

Is there a minimum delivery dollar value or case amount per stop? NO

What is the delivery dollar value or case amount required per stop? \$ 0

Please sign this form that you attest that prices bid will be honored for school year 2024-2025

Has each page been initialed at the bottom of the page? _____

Domenica Battaglia
Signature

6/6/24
Date

Domenica Battaglia
Print name

Bid Sales
Position

East Stroudsburg Area School District
Bread and Roll Bid
2024-2025

East Stroudsburg Area School District is asking for bid pricing on the following bread items:

WG Split top dinner roll, 16 count
Each slice must equal 1 grain equivalent
Estimated Usage: 6,000 packs (16 count)

Item: Dinner Split Top WG 16pk Item # 1460-01
Item count/package: 16 Weight per item: 1.25 oz roll
Weight per package: 18 Grain equivalent per roll: 1

\$ 3.14

WG Hamburger roll 2 oz. /12count
Must equal 2 grains equivalent
Estimated Usage: 8,000 packs (12 count)

Item: Hamb RI WG 2.0 oz 12pk Item # 1485-01
Item count/package: 12 Weight per item: 2.15 oz
Weight per package: 25.8 oz Grain equivalent per roll: 2

\$ 2.15

WG Hot Dog roll 2 oz. /12 count
Must equal 2 grains equivalent
Estimated Usage: 4,000 packs (12 count)

Item: Frank RI WG 2.0 oz 12pk Item # 1486-01
Item count/package: 12 Weight per item: 2.0 oz
Weight per package: 24.4 oz Grain equivalent per roll: 2

\$ 2.15

WG Wheat loaf 28 oz.
Estimated Usage: 5,000 loaves

Each slice must equal 1 grain equivalent

Item: WG Wheat LF 28oz Item # 0244-01
Item count/package: 2851 Weight per item: 1 oz
Weight per package: 28oz Grain equivalent per slice: 1 oz

\$ 2.15

WG Club roll / hoagie Bun 2.4 oz. Sliced/12 count
Must equal 2 grains equivalent
Estimated Usage: 2,700 packs (12 count)

Item: Club RI 2.4 oz sl Item # 1410-02
Item count/package: 12 Weight per item: 2.4 oz
Weight per package: 28.8 oz Grain equivalent per roll: 2.5

\$ 3.36

East Stroudsburg Area School District
Bread and Roll Bid
2024-2025

WG Kaiser med 2.4 oz. Sliced/12 count
Must equal 2 grains equivalent
Estimated Usage: 1,000 packs (12 count)

Item: Kaiser W med 2.4 oz Item # 1405-02

Item count/package: 12 Weight per item: 2.9oz

Weight per package: 28.2 oz Grain equivalent per roll: 2.25

3.36

East Stroudsburg Area School District
Food Services Division
50 Vine Street
East Stroudsburg, PA 18301

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This **Non-Collusion Affidavit** is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. The member, officer, or employee of the bidder who makes the final decision on prices must execute this Non-Collusion Affidavit and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
4. In care of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term "complementary bid" as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

East Stroudsburg Area School District
Food Services Division
50 Vine Street
East Stroudsburg, PA 18301

NON-COLLUSION AFFIDAVIT

Contract/Bid Name: Bread & Rolls

State of New York _____:

County of Rockland _____:

I state that I am Bid sales of Rockland Bakery
[Title] [Name of Firm]

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) Rockland Bakery, its' affiliates, subsidiaries, officers, directors, and [Name of Firm] and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract except as follows:

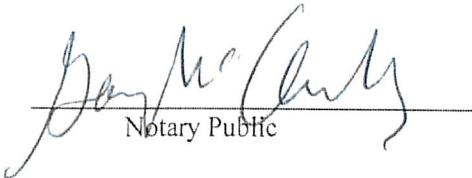
I state that Rockland Bakery understands and acknowledges that
[Name of Firm]

the above representations are material and important, and will be relied upon by
EStroudsburg Area School Dist in awarding the contract(s) for which this bid
[Name of Public Entity]

is submitted. I understand and my firm understands that any misstatement in this
affidavit is and shall be treated as fraudulent concealment from EStroudsburg Area School Dist
[Name of Public Entity]
of the true facts relating to the submission of bids for this contract.

America Battaglia Bid Sales
[Name and Company Position]

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 7 DAY
OF June, 20 24


Notary Public

My Commission Expires 2026

GARRY D. MCCLUSKEY
Notary Public, State of New York
NO. 01MC6232172
Qualified in Rockland County
Commission Expires 12/06/2023



2023

To Whom It May Concern:

Rockland Bakery certifies that the products produced complies with the Buy American Act & provisions. All ingredients are manufactured and processed in the United States. Our flour is produced in the state of New York.

If you have any questions please reach out to our main office at 845-623-5800x 2638 or by email

Sincerely,

Domenica Battaglia

Rockland Bakery

94 Demarest Mill Rd.

Nanuet, NY 10954

Rockland Bakery Inc.



Food and Nutrition Service
Park Office Center
3101 Park Center Drive
Alexandria VA 22302

DATE: June 30, 2017

MEMO CODE: SP 38-2017

SUBJECT: Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

The Food and Nutrition Service (FNS) has continued to receive a number of inquiries relating to the details and enforcement of the Buy American provision in 7 CFR 210.21(d). This memorandum replaces SP 24-2016, *Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program*, dated February 03, 2016. This guidance provides several updates, including suggested contract language to be utilized in solicitations, and serves to reinforce the importance of the Buy American provision to our economy and its positive effects on small and local businesses.

Buy American provision requirements. Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a provision, Section 12(n) to the National School Lunch Act (NSLA) (42 USC 1760(n)), requiring school food authorities (SFAs) to purchase, to the maximum extent practicable, domestic commodities or products. This Buy American provision supports the mission of the Child Nutrition Programs, which is to serve children nutritious meals and support American agriculture.

The Buy American provision applies to SFAs located in the 48 contiguous United States and is one of the procurement standards these SFAs must comply with when purchasing commercial food products served in the school meals programs. Although Alaska, Hawaii, and the U.S. territories are exempt from the Buy American provision, SFAs in Hawaii are required to purchase food products produced in Hawaii in sufficient quantities, as determined by the SFA, to meet school meal program needs per 7 CFR 210.21(d)(3). Likewise, SFAs in Puerto Rico are required to purchase food products produced in Puerto Rico in sufficient quantities, under 42 USC 1760(n)(4).

Section 12(n) of the NSLA defines "domestic commodity or product" as an agricultural commodity that is produced in the U.S. and a food product that is processed in the U.S. substantially using agricultural commodities produced in the U.S. Report language accompanying the legislation noted that "substantially means over 51% from American products." Therefore, over 51% of the final processed product (by weight or volume) must consist of agricultural commodities that were grown domestically. Thus, for foods that are unprocessed, agricultural commodities must be domestic, and for foods that are processed, they

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The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

DB

must be processed domestically using domestic agricultural food components that are comprised of over 51% domestically grown items, by weight or volume as determined by the SFA.

For products procured by SFAs for use in the Child Nutrition Programs using nonprofit food service account funds, the product's food component is considered the agricultural commodity. FNS defines food component as one of the food groups which comprises reimbursable meals. The food components are: meats/meat alternates, grains, vegetables, fruits, and fluid milk. Please refer to 7 CFR 210.2 for full definitions. Any product processed by a winning vendor must contain over 51% of the product's food component, by weight or volume, from U.S. origin. This definition of domestic product serves both the needs of schools and American agriculture. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are considered domestic products under this provision as these products are from the territories of the U.S.

Implementing the Buy American provision. SFAs are reminded that for all procurement transactions for food when funds are used from the nonprofit food service account, whether directly by an SFA or on its behalf, procurement transactions must comply with the Buy American provision. Implementation of the Buy American provision should be done by: including Buy American in documented procurement procedures, State agency prototypes documents, and all procurement solicitations and contracts; including domestic requirements in bid specifications; contract monitoring; and verifying cost and availability of domestic and non-domestic foods using data in the USDA Agricultural Marketing Service's (AMS) weekly market report at <https://marketnews.usda.gov/mnp/fv-report-config-step1?type=termPrice>.

The Buy American provision supports local and small businesses. Using food products from local sources supports local farmers and provides healthy choices for children in the school meal programs while supporting the local economy. Requiring compliance with the Buy American provision also supports SFAs working with local, or small, minority, and women-owned businesses as required by Federal regulations (see 2 CFR 200.321). FNS also encourages purchasing food products from local and regional sources when expanding farm to school efforts.

USDA Foods comply with Buy American requirements. FNS encourages SFAs to maximize their use of USDA Foods, which comply with Buy American requirements. USDA Foods are domestic, and purchasing from 100% domestic origin sources is a longstanding USDA policy based on Section 32 of the Agriculture Act of 1935 (P.L. 74-320 as amended; 7 U.S. Code 612c). However, processed end products that contain USDA Foods need to meet the 51% domestic requirement, by weight or volume.

Limited exceptions to the Buy American provision. There are limited exceptions to the Buy American provision which allow for the purchase of foods not meeting the “domestic” standard as described above (i.e., “non-domestic”) in circumstances when use of domestic foods is truly not practicable. These exceptions, as determined by the SFA, are:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

It should be noted that FNS has not defined a dollar amount or percentage triggering an exception requiring consideration of alternatives. Before utilizing an exception, alternatives to purchasing non-domestic food products should be considered. For example, SFAs should ask:

- Are there other domestic sources for this product?
- Is there a domestic product that could be easily substituted, if the non-domestic product is less expensive (e.g. substitute domestic pears for non-domestic apples)?
- Am I soliciting bids for this product at the best time of year? If I contracted earlier or later in the season, would prices and/or availability change?
- Am I using third-party verification, such as through USDA AMS, to determine the cost and availability of domestic and nondomestic foods?

If an SFA is using one of the above exceptions, there is no requirement to request a waiver from the State agency or FNS in order to purchase a non-domestic product. SFAs must, however, keep documentation justifying their use of exception(s). FNS has provided sample language of such, to be used as a reference in solicitation and contract documents; these are found in Question 5 in the Questions and Answers document below. Monitoring of contractors by the SFA and oversight by the State agency are critical functions in enforcing the Buy American provision, including review of exceptions, as further outlined below.

Compliance with, and monitoring of, the Buy American provision by SFAs. To ensure compliance with the Buy American provision the SFA must ensure solicitation and contract language includes the requirement for domestic agricultural commodities and products. The SFA must also include the Buy American requirement in its documented procurement procedures and retain records documenting any exceptions. SFAs should ask the supplier, i.e., manufacturer or distributor, for specific information about the percentage of U.S. content in any processed end product. In order for SFAs to be able to document the domestic content, they should include in their procurement process a requirement for certifying the domestic percentage of the agricultural food component of commodities and products.

Further, solicitation and contract language must be monitored by the SFA to determine contractor compliance as required by 2 CFR 200.318(b), in order to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Monitoring is also accomplished by reviewing products and delivery invoices

or receipts to ensure the domestic food that was solicited and awarded is the food that is received. SFAs also need to conduct a periodic review of storage facilities, freezers, refrigerators, dry storage, and warehouses to ensure the products received are the ones solicited, and awarded, and comply with the Buy American provision.

Monitoring of the Buy American provision by State agencies. State agencies conducting procurement reviews in conjunction with, or as a separate review from, the administrative review process must ensure SFA compliance with the Buy American provision. During a procurement review, State agencies should: (1) determine if SFAs are purchasing domestic commodities as defined in 7 CFR 210.21(d); (2) check that solicitations and contracts contain the Buy American certification language recommended in Questions 6 and 7 below; and (3) review a sample of supplier invoices or receipts to determine whether the solicited-for domestic foods were provided by the awarded contractor. If the SFA is non-compliant with the Buy American provision, the State agency must issue a finding and require corrective action which may include:

- Requiring contract amendments to include language to supply domestic foods, or a new solicitation if the contract amendment is determined, by the contracting parties or State agency, to be a material change;
- Attending a procurement training to increase compliance with procurement standards, including the Buy American provision; and
- Fiscal action for repeat or egregious findings, on a case-by-case basis with approval by the appropriate FNS Regional Office.

During an on-site administrative review, State agencies should look at the labels on a variety of food products in SFA storage facilities and if the State agency identifies non-domestic foods, the State agency must request documentation justifying the limited exception(s) outlined above. If such is not provided, the State agency must issue a finding and require corrective action, which may include:

- Requiring review of food deliveries for contractor compliance;
- Monitoring to ensure the correct domestic food components contracted for are delivered;
- Prior to accepting foods, ensuring that an alternative domestic food component, or an exception to purchase non-domestic foods, has been approved for delivery; and
- Fiscal action for repeat or egregious findings, on a case-by-case basis with approval by the appropriate FNS Regional Office.

Both the administrative review and procurement review teams should work together and communicate findings in order to provide comprehensive monitoring of the Buy American requirement.

Regional and State Directors

Page 5

State agencies are reminded to distribute this memorandum to SFAs immediately. SFAs should direct any questions concerning this guidance to their State agency. State agencies with questions should contact the appropriate FNS Regional Office.

Original Signed

Sarah E. Smith-Holmes
Director
Program Monitoring and Operational Support
Child Nutrition Programs

Questions and Answers for the Buy American Provision

1) How would an SFA determine that an item is a “domestic commodity or product”?

Answer: To determine if a food item meets the Buy American provision, the SFA would need to ensure that the solicited-for domestic foods were included in the vendor response, and provided by the awarded contractor in the foods delivered to the SFA. Section 12(n) of the NSLA defines “domestic commodity or product” as an agricultural commodity produced in the U.S. and a food product processed in the U.S. substantially using agricultural commodities that are produced in the U.S. Reports accompanying the legislation noted that “substantially means over 51% from American products.”

For products procured by SFAs for use in the Child Nutrition Programs, the food component of the product is the agricultural commodity. FNS defines food component as one of the food groups which comprise reimbursable meals. The food components are: meats/meat alternates, grains, vegetables, fruits, and fluid milk. Please refer to 7 CFR 210.2 and 210.10 for full definitions and use of the terms, respectively. Any product processed by a responsive vendor must contain over 51% of the food component, by weight or volume, from U.S. origin.

When considering juice for example, in order for the product to be considered “domestic” in accordance with the Buy American provision, the juice must contain over 51% of the juice or juice concentrate, by volume, from fruits or vegetables grown in the U.S. FNS does not consider water – whether tap or bottled – to be a domestically grown agricultural commodity for purposes of this provision. Likewise, packaging and labor are not agricultural commodities. For products procured by SFAs to be served in the Child Nutrition Programs, the fruit/vegetable component of the product, by volume, is the agricultural commodity. For fruit/vegetable juices, in order to be considered responsive, the juice provided by a vendor must contain over 51% of the fruit/vegetable component of the juice, by volume, from U.S. origin.

2) Does the Buy American provision apply to entities that purchase on behalf of an SFA, such as a purchasing cooperative or a food service management company?

Answer: Yes. Any entity that purchases food or food products on behalf of the SFA must follow the same Buy American provisions and exceptions that the SFA is required to follow.

3) Are all agricultural commodity or food products purchased using the nonprofit food service account subject to the Buy American provision?

Answer: Yes. SFAs must ensure that all agricultural commodity or food products procured using funds from the nonprofit school food service account comply with the Buy American provision. Pursuant to Child Nutrition Program regulations, all Federal funds, all money received from children as payment for program meals, all proceeds from the sale of competitive foods, and all other income generated by the school food service must accrue to the nonprofit food service account. As a consequence, the entire nonprofit school food service account becomes subject to Federal procurement standards. Therefore, all agricultural commodity or food product purchases made from the nonprofit school food service account are subject to the

Buy American provision, subject to the limited exceptions noted in the memorandum above.

4) What can an SFA do to comply with the requirements of the Buy American provision?

Answer: To ensure compliance with the Buy American provision the SFA must ensure solicitations and contracts include the requirement for domestic agricultural commodities and products, include this requirement in its documented procurement procedures, and retain records documenting any exceptions. Examples of specifications that SFAs may use in solicitations and contracts to comply with the Buy American provision include:

- Utilizing the Buy American definitions in 7 CFR 210.21(d) in all food product specifications, invitations for bids (IFBs), and requests for proposals (RFPs) for food products, contracts, purchase orders, and other procurement documents issued;
- Require a certification of domestic origin for products which do not have country of origin labels; and
- Including the following language: “The District/State agency/Territory participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A ‘domestic commodity or product’ is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).”

Additionally, SFAs are required by 2 CFR 200.318(b) to monitor contractor performance to ensure compliance with all contractual requirements. This includes compliance with the Buy American provision. SFAs can also require their suppliers to provide certification of domestic origin on food products delivered and on invoices submitted as discussed in more detail in Questions 6 and 7, below.

For example, Program operators may require vendors to provide a certification of domestic origin for all food products listed in all procurement documentation, from a bid or proposal to receipts and invoices. Program operators may deem a bid or response unresponsive and ineligible for contract award for noncompliance with the terms and conditions of contract award, if such certifications are solicited for, but not included. Further, the program operator may establish penalties, including contract termination, if vendors fail to comply with the Buy American provision and no documentation of any exceptions exists.

5) How can SFAs comply with the requirement to retain records, which should include documentation of exceptions in adhering to the Buy American provision?

Answer: Below is sample language that SFAs should use in solicitations and contracts to comply with the requirement to retain records documenting any exceptions to the Buy American provision:

- I. Exceptions to the Buy American provision are very limited; however, an alternative or exception may be approved upon request. To be considered for an alternative or exception, the request must be submitted in writing to a designated official, a minimum of ___ day (s) in advance of delivery. The request must include the:

- (1) Alternative substitute(s) that are domestic and meet the required specifications:
 - (a) Price of the domestic food alternative substitute(s); and
 - (b) Availability of the domestic alternative substitute(s) in relation to the quantity ordered.
- (2) Reason for exception: limited/lack of availability or price (include price):
 - (a) Price of the domestic food product; and
 - (b) Price of the non-domestic product that meets the required specification of the domestic product.

SFAs may document exceptions by maintaining records of communications between them and their food supplier; this may include emails, documentation of telephone communications, etc. The documentation must be maintained for review by the State agency during procurement reviews of local agency procurement practices.

One resource SFAs and State agencies may use in order to document exceptions is the market news reports available from AMS. AMS provides free, unbiased price and sales information on farm commodities at: <https://marketnews.usda.gov/mnp/fv-report-config-step1?type=termPrice>. Using this website, SFAs and State agencies can find third-party verification of cost and availability of domestic and nondomestic foods. Further, SFAs may use the information to communicate alternatives with food suppliers and document purchase decisions.

6) What is sample language contractors can use to document their compliance with the Buy American provision?

Answer: Below is sample language contractors may use to comply with the Buy American provision; however, language should be tailored to the needs of the contracting parties.

Sample Language:

"We certify that ___ (insert product name)___ was processed in the U.S. and contains over 51% of its agricultural food component, by weight or volume, from the U.S.," with space for the supplier to fill in the name of the product and its specific percentage of the domestic agricultural food component contained therein.

7) How should an SFA document the domestic commodity food components for a processed end product?

Answer: SFAs should ask the supplier, i.e., manufacturer or distributor, for specific information about the percentage of U.S. content in the processed end product. In order for SFAs to be able to document the domestic content, they should include in their bidding process a requirement for certification such as: "We require that suppliers certify the food product was processed in the U.S. and certify the percentage of U.S. content, by weight or volume, in the food component of processed food products supplied to us."

SFAs may also include the following statement in the bidding process: "We require bidders to certify that ___ (insert product name)___ was processed in the U.S. and contains over ___ (insert % of weight or volume) of its agricultural food component from the U.S.," with

space for the supplier to fill in the name of the product and its percentage of the domestic agricultural food component (by weight or volume) contained therein.

State agencies should also include such language in any prototype solicitation documents and contracts provided to the SFAs.

8) Can a product made from a U.S. agricultural product but manufactured in another country be purchased from the nonprofit school food service account absent a limited exception?

Answer: No. Section 12(n) of the National School Lunch Act defines “domestic commodity or product” as one that is produced and *processed* in the U.S. substantially using agricultural commodities that are produced in the U.S.” This means that the product must be processed entirely in the U.S. and must substantially use domestic agricultural commodities. A large number of items received by schools state on the label that they are “packed” in the U.S. Non-domestic foods packed in the U.S. or non-domestic foods in packaging produced in the U.S. do not meet the Buy American requirements.

9) Can FNS or a State agency provide a list of foods that are not available domestically and therefore not subject to the Buy American provision?

Answer: No. Neither FNS nor a State agency may make the determination that a domestic commodity or product is not available. Although the Federal Acquisition Regulations (FAR) contain such a list, this applies to procurement by the Federal government only. Each SFA should determine on an individual basis, whether domestic alternatives exist first, and if not, whether an exception is warranted. Exceptions are warranted only when (1) the food product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or (2) competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product. Again, there is not a specific amount or percentage that is considered “significantly higher” and it is the SFA’s responsibility to determine the threshold. Records and documentation must be retained justifying any exception as outlined above. SFAs can maintain documentation of exceptions for domestic foods that are prohibitively costly or not available in sufficient quantities and present this during reviews by the State agency.

Form 611

myrian-cole@esasd.net Switch account

 Draft saved

Your email will be recorded when you submit this form

* Indicates required question

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Myrian Cole

Department *

Curriculum

Building *

50 Vine Street East Stroudsburg, Pa 18301



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What service or item are requesting *

Zaner Bloser Year Contract PD Days

Why are you requesting the service or item *

Year Contract PD Days

Suggested replacement *

N/A

Independent Cost Analysis (Pre-determine costs prior to contacting a vendor.)
What did you estimate the costs would be?

Your answer

What is the total cost of the purchase? *

\$25,670.00

84

Select the Procurement Method utilized: *

- Aggregate purchase is less than \$10,000 - no action needed
- Small Purchase procedures (minimum of 3 quotes) - required for any purchase \$10,000-\$23,199
- Sealed Bids (Formal Advertising) – required for goods/supplies exceeding \$23,200
- Competitive Proposals – Formal Request for Proposal (Advertised RFP) – required for services with cost of \$250,000 or more
- Non-competitive proposals (i.e. sole source) – MUST justify below

If you chose the **non-competitive** method above, please select the appropriate circumstance and include your justification in the space below. *Note: These are the **only** permissible circumstances under which you can use non-competitive procurement.* *

- N/A (not applicable) - Competitive Procurement was utilized
- N/A (not applicable) The acquisition of property or services, the aggregate dollar amount of which does not exceed the thresholds outlined above for quotes, bids, or RFPs (purchase is less than \$10,000)
- The item is available only from a single source; (must demonstrate in justification below that only one company can provide the type of product or perform the services)
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (explain below how a declared disaster or public emergency doesn't allow time for competitive procurement.)
Administrative delays or lack of adequate advanced planning do not justify an emergency.)
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; (must have written pre-approval to use sole-source procurement)
- After solicitation of a number of sources, competition is determined inadequate (explain below the steps you took to attempt to go through a competitive process, but no vendors or only one vendor responded, and why you think there is inadequate competition)

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Provide justification of sole source (non-competitive) procurement (based on your choice above): *

Zaner Bloser is our primary source for materials and th eoffering PD to train employees

If aggregate purchase is \$10,000 or more, were three (3) quotes obtained (required)? If yes, please list the vendor's information and quoted amount. *

N/A

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



86

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

Your answer

Which Fund will be charged? *

10 ▼

What account will be charged? *

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

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

N/A

Any additional information you would like to provide.

N/A

A copy of your responses will be emailed to myrian-cole@esasd.net.

Back

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**East Stroudsburg Area School District
Multi-Year Professional Development Plan**

Recommended Professional Development Service	Date	Number of Days/Trainers	Cost of Service (per day or trainer)	Value of PD Services	Cost to Customer <i>*A 20% discount has been applied</i>
Pioneer Year (2021-2022)					
Superkids Implementation Training	Fall 2021	2	\$2,700.00	\$5,400.00	Complimentary
Teacher Portal Training Webinar	Fall 2021	1	\$1,000.00	\$1,000.00	Complimentary
Virtual PD Session	Fall 2021	1	\$1,000.00	\$1,000.00	Complimentary
Superkids Coaching (one visit for each pioneer teacher)	Fall 2021	4	\$2,700.00	\$10,800.00	Complimentary
Virtual Office Hours	Fall 2021 Spring 2022	8	\$1,000.00	\$8,000.00	Complimentary
Superkids Coaching (one visit for each pioneer teacher)	Spring 2022	4	\$2,900.00	\$11,600.00	Complimentary
Superkids Implementation Training Webinar	Spring 2022	1	\$1,000.00	\$1,000.00	Complimentary
Year 1 (2022-2023)					
Superkids Implementation Training	Spring 2022	3	\$2,900.00	\$8,700.00	Complimentary
Foundational Skills Kit Implementation Training	Spring 2022	1	\$2,900.00	\$2,900.00	Complimentary
Superkids Coaching (one visit for each classroom teacher)	Fall 2022	30	\$2,900.00	\$87,000.00	Complimentary

Vll. b.



Superkids Leaders Training (in-person training)	Fall 2022	1	\$3,800.00	\$3,800.00	\$3,040.00*
Superkids Leaders Training (online training)	Fall 2022	1	\$1,000.00	\$1,000.00	\$800.00*
Superkids Grade-Level Meetings (one day per elementary school)	Spring 2023	6	\$2,900.00	\$17,400.00	\$13,920.00*
Superkids Leaders Training (in-person training)	Spring 2023	1	\$3,800.00	\$3,800.00	\$3,040.00*
Superkids Leaders Training (online training)	Spring 2023	1	\$1,000.00	\$1,000.00	\$800.00*
Year 2 (2023-2024)					
Superkids Implementation Training (all new K-2 Superkids teachers)	Summer/Fall 2023	2	\$2,900.00	\$5,800.00	\$4,640.00*
Grade-Level Meetings (one day per elementary school)	Fall 2023	6	\$2,900.00	\$17,400.00	\$13,920.00*
Grade-Level Meetings (one day per elementary school)	Spring 2024	6	\$2,900.00	\$17,400.00	\$13,920.00*
Year 3 (2024-2025)					
Superkids Virtual Implementation Training (new teachers, K-2)	Fall 2024	1	\$1,000.00	\$1,000.00	Complimentary
Superkids Virtual Leaders Training (Instructional Coaches)	Fall 2024	1	\$1,000.00	\$1,000.00	\$800.00*
Superkids Coaching (new teachers, K-2)	Fall 2024	6	\$2,900.00	\$17,400.00	\$10,150.00**
Grade-Level Meetings (one day per elementary school)	Fall 2024	6	\$2,900.00	\$17,400.00	\$13,920.00*
Superkids Leaders Training	Spring 2025	1	\$1,000.00	\$1,000.00	\$800.00*

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	Value of Complimentary Professional Development Services	Price of Professional Development Services	Applied Discounts	Total Cost to Customer
2021-2022	\$38,800.00			
2022-2023	\$98,600.00	\$27,000.00	(\$5,400.00)	\$21,600.00
2023-2024		\$40,600.00	(\$8,120.00)	\$32,480.00
2024-2025	\$1,000.00	\$37,800.00	(\$12,130.00)	\$25,670.00
Total	\$138,400.00	\$105,400.00	(\$25,650.00)	\$79,750.00

*The 20% discount applied to this plan is conditional upon the purchase professional development in two or more consecutive school years.

**New teacher promotional discount applied – purchase one day of onsite coaching at regular price, receive a free virtual implementation training and a 50% discount on subsequent, consecutive coaching days.





QUOTE SUMMARY FOR

East Stroudsburg Area Sch Dist

East Stroudsburg, PA

Tabitha Bradley

(570) 424-8500

tabitha-bradley@esasd.net

Quote # 00059131

Issued on June 13, 2024

Expires on September 11, 2024

PREPARED BY

Alexis Geyer

Sales Consultant

(800) 248-2568

alexis.geyer@zaner-bloser.com

THE MATERIALS ON THIS FORM HAVE NOT BEEN ORDERED.

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

June 13, 2024

East Stroudsburg Area Sch Dist • East Stroudsburg, PA

Dear Tabitha Bradley:

Thank you for all you do to inspire "aha" moments—moments of discovery, accomplishment, pride, surprise, and delight—in your classrooms and for considering Zaner-Bloser as your partner in helping students build foundational skills.

Expertise and effectiveness are key to teacher success in the classroom. Zaner-Bloser Professional Development offers collaborative, job-embedded, and classroom-focused professional learning to support educators' ongoing growth.

The enclosed quote includes an Order Information page, which should be filled out completely and returned with your order. **If information is missing on this page, processing your order may be delayed.** Be sure to fill out parts A, B, and C of the Digital Product Information section if online access is included with your order.

We look forward to providing you with the best research- and evidence-based resources, meaningful professional development opportunities, and top-notch customer service possible.

Thank you,

Alexis Geyer
Sales Consultant

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QUOTE SUMMARY

East Stroudsburg Area Sch Dist • East Stroudsburg, PA

PROGRAM	GRADE	SAVINGS	COST
<i>Professional Development</i>	Multigrade	\$12,130.00	\$25,670.00

TOTAL SAVINGS	\$12,130.00
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SUBTOTAL COST	\$25,670.00
SHIPPING/PROCESSING	<i>Complimentary</i>

AMOUNT TO BE INVOICED	\$25,670.00
------------------------------	--------------------

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

Professional Development: Multigrade

ISBN	DESCRIPTION	ITEM PRICE	QTY	TOTAL COST
PD11044	Superkids Coaching: 1 Visit Per Teacher <i>On-site coaching visits provide one-on-one support for Superkids teachers. The classroom visit can include lesson feedback as well as discussion of topics chosen by the teacher, focusing on program and instructional best practices to maximize results.</i>	\$2,900.00	5	\$7,250.00**
PD11044	Superkids Coaching: 1 Visit Per Teacher <i>On-site coaching visits provide one-on-one support for Superkids teachers. The classroom visit can include lesson feedback as well as discussion of topics chosen by the teacher, focusing on program and instructional best practices to maximize results.</i>	\$2,900.00	1	\$2,900.00
PD11053	Superkids Grade-Level Meeting <i>Course description: These meetings are designed to gather Superkids teachers together with a knowledgeable Superkids coach to share successes and address identified areas of need (for example, Daily Routines, planning, or pacing) in order to strengthen classroom practices across a grade-level.</i>	\$2,900.00	6	\$13,920.00*
PD14515	Superkids Leaders Training Webinar <i>Session Description: This webinar training is designed to provide literacy leaders at the school and district level with a deeper knowledge and understanding of Superkids and effective ways to support their teachers in implementing the program to its fullest potential.</i>	\$1,000.00	2	\$1,600.00*
PD75	Superkids Implementation Training Webinar <i>Course description: Participants engage in interactive discussions to learn the effective, evidence-based instructional strategies of the program. Teachers and support personnel new to Superkids will gain the knowledge and understanding to implement the program at their grade-level, using all the program materials. The webinar also serves as an ideal refresher of program materials and instructional methodology.</i>	\$1,000.00	1	Complimentary**
SUBTOTAL COST				\$25,670.00

*A 20% discount has been applied as part of a multi-year professional development plan.

**A new teacher promotional discount has been applied – purchase one day of onsite coaching at regular price, receive a free virtual implementation training and a 50% discount on subsequent, consecutive coaching days.

ORDER INFORMATION



AMOUNT TO BE INVOICED (including shipping)*

\$25,670.00

* Add state and local taxes to the total amount of your order, if applicable. If tax exempt, please include your tax exemption number or a copy of your tax exemption certificate to qualify for zero sales tax.

IMPORTANT Please fill out this page completely. Missing information may result in delayed order processing.

Invoice – P.O. # _____ Check # _____
Make Checks Payable to: Zaner-Bloser

Authorized Signature: _____ Phone: _____

Please do not submit credit card information with this form. To prepay with a credit card, call our Customer Experience dept at 800.421.3018, Mon-Fri, 8:00 am-6:00 pm ET.

SCHOOL INFORMATION

For use in school year: 20____ to 20____ First day of school: _____ Summer phone number: _____

Institution Type: District School

DIGITAL PRODUCT INFORMATION Complete parts A, B, and C of the Digital Product Information section to ensure online access to digital product(s).

A. Online access is controlled by a school or district *Digital Administrator*. This individual is responsible for adding and removing users throughout the school year. Additionally, this user can access important information such as parent contact information and student assessment data. Please provide the name and email of your school- or district-selected Digital Administrator below.

Name: _____ Email: _____

B. If this order is being submitted by a school district, diocese, or third-party ordering service, please provide a list of the school(s) that require online access. By default, your school- or district-selected Digital Administrator will manage all schools listed below. (If you have more than six schools, please attach a complete list to your order.)

C. Online access is assigned annually. Please enter the start date of the school year you will begin using the digital product. _____

BILL TO School/District Name: East Stroudsburg Area Sch Dist

Contact Name: Tabitha Bradley Contact Email: _____

Street Address: 50 VINE ST City: East Stroudsburg State: PA Zip: 18301

DELIVERY INSTRUCTIONS — IMPORTANT

All available materials will ship at the time the order is processed unless otherwise specified. Order processing and delivery times vary depending on volumes and customer location. If there are dates you are unable to accept deliveries, please note below. If there aren't any special delivery date requirements, please check the box labeled "No Delivery Date Restrictions".

Do Not Deliver Dates: _____ No Delivery Date Restrictions

SHIP TO Same as BILL TO School/District Name: East Stroudsburg Area Sch Dist

Contact Name: _____ Contact Email: _____

Street Address: _____ City: _____ State: _____ Zip: _____

RETURNS Returns will only be processed with prior authorization by Zaner-Bloser Customer Experience. Materials must have been purchased within 90 days and be in resalable condition. To make arrangements for a return and to ensure that you receive credit, contact Zaner-Bloser's Customer Experience department at 800.421.3018. Please do not return materials to the PO Box address. Return to: Zaner-Bloser, Returns Department, 10650 Toebben Dr, Independence, KY 41051.

Please sign below to confirm your order and provide authorization for any applicable shipping charges and sales tax, if not sales tax exempt. Shipping is added at our standard rate of 10% or \$5.00, whichever is greater.

Signature: _____ Title: _____ Date: _____

Contact our Customer Experience Department to place your order.
Mailing Address: Zaner-Bloser, PO Box 16764, Columbus, OH 43216-6764
Email: CustomerExperience@zaner-bloser.com • Phone: 800.421.3018 • Fax: 800.992.6087

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ZB Zaner-Bloser

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THANK YOU for
considering Zaner-Bloser.

We create resources for educators that help elementary students become more joyful, creative learners and communicators.

At Zaner-Bloser, we support your efforts to inspire "aha" moments—moments of discovery, accomplishment, pride, surprise, and delight—that reward students and help them realize the power of learning.



20338 09.22

SALES CONSULTANT - SUPPLEMENTAL

Open Territory Field East PA NJ

judith.bettridge@zaner-bloser.com

Toll Free: 800.248.2568

SALES CONSULTANT - READING

Alexis Geyer

alexis.geyer@zaner-bloser.com

Toll Free: 800.248.2568

ACCOUNT MANAGER - SUPPLEMENTAL

Angie Eckerle

angie.eckerle@zaner-bloser.com

Toll Free: 800.248.2568 ext. 2807

ACCOUNT MANAGER - READING

Toll Free: 800.248.2568

ZB Zaner-Bloser

A Highlights Company

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Form 611

myrian-cole@esasd.net Switch account



Draft saved

Your email will be recorded when you submit this form

* Indicates required question

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Myrian Cole

Department *

Curriculum

Building *

50 Vine St. East Stroudsburg, PA 18301

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What service or item are requesting *

IXL Site License Upgrade

Why are you requesting the service or item *

IXL License for Grades 6-12 Subject: ELA and Science

Suggested replacement *

N/A

**Independent Cost Analysis (Pre-determine costs prior to contacting a vendor.)
What did you estimate the costs would be?**

Your answer

What is the total cost of the purchase? *

\$51,525.00

Select the Procurement Method utilized: *

- Aggregate purchase is less than \$10,000 - no action needed
- Small Purchase procedures (minimum of 3 quotes) - required for any purchase \$10,000-\$23,199
- Sealed Bids (Formal Advertising) – required for goods/supplies exceeding \$23,200
- Competitive Proposals – Formal Request for Proposal (Advertised RFP) – required for services with cost of \$250,000 or more
- Non-competitive proposals (i.e. sole source) – MUST justify below

If you chose the **non-competitive** method above, please select the appropriate circumstance and include your justification in the space below. *Note: These are the **only** permissible circumstances under which you can use non-competitive procurement.* *

- N/A (not applicable) - Competitive Procurement was utilized
- N/A (not applicable) The acquisition of property or services, the aggregate dollar amount of which does not exceed the thresholds outlined above for quotes, bids, or RFPs (purchase is less than \$10,000)
- The item is available only from a single source; (must demonstrate in justification below that only one company can provide the type of product or perform the services)
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (explain below how a declared disaster or public emergency doesn't allow time for competitive procurement.)
Administrative delays or lack of adequate advanced planning do not justify an emergency.)
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; (must have written pre-approval to use sole-source procurement)
- After solicitation of a number of sources, competition is determined inadequate (explain below the steps you took to attempt to go through a competitive process, but no vendors or only one vendor responded, and why you think there is inadequate competition)

Provide justification of sole source (non-competitive) procurement (based on your choice above): *

IXL Learning previously source for license upgrades

If aggregate purchase is \$10,000 or more, were three (3) quotes obtained (required)? If yes, please list the vendor's information and quoted amount. *

N/A

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.

Your answer

Which Fund will be charged? *

10

What account will be charged? *

10-1110-650-990-20-000-920-000-8744

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

N/A

Any additional information you would like to provide.

N/A

A copy of your responses will be emailed to myrian-cole@esasd.net.

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UPGRADE QUOTE

QUOTE # 1397456
DATE: JUNE 17TH, 2024

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

TO:
Heather Piperato
East Stroudsburg Area School District
50 Vine St.
East Stroudsburg, PA 18301

COMMENTS OR SPECIAL INSTRUCTIONS:

SALESPERSON	ACCOUNT #	UPGRADE PERIOD	QUOTE VALID UNTIL
Evan Finch	A22-3668555	June 1, 2024-July 19, 2026	June 28, 2024

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	IXL site license upgrade (Grades 6-8: 1,525 students) Subjects: ELA and Science	\$28,975.00	\$28,975.00
1	IXL site license upgrade (Grades 9-12: 2,050 students) Subject: ELA <i>Unlimited instructor accounts included</i>	\$22,550.00	\$22,550.00
SUBTOTAL			\$51,525.00
SALES TAX			--
SHIPPING & HANDLING			--
TOTAL DUE			\$51,525.00

Ordering instructions:

We accept payment by purchase order, check, or credit card. School POs should be faxed to 1-650-372-4301 or e-mailed directly to Account Manager, Evan Finch (evanf@ixl.com). Please be sure to list the quote number on your payment or purchase order.



SALES CONTRACT

CONTRACT #203284

June 17th, 2024

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

CUSTOMER

Heather Piperato
East Stroudsburg Area School District
50 Vine St.
East Stroudsburg, PA 18301

RENEWAL INFO

Salesperson	Account #	Quote #	Upgrade Duration
Evan Finch	A22-3668555	1397456	June 1, 2024 – July 19, 2026

PAYMENT PLAN

	Amount	Invoice date
First installment (50%)	\$25,763 (50%)	July 21, 2024
Second Installment (50%)	\$25,762 (50%)	July 21, 2025
TOTAL	\$51,525	

Price valid until June 28th, 2024

ACCEPTANCE OF SALES CONTRACT

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

Acknowledged and agreed to:

AUTHORIZED SIGNATURE

Heather A. Piperato

DATE

June 25, 2024



TERMS AND CONDITIONS OF SALE

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

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

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

All checks should be mailed to:

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

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

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

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

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

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

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

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

- a. YOUR USE OF THE SERVICE IS AT YOUR SOLE RISK. THE SERVICE IS PROVIDED "AS IS," "AS AVAILABLE," AND WITH ALL FAULTS. IXL EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.
- b. IXL MAKES NO WARRANTY THAT (i) THE SERVICE WILL MEET YOUR REQUIREMENTS, (ii) THE SERVICE WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH THE SERVICE WILL MEET YOUR EXPECTATIONS, AND (v) ANY ERRORS IN THE SERVICE WILL BE CORRECTED.
- c. ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.
- d. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM IXL OR THROUGH OR FROM THE SERVICE SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TOS.

Some states do not allow certain limitations on warranties, so certain of the above limitations may not apply to you.

- 7. **LIMITATION OF LIABILITY:** YOU EXPRESSLY UNDERSTAND AND AGREE THAT IXL SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES RESULTING FROM THE USE OR INABILITY TO USE THIS SERVICE. IN ALL INSTANCES, DAMAGES SHALL BE CAPPED AT ONE MONTH'S FEES.
- 8. **SEVERABILITY:** If any provision of this agreement is deemed invalid, illegal, or unenforceable, then that provision shall be deemed severable from these terms and shall not affect the validity and enforceability of any remaining provisions of this Sales Contract, which shall remain in full force and effect.
- 9. **ARBITRATION:** You agree that any dispute or claim you may have against IXL arising out of or related to this Sales Contract or the use of Services must be submitted to arbitration, before a single arbitrator appointed by JAMS/Endispute and conducted according to their rules in San Francisco, CA, USA, and that the determination of any such arbitrator shall be binding. The courts located in San Francisco, CA, USA, have exclusive jurisdiction over any judicial proceedings related to this agreement, and you waive any claim that such a court is an improper venue, inconvenient, or lacks jurisdiction over you.
- 10. **GOVERNING LAW:** The Sales Contract and the relationship between you and IXL are governed by the laws of the State of California without regard to conflict of law provisions.
- 11. **ENTIRE AGREEMENT:** This Sales Contract, which incorporates the Terms of Service by reference, is the final expression of the agreement between Purchaser and Seller and supersedes all prior representations, understandings, and agreements between the Purchaser and Seller relating to its subject matter. This Sales Contract cannot be modified, amended, or changed except in writing and signed by IXL.

Please contact IXL Learning with any questions regarding this sales contract: Toll-free (855) 255-8800 | Direct (650) 372-4300 | E-mail orders@ixl.com Completed sales contracts should be emailed to your sales consultant.

Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$10,000.00 - OR ANY PURCHASE THAT WAS NOT BUDGETED

Note: When referring to a purchase, you must consider the aggregate amount, not individual items.

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

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Angela Byrne/Shawn Wescott

Department *

Federal Programs & Grants

Building *

Admin

106

What service or item are requesting *

Vex Robotics IQ Competition Kits

Why are you requesting the service or item *

Need to upgrade robotics kits at all elementary and intermediate schools. These kits are utilized by our after-school robotics clubs and are required in order for our teams to compete in the VEX competitions.

Suggested replacement *

No replacements available.

Independent Cost Analysis (Pre-determine costs prior to contacting a vendor.) What did you estimate the costs would be?

Estimate prepared by Shawn Wescott for a total of 99 kits = \$67,221

What is the total cost of the purchase? *

\$67,819.72

107

Select the Procurement Method utilized: *

- Aggregate purchase is less than \$10,000 - no action needed
- Small Purchase procedures (minimum of 3 quotes) - required for any purchase \$10,000-\$23,199
- Sealed Bids (Formal Advertising) – required for goods/supplies exceeding \$23,200
- Competitive Proposals – Formal Request for Proposal (Advertised RFP) – required for services with cost of \$250,000 or more
- Non-competitive proposals (i.e. sole source) – MUST justify below

If you chose the **non-competitive** method above, please select the appropriate circumstance and include your justification in the space below. *Note: These are the **only** permissible circumstances under which you can use non-competitive procurement.* *

- N/A (not applicable) - Competitive Procurement was utilized
- N/A (not applicable) The acquisition of property or services, the aggregate dollar amount of which does not exceed the thresholds outlined above for quotes, bids, or RFPs (purchase is less than \$10,000)
- The item is available only from a single source; (must demonstrate in justification below that only one company can provide the type of product or perform the services)
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (explain below how a declared disaster or public emergency doesn't allow time for competitive procurement.) Administrative delays or lack of adequate advanced planning do not justify an emergency.)
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; (must have written pre-approval to use sole-source procurement)
- After solicitation of a number of sources, competition is determined inadequate (explain below the steps you took to attempt to go through a competitive process, but no vendors or only one vendor responded, and why you think there is inadequate competition)

108

Provide justification of sole source (non-competitive) procurement (based on your choice above): *

VEX Robotics is the only one who makes these kits, and teams are required to use their kits in various competitions. VEX does not allow any other brand of robots or external parts in the local competitions that our students attend.

If aggregate purchase is \$10,000 or more, were three (3) quotes obtained (required)? If yes, please list the vendor's information and quoted amount. *

n/a - Sole Source

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

109

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

n/a

Which Fund will be charged? *

10

What account will be charged? *

ARP ESSER After School Grant 10-1450-610-996-10-000-000-000-8738
ESSER III 10-1110-610-990-10-000-920-000-8744

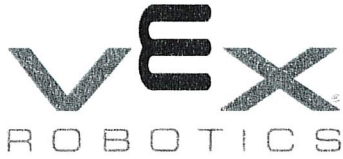
Selection of the winning proposal, was the lowest price selected? If not, please explain why and *
the process of selecting the vendor.

n/a

Any additional information you would like to provide.

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





QUOTE

Quote #: 111095380
Creation Date: Jul 9, 2024
Expiration Date: Sep 7, 2024

Bill to:
Shawn Wescott
East Stroudsburg Area School Distirict
SMITHFIELD ELEMENTARY SCHOOL
245 RIVER RD
EAST STROUDSBURG, Pennsylvania, 18301-7922
United States
T: 570-424-8500

Ship to:
Shawn Wescott
East Stroudsburg Area School Distirict
SMITHFIELD ELEMENTARY SCHOOL
245 RIVER RD
EAST STROUDSBURG, Pennsylvania, 18301-7922
United States
T: 570-424-8500

Payment Method
Generate Quote

Shipping Method
Freight

SKU	Product	Price	Qty	Subtotal
228-7980	IQ Competition Kit (2nd Generation) <i>Back in Stock Soon</i>	\$679.00	99	\$67,221.00

Subtotal: \$67,221.00

Shipping & Handling: \$598.72

Grand Total: \$67,819.72

Per our order policies, we do not offer partial shipping for orders containing backordered items. If you require in-stock items urgently, we recommend placing a separate order for the backordered items.

Please note our new remittance address below:

VEX Robotics, Inc.
Dept 140

VEX Robotics, Inc. - 6725 W. FM 1570, Greenville, TX 75402 (Headquarters)

{ ()

P O Box 650444
Dallas, TX 75265

Three ways to proceed once you are ready to purchase:

1. With an account you can order from your quote.
Purchase Orders and Credit cards are accepted.
2. Email your Purchase Order to Rob Smith at rob_smith@vexrobotics.com. Include your quote and your tax exemption certificate (if applicable).
3. Call Rob Smith at (903) 513-7311 Monday-Friday, 7am-5pm CT

Form 611

MUST BE COMPLETED FOR ANY PROCUREMENT OF A SERVICE OR ITEM OVER \$10,000.00 - OR ANY PURCHASE THAT WAS NOT BUDGETED

Note: When referring to a purchase, you must consider the aggregate amount, not individual items.

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

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT

Procurement Form

Name of Requestor *

Katrina Aiello

Department *

Special Education

Building *

Administration

113

What service or item are requesting *

Classroom Furniture for Autistic Support

Why are you requesting the service or item *

We will be opening a new Autistic Support classroom for the 24/25 school year. Specialized furniture is needed in order to open the classroom.

Suggested replacement *

New furniture is being requested for a new classroom

Independent Cost Analysis (Pre-determine costs prior to contacting a vendor.) What did you estimate the costs would be?

22,500.00

What is the total cost of the purchase? *

22,334.46

114

Select the Procurement Method utilized: *

- Aggregate purchase is less than \$10,000 - no action needed
- Small Purchase procedures (minimum of 3 quotes) - required for any purchase \$10,000-\$23,199
- Sealed Bids (Formal Advertising) – required for goods/supplies exceeding \$23,200
- Competitive Proposals – Formal Request for Proposal (Advertised RFP) – required for services with cost of \$250,000 or more
- Non-competitive proposals (i.e. sole source) – MUST justify below

If you chose the **non-competitive** method above, please select the appropriate circumstance and include your justification in the space below. *Note: These are the **only** permissible circumstances under which you can use non-competitive procurement.* *

- N/A (not applicable) - Competitive Procurement was utilized
- N/A (not applicable) The acquisition of property or services, the aggregate dollar amount of which does not exceed the thresholds outlined above for quotes, bids, or RFPs (purchase is less than \$10,000)
- The item is available only from a single source; (must demonstrate in justification below that only one company can provide the type of product or perform the services)
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (explain below how a declared disaster or public emergency doesn't allow time for competitive procurement.) Administrative delays or lack of adequate advanced planning do not justify an emergency.)
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; (must have written pre-approval to use sole-source procurement)
- After solicitation of a number of sources, competition is determined inadequate (explain below the steps you took to attempt to go through a competitive process, but no vendors or only one vendor responded, and why you think there is inadequate competition)

115

Provide justification of sole source (non-competitive) procurement (based on your choice above): *

N/A

If aggregate purchase is \$10,000 or more, were three (3) quotes obtained (required)? If yes, please list the vendor's information and quoted amount. *

Lakeshore - \$22,334.46 (Requesting to be purchased); School Specialty - \$16,691.55; Really Good Stuff - \$14,866.66

Was this purchase budgeted? *

Dropdown

- 1. Yes
- 2. 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

116

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

Which Fund will be charged? *

Dropdown

1. 10

2. 32

3. 50

What account will be charged? *

10-1233-610-891-10-214-310-3000-9891

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

Lakeshore is the winning proposal although it is not the lowed bid that was received. Lakeshore has been the furniture company that we have used for several years. They have excellect customer service. They also deliver and set up all of the new furniture. Lakeshore has warranties on all of their furniture. Over the last year, as items needed to be replaced, new items were sent directly to the building in an expedited fashion.

School Specialty and Really Good stuff do not offer the same items as Lakeshore. Flexible/ soft furniture items are not available to suit our students needs. Really Good Stuff does not offer room dividers that we will need in an Autistic Support classroom. They do not carry teacher's desks as well. A craft table will need to be purchased in place of a teacher desk.

School Specialty does not offer soft couches even similar to Lakeshore (needed in an Autistic Support classroom).

117

Any additional information you would like to provide.

The three quotes will be sent to Peter Bard to be added to the Finance Committee Agenda.

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

Google Forms

118



QUOTE 3937

Lakeshore Learning Materials
 2695 E. Dominguez Street Carson, CA 90895
 (310) 537-8600 (800) 421-5354
 FAX: (310) 900-2189
www.lakeshorelearning.com
 To contact your local representative,
Daniel Szabo, please call (800) 421-5354

Bill-to: 83721
 EAST STROUDSBURG AREA SCH DIST
 ACCOUNTS PAYABLE
 50 VINE ST
 E STROUDSBURG PA 18301-0298
 (570) 424-8500
Billto Email: KATRINA-AIELLO@ESASD.NET

Ship-to: 0

 KATRINA AIELLO
Shipto Email:

Entry Date: 06/10/2024

Your Reference No.: QUOTE 1

Comment

PLEASE VERIFY SHIPPING ADDRESS
 WHEN PLACING YOUR ORDER.

PRICES GOOD FOR 90 DAYS. ITEM
 AVAILABILITY SUBJECT TO CHANGE

FOB DESTINATION:FREE SHIPPING
 DISCOUNT REFLECTED IN PRICES.

PLEASE REFERENCE QUOTE NUMBER
 3937 ON YOUR PURCHASE ORDER.

JESSICA MENDOZA - QUOTE AGENT

Line Item	Out Of Stock Ship By	Qty	Description	Price	Extended
1		1	<u>HEAVY-DUTY ALL-PURP STOR UNIT</u>	\$740.05	\$740.05
2		1	<u>HVY-DTY CUB-SHLVS LRG STG UNIT</u>	\$911.05	\$911.05
3		1	<u>CLEAR-VIEW BINS - SET OF 10</u>	\$103.55	\$103.55

119

Which consists of:

3A	LC91	10	<u>LAKESHR CLEAR-VIEW STORAGE BOX</u>	\$0.00	\$0.00
4	LC787	8	<u>FLX-SPC MOBL WDG STNT DSK-MAPL</u>	\$379.05	\$3,032.40

Which consists of:

4A	LCT3024M	8	TABLE, BOX, GUIDE FOR LC787	\$0.00	\$0.00
4B	LCL23343	8	3EA 23-34IN TABLE LEGS-CASTERS	\$0.00	\$0.00
5	LC763GR	7	<u>FLX-SPC 13.5IN ERGO CHAIR-GR</u>	\$141.55	\$990.85
7	LK364GR	2	<u>FLX-SPC PREMIUM FLR SEAT-GR</u>	\$75.99	\$151.98
8	LC862	1	<u>FLX-SPACE GRAY 6X9 RECT CRPT</u>	\$236.55	\$236.55
9	LC246GR	2	<u>FLX-SPC LNGE COUCH FOR 2-GR</u>	\$521.55	\$1,043.10
10	LC348GR	2	<u>FLX-SPC LNGE CURVE COUCH-GR</u>	\$854.05	\$1,708.10
11	LC534	1	<u>FLEX-SPCE COMFY PILLOWS-ST 6</u>	\$160.55	\$160.55
12	LC298	2	<u>FLX-SPC MOBL BK BIN STRG-MAPLE</u>	\$692.55	\$1,385.10
13	TT836	2	<u>HELP-YRSLF BK BINS-SET OF 12</u>	\$113.05	\$226.10
14	LC664	4	<u>FLX-SPC W-W MBL TRAPZOID TBL</u>	\$711.55	\$2,846.20

Which consists of:

14A	LCD664M	4	W-W TRAPEZOID DESKTOP-LC664	\$0.00	\$0.00
14B	LCL23344	4	4EA 23-34IN TABLE LEGS-CASTERS	\$0.00	\$0.00
15	LC763BU	8	<u>FLX-SPC 13.5IN ERGO CHAIR-BU</u>	\$141.55	\$1,132.40
16	LK426	1	<u>FLX-SPC 18 TRAY MBL STRG CTR</u>	\$1,139.05	\$1,139.05
17	LC739	1	<u>FLEX-SPAC MOBL TCHR DESK-MAPLE</u>	\$1,139.05	\$1,139.05

Which consists of:

17A	LCTM5724	1	TBLTOP ASSMBLY GUIDE FOR LC739	\$0.00	\$0.00
17B	LCM3112	1	MSTY PNL-LEGS-CSTRS LC259-739	\$0.00	\$0.00
17C	LCC2326	1	CABINET - LC739, LC259	\$0.00	\$0.00
18	LC845BU	1	<u>FLX-SPC 17.5IN ERGO GLIDE-BU</u>	\$189.05	\$189.05
19	LC230	2	<u>FLEX-SPACE 4-SHELF STORG-MAPLE</u>	\$787.55	\$1,575.10
20	DG232	2	<u>HEAVY-DUTY 8-CUBBY UNIT</u>	\$379.05	\$758.10
21	WT111	2	<u>CLEAR-VIEW BINS - SET OF 8</u>	\$82.18	\$164.36

Which consists of:

21A	LC91	16	<u>LAKESHR CLEAR-VIEW STORAGE BOX</u>	\$0.00	\$0.00
22	LC282	1	<u>FLEX-SPACE SPOT CARPET-20</u>	\$407.55	\$407.55
23	LC965	1	<u>SENSORY HIDEAWAY</u>	\$1,234.05	\$1,234.05
24	LC966	1	<u>SENSORY HIDEAWAY CUSHION</u>	\$66.49	\$66.49
25	SE401	1	<u>LIQUID FLOOR TILES</u>	\$170.05	\$170.05
26	LC764BU	2	<u>FLX-SPC 14IN PREM WOB CHR-BU</u>	\$85.49	\$170.98
27	LC635SE	3	<u>CLM CLRS EASY-CLN RM DVDR-SE</u>	\$217.55	\$652.65

Which consists of:

27A LC635SE-1M	3	SEABLUE VINYL DIVIDER-BOX 1OF2	\$0.00	\$0.00
27B LC634-2	3	FRAME AND FEET FOR DIVIDERS	\$0.00	\$0.00

Subtotal:	\$22,334.46
0.0% Tax:	\$0.00
Freight Amount:	\$0.00
Total:	\$22,334.46

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Form 611

myrian-cole@esasd.net Switch account



Draft saved

Your email will be recorded when you submit this form

* Indicates required question

Untitled Section

FORM 611

EAST STROUDSBURG AREA SCHOOL DISTRICT
Procurement Form

Name of Requestor *

Myrian Cole

Department *

Curriculum

Building *

50 Vine St. East Stroudsburg, PA 18301

122

What service or item are requesting *

Myers Psychology for the AP Course

Why are you requesting the service or item *

Book materials and Online Teacher Resources

Suggested replacement *

N/A

**Independent Cost Analysis (Pre-determine costs prior to contacting a vendor.)
What did you estimate the costs would be?**

Your answer

What is the total cost of the purchase? *

\$20,157.48

123

Select the Procurement Method utilized: *

- Aggregate purchase is less than \$10,000 - no action needed
- Small Purchase procedures (minimum of 3 quotes) - required for any purchase \$10,000-\$23,199
- Sealed Bids (Formal Advertising) – required for goods/supplies exceeding \$23,200
- Competitive Proposals – Formal Request for Proposal (Advertised RFP) – required for services with cost of \$250,000 or more
- Non-competitive proposals (i.e. sole source) – MUST justify below

If you chose the **non-competitive** method above, please select the appropriate circumstance and include your justification in the space below. *Note: These are the **only** permissible circumstances under which you can use non-competitive procurement.* *

- N/A (not applicable) - Competitive Procurement was utilized
- N/A (not applicable) The acquisition of property or services, the aggregate dollar amount of which does not exceed the thresholds outlined above for quotes, bids, or RFPs (purchase is less than \$10,000)
- The item is available only from a single source; (must demonstrate in justification below that only one company can provide the type of product or perform the services)
- The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation; (explain below how a declared disaster or public emergency doesn't allow time for competitive procurement.)
Administrative delays or lack of adequate advanced planning do not justify an emergency.)
- The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; (must have written pre-approval to use sole-source procurement)
- After solicitation of a number of sources, competition is determined inadequate (explain below the steps you took to attempt to go through a competitive process, but no vendors or only one vendor responded, and why you think there is inadequate competition)

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Provide justification of sole source (non-competitive) procurement (based on your choice above): *

Quote offers and provide the materials we are looking for our District

If aggregate purchase is \$10,000 or more, were three (3) quotes obtained (required)? If yes, please list the vendor's information and quoted amount. *

N/A

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.

Your answer

Which Fund will be charged? *

10 ▼

What account will be charged? *

10-1110-640-000-30-000-004-000-0000

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

N/A

Any additional information you would like to provide.

N/A

A copy of your responses will be emailed to myrian-cole@esasd.net.

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This price quote is good for 60 days. BFW High School Publishers is committed to delivering the best value for the program you have adopted. Pricing herein may reflect package discounts. Removing or editing components may cancel any package discounting applied to component items. Prices subject to change, including annual increases in November. Shipping fees are estimated; actual shipping fees may vary.

Purchase Orders: Please attach a copy of this price quote to your purchase order and submit your purchase order to:

MPS 16365 James Madison Highway Gordonsville, VA 22942
Email: highschool@mpsvirginia.com / Phone: (540) 672-7744

Quote Number	00107148	Prepared By	Jason Kramer
Created Date	5/1/2024	Email	jkramer@bfwpub.com
Contact Name	Heather Piperato	Ship To	East Stroudsburg Area Sch Dist
Bill To	East Stroudsburg Area Sch Dist 321 N Cortland St East Stroudsburg, Pennsylvania 183012107 United States		321 N Cortland St East Stroudsburg, Pennsylvania 183012107 United States

Itemized Products

ISBN	EAN	Product	Edition	Author	Sales Price	Quantity	Total Price
1319281168	9781319281168	Myers' Psychology for the AP® Course	4	David G. Myers;C. Nathan DeWall;Elizabeth Yost Hammer	USD 159.98	120.00	USD 19,197.60

Itemized Product Total: USD 19,197.60

Free Product: Please include in your PO:

ISBN	EAN	Free Product	Edition	Author	Net Price	Quantity	Your Price
1319475477	9781319475475	Teacher's Edition with Online Teacher Resources for Myers' Psychology for the AP® Course	4	David G. Myers;C. Nathan DeWall;Elizabeth Yost Hammer	USD 495.98	4	\$0.00
1319475957	9781319475956	Test Bank for Myers' Psychology for the AP® Course	4	David G. Myers; C. Nathan DeWall; Elizabeth Yost Hammer	USD 495.98	4	\$0.00

Total Available for Purchase USD 0.00

Shipping Information

Schools are typically tax exempt however if your school is **NOT** tax exempt, please note that your local tax rate will apply to this quote.

Shipping Location Continental US and Puerto Rico

Shipping Fees:	USD 959.88
Special Shipping Fees:	USD 0.00
Total Shipping Fees:	USD 959.88

Grand Totals

Itemized Products + Shipping Fees: USD 20,157.48

Instructor Resources

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Digital Adopters: Instructor resources will be available within your product; no action needed

Print Only Adopters: Instructor resources can be unlocked by visiting www.bfwpub.com/AdopterTRM

Digital Subscription Terms

Digital subscription terms: With respect to each product, the number of licenses allocated to you will be determined by multiplying the quantity purchased by the number of uses (where use = year). [Example: 100 units of a 6-use product = 600 licenses.]

Access to each title will expire on the first to occur of (1) all purchased units which would be available over the course of the number of uses have been utilized, or (2) the number of uses has transpired utilizing the following calculation: utilizing August 1 as the start of a new year, (i) If the invoice date falls between January 1 and September 30, the end date of the subscription term shall be calculated as the invoice year plus the number of uses indicated [Example: 100 units of a 6-use product is invoiced on April 15, 2023. The end date based on uses purchased = July 31, 2029]; and (ii) If the invoice date falls between October 1 and December 31, the end date of the subscription term shall be calculated as invoice year plus the number of uses indicated + 1. [Example: 100 units of a 6-use product is invoiced on November 15, 2023. The end date based on uses purchased = July 31, 2030.]

For complete subscription terms, see bfwpub.com/subscription-terms. Your issuance of a purchase order based on this quote or your payment for the courseware subscription signifies your affirmative understanding and acceptance of these terms.

The Accelerator Option: If chosen at the time of initial purchase, the accelerator option permits the one-time option to upgrade to a new courseware edition at any time within your active courseware subscription term. It is your responsibility to inform your sales representative when you are ready to proceed with the upgrade. The Accelerator Option does not apply to e-books and applies exclusively to digital courseware and not print products.

Miscellaneous Information

Sole Source Statement: Competition in providing the above named products is precluded by the existence of a copyright. There are no like products available for purchase that serve the same purpose because of exclusive distribution/marketing rights. These products should be purchased directly from BFW (MPS) or its approved depositories. Purchases from any other source would not ensure the item's authenticity/warranty. Unapproved 3rd party vendors cannot provide packages, digital materials or teaching materials. BFW (MPS) cannot provide these items to a school if the student edition has been purchased through a third party. We are the sole source for these items and packages.

Note for Canadian Users: Please note that invoices are issued in CAD, but if payment is to be made via credit card, it will be processed through our US Bank and an exchange rate fee will be applied.

NOTE: If you plan to place an order and will require a signed data agreement, please send to your rep as soon as possible. Agreement reviews take an average of 1-3 weeks to review.

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005590	06/20/2024	ABC TROPHY STROUDSURG LLC	32 Sousa & Armstrong Award plaques since 1990's engraved	Black & Gold redo of PMEA plague	335.00
0000005591	06/20/2024	ALTEC INDUSTRIES INC	hydraulic oil		108.35
0000005592	06/20/2024	AMAZON	Item No: B00272NEIE. Aux Item ID: 144 -9108806-4210650,1. HON Metro Cl...	Order ID(s): 140-6412446-09151	24,848.87
0000005593	06/20/2024	ANTHEM SPORTS LLC	A73-524: Hydration Station	Shipping	897.44
0000005594	06/20/2024	BJP LLC	2023 Dodge Ram Cargo Van Full Vehicle Wrap		4,244.44
0000005595	06/20/2024	BUXMONT ACADEMY	Guaranteed Special Education Tuition Tatamy Creek (10% Disc) - 11 Guaran...		48,406.05
0000005596	06/20/2024	C & E ASSOCIATES	Marching Band Uniform Dry Cleaning		689.10
0000005597	06/20/2024	CANFIELD'S PET AND FARM	rye grass		480.00
0000005598	06/20/2024	CHA CONSULTING INC	Inv# 61269 retainer services 4/24 to 5/24	additional retainer tasks	3,230.00
0000005599	06/20/2024	CM REGENT RESOURCES	LONG%20TERM%20DISABILITY %20INSURANCE		10,548.63
0000005600	06/20/2024	CM REGENT RESOURCES	GROUP LIFE INSURANCE		12,506.51
0000005601	06/20/2024	CODEHS INC	Pro Section License 7/1/24 thru 6/30/25		7,200.00
0000005602	06/20/2024	COLONIAL INTERMEDIATE UNIT 20	Truancy Prevention Assistance for all North schools/Pike County students...	ACADEMY OPERATING COST	18,096.93
0000005603	06/20/2024	DAN HOPKINS DESIGNS LLC	Silk Screened Apparel 80 shirts		436.00
0000005604	06/20/2024	DONNA G KENDERDINE RPR	Invoice #125-24 for Stenographer for Student Expulsion Hearing.		241.55
0000005605	06/20/2024	EAST STROUDSBURG	DED: Dues 10M - Full Payroll Pay Date: 6/20/2024	DED: Dues 12M - Full Payroll Pay Date: 6/20/2024	6,463.71
0000005606	06/20/2024	EASTERN PENN SUPPLY COMPANY	S033629323.001 HSN - toilet bowl	S033482157.001 Bottle Filling Station Parts	548.53
0000005607	06/20/2024	ED FOUNDATION OF ES/GENERAL FUND	DED: Educ Found - Full Payroll Pay Date: 6/20/2024	DED: ES Scholarship - Full Payroll Pay Date: 6/20/2024	11.00

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0000005608	06/20/2024	EPLUS TECHNOLOGY	V11HA80020 BRIGHTLINK 760WI LASER PROJECTOR, 4100 LUMEN	V11HA80020 EPSON BRIGHTLINK 760WI LASER PROJECTOR, 4100 LUMEN	18,068.10
0000005609	06/20/2024	ESASD SPECIAL FUND	WRONG DEPOSIT INTO GENERAL FUND		311.00
0000005610	06/20/2024	ESEA	DED: Prof Union Dues - Full Payroll Pay Date: 6/20/2024		88.36
0000005611	06/20/2024	H & K GROUP INC	cold patch		610.70
0000005612	06/20/2024	HA BERKHEIMER INC	TAX COLLECTION FEE		355.00
0000005613	06/20/2024	HAB-DLT	DED: Berkheimer - Full Payroll Pay Date: 6/20/2024		2,584.98
0000005614	06/20/2024	HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY	6 Year Contract - Into Literature & Connected Tier 2 (Proposal #00879383...	6 YR Contract - Into Literature & Connected Tier 2	286,922.20
0000005615	06/20/2024	INTEGRAONE	Detailed Quote Attached		62,545.49
0000005616	06/20/2024	JENNIFER FULLER	2024 May mileage	May 2024 mileage	50.92
0000005617	06/20/2024	JILL GREENWOOD	PaTTAN conf mileage 2024	PaTTAN 2024 registration	190.44
0000005618	06/20/2024	JWPEPPER & SONS-ACCT#36- 136400	Down the Field by Stanleigh P. Friedman/arr. Justin P. Ward #11547618	Lost Valley by Jennifer Rose #11547598	376.88
0000005619	06/20/2024	KATRINA AIELLO	May 2024 mileage		107.13
0000005620	06/20/2024	KELLEY BROS LLC	thershold		164.00
0000005621	06/20/2024	KRATZENBERG & ASSOCIATES INC	DED: Keystone Coll. - Full Payroll Pay Date: 6/20/2024		71.00
0000005622	06/20/2024	KRISTIN LORD	PaTTAN registration fee 2024		35.00
0000005623	06/20/2024	LAKESHORE LEARNING MATERIALS	Item No: TY4225. TY4225 - Unifix sup Cubes - Set of 100		2,005.08
0000005624	06/20/2024	LUSTER LEARNING INSTITUTE NFP	P011-001 PO Kit - Elementary School Printed Manual (English) + 1 Yr Acce...	P011-003 PO Kit - Pre-K & Kindergarten Printed Manual (English) = 1 Yr A...	22,769.00
0000005625	06/20/2024	M A BRIGHTBILL BODY WORKS INC	INV#52224006/Light, Warning, Amber	INV#52224006/Light, Warning, Red	1,074.03

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0000005626	06/20/2024	MARSHALLS CREEK PLUMB&ELECT SUPPLIES	sharkbite fittings		15.54
0000005627	06/20/2024	MEIER SUPPLY CO INC	gripbelts	air filters HSS	408.68
0000005628	06/20/2024	MET-ED	NORTH CAMPUST ELECTRIC		59,179.95
0000005629	06/20/2024	Mingli Goldston	May-Jun 2024 mileage		85.49
0000005630	06/20/2024	MODERNFOLD OF READING INC	hss inspection	BES	2,375.00
0000005631	06/20/2024	MORNING CALL	Invoice #093355375000 Classified Ad- online 5/3/24-5/8/24- 5/13/24 Sealed...		460.79
0000005632	06/20/2024	NATIONAL INTERSCHOLASTIC ATHLETIC ADMINISTRATOR	invoice- b2510c218407fd44321565098ac884d54 92bca37		125.00
0000005633	06/20/2024	NAVIGATE360 LLC	Behavioral Threat & Suicide Case Management Subscription- NTAC Per Stude...	PBIS Rewards Per Student Fee, 6400 QTY	60,267.50
0000005634	06/20/2024	NRG BUSINESS MARKETING LLC	SOUTH CAMPUS NATURAL GAS	JTL NATURAL GAS	7,243.46
0000005635	06/20/2024	NYSCSPC (NEW YORK STATE CHILD SUPPORT	DED: NY Support - Full Payroll Pay Date: 6/20/2024		270.00
0000005636	06/20/2024	PA DEP	client#80072 facility#52-52555 tankl.D.708068		50.00
0000005637	06/20/2024	PA DEPARTMENT OF REVENUE	DED: PA Dept Revenue - Full Payroll Pay Date: 6/20/2024		982.65
0000005638	06/20/2024	PA SCHOOL BOARDS ASSOCIATION	PSBA Contract for Superintendent's Search		7,500.00
0000005639	06/20/2024	PENNSYLVANIA ONE CALL SYSTEM INC	undefined		45.00
0000005640	06/20/2024	PENTELEDATA	FIBER OPTIC LINES		940.26
0000005641	06/20/2024	POCONO MOUNTAIN UNITED WAY			25,196.00
0000005642	06/20/2024	PP&L	TRAFFIC LIGHT ELECTRIC		105.18

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005643	06/20/2024	Raymond R Uy Jr	Mileage 2024 Mar-Jun		25.73
0000005644	06/20/2024	READ TO THEM	OSOB1-One School, One Book-One Reading Program	OSOB1-One School, One Book-One REading Program (Student Program Fee)	2,530.40
0000005645	06/20/2024	REBECCA LYNN COLLETT	last payment comp ed student-2400002332		592.01
0000005646	06/20/2024	RENEE STRETZ	TRANSPORTATION PARENT DRIVER		787.92
0000005647	06/20/2024	ROBERT PROTHRO	sing n sync/swpb		400.00
0000005648	06/20/2024	SAVVAS LEARNING COMPANY LLC	Geometry Teacher Edition	Shipping and Handling	6,934.69
0000005649	06/20/2024	SCHOOLMART	Texas Instruments TI-15 Calculator Class Pack MSRP: \$598.50 \$492.00 Scho...	Shipping charges	515.46
0000005650	06/20/2024	SERVICE TIRE TRUCK CENTER INC	INV# 24-0570198-026/GDYR WRL WRKHRSE HT BLK	24-0570198-026/MPP POWDER COAT WHITE/BLACK/ORANGE/GREY	955.20
0000005651	06/20/2024	SHI INTERNATIONAL CORP	MAXCases Extreme Shell-L - Notebook shell case - 13.3" - black,clear MAX...		437.00
0000005652	06/20/2024	SOLIANT HEALTH LLC	2024-05-26 Marks, Cierra - School SLP	2024-06-02 Marks, Cierra - School SLP	5,062.50
0000005653	06/20/2024	STEELE'S HARWARE INC	undefined		87.95
0000005654	06/20/2024	Stephanie L Clark	May-Jun mileage 2024		94.34
0000005655	06/20/2024	SWEET STEVENS KATZ & WILLIAMS LLP	Invoice # 167840	Invoice # 167839	1,170.85
0000005656	06/20/2024	SWOREN'S TRANSMISSION & AUTO	repair transmission to ram truck for grounds		4,443.12
0000005657	06/20/2024	TAMMY M WALSH	Job Fair table purchases 2024		26.57
0000005658	06/20/2024	TAYLOR FORGIONE	May-June 2024 mileage		54.81
0000005659	06/20/2024	TINA M FALBO	May-Jun 2024 mileage		48.71

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0000005660	06/20/2024	TRANE US INC	RES HVAC IMPROVEMENTS-APP 1	HSN - ESSERS-app1	1,495,830.90
0000005661	06/20/2024	TRANSFINDER CORPORATION	INV#57645/Stopfinder/parent app	INV#57645/ Wayfinder/Navigation	30,043.00
0000005662	06/20/2024	UGI CENTRAL	JM HILL NATURAL GAS	SOUTH STADIUM NATURAL GAS LINE	828.67
0000005663	06/20/2024	WAYFARE SPORTS FLOORS LLC	JMH- flooring		89,000.00
0000005664	06/20/2024	WAYNE E CARSON	PA Media Design Competition 2024-meals		10.81
0000005665	06/20/2024	WILLIAM V MACGILL & CO	28004 BD INSULIN SYRINGES, 1/2 ML, 31 GAUGE X 5/16 100/BOX	20405 AMERICAN WHITE CROSS FLEXIBLE FABRIC 1" X 3" 100/BX 12/CS	406.09
0000005666	06/20/2024	ZANER-BLOSER	SUPERKIDS 2017 GRADE 2 SEMESTER 1	SUPERKIDS 2017 GRADE 2, SEMESTER 2	910.80
133 0000005667	06/20/2024	MUNN ROOFING CORP	application 7 project#287030		4,641.00
0000005668	06/20/2024	COPE COMMERCIAL FLOORING & INTERIORS INC	App 1 proj#5730/287047	App 1 proj#5231/287040	490,969.00
0000005669	06/20/2024	MONIQUA S SANTIAGO	06/10/2024 INV: 0014 Evaluation Report		850.00
0000005670	06/28/2024	ABC TROPHY STROUDSURG LLC	Invoice for Acting Superintendent's Name Plate		45.00
0000005671	06/28/2024	ACHIEVEMENT HOUSE CHARTER SCHOOL	Tuition Achievement House JUN 24 SpEd	Tuition Achievement House JUN 24 RegEd	6,045.49
0000005672	06/28/2024	ACT SETTLEMENT SERVICES LLC	TAX 2023 REFUND ROGERS		886.87
0000005673	06/28/2024	AGORA CYBER CHARTER SCHOOL	Tuition Agora JUN 24 SpEd	Tuition Agora JUN 24 RegEd	47,020.63
0000005674	06/28/2024	ALDA CHINTALAN	12/13/23, 01/17/24 & 02/14/24		225.00
0000005675	06/28/2024	ALTEC INDUSTRIES INC	part#009900058 TAX EXEMPT		624.65
0000005676	06/28/2024	AMAZON	Item No: B0009KMXVK. Aux Item ID: 136-7547861-0313911,1. WILSON GST L...	Item No: B07S8S2452. Aux Item ID: 130-8979799-7185550,2. 174pcs Magne...	21,280.42
0000005677	06/28/2024	AMERICAN RED CROSS	Lifeguarding- Samantha Munford	CPR/AED for the Professional Rescuer-Rebecca Thompson	498.60

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FUND ACCOUNTING PAYMENT SUMMARY

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Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005678	06/28/2024	ASPEN PEST SERVICES LLC	OPEN PO: MSE	PEST CONTROL	2,701.35
0000005679	06/28/2024	BANCROFT NEUROHEALTH	Tuition Bancroft MAY 24		4,400.00
0000005680	06/28/2024	BAYADA HOME HEALTH CARE	K Slattery Notre Dame	M. Shearer Notre Dame	1,100.00
0000005681	06/28/2024	BEHAVIORAL HEALTH ASSOCIATES	Tuition		22,200.00
0000005682	06/28/2024	BJOREM SPEECH PUBLICATIONS LLC	Prosody	Lateralization	119.00
0000005683	06/28/2024	BRIGHT STAR CARE OF STROUDSBURG	nursing services 06/06, 06/04 & 06/05/2024		1,505.00
0000005684	06/28/2024	BRODART COMPANY	2-mil Polyester Protectors 1,000 1 1/2" x 2" Item # 55247110	Shipping	108.86
134 0000005685	06/28/2024	BRODHEAD CREEK REGIONAL AUTHORITY	JTL MAY WATER FEE	ESE MAY WATER FEE	1,735.61
0000005686	06/28/2024	BUS PARTS WAREHOUSE	Transportation / Open PO		47.80
0000005687	06/28/2024	BUXMONT ACADEMY	Guaranteed Special Education Tuition Tatamy Creek (10% Disc) - 11 Guaran...		20,745.45
0000005688	06/28/2024	CANFIELD'S PET AND FARM	undefined		85.00
0000005689	06/28/2024	CAPITAL ONE	0/31/2023 OPEN PO 23.24 Barbara Wetherhold Walmart	OPEN PO 23.24 S. Annunziata, Walmart	1,128.60
0000005690	06/28/2024	CENTRAL PENNSYLVANIA DIGITAL LEARNING FOUNDATION	Tuition Central PA MAY 24 RegEd		5,373.22
0000005691	06/28/2024	CENTRAL SUSQUEHANNA INTERMEDIATE UNIT	Invoice#24-C4-0462 Financial System - Human Resources Customization Crea...		425.00
0000005692	06/28/2024	CINTAS CORPORATION #101	UNIFORM RENTAL		5,104.57
0000005693	06/28/2024	CINTAS CORPORATION #101	PO Import		143.63
0000005694	06/28/2024	COLONIAL INTERMEDIATE UNIT 20	Invoice #126995 dated 6/3/24 for the Excellence in Education/Merit Schol...		702.00

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0000005695	06/28/2024	COMMONWEALTH CHARTER ACADEMY SCHOOL	Tuition Commonwealth JUN 24 SpEd	Tuition Commonwealth JUN 24 RegEd	344,192.98
0000005696	06/28/2024	COMPUTER DISCOUNT WAREHOUSE	VisionTek USB-C to USB-A (M/F) 3 Pack Adapters Mfg. Part#: 901224 UNSPSC...		445.73
0000005697	06/28/2024	COOPER ELECTRIC SUPPLY CO	JUNE MAINTENANCE SUPPLIES		19,396.31
0000005698	06/28/2024	DM SUPPLY SOURCE LLC	air eliminator		708.42
0000005699	06/28/2024	DR JOHN A TOLENO	INTERUM SUPERINTENDENT WEEK ENDING 06/20/24		5,120.00
0000005700	06/28/2024	EAGLE EYE DIGITAL VIDEO LLC	.32 Caliber Universal Starting Blanks (Bag of 50)	Shipping	294.81
0000005701	06/28/2024	EAST STROUDSBURG	DED: Dues 10M - Payroll Pay Date: 6/20/2024		174.57
0000005702	06/28/2024	EAST STROUDSBURG UNIVERSITY	SPRING TUITION ACCT 259594		86,292.00
135 0000005703	06/28/2024	EPLUS TECHNOLOGY	SMT2200RM2UC SCHNEIDER APC SMART-UPS 2200VA LCD RM 2U 120V WITH SMARTCON...		4,223.13
0000005704	06/28/2024	EPN TRAVEL SERVICES INC	tickets for drivers for Music in the Parks SY23/24		126.00
0000005705	06/28/2024	ESHS SWIMMING TEAM	WINTER CONCESSION ESS SWIM		226.06
0000005706	06/28/2024	EVERGREEN COMMUNITY CHARTER SCHOOL	Tuition Evergreen JUN 24 RegEd	Tuition Evergreen JUN 24 SpEd	20,150.81
0000005707	06/28/2024	EVOLUTION CONSULTING SOUTH LLC	Screening of monthly records uploaded by client, May 2024.		335.73
0000005708	06/28/2024	FOLLETT CONTENT SOLUTIONS	See attachment for follette book order.	see attached quote	2,391.05
0000005709	06/28/2024	FOLLETT SCHOOL SOLUTIONS INC	See attached list # 222317493 for 347 books quote # 11541995		11,787.20
0000005710	06/28/2024	FRASER ADVANCED INFORMATION SYSTEMS	COPY MACHINE OVERAGE 4TH QTR		12,707.59

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0000005711	06/28/2024	GOLDEN EGG PRODUCTIONS	Spring concert recording SY 23/24 for chorus	Spring concert recording SY 23/24 for band	2,430.00
0000005712	06/28/2024	GOVERNMENT SOFTWARE SERVICES	undefined		100.00
0000005713	06/28/2024	GUITAR CENTER STORES INC	SKU 4501160000000000 Conn1691S Thin Shank Trumpet Lyre		28.77
0000005714	06/28/2024	HAJOCA CORPORATION	MAINTENANCE SUPPLIES		835.60
0000005715	06/28/2024	ICOM NORTH AMERICA LLC	INV# ES042924		234.43
0000005716	06/28/2024	INSERVCO INSURANCE SERVICES INC	INVOICE 04210524 DATED 06102024 MAY 2024 CLAIM FEE AND BILL REPRICING		6,909.63
0000005717	06/28/2024	INSIGHT PA CYBER CHARTER SCHOOL	Tuition Insight PA JUN 24 RegEd	Tuition Insight PA JUN 24 SpEd	49,704.76
0000005718	06/28/2024	INTEGRAONE	Detailed Quote Attached		77,102.24
134 0000005719	06/28/2024	JENNIFER E WELGOSH	06/11/2024 3 Psychoeducational Evaluations	2 Psychoeducational Evaluations	4,250.00
0000005720	06/28/2024	JWPEPPER & SONS-ACCT#36-136400	4507281		23.00
0000005721	06/28/2024	K12 SYSTEMS	PRO: OTT-12357 MA Report for the 3rd party, Max Capture TICKET: UJZ-211922		2,000.00
0000005722	06/28/2024	Keisha Agard-Thomassine	Mileage Pattan conf 2024 Harrisburg		83.55
0000005723	06/28/2024	KELLEY BROS LLC	door/lock parts HSS	ACTIVE CASE COVERS	4,802.00
0000005724	06/28/2024	KING SPRY HERMAN FREUND & FAUL LLC	INV 7549 0057	Invoice #189257 dated 5/31/24 for services rendered regarding a student ...	4,212.00
0000005725	06/28/2024	LAW SOUND & LIGHTING INC	lights & sound and no ramps for HSN grad 2024 service contract		8,100.00
0000005726	06/28/2024	LYMAN & ASH	Invoice # 3439 dated 6/14/29 for services rendered.		1,880.00
0000005727	06/28/2024	Matthew N Tommasino	SPR24%20ELED %20540%20CONTRVST %20APPROACH%20TO%20TEACHING		1,509.30

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005728	06/28/2024	MEIER SUPPLY CO INC	RELAY AND INSULATION TAPE		59.57
0000005729	06/28/2024	MET-ED	SOUTH CAMPUS ELECTRIC	SMITHFIELD ELEM ELECTRIC	44,331.23
0000005730	06/28/2024	MODERN GAS SALES INC	LEHMAN PROPANE		1,085.34
0000005731	06/28/2024	NICOLE WILKINS	06/11/2024 INV 38 06/03, 06/04, 06/05 & 06/06/24		210.00
0000005732	06/28/2024	NOREDINK CORP	NoRedInk Premium for JT Lambert Intermediate School	NoRedInk Premium for Lehman Intermediate School	19,750.00
0000005733	06/28/2024	PA DISTANCE LEARNING CHARTER SCHOOL	Tuition PA Distance JUN 24 SpEd	Tuition PA Distance JUN 24 RegEd	14,106.56
0000005734	06/28/2024	PACIFIC BENCHES AND MUSIC SUPPLY LLC	Boston GP 218 Grand Piano Cover (7'2") Black premium quilt		278.00
0000005735	06/28/2024	PENNSYLVANIA VIRTUAL CHARTER SCHOOL	Tuition PA Virtual JUN 24 RegEd	Tuition PA Virtual JUN 24 SpEd	28,882.87
0000005736	06/28/2024	POCONO SEW & VAC	Labor charge on 10 sewing machines	JANOME SCHOOLMATE Model sewing machine foot pedal repair/replacement	418.16
137 0000005737	06/28/2024	PROSSER LABORATORIES INC	undefined	bes wells	7,740.00
0000005738	06/28/2024	PUBLIC CONSULTING GROUP INC	Copies of all Physician Authorization PDFs Generated Through EDPlan Conn...		1,000.00
0000005739	06/28/2024	REACH CYBER CHARTER SCHOOL	Tuition Reach JUN 24 SpEd	Tuition Reach JUN 24 RegEd	124,267.47
0000005740	06/28/2024	REM GRADUATE SERVICES LLC	Gold honor cords	Black and gold cords honors	1,420.45
0000005741	06/28/2024	RENEE KEEN	TAX 2023 REFUND KEEN		6.43
0000005742	06/28/2024	RICHARDS TREE FARM	Organic Compost 1 cu yard	Topsoil Blend 1 cu. yd.	4,921.00
0000005743	06/28/2024	SCHOOL SPECIALTY LLC	Item No: 210-0613. Aux Item ID: 1043683153. Didax Unifix Large Magnet...	Item No: 278095. Aux Item ID: 1043683153. Learning Resources Attribut...	10,181.35
0000005744	06/28/2024	SERVICE TIRE TRUCK CENTER INC	powder coat, valve stem	part for grounds equipment	300.84

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005745	06/28/2024	SHARP ENERGY	Transportation South/OPEN PO 2023-2024 SY'		5,782.03
0000005746	06/28/2024	SHI INTERNATIONAL CORP	Lenovo 300e Yoga Chromebook Gen 4 82W2 - Flip Design - MediaTek Kompanio...		610,161.00
0000005747	06/28/2024	SPECIALIZED EDUCATION OF PENNSYLVANIA INC	Tuition	Behavior Intervention Program	11,860.00
0000005748	06/28/2024	STRAND POOL SUPPLY LLP	pool supplies		92.87
0000005749	06/28/2024	STROUDSBURG ELECTRIC MOTOR SERVICE	hi power belts	BAND SAW BLADE	63.96
0000005750	06/28/2024	SUN LITHO-PRINT INC	HSN Spring band concert SY 23/24		225.00
0000005751	06/28/2024	SWEET STEVENS KATZ & WILLIAMS LLP	Invoice # 168126	Invoice # 168738	859.25
0000005752	06/28/2024	TAYLOR BROTHERS DOOR LOCK LLC	20X79 LSSCU (2385)	32X106 LSSCU (35112)	11,979.64
0000005753	06/28/2024	THE EC/BCLS TRAINING CENTER	Materials Included: 1.?BLS Provider certification 2.?Roster Fee	06/03/2024 INV 06032024-1	27.50
			Chriso...		
0000005754	06/28/2024	THE PACKAGING PLACE	Postage to ship football's Porta Phones		46.50
0000005755	06/28/2024	THE SHERWIN-WILLIAMS COMPANY	2379-1	2077-5	1,664.61
0000005756	06/28/2024	US FOODS	Spring Semester online ordering/bulk ordering and delivery to HSS on wee...		404.15
0000005757	06/28/2024	WAYFARE SPORTS FLOORS LLC	LIS GYM FLOOR INV#1218	INV#1219 JTL GYM FLOOR	12,042.00
0000005758	06/28/2024	Yasmin G Kidwell	ELED 530 SPR 2024		1,509.30
0000005759	06/28/2024	ZESWITZ MUSIC COMPANY	invoice 227015	Tuba repair	1,722.74
0000005760	06/28/2024	ZONAR CONNECTED	INV632191-zonar; zpass svc;coach dual facing dashcam;increased gps loggi...		8,063.65

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005761	06/28/2024	ROHRER BUS SERVICE	Van Bid Specifications 4 Student Transportation Board Approved 5/20/2024		166,508.00

10 - GENERAL FUND	3,335,064.91
21 - CONCESSION STAND FUND	226.06
32 - CAPITAL RESERVE/PROJECT	1,404,610.90
50 - CAFETERIA FUND	9,403.10
80 - STUDENT ACTIVITY FUND	225.37

Grand Total All Funds	4,749,530.34
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	4,749,530.34
Grand Total Virtual Payments	0.00
Grand Total All Payments	4,749,530.34

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/01/2024 - 07/04/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005762	07/02/2024	ENGLE HAMBRIGHT & DAVIES INC	Pollution Liability Ins. acct#ESASTR-02		28,922.00
10 - GENERAL FUND					28,922.00
Grand Total All Funds					28,922.00
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					28,922.00
Grand Total Virtual Payments					0.00
Grand Total All Payments					28,922.00

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CONC - Concession Stand Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001039	06/28/2024	ESHS WRESTLING	WINTER CONCESSION ESS WRESTLING		1,808.44
0000001040	06/28/2024	ESHN WRESTLING	WINTER CONCESSION ESHN WRESTLING		661.64
0000001041	06/28/2024	ESASD SPECIAL FUND	WINTER CONCESSION BOYS&GIRLS BASKETBALL	WINTER CONCESSION ESHN SPECIAL FUND	8,093.49
21 - CONCESSION STAND FUND					10,563.57
Grand Total All Funds					10,563.57
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					10,563.57
Grand Total Virtual Payments					0.00
Grand Total All Payments					10,563.57

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001336	06/20/2024	AMAZON	Item No: B0BHQJ3L3Z. Aux Item ID: 147-0358449-7670367,12. EXOTON S-12...	Item No: B07VGVT8KG. Aux Item ID: 138-6912174-8354832,3. Party Bubble...	1,700.07
0000001337	06/20/2024	JDRF INTERNATIONAL	HS NORTH CASUAL FOR A CAUSE		149.00
0000001338	06/20/2024	LAKOTA WOLF PRESERVATION SOCIETY INC	HS NORTH CASUAL FOR A CAUSE		105.60
0000001339	06/20/2024	NEPA COMMUNITY FCU FOUNDATION	HS NORTH CASUAL FOR A CAUSE DONATION		106.00
0000001340	06/20/2024	PENNIES FROM HEAVEN-CALEB'S FOUNDATION	HS NORTH CASUAL FOR A CAUSE		96.75
0000001341	06/20/2024	BUSHKILL OUTREACH	HS NORTH CASUAL FOR A CAUSE		252.50
0000001342	06/20/2024	Snoann Tobin	MIDDLE SMITH STAFF EVENT		466.04
0000001343	06/20/2024	LORI L SOSKIL	HS NORTH RETIREMENT PARTY SUPPLIES		125.90
0000001344	06/20/2024	ANIMAL WELFARE SOCIETY OF MONROE	HS NORTH CASUAL FOR A CAUSE		346.25
0000001345	06/20/2024	WILLIAMS SYNDROME ASSOCIATION INC	BUSHKILL ELEM CASUAL FOR A CAUSE		87.00
0000001346	06/20/2024	MICHELLE KRAJEWSKI	JM HILL STAFF RECOGNITION SUPPLIES		223.00
0000001347	06/20/2024	RONALD MCDONALD HOUSE OF SCRANTON INC	HS NORTH CASUAL FOR A CAUSE		67.67
0000001348	06/20/2024	INTERNATIONAL ESSENTIAL TREMOR FOUNDATION	HS NORTH CASUAL FOR A CAUSE		150.75
0000001349	06/20/2024	MARY DUNSTANE	JM HILL PRINCIPAL RECOGNITION DAY		37.60
0000001350	06/20/2024	ALZHEIMER'S DISEASE AND RELATED DISORDERS	BUSHKILL ELEM CASUAL FOR A CAUSE		72.00
0000001351	06/20/2024	ESASD TRANSPORTATION	HS SOUTH HERSHEY PARK TRIP 24269	RESICA BOG TRIP 24218	1,109.55
0000001352	06/28/2024	ESASD CAFETERIA	BOARD EXECUTIVE SESSION DINNER		75.00

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001353	06/28/2024	CAPITAL ONE	CLASSROOM SUPPLIES CORE CAFE	CLASSROOM SUPPLIES SOUTH CAREERSKILLS	90.59
0000001354	06/28/2024	SHAWNEE INVESTMENT LTD	JTL PROPS & COSTUME RENTAL		350.00
0000001355	06/28/2024	NMDP FOUNDATION	HS NORTH CASUAL FOR A CAUSE DONATION		164.75

29 - SPECIAL ACTIVITY FUND 5,776.02

Grand Total All Funds 5,776.02

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 5,776.02

Grand Total Virtual Payments 0.00

Grand Total All Payments 5,776.02

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CAF - Cafeteria Payment Dates: 06/14/2024 - 07/05/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001224	06/21/2024	DOUBLE M PRODUCTIONS	9009 V-Neck Tuxedo Apron Black	G640 Gildan T Size 6,6,12,20 Heather Sapphire	1,714.00
0000001225	06/21/2024	SCHOOL NUTRITION ASSOCIATION	2024 SNAPA ANNUAL CONFERENCE REGISTRATION FOR MELISSA COLLEVECHIO		325.00
0000001226	06/21/2024	CALEB PATRICK TWOMBLY	May Mileage		295.27
0000001227	06/21/2024	CYBERSOFT TECHNOLOGIES INC	PrimeroEdge Software - AlphaTech Pin Pad with Barcode Scanner	PrimeroEdge Services - Single Module Implementation	13,920.00
0000001228	06/30/2024	WEIS MARKET INC	TO PAY INVOICES FOR THE REMAINDER OF THE 2023-2024 SCHOOL YEAR.		1,477.72
50 - CAFETERIA FUND					17,731.99
Grand Total All Funds					17,731.99
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					17,731.99
Grand Total Virtual Payments					0.00
Grand Total All Payments					17,731.99

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: STUD - Student Activity Payment Dates: 06/07/2024 - 07/05/2024

Payment Numbers: 0000001094 - 0000001099

Payment Categories: Regular Checks

Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001094	06/13/2024	MARJORY E GULLSTRAND	HS SOUTH MINI-THON REIMBURSEMENT	HS%20SOUTH%20MINI-THON	531.64
0000001095	06/13/2024	JENNIFER L MARMO	HS NORTH SENIOR LUNCHEON		1,044.41
0000001096	06/13/2024	ESASD TRANSPORTATION	JTL NJHS KINDNESS PROJECT TRIP		360.25
0000001097	06/13/2024	FOUR DIAMONDS FUND	HS SOUTH MINI-THON DONATION		650.00
0000001098	06/20/2024	GERTRUDE HAWK CHOCOLATES	HS SOUTH FUNDRAISER		752.64
0000001099	06/20/2024	AMERICAN HEART ASSOCIATION INC	HS NORTH HOOPS FOR HEART		750.00
80 - STUDENT ACTIVITY FUND					4,088.94
Grand Total All Funds					4,088.94
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					4,088.94
Grand Total Virtual Payments					0.00
Grand Total All Payments					4,088.94

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

JUNE 2024 WIRE PAYMENTS

PAYROLL	\$ 4,416,438.80
ACCOUNTS PAYABLE - BENEFITS	\$ 8,355,990.61
FLEX SPENDING ACCOUNTS - TASC	\$ 28,430.74
WORKER'S COMP - INSERVCO	\$ 113,323.64
MAZZETTI & SULLIVAN EMPLOYEE ASSISTANCT PROGRAM	\$ 5,400.00
PROCUREMENT CARD	\$ 37,900.17
EBTEP	\$ 1,782,482.78
VOLUNTARY LIFE INSURANCE	\$ 5,456.11
NEOPOST POSTAGE	\$ 3,000.00
WRIGHT EXPRESS FLEET - GAS CARDS	\$ 13,484.05
	<u>\$ 14,761,906.90</u>

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145a.

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005763	07/12/2024	ADVANCE AUTO PARTS	MECHANICS SUPPLIES PO 2400001110		1,512.92 #
0000005764	07/12/2024	AMAZON	PO 2400004968 SCHOOL SUPPLIES	SCHOOL SUPPLIES	788.64
0000005765	07/12/2024	BOLLINGER LAW FIRM LLC	Admin regulations	We privacy policy	2,812.50 #
0000005766	07/12/2024	VARSITY BRANDS HOLDING CO INC	North Baseball PO#2400004449		103.40 #
0000005767	07/12/2024	BUS PARTS WAREHOUSE	FLR-DLNOSE1, SMC-68150, SAT-SP31	FLR-DLNSE2	412.12 #
0000005768	07/12/2024	CAROLINA BIOLOGICAL SUPPLY CO	131008 protozoa survey set		68.77 #
0000005769	07/12/2024	UGI CENTRAL	SOUTH NATURAL GAS FEE	JTL NATURAL GAS FEE	7,832.48 #
0000005770	07/12/2024	COLONIAL INTERMEDIATE UNIT 20	OPERATING COST PO 2400001853		4,262.33 #
0000005771	07/12/2024	CREST GOOD MFG CO INC	KH800 order		900.64 #
0000005772	07/12/2024	DR R KETTERER CHARTER SCHOOL INC	2024 tuition		1,343.58 #
0000005773	07/12/2024	ESEA	DED: Prof Union Dues - Full Payroll Pay Date: 7/3/2024		43.55
0000005774	07/12/2024	EAST STROUDSBURG	DED: Dues 12M - Full Payroll Pay Date: 7/3/2024		2,392.95
0000005775	07/12/2024	EAST STROUDSBURG	Casual Cause-ESASD Food Pantry		841.00 #
0000005776	07/12/2024	ED FOUNDATION OF ES/GENERAL FUND	DED: Educ Found - Full Payroll Pay Date: 7/3/2024	DED: ES Scholarship - Full Payroll Pay Date: 7/3/2024	11.00
0000005777	07/12/2024	EPLUS TECHNOLOGY	2400004804		4,223.00 #
0000005778	07/12/2024	EASTERN PENN SUPPLY COMPANY	parts/freight	1123269 mainline t seat	867.00 #
0000005779	07/12/2024	ERIC BELL SEPTIC SYSTEMS INC	Haul 2 loads		2,800.00 #
0000005780	07/12/2024	FASTENAL COMPANY	bus part supplies PO#2400004953		93.69 #
0000005781	07/12/2024	FISHER & SON CO INC	round up pallet		1,298.00 #
0000005782	07/12/2024	COOPER ELECTRIC SUPPLY CO	MAINTENANCE SUPPLIES		2,475.44 #

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

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005783	07/12/2024	GOTTA GO	5/24/24-6/20/2024 event toilet-Handicap toilet	5/24/24-6/20/2024-Handicap toilet	960.00 #
0000005784	07/12/2024	GRAINGER	cutter wheel 22LA98		14.59 #
0000005785	07/12/2024	GREGORY GRAHAM PIANO SERVICE	PO#2400001231 black piano fall concert tuning		110.00 #
0000005786	07/12/2024	HAB-DLT	DED: Berkheimer - Full Payroll Pay Date: 7/3/2024		1,244.49
0000005787	07/12/2024	HAJOCA CORPORATION	MAINTENANCE SUPPLIES		31.97 #
0000005788	07/12/2024	HERCULES ACHIEVEMENT INC	PO#2400004962-Master Gowns		99.75 #
0000005789	07/12/2024	HILLTOP SALES & SERVICE	starter motor/throttle kit	supplies	439.62 #
0000005790	07/12/2024	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	CUSTODIAL SUPPLIES	8,147.01 #
0000005791	07/12/2024	INTEGRAONE	Cisco meraki MR76 PO#2400004811	PO#2400004700 Laserjet printer Quote#035012v2	6,561.43 #
0000005792	07/12/2024	ITC GLOBAL NETWORKS LLC	ITEC PO 2400000084		1,054.27 #
0000005793	07/12/2024	JATONLLC	inspections,cleaning, liningtopcoats	inspection,cleaning,top coat	6,782.00 #
0000005794	07/12/2024	PRINTLYNX	Cavelier Times HS magazine		218.86 #
0000005795	07/12/2024	KEYSTONE REALTY ADVISORS	parcel 09/9A/1/38-3 install 3 yrs 2016-2019	par09/9A/1/38-3 install#3 yrs2016-2019	143,951.18 #
0000005796	07/12/2024	KING SPRY HERMAN FREUND & FAUL LLC	LEGAL FEES		1,147.00 #
0000005797	07/12/2024	LEHIGH LEARNING ACADEMY	May 2024 tuition		6,743.87 #
0000005798	07/12/2024	LJC DISTRIBUTORS OF FULLER BRUSH	floor supplies PO#2400004966	floor finish and supplies	3,557.00 #
0000005799	07/12/2024	MANWALAMINK WATER COMPANY	SMITHFIELD WATER & SEWER		365.04 #
0000005800	07/12/2024	MARSHALLS CREEK PLUMB&ELECT SUPPLIES	maintenance supplies		681.29 #
0000005801	07/12/2024	MONROE COUNTY MEALS ON WHEELS	Casual Friday Meals On Wheels Monroe County		209.00 #

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

145C.

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
000005802	07/12/2024	MEIER SUPPLY CO INC	BELIMO LF24 MET US	control valve	1,197.66 #
000005803	07/12/2024	MESKO GLASS CO INC	Install clear laminate		295.00 #
000005804	07/12/2024	MET-ED	JTL ELECTRIC	NORTH%20CAMPUS %20ELECTRIC	72,185.00 #
000005805	07/12/2024	MIDDLE SMITHFIELD TOWNSHIP	MIDDLE SMITHFIELD WATER & SEWER FEE	RESICA WATER AND SEWER FEE	8,925.00
000005806	07/12/2024	NYSCSPC (NEW YORK STATE CHILD SUPPORT	DED: NY Support - Full Payroll Pay Date: 7/3/2024		94.00
000005807	07/12/2024	P & S GARAGE	diagnostics/repairs	two wheel alignments	846.65 #
000005808	07/12/2024	PA SCHOOL BOARDS ASSOCIATION	PSBA memebrship 24-25		1,720.84 #
000005809	07/12/2024	PATRIOT WORKWEAR	Big Easy storage bag		35.00 #
000005810	07/12/2024	POCONO SEW & VAC	Summer services 2024- PO#2400004576		604.37 #
000005811	07/12/2024	PP&L	TRAFFIC LIGHT ELECTRIC		103.69 #
000005812	07/12/2024	QUILL CORPORATION	901-24581502 gemma	901-24588055 desk pad	57.57 #
000005813	07/12/2024	PA DEPARTMENT OF REVENUE	DED: PA Dept Revenue - Full Payroll Pay Date: 7/3/2024		881.75
000005814	07/12/2024	ST JUDE'S CHILDRENS RESEARCH HOSPITALINC	Cas Cause St Judes		793.30 #
000005815	07/12/2024	SWEET STEVENS KATZ & WILLIAMS LLP	LEGAL FEE	LEGAL FEES	1,527.00 #
000005816	07/12/2024	VERIZON WIRELESS	DISTRIC CELL PHONES		4,672.55 #
000005817	07/12/2024	CAPITAL ONE	HR JOB FAIR SUPPLIES		56.53 #
000005818	07/12/2024	WAYNESBORO AREA SCHOOL DISTRICT	tuition 2024		9,996.68 #
000005819	07/12/2024	WEIS MARKET INC	FIELD DAYPO 2400004454		131.47 #
000005820	07/12/2024	SHI INTERNATIONAL CORP	PO\$2400004152	PO#2400004152	53,571.00 #
000005821	07/12/2024	OFFICE TECHNOLOGY LLC	CF258A PO#2400003913		125.00 #

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

PSH

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005822	07/12/2024	STEPHEN ZALL	conf mileage see attached	conference lodgings see attached	1,340.32 #
0000005823	07/12/2024	Carol E Deane-Gardner	May mileage 2024		32.36 #
0000005824	07/12/2024	K12 SYSTEMS	C Johnson-proposal OTT-12946 PO#2400004524		1,000.00 #
0000005825	07/12/2024	WASTE MANAGEMENT	DISTRICT WASTE PICKUP		11,910.28 #
0000005826	07/12/2024	REACH CYBER CHARTER SCHOOL	S	R	124,267.47 #
0000005827	07/12/2024	NATALIE J SEEUWEN	SPRNG24 20230018 STRATEGIES, METHODS&MATERIALS		340.00 #
0000005828	07/12/2024	Vicki J Heitzman	SPRNG24 20110252-107 SPEC ED DISABILITIES		285.00 #
0000005829	07/12/2024	CHRISTOPHER A ROSSI	Sheraton Hotel Harrisburg Hershey PA		679.39 #
0000005830	07/12/2024	H & K GROUP INC	cold patch		502.20 #
0000005831	07/12/2024	ROBBI J MILLER	SPRNG24 20120072 MU;TIPLE INTELLIGNCES		285.00 #
0000005832	07/12/2024	M A BRIGHTBILL BODY WORKS INC	order#222694 PO#2400004955	order#00222694 PO#2400004955	2,629.83 #
0000005833	07/12/2024	John G Koretski	SPRNG24 20120030-116 USING MULTIPLE INTELLIGENCE		275.00 #
0000005834	07/12/2024	ELENI ANGELOPOULOS	Flowers for garden/no tax reimbursement		41.94 #
0000005835	07/12/2024	OPEN TEXT INC	ITEC PO 2400000091		600.49 #
0000005836	07/12/2024	GOVCONNECTION INC	Acad. VIP Creative Cloud for Enterprise Sub District Renewal 12 Months K...		12,300.00
0000005837	07/12/2024	KEYSTONE FIRE PROTECTION CO	JMH monitoring 6/1/24-6/30/24	MSE monitoring 6/1/24-6/30/24	138.33 #
0000005838	07/12/2024	INSERVCO INSURANCE SERVICES INC	Insurance June 2024		8,544.87 #
0000005839	07/12/2024	ST LUKES HOSPITAL	drug test breath screening	drug/breath screening tests	201.00 #
0000005840	07/12/2024	MARY CAPULISH	SPRNG24 20170019 AUTISM: AN EDUCATOR'S GUIDE		285.00 #

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

145e.

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005841	07/12/2024	SHARON MARICLE	24-24 SY Jazz Music		1,000.00 #
0000005842	07/12/2024	ARK THERAPEUTIC SERVICES INC	chewable jewelry PO#2400004526		26.99 #
0000005843	07/12/2024	Courtney M Dunlap	SPRNG24 20120246 INTRO TO SPANISH FOR EDUCATOR'S		285.00 #
0000005844	07/12/2024	POCONO PAINTING INC	remove vinyl wall coverings and paint		6,120.00 #
0000005845	07/12/2024	ANGELA SCHEMBECK	SPRNG24 201500091 TECH TOOLS		275.00 #
0000005846	07/12/2024	Cheryl L Murphy	SPRNG24 20140006 PREVENTING BULLYING	SPRNG24 20170019 AUTISM: AN EDUCATOR'S GUID	570.00 #
0000005847	07/12/2024	LABELLA ASSOCIATES DPC	Jan 27-May 17 2024 project 2200223		6,750.00 #
0000005848	07/12/2024	CHRISTOPHER S BROWN LAW OFFICES	June 2024 Professional Services Rendered:		5,871.25 #
0000005849	07/12/2024	CAROLINE DOHRMAN	PARENT TRANSPORTATION DRIVER		844.20 #
0000005850	07/12/2024	SALISBURY TOWNSHIP SCHOOL DISTRICT	2400004967 May 1-May 31 2024	Mar 1,2 024-Mar 28 2024 tuition	14,474.64 #
0000005851	07/12/2024	RICHARDS TREE FARM	black mulch/no tax/tax exempt		105.50 #
0000005852	07/12/2024	CRITICAL SYSTEM LLC	filters/heater hose	radiator cap	385.00 #
0000005853	07/12/2024	SCHOOL SPECIALTY LLC	SCHOOL SUPPLIES		93.56 #
0000005854	07/12/2024	AIRGAS INC	Large Co2 rent cyl.	rent cyl Large Co2	331.12 #
0000005855	07/12/2024	MARY J OLSZEWSKI	Apr/May 24 mileage	PAPA 2024 conf Leola PA	483.92 #
0000005856	07/12/2024	GATEHOUSE MEDIA PENNSYLVANIA HOLDINGS INC	PO#2400000345- Meeting dates		51.59 #
0000005857	07/12/2024	JACQUELINE DEGRAFFENREID	SPRNG24 BSED 535 ADVANCE CLASSROOM STRATEGIES		1,548.00 #
0000005858	07/12/2024	BLUE RIDGE LUMBER COMPANY	MAINTENANCE SUPPLIES		3,276.69 #
0000005859	07/12/2024	ANITA ZASO	SPRNG24 20120332 CLASSROOM BASED INTERVEN STUD		285.00 #
0000005860	07/12/2024	PARTSCO DIST INC	Light bulb UV		279.00 #

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

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000005861	07/12/2024	LYDIA HESS	SPRNG24 GE9950 CONNECTING STUDENTS		750.00 #
0000005862	07/12/2024	RAPHAEL CHARLEMAGNE	2024 TAX REFUND		146.15 #
0000005863	07/12/2024	BUXMONT ACADEMY	tuition May 2024 PO#2400004901	2024 Tuition	91,657.20 #
0000005864	07/12/2024	SEVEN MOUNTAIN MEDIA LLC	job fair	job fair 2024	700.00 #
0000005865	07/12/2024	Christina M Davidge	Mileage May 2024 Workers Comp Conf. Hershey PA		180.90 #
0000005866	07/12/2024	ACT SETTLEMENT SERVICES LLC	2024 TAX REFUNDS		11.40 #
0000005867	07/12/2024	SOLIANT HEALTH LLC	M. Cierra 2024-06-09		1,512.75 #
0000005868	07/12/2024	CDWLLC	2554 Wall telephone PO#2400004871	cisco direct MA-ANT-23 PO#2400004891	3,334.35 #
0000005869	07/12/2024	CLS 5078 LLC	repair/parts Pacific 24XM S/N118946		1,115.65 #
0000005870	07/12/2024	NASCO EDUCATION LLC	SCHOOL SUPPLIES		891.29 #
0000005871	07/12/2024	HARBORCREEK YOUTH SERVICES	May June 2024		2,607.93 #
0000005872	07/12/2024	MLH LEAK SERVICE INC	smoke test-labor hours		1,700.00 #
0000005873	07/12/2024	CHA CONSULTING INC	proj#287042 Mar 30-Apr-26 2024	May-25-June 28 2024 retainer	12,462.79 #
0000005874	07/12/2024	GARAVENTA USA INC	repair wheel chair lift		970.00 #
0000005875	07/12/2024	DR JOHN A TOLENO	JUNE 24-27 2024	JULY 1-3 2024	4,480.00 #
0000005876	07/12/2024	Caitlin M Shiber	SPRNG24 EDLD 505 CURRICULUM THEORY		1,548.00 #
0000005877	07/12/2024	Melissa D West	SPRNG24 20140006 PREVENTING BULLYING	SPRNG24 20230016 MINDFULNESS FOR EDUC	570.00 #

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

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks

Sort: Payment Number

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10 - GENERAL FUND	690,326.04
32 - CAPITAL RESERVE/PROJECT	10,462.79
50 - CAFETERIA FUND	7,785.96
Grand Total All Funds	708,574.79
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	708,574.79
Grand Total Virtual Payments	0.00
Grand Total All Payments	708,574.79

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

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FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: SPEC - Special Activity Payment Dates: 07/06/2024 - 07/12/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Paymnt Dt	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000001356	07/12/2024	AMERICAN CANCER SOCIETY	HS NORTH CASUAL FOR A CAUSE		75.00 #
0000001357	07/12/2024	ESASD STUDENT ACTIVITY FUND	DEPOSITED TO WRONG ACCOUNT		87.00 #
0000001358	07/12/2024	MTI ENTERPRISES INC	PERSUAL FEE FOR SPRING MUSICAL		20.00 #
0000001359	07/12/2024	WEIS MARKET INC	SOUTH STAFF CUPCAKES		99.85 #
0000001360	07/12/2024	JAY F ARMITAGE	SUMMER RIFLE CLUB SUPPLIES		92.51
0000001361	07/12/2024	MADY'S ANGELS	HS NORTH CASUAL FOR A CAUSE		505.00 #
0000001362	07/12/2024	THE TREVOR PROJECTINC	BUSHKILL ELEM CASUAL FOR A CAUSE		79.00 #
0000001363	07/12/2024	EAST STROUDSBURG UNIVERSITY BASKETBALL	ESU BOYS BASKETBALL CAMP		600.00
0000001364	07/12/2024	SHAWNEE SERVICES	JTL PROPS & COSTUME RENTAL		350.00
0000001365	07/12/2024	ALZHEIMER'S DISEASE AND RELATED DISORDERS	HS NORTH CASUAL FOR A CAUSE		154.25 #
29 - SPECIAL ACTIVITY FUND					2,062.61
Grand Total All Funds					2,062.61
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					2,062.61
Grand Total Virtual Payments					0.00
Grand Total All Payments					2,062.61

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

EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF JUNE 30, 2024

ESSA TREASURY OPERATING ACCOUNT - ALL FUNDS

6/1/24 Balance	\$ 16,732,714.59
Receipts	\$ 21,495,204.66
Interest/Dividends	\$ 42,449.56
Disbursements	\$ (17,591,195.18)
6/30/24 Balance	\$ 20,679,173.63

PLGIT - GENERAL FUND

6/1/24 Balance	\$ 3,959,861.26
Receipts	\$ 256,096.93
Interest/Dividends	\$ 16,965.72
Disbursements	\$ (5.50)
6/30/24 Balance	\$ 4,232,918.41

PSDLAF - GENERAL FUND

6/1/24 Balance	\$ 51,504,647.70
Receipts	\$ 15,130,771.08
Interest/Dividends	\$ 274,165.45
Deferred Interest	
Disbursements	\$ (27,313,668.29)
6/30/24 Balance	\$ 39,595,915.94

ESSA WORKERS COMP SELF INS - GENERAL FUND

6/1/24 Balance	\$ 301,299.38
Receipts	
Interest/Dividends	\$ 628.59
Disbursements	\$ (1,299.38)
6/30/24 Balance	\$ 300,628.59

ESSA PAYPAL - GENERAL FUND

6/1/24 Balance	\$ 444.90
Receipts	
Interest/Dividends	\$ 0.90
Disbursements	\$ (444.90)
6/30/24 Balance	\$ 0.90

ESSA - CAFETERIA FUND

6/1/24 Balance	\$ 302,634.88
Receipts	\$ 9,091.44
Interest/Dividends	\$ 561.56
Disbursements	\$ (162,968.62)
6/30/24 Balance	\$ 149,319.26

FIRST KEYSTONE COMMUNITY BANK

6/1/24 Balance	\$ 262,631.29
Receipts	
Interest/Dividends	\$ 626.00
Disbursements	
6/30/24 Balance	\$ 263,257.29

EAST STROUDSBURG AREA SCHOOL DISTRICT
 TREASURER'S REPORT AS OF JUNE 30, 2024

PLGIT - CAPITAL RESERVE FUND

6/1/24 Balance	\$	22,389,445.86
Receipts		
Interest/Dividends	\$	97,300.27
Disbursements	\$	(1,588,225.29)
6/30/24 Balance	\$	20,898,520.84

ESSA - CONCESSION STAND

6/1/24 Balance	\$	62,740.20
Receipts	\$	434.00
Interest/Dividends	\$	130.01
Disbursements	\$	(1,494.74)
6/30/24 Balance	\$	61,809.47

ESSA - EXPENDABLE TRUST

6/1/24 Balance	\$	70,017.06
Receipts	\$	0.70
Interest/Dividends	\$	133.87
Disbursements	\$	(14,000.70)
6/30/24 Balance	\$	56,150.93

ESSA - NON-EXPENDABLE TRUST

6/1/24 Balance	\$	8,937.04
Receipts		
Interest/Dividends	\$	17.23
Disbursements	\$	(1,000.00)
6/30/24 Balance	\$	7,954.27

ESSA - SPECIAL ACTIVITY

6/1/24 Balance	\$	318,242.57
Receipts	\$	14,705.22
Interest/Dividends	\$	644.76
Disbursements	\$	(30,225.64)
6/30/24 Balance	\$	303,366.91

ESSA CD INVESTMENT - SPECIAL ACTIVITY

6/1/24 Balance	\$	42,159.61
Receipts		
Interest/Dividends	\$	439.36
Disbursements		
6/30/24 Balance	\$	42,598.97





ESSA - STUDENT ACTIVITY

6/1/24 Balance	\$	128,790.73
Receipts	\$	11,210.56
Interest/Dividends	\$	274.55
Disbursements	\$	(5,327.04)
6/30/24 Balance	\$	134,948.80

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		\$20,679,173.63

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$16,732,714.59
	17 Credit(s) This Period	\$21,537,654.22
	58 Debit(s) This Period	-\$17,591,195.18
06/28/2024	Ending Balance	\$20,679,173.63

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$42,449.56
Interest Paid Year-to-Date	\$188,550.12

Deposits

Date	Description	Amount
06/04/2024	WIRE FROM PSDLAF	\$6,000,000.00
06/06/2024	TRANSFER FROM	\$8,168.85
06/10/2024	TRANSFER FROM	\$4,654.78
06/18/2024	TRANSFER FROM	\$56.68
06/18/2024	WIRE FROM PSDLAF	\$7,000,000.00
06/25/2024	TRANSFER FROM	\$427.39
06/25/2024	WIRE FROM PSDLAF	\$6,000,000.00
06/28/2024	INTERNET TFR FRM CHK TRFR FOR QTR AND YEAR END	\$444.90
06/28/2024	INTERNET TFR FRM CHK TRFR FOR QTR AND YEAR END	\$1,299.38
06/28/2024	WIRE FROM PENNSYLVANIA LOCAL GOVE	\$1,588,225.29
		10 item(s) totaling \$20,603,277.27

Electronic Credits

Date	Description	Amount
06/03/2024	HRTLAND PMT SYS TXNS/FEES CCD	\$6.28
06/03/2024	HRTLAND PMT SYS TXNS/FEES CCD	\$0.02
06/04/2024	MC Recorder of D SCHOOL DIS PPD	\$164,664.89
06/04/2024	HRTLAND PMT SYS TXNS/FEES CCD	\$12.96
06/12/2024	COMM OF PA COMM OF PA CCD	\$131,683.41
06/21/2024	Monroe County - PAY INV PPD	\$595,559.83
		6 item(s) totaling \$891,927.39



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Account Statement - Transaction Summary

For the Month Ending **June 30, 2024**

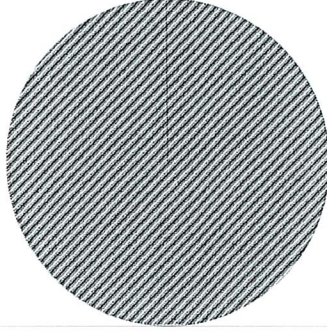
East Stroudsburg Area School District - General Fund -

PLGIT-Class	
Opening Market Value	3,959,861.26
Purchases	273,062.65
Redemptions	(5.50)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value
Cash Dividends and Income
16,965.72

Asset Summary		
	June 30, 2024	May 31, 2024
PLGIT-Class	4,232,918.41	3,959,861.26
Total	\$4,232,918.41	\$3,959,861.26

Asset Allocation



PLGIT-Class
100.00%

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PSDLAF Monthly Statement

East Stroudsburg ASD

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

Activity Summary

General Fund

6/1/2024 - 6/30/2024

Investment Pool Summary

Beginning Balance	\$13,538,985.66	MAX
Dividends	\$31,035.46	
Purchases	\$13,283,039.11	
Redemptions	(\$21,037,900.17)	
Ending Balance	\$5,815,160.06	
Average Monthly Rate	5.169%	
Share Price	\$1.000	
Total	\$5,815,160.06	

Total Fixed Income

\$33,780,755.88

Account Total

\$39,595,915.94

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East Stroudsburg ASD

Peter Bard
50 Vine Street
East Stroudsburg, PA 18031



PMA™

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

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



PSDLAF Monthly Statement
East Stroudsburg ASD

PSDLAF - Full Flex (PFed CU) 6/1/2024 - 6/30/2024

Flex Transaction Activity **General Fund**

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
1	19963183	SDA-1285663-1	06/04/2024	Withdrawal	\$0.00	(\$33,760.08)	\$0.00	\$0.00
1	20847382	SDA-1285663-1	06/30/2024	Interest	\$0.00	\$0.00	\$14.46	\$14.46
					\$0.00	(\$33,760.08)	\$14.46	\$14.46

Beginning Balance: \$33,760.08 | Ending Balance: \$14.46

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PSDLAF Monthly Statement
East Stroudsburg ASD

Flex Transaction Activity

General Fund

PSDLAF - Full Flex (PNB) 6/1/2024 - 6/30/2024

Code	Transaction	Holding Id	Settle Date	Description
1	19905233	SDA-1345143-1	06/04/2024	Withdrawal

Deposit
\$0.00
\$0.00

Withdrawals	Interest/Adjustment	Balance
(\$8.04)	\$0.00	\$0.00
(\$8.04)	\$0.00	

Beginning Balance: \$8.04 | Ending Balance: \$0.00

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PSDLAF Monthly Statement
East Stroudsburg ASD

Flex Transaction Activity **General Fund** PSDLAF - Full Flex (For B-1) 6/1/2024 - 6/30/2024

Code	Transaction	Holding Id	Settle Date	Description	Deposit	Withdrawals	Interest/Adjustment	Balance
5	19971755	SDA-1333678-1	06/04/2024	Deposit	\$2,000,000.00	\$0.00	\$0.00	\$2,382,190.55
5	20473977	SDA-1333678-1	06/18/2024	Withdrawal	\$0.00	(\$2,000,000.00)	\$0.00	\$382,190.55
5	20847915	SDA-1333678-1	06/30/2024	Interest	\$0.00	\$0.00	\$5,739.30	\$387,929.85
					\$2,000,000.00	(\$2,000,000.00)	\$5,739.30	

Beginning Balance: \$382,190.55 | Ending Balance: \$387,929.85

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Maturities 6/1/2024 - 6/30/2024

Type	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	Face/Par
TS	296803-1	06/05/2024	10/31/2023	06/05/2024	PSDLAF - COLLATERALIZED POOL, PA	\$1,000,000.00	5.340%	\$1,031,893.70
CD	1355484-1	06/07/2024	11/10/2023	06/07/2024	Preferred Bank, NY	\$242,000.00	5.300%	\$249,466.14
TS	296295-1	06/13/2024	08/25/2023	06/13/2024	PSDLAF - COLLATERALIZED POOL, PA	\$1,000,000.00	5.340%	\$1,042,866.31
TS	296333-1	06/26/2024	08/31/2023	06/26/2024	PSDLAF - COLLATERALIZED POOL, PA	\$1,000,000.00	5.340%	\$1,043,890.42
TS	297126-1	06/28/2024	12/28/2023	06/28/2024	PSDLAF - COLLATERALIZED POOL, PA	\$1,000,000.00	5.216%	\$1,026,151.46
						\$4,242,000.00		\$4,394,268.03

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PSDLAF Monthly Statement
East Stroudsburg ASD

Fixed Income Investments

Interest 6/1/2024 - 6/30/2024

Type	Holding Id	Trade Date	Description	Interest
TS	296803-1	06/05/2024	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$31,893.70
CD	1355484-1	06/07/2024	Preferred Bank, NY, Interest	\$7,466.14
TS	296295-1	06/13/2024	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$42,866.31
TS	296333-1	06/26/2024	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$43,890.42
TS	297126-1	06/28/2024	PSDLAF - COLLATERALIZED POOL, PA, Interest	\$26,151.46
Flex	1285184-1	06/30/2024	PSDLAF - Full Flex (NexB-1), TX, Interest	\$74,997.00
Flex	1285663-1	06/30/2024	PSDLAF - Full Flex (PFed CU), Interest	\$14.46
Flex	130622-1	06/30/2024	PSDLAF - Full Flex (ASB-1), TX, Interest	\$9,546.60
Flex	1333678-1	06/30/2024	PSDLAF - Full Flex (For B-1), MD, Interest	\$5,739.30
Flex	1355343-1	06/30/2024	PSDLAF - Full Flex (VistaB-1), TX, Interest	\$460.20
Flex	1355688-1	06/30/2024	PSDLAF - Full Flex (BofCA-1), CA, Interest	\$104.40
				\$243,129.99





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

RETURN SERVICE REQUESTED

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

Customer Service Contact

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

Summary of Accounts

Account Type	Account Number	Ending Balance
Government Checking		\$300,628.59

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$301,299.38
	1 Credit(s) This Period	\$628.59
	1 Debit(s) This Period	-\$1,299.38
06/28/2024	Ending Balance	\$300,628.59

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$628.59
Interest Paid Year-to-Date	\$3,046.48

Other Credits

Date	Description	Amount
06/28/2024	INTEREST PAID 6/01 THROUGH 6/28	\$628.59
		1 item(s) totaling \$628.59

Other Debits

Date	Description	Amount
06/28/2024	INTERNET TFR TO CHK TRFR FOR QTR AND YEAR END	\$1,299.38
		1 item(s) totaling \$1,299.38

Daily Balances

Date	Amount
06/28/2024	\$300,628.59

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		\$0.90

Government Checking

Account Summary			Interest Summary		
Date	Description	Amount	Description	Amount	
06/01/2024	Beginning Balance	\$444.90	Annual Percentage Yield Earned	0.00%	
	1 Credit(s) This Period	\$0.90	Interest Days	0	
	1 Debit(s) This Period	-\$444.90	Interest Earned	\$0.00	
06/28/2024	Ending Balance	\$0.90	Interest Paid This Period	\$0.90	
			Interest Paid Year-to-Date	\$6.37	

Other Credits

Date	Description	Amount
06/28/2024	INTEREST PAID 6/01 THROUGH 6/28	\$0.90
		1 item(s) totaling \$0.90

Other Debits

Date	Description	Amount
06/28/2024	INTERNET TFR TO CHK TRFR FOR QTR AND YEAR END	\$444.90
		1 item(s) totaling \$444.90

Daily Balances

Date	Amount
06/28/2024	\$0.90





Interest Rate Changes

Interest Rate As Of Date	Interest Rate
06/01/2024	2.7200%
06/28/2024	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		\$149,319.26

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$302,634.88
	80 Credit(s) This Period	\$9,653.00
	19 Debit(s) This Period	-\$162,968.62
06/28/2024	Ending Balance	\$149,319.26

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$561.56
Interest Paid Year-to-Date	\$6,397.11

Deposits

Date	Description	Amount
06/03/2024	DEPOSIT EAST STROUDSBUR	\$2.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$37.15
06/03/2024	DEPOSIT EAST STROUDSBUR	\$24.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$261.03
06/03/2024	DEPOSIT EAST STROUDSBUR	\$3.85
06/03/2024	DEPOSIT EAST STROUDSBUR	\$2.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$113.50
06/03/2024	DEPOSIT EAST STROUDSBUR	\$8.25
06/03/2024	DEPOSIT EAST STROUDSBUR	\$24.25
06/03/2024	DEPOSIT EAST STROUDSBUR	\$25.75
06/03/2024	DEPOSIT EAST STROUDSBUR	\$11.50
06/03/2024	DEPOSIT EAST STROUDSBUR	\$4.50
06/03/2024	DEPOSIT EAST STROUDSBUR	\$6.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$20.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$18.25
06/03/2024	DEPOSIT EAST STROUDSBUR	\$16.75
06/03/2024	DEPOSIT EAST STROUDSBUR	\$90.50
06/03/2024	DEPOSIT EAST STROUDSBUR	\$3.00
06/03/2024	DEPOSIT EAST STROUDSBUR	\$20.25
06/03/2024	DEPOSIT EAST STROUDSBUR	\$22.25
06/03/2024	DEPOSIT EAST STROUDSBUR	\$600.00
06/04/2024	DEPOSIT EAST STROUDSBUR	\$13.75
06/04/2024	DEPOSIT EAST STROUDSBUR	\$7.00
06/04/2024	DEPOSIT EAST STROUDSBUR	\$85.00
06/04/2024	DEPOSIT EAST STROUDSBUR	\$4.75

RETURN SERVICE REQUESTED

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

Managing Your Accounts

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



Summary of Accounts

Account Type	Account Number	Ending Balance
NOW SPSPD/Government		\$263,257.29

NOW SPSPD/Government-

Account Summary

Account Summary			Interest Summary	
Date	Description	Amount	Description	Amount
06/01/2024	Beginning Balance	\$262,631.29	Annual Percentage Yield Earned	2.94%
	1 Credit(s) This Period	\$626.00	Interest Days	30
	0 Debit(s) This Period	\$0.00	Interest Earned	\$626.00
06/30/2024	Ending Balance	\$263,257.29	Interest Paid This Period	\$626.00
			Interest Paid Year-to-Date	\$3,774.87

Account Activity

Post Date	Description	Debits	Credits	Balance
06/01/2024	Beginning Balance			\$262,631.29
06/28/2024	Eff. 06-30 Credit Interest		\$626.00	\$263,257.29
06/30/2024	Ending Balance			\$263,257.29



Pennsylvania Local Government Investment Trust

Account Statement - Transaction Summary

For the Month Ending June 30, 2024

East Stroudsburg Area School District - Capital Reserve -

PLGIT-Class	
Opening Market Value	4,916,748.74
Purchases	19,923.79
Redemptions	(1,588,225.29)
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$3,348,447.24
Cash Dividends and Income	19,923.79

PLGIT/PRIME	
Opening Market Value	17,472,697.12
Purchases	77,376.48
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00

Closing Market Value	\$17,550,073.60
Cash Dividends and Income	77,376.48

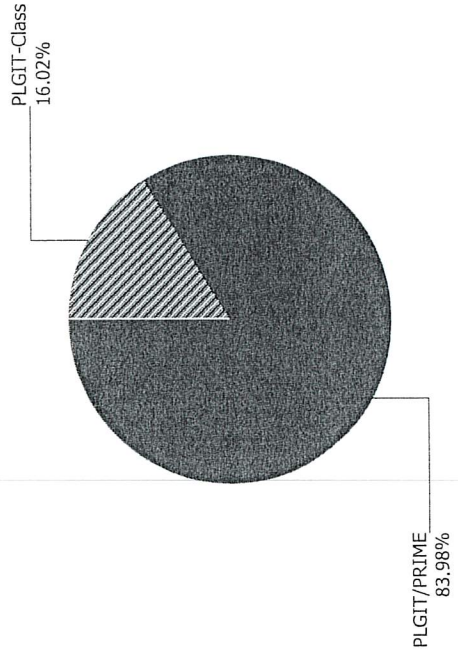
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Asset Summary

	June 30, 2024	May 31, 2024
PLGIT-Class	3,348,447.24	4,916,748.74
PLGIT/PRIME	17,550,073.60	17,472,697.12

Total	\$20,898,520.84	\$22,389,445.86
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Asset Allocation







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

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		\$61,809.47

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$62,740.20
	2 Credit(s) This Period	\$564.01
	2 Debit(s) This Period	-\$1,494.74
06/28/2024	Ending Balance	\$61,809.47

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$130.01
Interest Paid Year-to-Date	\$696.93

Deposits

Date	Description	Amount
06/10/2024	DEPOSIT EAST STROUDSBUR	\$434.00
		1 item(s) totaling \$434.00

Other Credits

Date	Description	Amount
06/28/2024	INTEREST PAID 6/01 THROUGH 6/28	\$130.01
		1 item(s) totaling \$130.01

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount
1037	06/10/2024	\$345.74	1038	06/17/2024	\$1,149.00
					2 item(s) totaling \$1,494.74

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
06/10/2024	\$62,828.46	06/17/2024	\$61,679.46	06/28/2024	\$61,809.47







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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		\$56,150.93

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$70,017.06
	2 Credit(s) This Period	\$134.57
	14 Debit(s) This Period	-\$14,000.70
06/28/2024	Ending Balance	\$56,150.93
	Service Charges	\$0.70

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$133.87
Interest Paid Year-to-Date	\$615.15

Deposits

Date	Description	Amount
06/14/2024	DEPOSIT STROUDSBURG	\$0.70
		1 item(s) totaling \$0.70

Other Credits

Date	Description	Amount
06/28/2024	INTEREST PAID 6/01 THROUGH 6/28	\$133.87
		1 item(s) totaling \$133.87

Other Debits

Date	Description	Amount
06/10/2024	ACCOUNT ANALYSIS SERVICE CHARGE	\$0.70
		1 item(s) totaling \$0.70

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount
1002	06/25/2024	\$500.00	1015*	06/21/2024	\$500.00
1007*	06/25/2024	\$500.00	1019*	06/28/2024	\$1,500.00
1008	06/17/2024	\$1,000.00	1020	06/26/2024	\$2,500.00
1009	06/11/2024	\$750.00	1021	06/04/2024	\$2,500.00
1011*	06/25/2024	\$500.00	1022	06/18/2024	\$1,000.00
1012	06/06/2024	\$1,250.00	1025*	06/05/2024	\$250.00
1013	06/20/2024	\$1,250.00			

* Indicates skipped check number

13 item(s) totaling \$14,000.00







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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT NON-EXPENDABLE
C/O 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		\$7,954.27

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$8,937.04
	1 Credit(s) This Period	\$17.23
	1 Debit(s) This Period	-\$1,000.00
06/28/2024	Ending Balance	\$7,954.27

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$17.23
Interest Paid Year-to-Date	\$86.51

Other Credits

Date	Description	Amount
06/28/2024	INTEREST PAID 6/01 THROUGH 6/28	\$17.23
		1 item(s) totaling \$17.23

Checks Cleared

Check Nbr	Date	Amount
1003	06/10/2024	\$1,000.00

* Indicates skipped check number

1 item(s) totaling \$1,000.00



Daily Balances

Date	Amount	Date	Amount
06/10/2024	\$7,937.04	06/28/2024	\$7,954.27

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		\$303,366.91

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$318,242.57
	28 Credit(s) This Period	\$15,349.98
	44 Debit(s) This Period	-\$30,225.64
06/28/2024	Ending Balance	\$303,366.91

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$644.76
Interest Paid Year-to-Date	\$3,010.76

Deposits

Date	Description	Amount
06/10/2024	DEPOSIT EAST STROUDSBUR	\$72.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$30.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$247.54
06/10/2024	DEPOSIT EAST STROUDSBUR	\$452.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$206.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$565.51
06/10/2024	DEPOSIT EAST STROUDSBUR	\$50.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$87.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$1,072.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$594.75
06/11/2024	DEPOSIT EAST STROUDSBUR	\$2,065.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$280.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$271.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$390.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$158.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$5,230.00
06/11/2024	DEPOSIT EAST STROUDSBUR	\$105.60
06/11/2024	DEPOSIT EAST STROUDSBUR	\$268.21
06/11/2024	DEPOSIT EAST STROUDSBUR	\$202.91
06/11/2024	DEPOSIT EAST STROUDSBUR	\$150.85
06/11/2024	DEPOSIT EAST STROUDSBUR	\$698.91
06/11/2024	DEPOSIT CORP2	\$152.00
06/28/2024	DEPOSIT EAST STROUDSBUR	\$30.00
06/28/2024	DEPOSIT EAST STROUDSBUR	\$260.00
06/28/2024	DEPOSIT EAST STROUDSBUR	\$341.94

Savings

Account Number

Statement Date

07/02/2024

Page 1

Date	Transaction Description	Amount	Ending Balance
06/28/2024	Interest Deposit - INTEREST PAID 04/01 THROUGH 06/30	439.36	42,598.97

EAST STROUDSBURG AREA
SCHOOL DISTRICT
C/O PETER BARD
50 VINE ST
EAST STROUDSBURG PA 18301





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

RETURN SERVICE REQUESTED

EAST STROUDSBURG AREA SCHOOL
DISTRICT STUDENT ACTIVITY FUND
C/O 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		\$134,948.80

Government Checking

Account Summary

Date	Description	Amount
06/01/2024	Beginning Balance	\$128,790.73
	27 Credit(s) This Period	\$11,485.11
	11 Debit(s) This Period	-\$5,327.04
06/28/2024	Ending Balance	\$134,948.80

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$274.55
Interest Paid Year-to-Date	\$1,319.59

Deposits

Date	Description	Amount
06/10/2024	DEPOSIT EAST STROUDSBUR	\$372.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$617.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$1,457.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$721.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$250.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$125.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$192.12
06/10/2024	DEPOSIT EAST STROUDSBUR	\$192.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$200.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$180.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$420.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$88.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$500.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$110.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$220.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$751.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$120.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$174.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$421.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$150.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$78.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$734.57
06/10/2024	DEPOSIT EAST STROUDSBUR	\$125.00
06/10/2024	DEPOSIT EAST STROUDSBUR	\$153.70
06/28/2024	DEPOSIT EAST STROUDSBUR	\$1,100.00

BOARD SUMMARY

Fund: 10 - GENERAL FUND Encumbrances Included

As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
100 100						
1100 REG PROG ELEM/SECONDARY	35,074,465.00	35,074,465.00	0.00	34,795,238.50	279,226.50	99.20
1200 SPEC PROG ELEMEN/SECOND	12,924,949.00	12,924,949.00	0.00	13,095,282.52	(170,333.52)	101.32
1300 VOCATIONAL EDUCATION	602,254.00	602,254.00	0.00	559,085.25	43,168.75	92.83
1400 OTHER INSTRUCTION PROG	172,210.00	172,210.00	0.00	267,699.65	(95,489.65)	155.45
1800 PRE-K	18,249.00	18,249.00	0.00	17,017.52	1,231.48	93.25
2100 SUPPORT SVCS-STUDENTS	4,602,839.00	4,602,839.00	0.00	4,212,095.58	390,743.42	91.51
2200 SUPPORT SERVICES-INSTRU	1,780,976.00	1,780,976.00	0.00	1,810,672.87	(29,696.87)	101.67
2300 SUPPORT SERVICES-ADMIN	4,551,326.00	4,551,326.00	0.00	4,521,013.28	30,312.72	99.33
2400 SUPP SVC-PUBLIC HEALTH	1,279,872.00	1,279,872.00	0.00	1,242,585.51	37,286.49	97.09
2500 SUPP SERVICES-BUSINESS	775,364.00	775,364.00	0.00	752,893.47	22,470.53	97.10
2600 OP/MAINT PLANT SVCS	6,820,146.00	6,820,146.00	0.00	6,602,881.84	217,264.16	96.81
2700 STUDENT TRANSP SERVICES	4,756,311.00	4,756,311.00	0.00	4,836,011.96	(79,700.96)	101.68
2800 SUPPORT SVCS-CENTRAL	1,439,942.00	1,439,942.00	0.00	1,399,887.99	40,054.01	97.22
3200 STUDENT ACTIVITIES	1,463,523.00	1,463,523.00	0.00	1,564,496.98	(100,973.98)	106.90
3300 COMMUNITY SERVICES	19,934.00	19,934.00	0.00	25,477.42	(5,543.42)	127.81
Totals for 100s	76,282,360.00	76,282,360.00	0.00	75,702,340.34	580,019.66	99.24
200 BENEFITS						
1100 REG PROG ELEM/SECONDARY	23,172,196.00	23,172,196.00	0.00	21,239,419.64	1,932,776.36	91.66
1200 SPEC PROG ELEMEN/SECOND	9,910,532.00	9,910,532.00	0.00	9,200,283.94	710,248.06	92.83
1300 VOCATIONAL EDUCATION	397,669.00	397,669.00	0.00	333,494.17	64,174.83	83.86
1400 OTHER INSTRUCTION PROG	113,471.00	113,471.00	0.00	145,657.96	(32,186.96)	128.37
1800 PRE-K	7,726.00	7,726.00	0.00	7,075.49	650.51	91.58
2100 SUPPORT SVCS-STUDENTS	3,066,140.00	3,066,140.00	0.00	2,620,742.54	445,397.46	85.47
2200 SUPPORT SERVICES-INSTRU	1,421,851.00	1,421,851.00	0.00	1,514,825.25	(92,974.25)	106.54
2300 SUPPORT SERVICES-ADMIN	3,123,744.00	3,123,744.00	0.00	2,792,730.83	331,013.17	89.40
2400 SUPP SVC-PUBLIC HEALTH	902,847.00	902,847.00	0.00	787,077.78	115,769.22	87.18

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2500 SUPP SERVICES-BUSINESS	494,309.00	494,309.00	0.00	491,149.71	3,159.29	99.36
2600 OP/MAINT PLANT SVCS	5,346,823.00	5,346,823.00	0.00	5,250,524.62	96,298.38	98.20
2700 STUDENT TRANSP SERVICES	4,164,941.00	4,164,941.00	0.00	3,389,660.90	775,280.10	81.39
2800 SUPPORT SVCS-CENTRAL	969,688.00	969,688.00	0.00	967,475.43	2,212.57	99.77
3200 STUDENT ACTIVITIES	741,947.00	741,947.00	0.00	743,913.22	(1,966.22)	100.27
3300 COMMUNITY SERVICES	8,445.00	8,445.00	0.00	10,664.30	(2,219.30)	126.28
Totals for 200s	53,842,329.00	53,842,329.00	0.00	49,494,695.78	4,347,633.22	91.93
300 PURCHASED PROF & TECH						
1100 REG PROG ELEM/SECONDARY	189,215.00	197,682.06	26,323.85	71,232.72	100,125.49	49.35
1200 SPEC PROG ELEMEN/SECOND	5,575,000.00	5,576,554.75	1,214,349.97	4,952,082.45	(589,877.67)	110.58
1300 VOCATIONAL EDUCATION	500.00	500.00	0.00	105.00	395.00	21.00
1400 OTHER INSTRUCTION PROG	970,000.00	970,000.00	190,124.89	1,022,505.31	(242,630.20)	125.01
1500 NONPUBLIC SCHOOL PGMS	21,242.00	21,242.00	9,691.54	24,373.18	(12,822.72)	160.36
2100 SUPPORT SVCS-STUDENTS	875,120.00	875,120.00	45,084.99	547,629.64	282,405.37	67.73
2200 SUPPORT SERVICES-INSTRU	91,340.00	90,400.50	3,670.00	156,083.62	(69,353.12)	176.72
2300 SUPPORT SERVICES-ADMIN	960,000.00	804,706.63	4,420.50	346,737.94	453,548.19	43.64
2400 SUPP SVC-PUBLIC HEALTH	33,440.00	33,440.00	35,435.00	80,052.41	(82,047.41)	345.36
2500 SUPP SERVICES-BUSINESS	50,000.00	125,210.05	0.00	132,696.35	(7,486.30)	105.98
2600 OP/MAINT PLANT SVCS	240,500.00	233,992.52	38,873.62	256,636.22	(61,517.32)	126.29
2700 STUDENT TRANSP SERVICES	90,500.00	90,500.00	18,364.24	180,714.30	(108,578.54)	219.98
2800 SUPPORT SVCS-CENTRAL	169,682.00	172,198.55	3,524.50	59,072.83	109,601.22	36.35
3200 STUDENT ACTIVITIES	118,773.00	118,435.74	7,170.00	20,156.50	91,109.24	23.07
3300 COMMUNITY SERVICES	50,585.00	50,585.00	0.00	59,903.00	(9,318.00)	118.42
Totals for 300s	9,435,897.00	9,360,567.80	1,597,033.10	7,909,981.47	(146,446.77)	101.56
400 PURCHASED PROPERTY SVC						
1100 REG PROG ELEM/SECONDARY	158,474.66	156,394.60	1,988.10	112,450.19	41,956.31	73.17
1200 SPEC PROG ELEMEN/SECOND	0.00	0.00	0.00	390.00	(390.00)	0.00
1400 OTHER INSTRUCTION PROG	3,000.00	2,259.22	0.00	254.45	2,004.77	11.26

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
2100 SUPPORT SVCS-STUDENTS	1,800.00	1,800.00	0.00	373.62	1,426.38	20.76
2300 SUPPORT SERVICES-ADMIN	46,624.68	47,177.00	1,700.00	30,167.66	15,309.34	67.55
2400 SUPP SVC-PUBLIC HEALTH	1,750.00	1,750.00	0.00	1,780.93	(30.93)	101.77
2500 SUPP SERVICES-BUSINESS	5,750.00	5,750.00	1,500.00	2,253.50	1,996.50	65.28
2600 OP/MAINT PLANT SVCS	1,299,564.90	1,292,494.83	34,464.87	1,080,993.47	177,036.49	86.30
2700 STUDENT TRANSP SERVICES	84,400.00	74,736.00	23,423.22	106,165.85	(54,853.07)	173.40
2800 SUPPORT SVCS-CENTRAL	97,247.93	97,247.93	470.00	84,101.39	12,676.54	86.96
3200 STUDENT ACTIVITIES	102,767.00	104,159.01	13,312.81	52,235.25	38,610.95	62.93
4600 EXISTING BLDG IMPROVE	4,000,000.00	4,000,000.00	428,365.00	2,193,856.06	1,377,778.94	65.56
Totals for 400s	5,801,379.17	5,783,768.59	505,224.00	3,665,022.37	1,613,522.22	72.10
500 <500>						
1100 REG PROG ELEM/SECONDARY	4,955,485.00	4,945,969.68	59,648.67	4,185,250.94	701,070.07	85.83
1200 SPEC PROG ELEMEN/SECOND	4,321,900.00	4,321,900.00	6,717.76	4,958,830.72	(643,648.48)	114.89
1300 VOCATIONAL EDUCATION	1,828,628.00	1,828,628.00	540,739.25	2,014,603.89	(726,715.14)	139.74
1400 OTHER INSTRUCTION PROG	400,000.00	400,000.00	67,866.96	352,518.40	(20,385.36)	105.10
1700 COMMUNITY/JR COLLEGE ED	0.00	0.00	0.00	19,776.00	(19,776.00)	0.00
2100 SUPPORT SVCS-STUDENTS	111,250.00	111,250.00	700.00	7,827.52	102,722.48	7.67
2200 SUPPORT SERVICES-INSTRU	41,520.00	45,916.87	0.00	25,313.36	20,603.51	55.13
2300 SUPPORT SERVICES-ADMIN	171,211.00	175,053.75	3,083.21	138,681.54	33,289.00	80.98
2400 SUPP SVC-PUBLIC HEALTH	1,230.00	1,230.00	0.00	739.55	490.45	60.13
2500 SUPP SERVICES-BUSINESS	19,000.00	19,308.80	402.25	16,055.60	2,850.95	85.23
2600 OP/MAINT PLANT SVCS	580,950.00	580,950.00	0.00	514,703.84	66,246.16	88.60
2700 STUDENT TRANSP SERVICES	1,253,700.00	1,255,093.72	75,943.94	1,202,250.79	(23,101.01)	101.84
2800 SUPPORT SVCS-CENTRAL	250,849.00	245,932.18	26,545.52	174,159.90	45,226.76	81.61
2900 OTHER SUPPORT SERVICES	50,000.00	50,000.00	0.00	38,272.65	11,727.35	76.55
3200 STUDENT ACTIVITIES	235,965.00	232,064.00	149.01	83,749.72	148,165.27	36.15
3300 COMMUNITY SERVICES	1,335.00	1,335.00	0.00	214.12	1,120.88	16.04
Totals for 500s	14,223,023.00	14,214,632.00	781,796.57	13,732,948.54	(300,113.11)	102.11

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
600 SUPPLIES						
1100 REG PROG ELEM/SECONDARY	2,209,864.23	2,210,739.65	248,243.85	2,268,310.79	(305,814.99)	113.83
1200 SPEC PROG ELEMEN/SECOND	767,150.00	765,595.25	17,586.99	446,467.89	301,540.37	60.61
1300 VOCATIONAL EDUCATION	9,700.00	10,701.10	0.00	8,807.33	1,893.77	82.30
1400 OTHER INSTRUCTION PROG	176,063.00	176,663.67	0.00	3,948.11	172,715.56	2.23
1700 COMMUNITY/JR COLLEGE ED	0.00	0.00	0.00	8,116.18	(8,116.18)	0.00
1800 PRE-K	2,655.00	2,655.00	0.00	2,461.00	194.00	92.69
2100 SUPPORT SVCS-STUDENTS	84,546.00	84,546.00	1,619.51	98,829.67	(15,903.18)	118.81
2200 SUPPORT SERVICES-INSTRU	193,174.06	196,837.24	6,197.18	171,388.89	19,251.17	90.22
2300 SUPPORT SERVICES-ADMIN	56,871.23	64,089.52	13,222.31	44,744.48	6,122.73	90.45
2400 SUPP SVC-PUBLIC HEALTH	30,900.00	30,900.00	1,234.04	66,406.36	(36,740.40)	218.90
2500 SUPP SERVICES-BUSINESS	110,001.53	135,457.37	421.66	136,711.97	(1,676.26)	101.24
2600 OP/MAINT PLANT SVCS	2,982,087.00	2,990,352.05	37,849.42	3,040,536.76	(88,034.13)	102.94
2700 STUDENT TRANSP SERVICES	712,000.00	720,270.28	56,511.22	364,334.49	299,424.57	58.43
2800 SUPPORT SVCS-CENTRAL	980,416.00	1,392,108.20	123,075.36	2,413,928.25	(1,144,895.41)	182.24
3200 STUDENT ACTIVITIES	264,651.00	263,327.29	47,922.43	310,204.17	(94,799.31)	136.00
3300 COMMUNITY SERVICES	54,046.00	54,046.00	9,616.39	54,737.50	(10,307.89)	119.07
Totals for 600s	8,634,125.05	9,098,288.62	563,500.36	9,439,933.84	(905,145.58)	109.95
700 PROPERTY						
1100 REG PROG ELEM/SECONDARY	4,000.00	4,000.00	0.00	518.00	3,482.00	12.95
1200 SPEC PROG ELEMEN/SECOND	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
2300 SUPPORT SERVICES-ADMIN	0.00	0.00	0.00	31,416.00	(31,416.00)	0.00
2500 SUPP SERVICES-BUSINESS	0.00	45,049.00	0.00	45,049.00	0.00	100.00
2600 OP/MAINT PLANT SVCS	198,000.00	203,276.62	0.00	78,843.42	124,433.20	38.79
2700 STUDENT TRANSP SERVICES	0.00	0.00	224,772.00	940,698.00	(1,165,470.00)	0.00
2800 SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	21,730.00	(21,730.00)	0.00
3200 STUDENT ACTIVITIES	50,000.00	50,000.00	0.00	70,058.42	(20,058.42)	140.12
Totals for 700s	272,000.00	322,325.62	224,772.00	1,188,312.84	(1,090,759.22)	438.40

East Stroudsburg Area School District

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
800 OTHER OBJECTS						
1100 REG PROG ELEM/SECONDARY	10,108.00	10,975.50	234.90	4,836.95	5,903.65	46.21
1200 SPEC PROG ELEMEN/SECOND	6,990.00	6,990.00	0.00	5,818.77	1,171.23	83.24
2100 SUPPORT SVCS-STUDENTS	4,930.00	4,930.00	345.00	4,464.50	120.50	97.56
2200 SUPPORT SERVICES-INSTRU	1,000.00	1,461.99	0.00	1,461.99	0.00	100.00
2300 SUPPORT SERVICES-ADMIN	65,763.60	62,900.13	1,819.34	67,579.72	(6,498.93)	110.33
2400 SUPP SVC-PUBLIC HEALTH	1,760.00	1,760.00	0.00	1,032.75	727.25	58.68
2500 SUPP SERVICES-BUSINESS	25,000.00	23,035.11	0.00	26,015.89	(2,980.78)	112.94
2600 OPI/MAINT PLANT SVCS	4,000.00	4,000.00	150.00	1,886.80	1,963.20	50.92
2700 STUDENT TRANSP SERVICES	5,000.00	5,000.00	0.00	6,176.72	(1,176.72)	123.53
2800 SUPPORT SVCS-CENTRAL	4,800.00	4,800.00	0.00	4,870.73	(70.73)	101.47
3200 STUDENT ACTIVITIES	49,591.00	51,671.00	3,360.00	41,252.63	7,058.37	86.34
5100 <5100>	3,398,410.57	3,379,510.36	0.00	5,632,540.26	(2,253,029.90)	166.67
5900 BUDGETARY RESERVE	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Totals for 800s	4,577,353.17	4,557,034.09	5,909.24	5,797,937.71	(1,246,812.86)	127.36
900 OTHER USES OF FUNDS						
5100 <5100>	13,715,533.61	13,324,160.23	0.00	11,233,105.95	2,091,054.28	84.31
5200 INTERFUND TRANSFERS-OUT	1,000,000.00	1,000,000.00	0.00	29,883.00	970,117.00	2.99
Totals for 900s	14,715,533.61	14,324,160.23	0.00	11,262,988.95	3,061,171.28	78.63
Expenditure Totals	187,784,000.00	187,785,465.95	3,678,235.27	178,194,161.84	5,913,068.84	96.85
000 NON-CATEGORICAL						
6100 <6100>	(96,593,672.00)	(96,593,672.00)	0.00	(95,619,121.79)	(974,550.21)	98.99
6400 <6400>	(10,000,000.00)	(10,000,000.00)	0.00	(5,731,964.35)	(4,268,035.65)	57.32
6500 EARNINGS ON INVESTMENTS	(750,000.00)	(750,000.00)	0.00	(3,478,969.27)	2,728,969.27	463.86
6700 <6700>	(22,000.00)	(22,000.00)	0.00	(41,572.86)	19,572.86	188.97
6800 <6800>	(1,052,422.00)	(1,052,422.00)	0.00	(1,664,433.35)	612,011.35	158.15
6900 6900	(304,000.00)	(304,000.00)	0.00	(2,170,329.66)	1,866,329.66	713.92
7100 BASIC INSTRUCT & OPER	(26,521,965.00)	(26,521,965.00)	0.00	(24,628,011.62)	(1,893,953.38)	92.86

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

173

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
7200 <7200>	(6,064,902.00)	(6,064,902.00)	0.00	(6,057,728.52)	(7,173.48)	99.88
7300 <7300>	(9,690,649.00)	(9,690,649.00)	0.00	(6,953,970.70)	(2,736,678.30)	71.76
7500 MISC STATE REVENUE	(1,248,758.00)	(1,248,758.00)	0.00	(1,573,758.00)	325,000.00	126.03
7800 <7800>	(17,000,000.00)	(17,000,000.00)	0.00	(20,455,388.47)	3,455,388.47	120.33
8100 UNRESTRICT GRANT-IN-AID	(507,333.00)	(507,333.00)	0.00	(851,069.00)	343,736.00	167.75
8500 RESTRICT GRANTS-IN-AID	(2,512,820.00)	(2,512,820.00)	0.00	(2,573,840.52)	61,020.52	102.43
8700 <8700>	(5,816,877.00)	(5,816,877.00)	0.00	(3,789,398.03)	(2,027,478.97)	65.14
8800 MED ASSIST REIMBURSE	(1,150,000.00)	(1,150,000.00)	0.00	(1,459,209.58)	309,209.58	126.89
9400 SALE OF FIXED ASSETS	(50,000.00)	(50,000.00)	0.00	(4,323.54)	(45,676.46)	8.65
Totals for 000s	(179,285,398.00)	(179,285,398.00)	0.00	(177,053,089.26)	(2,232,308.74)	98.75
Revenue Totals	(179,285,398.00)	(179,285,398.00)	0.00	(177,053,089.26)	(2,232,308.74)	98.75
Fund 10 Totals						
Total Expenditure	168,670,055.82	169,081,795.36	3,678,235.27	161,298,632.63	4,104,927.46	97.57
Total Other Expenditure	19,113,944.18	18,703,670.59	0.00	16,895,529.21	1,808,141.38	90.33
Total Revenue	(179,235,398.00)	(179,235,398.00)	0.00	(177,048,765.72)	(2,186,632.28)	98.78
Total Other Revenue	(50,000.00)	(50,000.00)	0.00	(4,323.54)	(45,676.46)	8.65

BOARD SUMMARY

Fund: 21 - CONCESSION STAND FUND Encumbrances Included

As of: 06/30/2024

Funding Source:

174

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
600 SUPPLIES						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	30,032.62	(30,032.62)	0.00
Totals for 600s	0.00	0.00	0.00	30,032.62	(30,032.62)	0.00
800 OTHER OBJECTS						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	26,195.59	(26,195.59)	0.00
Totals for 800s	0.00	0.00	0.00	26,195.59	(26,195.59)	0.00
Expenditure Totals	0.00	0.00	0.00	56,228.21	(56,228.21)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	0.00	0.00	0.00	(892.34)	892.34	0.00
6600 FOOD SERVICE REVENUE	0.00	0.00	0.00	(63,302.52)	63,302.52	0.00
Totals for 000s	0.00	0.00	0.00	(64,194.86)	64,194.86	0.00
Revenue Totals	0.00	0.00	0.00	(64,194.86)	64,194.86	0.00
Fund 21 Totals						
Total Expenditure	0.00	0.00	0.00	56,228.21	(56,228.21)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	(64,194.86)	64,194.86	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: 29 - SPECIAL ACTIVITY FUND Encumbrances Included

As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
300 PURCHASED PROF & TECH						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	950.00	(950.00)	0.00
Totals for 300s	0.00	0.00	0.00	950.00	(950.00)	0.00
400 PURCHASED PROPERTY SVC						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	10,128.30	(10,128.30)	0.00
Totals for 400s	0.00	0.00	0.00	10,128.30	(10,128.30)	0.00
500 <500>						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	8,719.95	(8,719.95)	0.00
Totals for 500s	0.00	0.00	0.00	8,719.95	(8,719.95)	0.00
600 SUPPLIES						
3200 STUDENT ACTIVITIES	0.00	0.00	1,993.48	109,687.05	(111,680.53)	0.00
Totals for 600s	0.00	0.00	1,993.48	109,687.05	(111,680.53)	0.00
800 OTHER OBJECTS						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	70,535.68	(70,535.68)	0.00
Totals for 800s	0.00	0.00	0.00	70,535.68	(70,535.68)	0.00
Expenditure Totals	0.00	0.00	1,993.48	200,020.98	(202,014.46)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	315,081.37	315,081.37	0.00	(5,502.37)	320,583.74	(1.75)
6700 <6700>	0.00	0.00	0.00	(197,558.74)	197,558.74	0.00
6900 6900	0.00	0.00	0.00	(7,222.09)	7,222.09	0.00
Totals for 000s	315,081.37	315,081.37	0.00	(210,283.20)	525,364.57	(66.74)
Revenue Totals	315,081.37	315,081.37	0.00	(210,283.20)	525,364.57	(66.74)
Fund 29 Totals						
Total Expenditure	0.00	0.00	1,993.48	200,020.98	(202,014.46)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	315,081.37	315,081.37	0.00	(210,283.20)	525,364.57	(66.74)
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY
Fund: 32 - CAPITAL RESERVE/PROJECT Encumbrances Included
As of: 06/30/2024

Funding Source:

176

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
400 PURCHASED PROPERTY SVC						
4200 EXISTING SITE IMPROVE	0.00	0.00	0.00	28,951.35	(28,951.35)	0.00
4400 ARCH & ENGINEER IMPROVE	0.00	0.00	58,816.50	112,399.77	(171,216.27)	0.00
4600 EXISTING BLDG IMPROVE	0.00	0.00	2,700,149.14	4,106,066.91	(6,806,216.05)	0.00
Totals for 400s	0.00	0.00	2,758,965.64	4,247,418.03	(7,006,383.67)	0.00
700 PROPERTY						
2200 SUPPORT SERVICES-INSTRU	0.00	0.00	0.00	14,429.00	(14,429.00)	0.00
2600 OP/MAINT PLANT SVCS	0.00	0.00	0.00	53,025.00	(53,025.00)	0.00
2800 SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	734,126.50	(734,126.50)	0.00
4100 SITE ACQUISITION SVCS	0.00	0.00	0.00	8,713.01	(8,713.01)	0.00
4200 EXISTING SITE IMPROVE	0.00	0.00	0.00	238,256.70	(238,256.70)	0.00
4600 EXISTING BLDG IMPROVE	0.00	0.00	114,255.00	238,997.51	(353,252.51)	0.00
Totals for 700s	0.00	0.00	114,255.00	1,287,547.72	(1,401,802.72)	0.00
Expenditure Totals	0.00	0.00	2,873,220.64	5,534,965.75	(8,408,186.39)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	0.00	0.00	0.00	(1,231,051.16)	1,231,051.16	0.00
Totals for 000s	0.00	0.00	0.00	(1,231,051.16)	1,231,051.16	0.00
Revenue Totals	0.00	0.00	0.00	(1,231,051.16)	1,231,051.16	0.00
Fund 32 Totals						
Total Expenditure	0.00	0.00	2,873,220.64	5,534,965.75	(8,408,186.39)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	(1,231,051.16)	1,231,051.16	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: 50 - CAFETERIA FUND Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
100 100						
3100 FOOD SERVICES	0.00	0.00	0.00	1,573,295.28	(1,573,295.28)	0.00
Totals for 100s	0.00	0.00	0.00	1,573,295.28	(1,573,295.28)	0.00
200 BENEFITS						
3100 FOOD SERVICES	0.00	0.00	0.00	1,089,175.83	(1,089,175.83)	0.00
Totals for 200s	0.00	0.00	0.00	1,089,175.83	(1,089,175.83)	0.00
300 PURCHASED PROF & TECH						
2800 SUPPORT SVCS-CENTRAL	0.00	0.00	0.00	380.00	(380.00)	0.00
3100 FOOD SERVICES	0.00	0.00	0.00	4,244.44	(4,244.44)	0.00
Totals for 300s	0.00	0.00	0.00	4,624.44	(4,624.44)	0.00
400 PURCHASED PROPERTY SVC						
3100 FOOD SERVICES	0.00	0.00	82,126.21	64,940.71	(147,066.92)	0.00
Totals for 400s	0.00	0.00	82,126.21	64,940.71	(147,066.92)	0.00
500 <500>						
3100 FOOD SERVICES	0.00	0.00	0.00	8,363.76	(8,363.76)	0.00
Totals for 500s	0.00	0.00	0.00	8,363.76	(8,363.76)	0.00
600 SUPPLIES						
3100 FOOD SERVICES	0.00	0.00	1,592,527.10	1,925,348.95	(3,517,876.05)	0.00
Totals for 600s	0.00	0.00	1,592,527.10	1,925,348.95	(3,517,876.05)	0.00
700 PROPERTY						
3100 FOOD SERVICES	0.00	0.00	0.00	26,472.16	(26,472.16)	0.00
Totals for 700s	0.00	0.00	0.00	26,472.16	(26,472.16)	0.00
800 OTHER OBJECTS						
3100 FOOD SERVICES	0.00	0.00	0.00	18,578.11	(18,578.11)	0.00
Totals for 800s	0.00	0.00	0.00	18,578.11	(18,578.11)	0.00
Expenditure Totals	0.00	0.00	1,674,653.31	4,710,799.24	(6,385,452.55)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	0.00	0.00	0.00	(11,804.23)	11,804.23	0.00

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
6600 FOOD SERVICE REVENUE	0.00	0.00	0.00	(329,338.10)	329,338.10	0.00
6900 6900	0.00	0.00	0.00	(17,812.74)	17,812.74	0.00
7600 MILK/LUNCH/BREAKFAST	0.00	0.00	0.00	(305,712.87)	305,712.87	0.00
7800 <7800>	0.00	0.00	0.00	(242,779.09)	242,779.09	0.00
8500 RESTRICT GRANTS-IN-AID	0.00	0.00	0.00	(3,969,991.87)	3,969,991.87	0.00
Totals for 000s	0.00	0.00	0.00	(4,877,438.90)	4,877,438.90	0.00
900 OTHER USES OF FUNDS						
9300 <9300>	0.00	0.00	0.00	(29,883.00)	29,883.00	0.00
Totals for 900s	0.00	0.00	0.00	(29,883.00)	29,883.00	0.00
Revenue Totals	0.00	0.00	0.00	(4,907,321.90)	4,907,321.90	0.00
Fund 50 Totals						
Total Expenditure	0.00	0.00	1,674,653.31	4,710,799.24	(6,385,452.55)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	(4,877,438.90)	4,877,438.90	0.00
Total Other Revenue	0.00	0.00	0.00	(29,883.00)	29,883.00	0.00

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BOARD SUMMARY
Fund: 71 - NON-EXPENDABLE SCHOLARSHIP Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
800 OTHER OBJECTS						
3400 SCHOLARSHIPS AND AWARDS	0.00	0.00	0.00	1,125.00	(1,125.00)	0.00
Totals for 800s	0.00	0.00	0.00	1,125.00	(1,125.00)	0.00
Expenditure Totals	0.00	0.00	0.00	1,125.00	(1,125.00)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	0.00	0.00	0.00	(644.80)	644.80	0.00
6900 6900	0.00	0.00	0.00	(100.00)	100.00	0.00
Totals for 000s	0.00	0.00	0.00	(744.80)	744.80	0.00
Revenue Totals	0.00	0.00	0.00	(744.80)	744.80	0.00
Fund 71 Totals						
Total Expenditure	0.00	0.00	0.00	1,125.00	(1,125.00)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	(744.80)	744.80	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY
Fund: 72 - EXPENDABLE SCHOLARSHIP Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
800 OTHER OBJECTS						
3400 SCHOLARSHIPS AND AWARDS	0.00	0.00	0.00	19,700.00	(19,700.00)	0.00
Totals for 800s	0.00	0.00	0.00	19,700.00	(19,700.00)	0.00
Expenditure Totals	0.00	0.00	0.00	19,700.00	(19,700.00)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	0.00	0.00	0.00	(2,891.62)	2,891.62	0.00
6900 6900	0.00	0.00	0.00	(23,899.85)	23,899.85	0.00
Totals for 000s	0.00	0.00	0.00	(26,791.47)	26,791.47	0.00
Revenue Totals	0.00	0.00	0.00	(26,791.47)	26,791.47	0.00
Fund 72 Totals						
Total Expenditure	0.00	0.00	0.00	19,700.00	(19,700.00)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	0.00	0.00	(26,791.47)	26,791.47	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY
Fund: 80 - STUDENT ACTIVITY FUND Encumbrances Included
As of: 06/30/2024

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
300 PURCHASED PROF & TECH						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	9,350.00	(9,350.00)	0.00
Totals for 300s	0.00	0.00	0.00	9,350.00	(9,350.00)	0.00
500 <500>						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	34,440.97	(34,440.97)	0.00
Totals for 500s	0.00	0.00	0.00	34,440.97	(34,440.97)	0.00
600 SUPPLIES						
3200 STUDENT ACTIVITIES	0.00	0.00	2,237.30	23,849.26	(26,086.56)	0.00
Totals for 600s	0.00	0.00	2,237.30	23,849.26	(26,086.56)	0.00
800 OTHER OBJECTS						
3200 STUDENT ACTIVITIES	0.00	0.00	0.00	75,056.78	(75,056.78)	0.00
3400 SCHOLARSHIPS AND AWARDS	0.00	0.00	0.00	1,450.00	(1,450.00)	0.00
Totals for 800s	0.00	0.00	0.00	76,506.78	(76,506.78)	0.00
Expenditure Totals	0.00	0.00	2,237.30	144,147.01	(146,384.31)	0.00
000 NON-CATEGORICAL						
6500 EARNINGS ON INVESTMENTS	104,071.53	104,071.53	0.00	(1,703.83)	105,775.36	(1.64)
6700 <6700>	0.00	0.00	0.00	(143,434.13)	143,434.13	0.00
Totals for 000s	104,071.53	104,071.53	0.00	(145,137.96)	249,209.49	(139.46)
Revenue Totals	104,071.53	104,071.53	0.00	(145,137.96)	249,209.49	(139.46)
Fund 80 Totals						
Total Expenditure	0.00	0.00	2,237.30	144,147.01	(146,384.31)	0.00
Total Other Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	104,071.53	104,071.53	0.00	(145,137.96)	249,209.49	(139.46)
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2024

182

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	168,670,055.82	169,081,795.36	8,230,340.00	171,965,618.82	(11,114,163.46)	106.57
Total Other Expenditure	19,113,944.18	18,703,670.59	0.00	16,895,529.21	1,808,141.38	90.33
Total Revenue	(178,816,245.10)	(178,816,245.10)	0.00	(183,604,408.07)	4,788,162.97	102.68
Total Other Revenue	(50,000.00)	(50,000.00)	0.00	(34,206.54)	(15,793.46)	68.41

indemnifying Owner against any such Liens, security interest, or encumbrances), and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents
and is not defective.

Contractor Signature

By: *Shirley L. Davis*

Date:

6/20/2024

Payment of: \$

(Line 8 or other - attach explanation of the other amount)

is approved by:

(Owner)

(Date)

Approved by:

Funding or Financing Entity (if applicable)

(Date)

184

184

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Contractor's Application

Progress Estimate - Lump Sum Work

5730

For (Contract):		Middle Smithfield Elementary School		Application Number:	3		
Application Period:		6/20/2024		Application Date:	6/20/2024		
Specification Section No.	A Description	B Scheduled Value (\$)	Work Completed		E Materials Presently Stored (not in C or D)	F Total Completed and Stored to Date (C + D + E)	G Balance to Finish (B - F)
			C From Previous Application (C+D)	D This Period			
1	Carpet Material	\$17,000.00	\$17,000.00			\$17,000.00	100.0%
2	Carpet Labor	\$2,500.00					
3	LVT Material	\$153,910.00	\$153,910.00			\$153,910.00	100.0%
4	LVT Labor	\$63,175.00	\$25,000.00			\$25,000.00	38.4%
5	Demo and Floor Prep Material	\$8,150.00	\$8,150.00			\$8,150.00	100.0%
6	Demo and Floor Prep Labor	\$64,325.00	\$32,162.50			\$32,162.50	50.0%
7	Accessories (Wall Base, Material and Labor)	\$127,000.00	\$106,750.00			\$106,750.00	84.1%
8	Walk Off Mats (M & L)	\$15,875.00	\$5,000.00			\$5,000.00	63.0%
9	Project Allowance	\$70,560.00					
Totals		\$524,495.00	\$790,910.00	\$62,162.50		\$352,972.50	\$171,522.50

186



Contractor's Application for Payment No. 3

Application #3	Application Date: 6/20/2024	3
Period:		
From (Contractor): Cope Commercial Flooring and Interiors	Via (Engineer): D'HUY Engineering	
Contract:		
Contractor's Project No.: 5731	Engineer's Project No.: 287040	
To (Owner): East Stroudsburg Area School District		
Project: East Stroudsburg Elementary School		
Owner's Contract No.: 24-00365		

Application For Payment Change Order Summary

Approved Change Orders	Additions	Deductions	
1. ORIGINAL CONTRACT PRICE.....			\$ 5444,826.00
2. Net change by Change Orders.....			\$
3. Current Contract Price (Line 1 ± 2).....			\$ 5444,826.00
4. TOTAL COMPLETED AND STORED TO DATE			
(Column F total on Progress Estimates).....			
			\$ 5275,800.00
5. RETAINAGE:			
a. 10% X _____ Work Completed.....			\$
b. X _____ Stored Material.....			\$
c. Total Retain. _____			\$ 527,580.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....			
			\$ 5248,220.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....			
			\$ 5229,140.00
8. AMOUNT DUE THIS APPLICATION.....			
			\$ 519,080.00
9. BALANCE TO FINISH, PLUS RETAINAGE			
(Column G total on Progress Estimates + Line 5.c above).....			
			\$ 5196,606.00

Contractor's Certification	
<p>The undersigned Contractor certifies, to the best of its knowledge, the following:</p> <p>(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;</p> <p>(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner</p>	
Payment of: \$	19,080.00
(Line 8 or other - attach explanation of the other amount)	
is recommended by: <u>Josh Grice</u>	6/26/24
(Engineer)	(Date)

187

881

indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature	
By: <i>Rui Faria</i>	Date: 6/20/2024

Payment of: \$ _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

188



INVOICE

No. 61271

05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>Resica ES HVAC Replacement 287036</p> <p>For Services Rendered From April 27, 2024 To May 24, 2024</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">DEI fee: \$182,770 (7% of \$2,611,000)</p> </div>
--

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$182,770.00	\$111,069.33	61.14	\$676.25

INVOICE TOTAL **\$676.25**

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
60955	4/26/2024	\$1,060.07	\$0.00	\$0.00	\$0.00	\$1,060.07
Total Prior Billing		\$1,060.07	\$0.00	\$0.00	\$0.00	\$1,060.07

190



INVOICE

No. 61272

05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>High School North and Lehman I.S. Rooftop Equipment Replacement</p> <p>287037</p> <p>For Services Rendered From April 27, 2024 To May 24, 2024</p> <p>DEI fee: \$204,085 (7% of \$2,915,500)</p>

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$204,085.00	\$127,798.03	62.95	\$673.48

INVOICE TOTAL \$673.48

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>
60956	4/26/2024	\$1,061.24	\$0.00	\$0.00	\$0.00	\$1,061.24
Total Prior Billing		\$1,061.24	\$0.00	\$0.00	\$0.00	\$1,061.24

191



INVOICE

No. 61273
05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

North Campus Generator Replacement
287039
For Services Rendered From April 27, 2024 To May 24, 2024

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$13,750.00	\$12,650.00	97.55	\$763.13

INVOICE TOTAL \$763.13

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>
61042	4/26/2024	\$1,437.50	\$0.00	\$0.00	\$0.00	\$1,437.50
Total Prior Billing		\$1,437.50	\$0.00	\$0.00	\$0.00	\$1,437.50

192



INVOICE

No. 61274

05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>Middle Smithfield Elementary and East Stroudsburg Elementary Flooring Replacement</p> <p>287040</p> <p>For Services Rendered From April 27, 2024 To May 24, 2024</p> <p>DEI fee: \$67,852 (7% of \$969,321)</p>
--

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$67,852.00	\$44,239.50	67.33	\$1,445.25

INVOICE TOTAL \$1,445.25

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
60957	4/26/2024	\$1,336.68	\$0.00	\$0.00	\$0.00	\$1,336.68
Total Prior Billing		\$1,336.68	\$0.00	\$0.00	\$0.00	\$1,336.68

193



INVOICE

No. 61275
05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>South Field House Equipment Replacement</p> <p>287042</p> <p>For Services Rendered From April 27, 2024 To May 24, 2024</p> <p>DEI Estimated Fee: \$21,250 (7.5% of \$250,000 + \$2,500)</p>
--

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$21,250.00	\$4,301.00	70.00	\$10,574.00

INVOICE TOTAL \$10,574.00

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>
60958	4/26/2024	\$4,301.00	\$0.00	\$0.00	\$0.00	\$4,301.00
Total Prior Billing		\$4,301.00	\$0.00	\$0.00	\$0.00	\$4,301.00

194



INVOICE

No. 61276

05/24/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>North Campus Storm Pipe Replacement</p> <p>287043</p> <p>For Services Rendered From April 27, 2024 To May 24, 2024</p> <p>DEI Estimated Fee: \$21,000 (7% of \$300,000)</p>
--

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$21,000.00	\$1,266.30	16.32	\$2,160.90

INVOICE TOTAL \$2,160.90

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>
60959 4/26/2024	\$1,266.30	\$0.00	\$0.00	\$0.00	\$1,266.30
Total Prior Billing	\$1,266.30	\$0.00	\$0.00	\$0.00	\$1,266.30

195



INVOICE

No. 61362

06/28/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>Resica ES HVAC Replacement</p> <p>287036</p> <p>For Services Rendered From May 25, 2024 To June 28, 2024</p> <p>DEI fee: \$182,770 (7% of \$2,611,000)</p>

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$182,770.00	\$111,745.58	66.00	\$8,882.62

INVOICE TOTAL \$8,882.62

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
60955	4/26/2024	\$0.00	\$1,060.07	\$0.00	\$0.00	\$1,060.07
61271	5/24/2024	\$676.25	\$0.00	\$0.00	\$0.00	\$676.25
Total Prior Billing		\$676.25	\$1,060.07	\$0.00	\$0.00	\$1,736.32

194



INVOICE

No. 61363

06/28/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>High School North and Lehman I.S. Rooftop Equipment Replacement</p> <p>287037</p> <p>For Services Rendered From May 25, 2024 To June 28, 2024</p>
<p>DEI fee: \$204,085 (7% of \$2,915,500)</p>

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$204,085.00	\$128,471.51	66.00	\$6,224.59

INVOICE TOTAL \$6,224.59

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>
60956	4/26/2024	\$0.00	\$1,061.24	\$0.00	\$0.00	\$1,061.24
61272	5/24/2024	\$673.48	\$0.00	\$0.00	\$0.00	\$673.48
Total Prior Billing		\$673.48	\$1,061.24	\$0.00	\$0.00	\$1,734.72



INVOICE

No. 61364
06/28/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>Middle Smithfield Elementary and East Stroudsburg Elementary Flooring Replacement</p> <p>287040</p> <p>For Services Rendered From May 25, 2024 To June 28, 2024</p> <p>DEI fee: \$67,852 (7% of \$969,321)</p>

00 - Basic Services

<u>Contract Amount</u>	<u>Previously Billed</u>	<u>% Complete</u>	<u>Invoice Amount</u>
\$67,852.00	\$45,684.75	69.22	\$1,283.76

INVOICE TOTAL \$1,283.76

Prior Billing Information

<u>Invoice</u>	<u></u>	<u>0 - 30</u>	<u>31 - 60</u>	<u>61-90</u>	<u>Over 90</u>	<u>Balance</u>
60957	4/26/2024	\$0.00	\$1,336.68	\$0.00	\$0.00	\$1,336.68
61274	5/24/2024	\$1,445.25	\$0.00	\$0.00	\$0.00	\$1,445.25
Total Prior Billing		\$1,445.25	\$1,336.68	\$0.00	\$0.00	\$2,781.93

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INVOICE

No. 61365

06/28/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

<p>South Field House Equipment Replacement</p> <p>287042</p> <p>For Services Rendered From May 25, 2024 To June 28, 2024</p> <p>DEI Fee: \$21,250 (7.5% of \$250,000 + \$2,500)</p>

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$24,609.69	\$14,875.00	65.76	\$1,307.50

INVOICE TOTAL \$1,307.50

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
60958	4/26/2024	\$0.00	\$4,301.00	\$0.00	\$0.00	\$4,301.00
61275	5/24/2024	\$10,574.00	\$0.00	\$0.00	\$0.00	\$10,574.00
Total Prior Billing		\$10,574.00	\$4,301.00	\$0.00	\$0.00	\$14,875.00

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INVOICE

No. 61366

06/28/2024

One East Broad Street, Suite 310 | Bethlehem, PA 18018
(610) 865-3000 | CHASOLUTIONS.COM

East Stroudsburg Area School District

50 Vine Street
East Stroudsburg, PA 18301
Peter Bard

North Campus Storm Pipe Replacement

287043

For Services Rendered From May 25, 2024 To June 28, 2024

DEI Fee: \$23,976 (7.5% of \$286,351 + \$2,500)

00 - Basic Services

Contract Amount	Previously Billed	% Complete	Invoice Amount
\$23,976.00	\$3,427.20	40.00	\$6,163.20

INVOICE TOTAL \$6,163.20

Prior Billing Information

Invoice		0 - 30	31 - 60	61-90	Over 90	Balance
60959	4/26/2024	\$0.00	\$1,266.30	\$0.00	\$0.00	\$1,266.30
61276	5/24/2024	\$2,160.90	\$0.00	\$0.00	\$0.00	\$2,160.90
Total Prior Billing		\$2,160.90	\$1,266.30	\$0.00	\$0.00	\$3,427.20

200

AGREEMENT

THIS AGREEMENT, made this day of July 15, 2024 by and between, Shawnee Valley Owners Association located at Shawnee Valley, Pennsylvania (hereinafter called "PROPERTY OWNER") and EAST STROUDSBURG AREA SCHOOL DISTRICT, whose offices are located in East Stroudsburg, Pennsylvania, (hereinafter called "ESASD");

WHEREAS, ESASD, currently provides bus transportation for resident students attending District schools from PROPERTY OWNER's location;

WHEREAS, PROPERTY OWNER is the owner of a parcel of land on which a school bus pick-up and drop-off facility (hereinafter called the "BUS STOP") is intended to be established;

WHEREAS, the current loading/unloading zone is inconvenient and poses potential dangers for students embarking on and disembarking from buses; and

WHEREAS, the parties agree that it is in their best interests and those of the aforementioned students that ESASD be permitted to further enter upon the private road controlled, owned and maintained by PROPERTY OWNER and the BUS STOP to be established for the purpose of picking up and discharging students at the BUS STOP area.

NOW, THEREFORE, for and in consideration of the sum of One (\$1.00) Dollar, paid to PROPERTY OWNER by ESASD, the parties hereto hereby agree as follows:

- 1. PROPERTY OWNER hereby gives ESASD the license, right and privilege to drive upon the private road and to utilize the proposed BUS STOP area as shown on Exhibit "A" attached hereto and made a part hereof for the purpose of picking up and discharging students.**
- 2. PROPERTY OWNER agrees that it shall be responsible for the maintenance of the BUS STOP area. Such maintenance shall include snow removal from the BUS STOP area and the private road and keeping the same in a safe and reasonable condition so as to enable ESASD to travel such road and utilize the BUS STOP without subjecting the drivers and passengers of its buses and the buses themselves to unreasonable risk of damage or injury.**
- 3. ESASD accepts the terms and conditions set forth herein and agrees that its use of the property is not to be construed as a public right and will not confer any vested right upon ESASD or others for the public use of such property.**
- 4. The parties acknowledge that ESASD has no legal, statutory or regulatory obligation to enter upon private roads for the purpose of providing bus**

transportation to its students. ESASD's consent to provide, and its provision of, transportation pursuant to the provisions of this license shall not be in any way construed to require, or be an admission of an obligation to provide, similar or more extensive bus transportation on the private roads of this, or any other, private entity.

5. The parties acknowledge that the provision of bus transportation and the establishment of bus routes and loading and unloading zones is a matter entirely within the authority and discretion of the Board of Education of the ESASD. Accordingly, ESASD may, at its discretion, elect to discontinue utilizing the private road at any time. Likewise, the PROPERTY OWNER may terminate this license agreement and their obligations hereunder at any time by giving ESASD written notice to that effect, at which time ESASD will no longer use the private road and the BUS STOP for pick-up and discharge of students.
6. ESASD hereby agrees that it shall indemnify, defend and hold harmless PROPERTY OWNER in connection with any complaints, claims or actions asserted against them, or any of them, arising out of, or in connection with, the bus transportation operations of ESASD pursuant to this Agreement, excepting only gross negligence or willful misconduct on the part of the other parties.

IN WITNESS WHEREOF, said parties have hereunto set their hands and seals the day and year first above written.

ATTEST: PROPERTY OWNER

By: _____

ATTEST: EAST STROUDSBURG AREA SCHOOL DISTRICT

**By: _____
Board President**



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EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

818

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 3rd day of July 2024, by and between:

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

AND

Adam Burdett (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Mr. Burdett will be responsible for writing the marching band drill for the North high school marching band for the fall 2024 season. The director will communicate the exact number of drill spots to be written after the first day of band camp, August 12, 2024.

Location of Services:

East Stroudsburg Area High School - North
279 Timberwolf Drive
Dingmans Ferry, PA 18328

Effective Date: August 12, 2024 – August 23, 2024

Professional Fee:

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

b) Fixed Rate: \$ 1,500.00

c) Are expenses included? NO

Budget Code: 10-3210-330-000-30-819-125-000-0000 Department: Instrumental Music

District Initiator: Paul M. Bakner

Authorization for Payment: Benjamin A. Brennan Date: 7/9/24

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 28th day of June 2024 by and between:

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

AND

Ken Brown (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Mr. Brown will be assisting with the color guard during the week of Band Camp for the South High School Marching Band during our 2024 season. This will include helping teach, clean, and review the skills needed for a successful color guard. Other activities could include writing flag work that goes with the show music, teaching said work, and assisting the other various needs of the guard to fit the show and abilities of the guard members, as aided and described by the band director and other marching band staff.

Location of Services:

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

Effective Date: July 2024

Professional Fee:

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

b) Fixed Rate: \$ 700.00

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

Budget Code: 10-3210-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Katye N. Clogg

Authorization for Payment: _____ Date: _____

Purchase Order # _____

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this day of 7-1, 20 24, by and between:

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

AND

Bushkill Emergency Corps (the "Contractor") of 522 Sterling, Ct; East Stroudsburg, PA 18302

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Provide standby ambulance coverage for designated East Stroudsburg North Varsity, East Stroudsburg North JV, and Lehman Intermediate football games at specified locations and times listed below. Ambulance should arrive 15-30 minutes prior to the game start time. We have attached game schedules with start times. Schedule is subject to change. Appropriate notification will be made related to schedule changes.

Location of Services: 279 Timberwolf Drive; Dingmans Ferry, PA 18328

VARSDITY - 7:00pm start time (9/6/2024, 9/13/2024, 9/27/2024, 10/11/2024, 10/25/2024)

JV - 5:30pm start time (8/26/2024, 9/3/2024, 9/23/2024, 10/7/2024, 10/21/2024)

MIDDLE SCHOOL - 4:00pm start time (9/4/2024, 9/11/2024, 9/18/2024, 9/26/2024, 10/3/2024, 10/10/2024, 10/17/2024)

Effective Date:
8/26/2024

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ 110.00 per game
Time (Days/Hour/Other): 17
Total Cost: \$ 1870.00

b) Fixed Rate: \$ _____

c) Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-3250-330-100-30-819-550-000-5001 Department: North Athletics

District Initiator: Charles Dailey

Authorization for Payment: _____ Date: _____

Purchase Order # _____

FOR M **818**

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

email: pennico@yahoo.com

THIS AGREEMENT is made this 2nd day of July, 2024, by and between:

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

AND

Paul Enico (the "Contractor") of Chillon Wheels 2 LLC

Phone # 484-291-1616

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Students will select one ice cream / ice pop treat to enjoy on the last day of Summer STEAM*R 2024.

Location of Services:

Bushkill Elem. School

Effective Date:

Thursday, July 25, 2024

Professional Fee:

a) Rate (Daily/Hourly/Other): \$ /

Time (Days/Hour/Other): /

Total Cost: \$ total cost of treats served (# present)

b) Fixed Rate: \$ ~ \$800 (estimate)

c) Are expenses included? YES NO

If no, please itemize:

Budget Code: 10-1110-330-100-10- 211 -000-000-9150

Department: EITC Grant

District Initiator: Linda Wisneiski, STEAM*R Coordinator

Authorization for Payment: _____ Date: _____

Purchase Order # _____

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

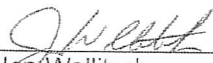
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

In collaboration with Transperfect, Colonial Intermediate Unit 20 will provide remote interpreting services to students and staff at the East Stroudsburg Area School District.

The rate for this service will be \$6.39 per month, for 12 months, not to exceed \$76.68, plus a fee of \$1.33 per minute for interpreting services. This contract will be in effect for the 2024-2025 school year.

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

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



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

6/27/24

Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405. TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
 A Regional Service Agency
 6 Danforth Drive
 Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
 (REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide Child Find evaluations at nonpublic and private schools for the purpose of FAPE as requested by the school district.

The rates for services are as follows:

Adaptive Physical Education	\$89.72/hour
Alternative Augmentative Communication (AAC) Evaluation	\$748.00/evaluation
Educational Audiology Services	\$283.66/hour
Feeding Team Evaluation	\$1,200.00/evaluation
Itinerant Hearing Support	\$189.56/hour
Itinerant Vision Support	\$333.41/hour
Occupational Therapy	\$143.87/hour
Orientation and Mobility Services	\$333.41/hour
Physical Therapy	\$165.37/hour
Psychological Services	\$139.83/hour
Speech and Language Support	\$141.18/hour

The total amount of this contract will be based on the total number of hours requested for each service per student. This contract is in effect for the 2024-2025 school year.

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

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


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

6/27/24
 Date

 East Stroudsburg Area School District
 Superintendent

 Date

 Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide psychiatric evaluations as requested by the East Stroudsburg Area School District.

The rates for this service are as follows:

Psychiatric Evaluation	\$329.50
Psychiatric Amendment	\$131.80
Fee for No Show Appointment	\$131.80
Fee for Cancellation-Less than 48 Hours' Notice	\$131.80

The total amount of this contract will be based on the total number of hours requested for each service per student, as well as any fees for no show or cancelled appointments. This contract will be in effect for the 2024-2025 school year.

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

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



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

6/27/24

Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

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COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will secure an LPN or an RN to administer medication for East Stroudsburg Area School District students while attending Community Based Instruction and/or field trips.

The rate for this service is \$62.00 an hour for an LPN or RN.

The total amount of this contract will be based on the total number of hours requested. This contract is in effect for the 2024-2025 school year.

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

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



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

6/17/24

Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide Occupational and Physical Therapy Evaluations for Early Intervention students during the summer months.

The rates for these services are as follows:

Occupational Therapy	\$143.87/hour
Physical Therapy	\$165.37/hour

The total amount of this contract will be based on the total number of hours requested for each service per student. This contract will be in effect from July 1, 2024 through August 26, 2024.

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

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



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

6/27/24

Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045. (610) 515-8405, TDD/TTY Hearing Impaired (610) 252-3786.

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 28th day of June, 2024 by and between:

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

AND

Ian Flint (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Mr. Flint will be responsible for writing the drill (coordinated movement) for the South High School Marching Band for the Fall 2024 season. This drill should fit the style of the music and the basic abilities of the band, as described by the band director.

The first tune of the drill should be delivered by the first day of band camp 2024, and all drill should be completed by early September.

Location of Services:

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

Effective Date: August – September, 2024

Professional Fee:

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

b) Fixed Rate: \$ 1750.00

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

Budget Code: 10-3210-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Katye N. Clogg

Authorization for Payment: _____ Date: _____

Purchase Order # _____

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 28th day of June 2024 by and between:

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

AND

Kinyatta King (the "Contractor")

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Mr. King will be assisting with the drum line during the week of Band Camp for the South High School Marching Band during our 2024 season. This will include helping teach, clean, and review the skills needed for a successful percussion section. Other activities could include writing sections and adjusting the percussion parts for the show, teaching said music, and assisting the other various needs of the drum line based on the abilities of the student members, as aided and described by the band director and other marching band staff.

Location of Services:

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

Effective Date: July 2024

Professional Fee:

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

b) Fixed Rate: \$ 500.00

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

Budget Code: 10-3210-330-000-30-820-125-000-0000 Department: Instrumental Music

District Initiator: Katy N. Clogg

Authorization for Payment: _____ Date: _____

Purchase Order # _____

EAST STROUDSBURG AREA SCHOOL DISTRICT

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

Contract for In-District Services

Name of Provider: Mary Katherine Lee

Employee # 4136

Date(s) of Services: Inservice Beginning of year -DATE TBD

Title of Presentation/Service: Usage of MTSS Sapphire Component

Purpose of Presentation/Service: Train MTSS Specialists on Sapphire Use

Total Time Required for Presentation/Service: 6.0

Presentation/Service Facility: South High School

Maximum Number of Participants: 15

Presentation/Service Rate: 225.00

Total Estimated Cost of Proposed Presentation/Service: 225.00

Budget Account Number to be charged: 10-2271-360-000-30-000-009-000-0000

Audio/Visual Equipment Needed: yes

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: Mary Lee 7/8/24
Initiator sends to Provider to sign DATE

Signature of Provider: Kathleen
Provider sends to Assistant Superintendent for Curriculum & Instruction DATE

Approvals:
Assistant Superintendent Pupil Services William D. Paddock 7/9/24
For Curriculum & Instruction: DATE
Send to the Superintendent's Office

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 _____

- Initiator will distribute the copies:
- Business Office (payroll) for payment
 - Human Resources – Place in Presenter’s File
 - Staff Development Secretary
 - Initiator
 - Provider



ATTORNEYS AT LAW
PHONE 215.938.6378

1800 BYBERRY ROAD
1301 MASONS MILL BUSINESS PARK
HUNTINGDON VALLEY, PENNSYLVANIA 19006

MICHAEL IRA LEVIN
ALLISON S. PETERSEN
PAUL J. CIANCI
DAVID W. BROWN
RICHARD B. GALTMAN
JAMES J. MUSIAL
JULIA A. LEVIN
ANTHONY M. PETRO

July 8, 2024

VIA EMAIL patricia-rosado@esasd.net

Dr. John Toleno, Acting Superintendent
East Stroudsburg Area School District
50 Vine Street
East Stroudsburg, Pennsylvania

Re: Engagement with the East Stroudsburg Area School District

Dear Dr. Toleno:

In response to the email I received from your office, we are pleased to submit this letter that (1) serves as our firm's letter of commitment for the upcoming 2024-2025 school year, and (2) summarizes our relationship with the East Stroudsburg Area School District ("School District") as legal counsel. The following describes our understanding of the terms and objectives of our engagement as legal counsel for the School District and the nature and scope of the services we will provide.

Our Responsibilities and Services.

We will provide those legal services that the School District requests us to provide and that we agree to provide, which may include the following:

1. Attendance at meetings, including executive sessions and committee meetings;
2. Advising the School District administration and school board of material information consistent with our duties representing the School District;
3. Investigation of facts for the purpose of rendering legal advice;
4. Issuance of opinion letters;
5. Preparation of contracts, requests for proposals and invitations to bid;
6. Preparation of legal notices;

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7. Preparation of resolutions necessary for the business and affairs of the School District;
8. Preparation of grant applications;
9. Review or preparation of school board policies or administrative guidelines;
10. Representation of the School District in adversarial proceedings;
11. Acting either as advisor to the school board or prosecuting attorney at school board hearings;
12. Providing legal advice and recommendations with respect to issues and matters brought to the our attention, including such matters as governance, finance, property, pupils, employees, liability, construction, litigation, contracts, civil rights, and applicable law, regulations and ordinances;
13. Working with and cooperating with other legal counsel that may be retained by the School District;
14. Working with and cooperating with other professionals retained by the School District, including the architect, financial advisor and construction manager;
15. Negotiating contracts, administrative compensation plans, or collective bargaining agreements;
16. Providing legal seminars or training to the school board, the administration, or staff;
17. Providing summaries of contracts or insurance policies;
18. Reviewing new legislation and reporting on requirements any such legislation may impose upon the School District;
19. Conducting legal audits of one or more of the School District's practices or policies; and
20. Such other services that may be requested or required from time to time by the School District.

For purposes of assignments to us, we may rely upon any request by any "Authorized Representative." For purposes of this letter, "Authorized Representative" means and includes each individual who: (1) is expressly designated orally, electronically or in writing or otherwise by School District to act on behalf of School District with respect to one or more services; (2) actually acts on behalf of School District with respect to any services; or (3) has apparent authority to act for School District, by course of dealing or otherwise with respect to any services.

With respect to adversarial proceedings for which we are requested by you or your insurance carrier to represent you or any of your officials or employees (hereinafter referred to collectively or individually as "you"), we will represent you within ethical and professional standards, and, unless instructed otherwise by you, we will take all action that we believe is necessary and reasonably calculated to advance your interests. We will file such pleadings, motions, applications, petitions and appeals as are necessary to advance or protect the School District's interests, unless instructed otherwise by applicable authority. You agree that we may take such actions.

We will provide the services that you request and that we agree to provide in accordance with the professional standards to advance the interests of the School District, subject to the following understandings:

1. We will not perform services that we have not been asked to perform.
2. When performing our services under this engagement, we will rely on the facts provided to us by you and will not undertake an independent investigation of the facts unless specifically requested to do so by you.
3. We will advise you if a particular service cannot be provided because we do not believe that we have sufficient competency in the applicable area of the law.
4. We will not provide services where we may be prohibited from providing such services in accordance with the Rules of Professional Responsibility due to such things as a conflict of interest that might exist with respect to a particular matter.
5. When negotiating a contract on behalf of the School District, we will always seek to obtain provisions that are commercially reasonable, unless instructed otherwise by the School District.

In all instances, we will comply with the Pennsylvania Rules of Professional Responsibility and other applicable law, and in all instances we will be acting in the capacity as legal counsel for the School District.

The School District's Responsibilities

The School District is responsible for making all records and related information available to us and for the accuracy and completeness of that information. This responsibility includes the establishment and maintenance of adequate records and internal controls, including monitoring ongoing activities, the selection and application of practices and policies, and document retention and retrieval practices. The School District is responsible for correcting any incorrect information that may have been provided to us. The School District agrees to bring to our attention any matters that may reasonably be expected to require further consideration to determine the proper treatment and handling of matters we are handling. The School District also agrees to bring to our attention any changes in the information as originally provided to us as soon as such information becomes available.

The School District is responsible for the design and implementation of programs, practices, policies, protocols and controls to prevent violation of law. In addition, the School District is also responsible for identifying and ensuring that the School District complies with applicable laws and regulations and advises us if it has knowledge of any situation related to our services that does not comply with applicable law. Further, we will assume that the School District has taken action to implement our recommendations unless the School District has advised us differently.

The School District is responsible for notifying us when it decides not to carry out our recommendations or when not carrying out or implementing our recommendations in the way that we advise. Such notification shall be in writing. The School District is also responsible for asking

us if it has any questions about our recommendations, if it desires to explore options for the handling of any matter, or if it wants a description of the pros and cons of proceeding in a particular manner.

Litigation Hold. The School District has certain responsibilities to preserve evidence with respect to administrative and judicial proceedings. In this regard, the School District has a duty to preserve and protect any and all paper and electronic records, documents and other evidence (individually or collectively, “evidence”) that may be relevant to any existing or future litigation once you know or reasonably should know that litigation exists or will be filed. This includes arbitration, administrative proceedings and court proceedings of any nature. Evidence includes paper documents and records and all forms of electronic evidence, including text messaging, IM, emails, social media, etc. The obligation includes keeping and maintaining electronic records and files in their electronic form without change. If the School District fails to keep and safeguard evidence that is or may be relevant or that may lead to relevant evidence, the School District and involved employees and officials may be subject to sanctions, which can be severe.

Engagement Administration

As engagement partners, Michael Levin and I will be responsible for supervising the engagement and the work performed by us.

The School District will provide us access to personnel of the School District, as necessary, to enable us to perform our work. We will ask that your personnel, to the extent possible, provide the necessary records and data to enable us to do our work. We may have to have meetings or access to records to perform our services properly and the School District will provide those items to us.

Auditing standards generally accepted in the United States of America require that we communicate certain matters related to the conduct of our services to your auditors. It is understood that our communication with your auditors is part of the services that we are required to provide. In addition, there are certain matters that might require our disclosure of the information to the board of school directors, such as willful violations of legal requirements that are material, serious difficulties that we encountered in dealing with management related to the performance of our services, any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the consolidated financial statements or our report, major issues that were discussed with management in connection with our services, and other matters as considered necessary or required to be communicated under professional standards.

Scope of Our Work

With respect to those services that you request us to perform and that we expressly agree to perform, we will consult with you about your objectives, and, when appropriate, the means of achieving them in accordance with applicable law and the ethical rules governing lawyers. We shall endeavor to keep you advised of the status of your matter to the extent necessary to enable

you to make informed decisions. We will provide competent representation of your interests. Expressions on our part concerning the probable outcome of our representation will reflect our best professional judgment, but are not guarantees, as they are limited by our knowledge of the facts and are based on the state of the law at the time that they are expressed. There may be many factors that affect the outcome of any matter and over which we have no control—such as the recollection or testimony of any particular witness.

Our work, opinions and deliverables will be based on our interpretation of applicable federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities (“applicable law”), in effect when we provide our work, opinions or other deliverables. All of these authorities are subject to change, and such change may be retroactive or prospective in effect. We assume no responsibility to either advise you or to update our work, conclusions, or deliverables for changes in respect to federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities. Stated another way, we assume responsibility for our work when our work is performed, but we assume no responsibility for changes in applicable law after our work is performed.

Aspects of Third Party Payor Engagements

Examples of Third Party Payor engagement include those undertaken pursuant to a policy of insurance or because another company or person has agreed to pay the legal fees and costs on your behalf. In such a situation, the firm will represent you solely with regard to covered claims (that is, claims for which the insurer or other payor has agreed to advance fees and costs) and subject to any reservation of rights letter from the payor. In the event that a dispute arises between you and the payor regarding they payor’s obligations to you or any other matter, we will not be able to represent you in that dispute, nor will we be able to represent the payor in any such dispute. If we become aware of a possible dispute regarding the payor’s obligations to you, we will notify you of that fact so that you may seek separate counsel as to that matter.

You should understand that we may be required to make regular report to the payor concerning the engagement. Such reports may include information regularly developed in the course of the engagement, unless for some reason you specifically instruct us not to forward some confidential information to the payor. Such an instruction may, depending on the terms of the agreement between you and the payor, affect the payor’s obligations to indemnify you or to pay your legal fees and costs.

You waive any privilege so as to allow us to provide the information requested or required to such payors.

Aspects of Multiple Client Engagements

It is unusual that we will be asked to represent multiple clients in a particular matter involving the School District. However, if the situation arises and we are asked to represent a number of clients as a group, including you, we recommend that each client consult separate

counsel to represent that client's individual interests with respect to the client's individual current or potential issues. We particularly urge you to consult separate counsel concerning any matter in which you perceive that your interests may conflict with the interests of other clients. We also expect and encourage you to consult with such individual counsel at any time and on any matter on which you wish to receive specific and individually tailored advice. We will provide information regarding the engagement to such individual counsel as part of our services to the group. We also expect that any such counsel will assist in identifying conflicts that may arise in the course of our work and will inform us appropriately, and we will advise such member of the group of clients with respect to such conflicts. Our work in this type of engagement is to represent all of the members of the group as a group collectively. Consequently, we will not promote or advocate the interests of any one or more members of the group individually. There may be issues related to a group engagement that would affect one or more members of the group differently due to unique circumstances of which we may or may not be aware, and where conflicts or disparate interests arise, it may be necessary or appropriate for certain members of the group to engage separate counsel on an individual basis. While we will try to explain the significance and effect of the material issues to all clients in the group, we may not know facts specific to any one member of the group. And may not realize that such explanations might be warranted in particular circumstances. We will, however, endeavor to keep all clients in the group informed on a regular basis about our work for the entire group of clients.

Document Retention

It is our policy to keep records electronically and that such electronic records related to this engagement will be retained for three (3) years after the completion of a matter. We do not keep any original School District documents. Therefore, if you desire that we return the original records to you, we will be pleased to do so. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. You agree that upon the expiration of the three year period, we shall be free to destroy any records related to this engagement.

Engagement Fees

Continuing our current rates, which have been in effect for a few years, our fees are as follows:

<u>Rate</u>	<u>Attorneys</u>
\$200.00/hr.	Michael I. Levin, Allison S. Petersen, and Paul J. Cianci (shareholders)
\$190.00/hr.	David W. Brown, Richard Galtman, James Musial, and Julia A. Levin, Anthony M. Petro

In addition to fees, we charge for certain out-of-pocket costs when necessary, such as filing fees, overnight or express mail, witness fees, expert fees, overnight travel, in-house copying at the rate of \$.10 per page, large copying jobs performed outside the firm, courier services, computer-assisted legal research that is not included in our comprehensive basic plan, and court stenographers. We do not charge for secretarial time, computer-assisted legal research that is within our comprehensive basic service, usual office overhead, and regular postage.

We charge fees "portal-to-portal."

Attorneys newly hired by us will be placed on the appropriate fee tier taking into account their experience level. In addition, attorneys identified above may be increased in their tier assignment.

We are approved defense counsel for a number of insurance carriers that have rate agreements with us that may vary from the rates above. When we work on a matter that is covered by such insurance, we will comply with applicable litigation guidelines and billing arrangements which may differ from those set forth above.

Other Engagement Matters and Limitations

(a) Management Functions

We will not perform management functions or make management decisions on your behalf. However, we will provide advice and recommendations to assist management and/or the board, as may be applicable, in performing their respective functions and making decisions.

(b) E-mail

During the course of our engagement, we or you may need to transmit confidential information electronically to each other and to other entities engaged by either party. E-mail is a fast and convenient way to communicate. However, e-mail is not a secure means of communication, and confidentiality could thus be compromised. You agree to the use of e-mail and other electronic methods to transmit and receive information, including confidential information, between us and outside specialists or other entities engaged by either you or us.

Although e-mail is an efficient method of communication, it is not necessarily a fool-proof method. For a variety of reasons, an e-mail may not be received or posted to an inbox, as opposed to the junk or spam folder, for example. An e-mail may be inadvertently deleted. Therefore, we cannot take assignments exclusively by email. If there is anything that you need us to do, you need to talk directly with a person and ensure that we have notice of what you want us to do for you. Unless we specifically respond to an email, you may not assume that we received the email or will take action pursuant to an email request. The disclaimers in this paragraph are intended for your protection as well as our protection. We want to avoid any possibility that an assignment or request is missed because of the shortcomings of email.

(c) Contract Forms and Recommendations

No contract form or generic contract should be utilized for any particular transaction without the advice of counsel. Changes or modifications may have to be made to address individual circumstances or changes in the law with regard to a particular transaction. A contract prepared by us for a particular transaction shall not be used for another or different transaction without first consulting with counsel and making necessary or appropriate changes or modifications. Renewals of contracts should not be undertaken without first determining whether changes in the law or changed circumstances may require changes or modifications to the contract.

(d) Disputes

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

(e) Limitations on Damages and Indemnification

Except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of Levin Legal Group, P.C., relating to the services it has provided, the School District agrees to indemnify, defend and hold harmless Levin Legal Group, P.C. and its shareholders, employees, and attorneys in its employ from and against any and all liabilities incurred or suffered by or asserted against Levin Legal Group, P.C. or any of its shareholders, employees, or attorneys in its employ in connection with any third party claims to the extent such assertions, claims or liabilities relate to the work or services performed by Levin Legal Group, P.C. for or on behalf of the School District. The terms of this provision shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort, or any form of negligence or intentional act), but these terms shall not apply to the extent finally determined to be contrary to applicable law or regulation. These terms shall also continue to apply and shall survive termination of this agreement or termination of the services of Levin Legal Group, P.C. This paragraph does not apply to any claims that the School District may have against the Levin Legal Group, P.C.

(f) Legal Actions

The School District accepts and acknowledges that any legal proceedings by the School District arising from or in connection with the services provided by Levin Legal Group, P.C. under this Agreement or engagement must be commenced within one (1) year from the date the services were performed, without consideration as to the time of discovery of any claim.

(g) Miscellaneous

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected, and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors, and assigns of you and us. If the foregoing is in accordance with your understanding, please sign the enclosed copy of this letter and return it to us. If you have any questions, please let us know.

We appreciate the opportunity to be your attorneys. We trust that our association will be a long and pleasant one.

Very truly yours,

LEVIN LEGAL GROUP, P.C.

Paul J. Cianci

Paul J. Cianci

This letter correctly sets forth the understanding of the East Stroudsburg Area School District.

ACCEPTED:

By _____

Title _____

Date _____

mslv@rcn.com

182521 11/8/24

Scan to sign
6/25 @ 12:58

FORM 818

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this ^{21st} ~~21st~~ day of June, 2024, by and between:

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

AND

Donna Peterson (the "Contractor") of Mad Science of Lehigh Valley

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

① Marvels of Motion Science Show
for our Summer STEAM*^R
program.

OR ~~up, up and away~~
amershow

Location of Services:

Bushkill Elementary School

Effective Date:

Thursday, 7/25/24 9:30 - 10:30

Professional Fee:

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

b) Fixed Rate: \$ 450

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

Budget Code: 10-1110-330-100-211-000-000-9150

Department: EITC Grant

District Initiator: Linda Wisneiski, STEAM*^R Coordinator

Authorization for Payment: _____ Date: _____

Purchase Order # _____

Mad Science of Lehigh Valley
2321 Silo Drive
Easton, PA 18040 US
610-438-0232
mslv@rcn.com
www.madscience.org/lehighvalley

Estimate

ADDRESS
Bushkill Elementary - East
Stroudsburg
131 North School Drive
Dingman's Ferry, PA 18328

SHIP TO
Bushkill Elementary - East
Stroudsburg
131 North School Drive
Dingman's Ferry, PA 18328

ESTIMATE # DATE
5055 05/28/2024

SHIP DATE START - END TIME
07/25/2024 9:30 - 10:30

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	SE	Special Event	1	450.00	450.00
TOTAL					\$450.00

Accepted By

Accepted Date

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Mad Science of Lehigh Valley

2321 Silo Drive
Easton, PA 18040 US
610-438-0232
mslv@rcn.com
www.madscience.org/lehighvalley

INVOICE

BILL TO	SHIP TO	SHIP DATE	07/25/2024	INVOICE	3171
Bushkill Elementary - East	Bushkill Elementary - East			DATE	07/25/2024
Stroudsburg	Stroudsburg			TERMS	Due on receipt
131 North School Drive	131 North School Drive			DUE DATE	08/01/2024
Dingman's Ferry, PA 18328	Dingman's Ferry, PA 18328				

START - END TIME
9:30 - 10:30

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	SE	Special Event	1	450.00	450.00
BALANCE DUE					\$450.00

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Metz Amusements and Concessions LLC

6428 Sullivan Trail Wind Gap, PA, 18091

Phone: 610-863-4914

Invoice: 29501310
Order Date: 6/12/2024

Event Location

Middle Smithfield Elementary

Billie Wickham

2000 Milford Rd

East Stroudsburg, PA 18301

Cell: (570) 242-5033

Start Date: 7/25/2024 8:00am








End Date: 7/25/2024 4:00pm

Delivery method: Customer Pick-Up

Surface Type: Grass - Allow Stakes

Pickup: 7/24/2024 9:00am - 3:00pm

Return: 7/26/2024 9:00am - 3:00pm

Name	Qty	Total
 Mini Golf 2	1	\$50.00
 Monster Mouth	1	\$50.00
 Penguin Fish Fling	1	\$55.00
 Strike Zone Bowling	1	\$50.00
 Tip A Troll	1	\$30.00
 Super World Game	1	\$55.00
 Leaping Lizards	1	\$50.00

Rentals subtotal		\$340.00
Damage Waiver	E	\$23.80
Sales Tax	Exempt 0%	\$0.00
Total	235	\$363.80

Deposit Due	\$109.14
Amount Paid	\$0.00
Balance Due	\$363.80

****IF YOU ARE GETTING A TENT SET UP**** WE ALWAYS PLACE A PA ONE CALL TO CHECK FOR ANYTHING UNDERGROUND BEFORE WE PUT UP THE TENT. PLEASE BE AWARE THERE MAY BE SOMEONE FROM ONE OF THE UTILITY COMPANIES THAT STOPS BY YOUR PROPERTY TO MARK OR CHECK ANY LINES UNDERGROUND.

mailing a check --jun 12, 2024 as per email from Billie

Contract and Terms

Please read entire contract terms and conditions between you, the person or organization leasing goods (the "Leasee" or "You") and us (the "Lessor" or "Metz Amusements" or "Us"). Leasee agrees to hold us harmless if others are hurt by the Personal Property while it is under your control.

Term of the lease is stated above. Property must be returned to Us at or before the end of the Lease Term if a Customer Pick Up. If items were scheduled for pick up, property must be available and accessible for Us to do so. Leasee will be responsible for additional fees if all items are not returned or if the items are not available for us to pick up at end of lease.

Payments: Listed above is a schedule of person property that you intend to lease from us. We agree that the Personal Property will be secured for your use once you have paid the Security Deposit that is stated above. (i) If you then chose to pick up the Personal Property from us, payment is required in full before we turn over the Personal Property to you. (ii) If we are delivering the Personal Property to you, payment is required in full either at the time of delivery or before. If Full Payment is not made according to the terms stated above, then You forfeit the Security Deposit. In addition, if You make any changes to this agreement after payment of the Security Deposit, (including but not limited to changes to the schedule of Personal Property), then We may, in Our complete and unreviewable discretion, forfeit the security deposit.

Policy on Refunds after Partial or Full Payment: If You cancel or change any part of this agreement after you have paid the partial or full contract price, (including but not limited to changes to the schedule of Personal Property), we will credit the partial or full payment towards any future rental / services with Us, provided that such cancellation / change occurs more than 14 days before the time of delivery. If the cancellation / change occurs within 14 days of the time of delivery, then You agree to forfeit any payment to Us (including, but not limited to, the security deposit).

Fee for Late Return of Personal Property and Agreement for Legal Repossession: A minimum fee of \$75 will be charged if You fail to return any Personal Property to Us at or before the end of the Lease Term. If You fail to return Our Property for any reason, we may take any legal recourse within our power, including seeking an immediate injunction of replevin. You specifically agree that in no case will We have to post a bond, or any other security, before engaging in any legal action. You also agree that if we must engage in any legal action seeking the return of Our property that you will pay all costs and fees (including Our attorney fees) for litigating and executing upon the legal action.

The Operation of the Personal Property: You must at all times supervise the use and operation of the Personal Property. This cannot be stressed highly enough. While the Personal property is under Your control, You are responsible both for the Personal Property and any harm that property may cause. Accordingly, you agree to exercise extreme care in the upkeep and use of the Personal Property, realizing that You are solely responsible for any harm that may result. (a) Supervision of Personal Property You agree to Supervise the care and use of the Personal Property at all time. You further agree that the Personal Property will only be used as stated in the Personal Property's operation guidelines and understand it is your responsibility to familiarize yourself with the operation guidelines. (b) Your Responsibility to Supply Ancillary Services If any Personal Property requires an ancillary service, for example (but not limited to), electricity or water, it is Your responsibility to supply the ancillary service.

The terms Leasee and Lessor are specifically defined to include, but not be limited to, them-self, their predecessors, successors, direct and indirect parent companies, direct and indirect subsidiary companies, companies under common control with any of the foregoing, affiliates and assigns, and its and their past, present, and future officers, directors, shareholders, interest holders, members, partners, attorneys, agents, employees, managers, representatives, assigns, successors-in-interest, parents, guardians, legal representatives, heirs, executors, and administrators, and all persons acting by, through, under, or in concert with them, and each of them. Lease of Personal Property (c) You Agree not to Use the Personal Property During Inclement Weather You agree that you will not use the Personal Property during inclement weather, which includes but is not limited to rain, snow, high wind, and electrical discharge. We are not responsible for inclement weather or other Acts of God (sometimes call Force Majeure) and You take the risk in making this Agreement that the weather or other uncontrollable conditions may not cooperate with your plans or let you use the Personal Property as you imagine. (d) Your Responsibility to Keep Personal Property Clean It is your absolute obligation to keep the Personal Property clean and in the same condition you leased it. Absolutely no silly string or similar items, such as, but limited to food, drinks, confetti, foam, or trash, in or around the Personal Property at any time. Silly string and like objects will cause permanent damage to the Personal Property. (e) Damage to the Personal Property If any of the Personal Property is damaged, we may, charge you the full replacement value of the Personal Property damage and / or we may assess a cleaning / repair fee that will not be less than \$75.00. Importantly, if we have to charge the full replacement value because of damage or for any other reason, there will be no discount for any depreciation that the replaced property underwent—you will be charged the full market value of the replacement. (f) You Personally assume Responsibility for the Personal Property Once the Personal Property is tendered to You, You are solely responsible for it. You agree not to assign, sublet, mortgage, hypothecate, pledge, or otherwise transfer your rights in the Personal Property to any other person for any other purpose. You are Responsible if anything goes wrong, which may include, but not be limited to fire, theft, loss, or the like. (g) Cessation of Operation of Malfunctioning Personal Property: If any Personal property were to malfunction, You must stop using that property immediately, and contact Us at once.

Specific Rules and Agreements Related to the Use of Inflatables (a) Inflatables ONLY to be used in the Commonwealth of Pennsylvania. (b) General Rules for the Safe Operation of Inflatables: Inflatables must be operated over a smooth, compatible surface such as grass or hard top surface.

Inflatables may not be operated on rough surfaces such as rocks, brick, glass, or any jagged objects. You cannot move an inflatable after it has been placed by Us. Inflatables must be properly anchored prior to use. The inflatable will be anchored initially by Us and the anchors must not be removed or relocated for any reason. Never attempt to relocate, adjust or service a blower. Never use an inflatable during high winds, gusty winds, thunderstorms or lightning. Although unlikely, an inflatable can tum over in high winds, even if anchored, and this could result in severe injuries or death. Do not resume use of an inflatable until adverse weather conditions have ceased. Always follow the manufacturers guidelines located on the unit itself. Instructional videos can be found on YouTube under our companies name. (c) General Rules Before entering the inflatable, have the users remove their shoes, eye glasses, belt buckles and any sharp objects. Never play, jump or enter a partially inflated/deflated inflatable. Never allow the

users to climb or play on the outside or inside walls of the unit, columns, netting or roof of inflatable. Always follow the rules related to the number of persons permitted in the inflatable, as stated on the unit itself. Do not plug or unplug the motor repeatedly as this will cause the unit to burn up and you will be responsible for any resulting damage. Always have a competent and sober adult providing supervision that has reviewed and understands both this agreement and the rules posted on the unit itself. Never allow the users to be unsupervised in or around the inflatable. Never allow more users than the maximum number of users per age group as described within this agreement and on the inflatable itself. Never place a hose or water on or into the unit unless specifically authorized by Us in writing.

Additional Safety Rules for Inflatables, Rides, and Games (a) Never allow horseplay on, in, or around any of our Personal Property, but especially about inflatables, rides, and games. (b) Always follow the directions for use on the unit itself. (c) Only children of the same age group are to play on the unit at the same time. (d) The sober and competent adult supervising operation of the ride, inflatable, or game must ensure: i. General Safety procedures related to this ride; ii. Height, Weight, and any other user requirement; iii. One cycle of operation in detail, per manufacturer's recommendations; iv. proper loading and use of the ride, inflatable, or game; v. emergency operations for the ride, inflatable, or game; vi. operator safety while the ride, inflatable, or game is in operation; and (where applicable) vii. Operator training form is to be signed at pick up by person(s) intending to operate ride, inflatable, or game.

Inability to set up: Metz Amusements has the right to cancel a contract or part of a contract if we feel it is not to safe to set up safely due to weather, location, interference with wires or trees etc, or any other unsafe conditions for the items being leased.

You Agree to Hold Us Harmless for Any and All Acts: In summary, this section of the Agreement explains that We rent You the Personal Property as-is and You are absolutely and ultimately liable for the operation of the Personal Property. If something were to go wrong, You agree that We are not responsible, in any way, and if We were to be sued, You agree to indemnify Us from any and all liability. (a) Disclaimer of all Express Warranties Any affirmation of fact or promise made by the Lessor to the Lessee which relates to the Personal Property shall not be regarded as part of the basis of the bargain and shall not be deemed to create an express warranty that such Personal Property shall conform to the affirmation or promise. Any description of the Personal Property leased hereunder shall not be regarded as part of the basis of the bargain and shall not be deemed to create an express warranty that such Personal Property shall conform to the description. The exhibition of any sample or model shall not be regarded as part of the basis of the bargain and shall not create an express warranty that the whole of the Personal Property leased hereunder shall conform to the sample or model. (b) Disclaimer of all Implied Warranties The Personal Property leased under this agreement are leased "AS IS" and "WITH ALL FAULTS." (c) You Agree to Indemnify Us against ANY and ALL Liability You agree that once the Personal Property is tendered to you that you and you alone become responsible for ensuring the safe operation of the Personal Property. Accordingly, you agree to indemnify us to the fullest extent permitted by law for any damages that We may suffer as a result of conduct arising from or related to this Lease of Personal Property. Such damages may include, but not be limited to, paying any judgment on our behalf, and / or paying (up-front and on demand) our defense and attorney fees in any lawsuit related to or arising from this Lease of Personal Property. In addition, You specifically release Us from any liability or possibility of future suit (or any other legal action) arising from or related to this Lease of Personal Property. A defense of Release may be raised at any point in a Legal Action (including during preliminary objections or 12(b)(6) motion) and such defense shall never be deemed waived.

Important Legal Considerations: The following provisions, although they may appear to be boilerplate, are material conditions of this Agreement: (a) Acceptance of this Lease of Personal Property You may accept this Lease of Personal Property either by (i) signing the Agreement below, (ii) paying the security deposit, and / or (iii) accepting delivery or picking up tendered Personal Property. (b) Integration This Lease of Personal Property is the final negotiated agreement of the parties; everything needed to understand the agreement of the parties is included in this writing. Any change to this Lease of Personal Property must be in writing. Page 3 of 4 Lease of Personal Property (c) Waiver of Rights The parties to this Lease of Personal Property have certain rights; neither party gives up a right just because they do not use it. In addition, just because the parties repeatedly act a certain way does not mean that they intend to give up any rights. If a party does wish to waive a right, that waiver must be in writing. (d) Payment of Attorney Fees If We must bring an action to enforce any provision arising from or related to this Lease of Personal Property and, if a Court ultimately concludes the legal matter in Our favor, then We are entitled to reasonable attorney fees for litigating and executing upon the legal action. (e) Miscellaneous Provisions When the parties execute this Lease of Personal Property it will become legally binding. If any part of this Lease of Personal Property is struck down, or otherwise voided, the rest of the Agreement will still be valid. The executed Lease of Personal Property may be stored and maintained digitally and a digital reproduction will be considered original. Any dispute related to or arising from this Lease of Personal Property will be decided by a judge, and not a jury, under Pennsylvania law (that was in effect at the time of signing) in the Court of Common Pleas of Lehigh County or Northampton County (the parties may mutually agree in writing to proceed in front of a Magisterial District Judge of in the Federal Eastern District of Pennsylvania, rather than in the Court of Common Pleas). Finally, just because one party drafted this Lease of Personal Property, or suggested the inclusion of a provision, does not mean that the provision should be interpreted more stringently against, or construed against, that party.

Execution of Lease of Personal Property: (a) Lessee is agreeing to this Lease of Personal Property as a voluntary, willful, and intentional act; (b) Lessee is agreeing to this Lease of Personal Property to be legally bound by the Agreement; (c) we each have the power to bind ourselves and / or our (business) associations to this this Lease of Personal Property; and (d) Lessee has read and understands this Agreement, is eighteen years of age or older, mentally fit, and under no external pressure to sign this Agreement.

I HAVE READ THIS CONTRACT AND AGREE & UNDERSTAND THE CONTENT.

Signature

Date

Printed Name

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**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 16th day of June, 20 24, by and between:

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

AND

Robert Prothro (the "Contractor") of _____

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

Robert Prothro

(570)242-4019

Client ESN Class of 2025
Address 279 Timberwolf Drive, Dingmans Ferry PA 18328
Location Straudsmoor - Terraview
Location Address 231 Straudsmoor Dr.; Straudsburg PA 18360
Date of Affair Friday 5/16/25
Total Hours Contracted 5
Start Time TBD End Time TBD
Contact Person Carolyn Cruz
Contact's Email carolyn-cruz @ esasd.net
Contact's Phone number 570-977-9925
Estimated Number of Guests 225
Services Provided Include sound and lighting
For the Fee of: \$ 1499-
Non-Refundable Deposit: \$ 500-
Balance Due Upon Arrival or Earlier: \$ 999-

IF THIS AGREEMENT IS BREACHED, DAMAGES SHALL NOT EXCEED THE AMOUNT DUE UNDER THIS AGREEMENT. ROBERT PROTHRO SHALL NOT BE HELD LIABLE FOR ANY DAMAGES OR FAILURE TO PERFORM DUE TO "ACTS OF GOD" OR ANY EVENT OUTSIDE HIS CONTROL. CLIENTS SHALL WAIVE ANY CLAIMS AGAINST ROBERT PROTHRO FOR ANY PERSONAL INJURY OR PROPERTY DAMAGE SUFFERED IN CONNECTION WITH ROBERT PROTHRO, HEREUNDER.

CLIENT SIGNATURE _____

ROBERT PROTHRO _____

MAKE CHECKS PAYABLE TO ROBERT PROTHRO
4561 PINE RIDGE DRIVE WEST, BUSHKILL, PA 18324

WORKSHEETS MUST BE SUBMITTED AT LEAST THREE (3) WEEKS PRIOR TO THE FUNCTION OR WE CANNOT GUARANTEE "SPECIAL MUSIC REQUEST".

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 9th day of July, 2024, by and between:

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

AND

Scenario Learning, LLC (the "Contractor") of **Vector Solutions**

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

Safe Schools Online Staff Training System for ALL employees

Location of Services:

East Stroudsburg Area School District

Effective Date:

Professional Fee:

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

b) Fixed Rate: \$ 5,547.39

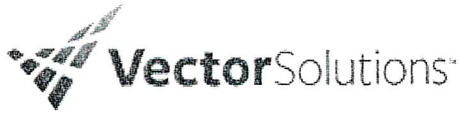
c) Are expenses included? YES NO
If no, please itemize:

Budget Code: 10-2833-330-000-00-000-003-000-0000 Department: Human Resources

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____



Invoice

#INV95948

Doc Date: 6/1/2024

Scenario Learning, LLC
4890 W. Kennedy Blvd.
Suite 300
Tampa, FL 33609
866-546-1212 x1084
invoicing@vectorsolutions.com

Invoice Date: 7/1/2024

Due Date: 7/31/2024

Bill To

East Stroudsburg Area School District
50 Vine St.
P.O. Box 298
East Stroudsburg PA 18301
United States

Contract	Customer ID	Salesperson ID	Payment Terms
	0014100001TfyPFAAZ	Alisha Phravixay	Net 30
Billing Frequency	Billing Start Date	Billing End Date	PO #
Annually	7/1/2024	6/30/2025	

Qty	Item	Rate	Amount
1	SLSST - Vector Training, Employee Safety and Compliance Library Formerly SafeSchools Training	5,547.39	\$5,547.39

Subtotal \$5,547.39

Tax (0%) \$0.00

Total \$5,547.39

Balance Due: \$5,547.39

For U.S. customers, Vector is required to collect and remit sales tax in various jurisdictions. Exempt customers should send completed certificates to certs@vectorsolutions.com

For a Copy of our W-9: <https://www.vectorsolutions.com/w9/SLw9-19.pdf>

Upon expiration of the initial or any Renewal Term of your Client Agreement, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Unless otherwise provided in your Client Agreement, any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.

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Scenario Learning, LLC
 4890 W. Kennedy Blvd.
 Suite 300
 Tampa, FL 33609
 866-546-1212 x1084
 invoicing@vectorsolutions.com

Invoice

#INV95948

Doc Date: 6/1/2024

Invoice Date: 7/1/2024

Due Date: 7/31/2024

Remittance Information:

Remit Checks To:
 Scenario Learning, LLC
 PO Box 736512
 Dallas, TX 75373-6512

Courier Deposits (FedEx, UPS, etc.):
 ** Deposits received by courier may not post
 same day **

JPMorgan Chase (TX1-0029)
 Attn: SCENARIO LEARNING, LLC 736512
 14800 Frye Road, 2nd Floor
 Ft. Worth, TX 76155

Electronic Transfers Only:
 JPMorgan Chase
Wire Instructions:
 Routing # 021000021
 Account # 789086326
 SWIFT code CHASUS33
 City and State New York, New York

ACH Instructions:
 Routing # 072000326
 Account # 789086326

If you would like to make a secure online payment via credit card or ACH please use the below link:

[Pay Online Here](#)

W9 needed

FOR M 818

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 26th day of June, 2024, by and between:

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

AND

Anne Seagraves (the "Contractor") of Shawnee Art Shed

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

SCHEDULE A

Description of Service to be performed (be specific):

To teach the children painting skills

Location of Services:

Bushkill Elem. School

Effective Date:

Tuesday, July 17, 2024

Professional Fee:

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

b) Fixed Rate: \$ 10 per student

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

Budget Code: 10-1110-330-100-10-211-000-000-9150

Department: EITC Grant

District Initiator: _____

Authorization for Payment: _____ Date: _____

Purchase Order # _____

**EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement**

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this day 26 of June 2024 by and between:

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

AND

Stefanie Stricker (the "Contractor") of Reading Tutoring Services_(legal agreement)

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, Contractor will determine her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

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JUN 26 2024

RECEIVED

SCHEDULE A

Description of Service to be performed (be specific):

The contractor, Stefanie Stricker, will provide reading tutoring sessions to student J.C. in the ESASD school district. Ms. Stricker will keep session logs for each session.

Location of Services:

J.T. Lambert Intermediate/Administration Building/Public Library

Effective Date: June 26, 2024 - September 1, 2024

Professional Fee:

- a) Rate (Daily/Hourly/Other): \$ **50.00 per hour**
- b) Time (Days/Hour/Other): _____
Total Cost: \$ _____

c) Fixed Rate:

- d) Are expenses included? YES NO
If no, please itemize:
*mileage

Budget Code: _____ Department: Pupil Services

District Initiator: Mary Olszewski

Authorization for Payment: _____ Date: _____

Purchase Order # _____

SWEET | STEVENS | KATZ | WILLIAMS

STANDARD AGREEMENT FOR FEES, COSTS AND EXPENSES FOR REPRESENTATION OF PUBLIC EDUCATIONAL ENTITIES

July 1, 2024

Sweet, Stevens, Katz & Williams LLP (SSKW) was formed in 1995 by nine experienced education lawyers who created the first private law practice in Pennsylvania dedicated entirely to Education Law. Today, we have attorneys in three offices serving school and municipal entities in more than 50 counties in the commonwealth.

For those clients, we provide legal representation as requested in areas of school and municipal law including serving in the role of solicitor and/or special counsel in the following areas:

- Audit and Bond Solicitation Reviews
- Civil Rights Defense
- Construction, Zoning and Land Use
- Educational Technology
- Employment Discrimination
- Labor and Employment
- Litigation Hold
- Municipal Law
- Special Education
- Student Services
- Tax Assessment Appeals

Our extensive experience in serving many different school districts/entities and municipalities affords us the ability to draw on other client experiences to provide prompt and definitive solutions while handling every issue with the utmost confidence and sensitivity.

We do not require a fixed retainer fee in advance, and our billings are based upon services actually performed during the preceding billing period. Using this approach, our clients have used our services on an "as needed" basis and are only charged if services have been requested and provided.

Hourly Rate for Services

The standard basis for fees for services rendered is based upon calculation of hourly chargeable time applied to an hourly rate. Our current hourly rates for chargeable time vary, depending upon the complexity of the matter involved. For routine matters, our standard hourly rate for chargeable time is \$200/hour for attorneys and \$150/hour for legal assistants. Our fees for non-routine matters are \$220/hour for attorneys and \$150/hour for legal assistants.

Non Routine Services

Non-routine situations involving the higher hourly rate are those matters in which a case or controversy has arisen or may arise by virtue of threatened litigation, circumstances in which the client is contacted by an attorney representing a specific client, actual litigation, hearing requests, citizen complaints, defense of complaints filed in court or before agencies, or hearings before the school board itself. These situations also include negotiation with parties concerning litigation settlements, special education matters, student residency disputes, student and employee discipline matters, grievance processing where a specific grievance has been filed, grievance arbitrations, collective bargaining where we represent the district as its negotiator, construction matters, tax matters and specific Right-To-Know matters and appeals.

Routine Services

All advice, phone calls, opinions, document review, general Right-To-Know questions and responses, analysis or development of board policy or procedure, contract reviews, research, and other activities not covered by the preceding are considered routine.

Time Billed

During the course of representation we record chargeable time devoted to a client's matter in fractions of hours in periods of two tenths of an hour. Any time beyond a two tenths of an hour will be billed at the next full tenth of an hour. Absence from our office on behalf of our clients is also recorded on the same basis. We do minimize travel time whenever possible.

We reserve the right to decline to perform or to continue to perform requested services at any time. At the end of any month that more than minimal services are rendered, we routinely provide a computerized description of the nature, date and amount of time attributable to each entry, along with our invoice for the period.

Out of Pocket Expenses and Other Costs

Our out-of-pocket expenses for computerized research, e-discovery services, stenographic services (court reporters), in-house composition of briefs and records, i.e., printing, collating and binding, costs for hearing officers or arbitrators, witness fees, photocopying/printing (\$.20 per page), and court costs, where required, are charged to our clients at cost. At times, when such charges are substantial, we may ask you to pay them directly.

As solicitor, we charge one-half of bond counsel's fee to render a requested opinion.

We charge a flat fee of \$300.00 for preparation of audit opinion letters when we are requested to do so by you, your accountants, or state auditors. This covers the cost of our internal review where such a letter is provided. We also quote a separate fee where we are asked to provide an opinion involving a financing or to provide in-service training.

What We Do Not Charge for

We do not charge for telephone expenses or electronic transmissions. We do not charge for our travel costs, such as fuel, meals, lodging, tolls, or mileage, except in the case of necessary airfares. We also do not charge with respect to the extensive publications to which we subscribe, or for our attendance at the numerous seminars and educational programs which we regularly attend. Unless there is a particular benefit to the client or unless previously approved or requested by our client, we do not charge for "duplicate" time; that is, time spent by more than one attorney when conferring among ourselves, or reviewing each other's work, or where two or more of our attorneys attend a meeting, hearing, or trial. We maintain comprehensive opinion and research files on most commonly asked questions. We are, therefore, frequently able to provide answers quickly without extensive legal research.

On occasion, when developing a generally applicable opinion and guidance on a novel topic or change in the law, we will, with permission of individual clients, pool time across multiple clients so costs for such generally applicable opinions and guidance are minimized for each individual client.

File maintenance - We do not charge for opening, closing, retention or destruction of files. Our policy is to destroy physical and electronic files six years after final billing. Since each client should possess all of the official records contained in our files, return of files should not be necessary. However, you may request a file be returned. The return of physical files may incur shipping charges. If you wish to have your physical files returned, please contact Brett Porembski at bporembski@sweetstevens.com.

What Might Affect the Above

Please note the rates charged where an insurance company is involved may vary from the preceding, based upon our agreement with the company involved. Where insurance coverage is involved, we may ask that you pay our monthly bills, and we then will submit claims for reimbursement on your behalf to the insurance company. In all cases in which insurance coverage may be available, the ultimate responsibility for payment of our charges will remain with you.

By virtue of our experience in the area of school and municipal law, we constantly seek to make productive use of our time and to thereby provide our services efficiently. Frequently, difficult questions encountered by our clients are questions with which we have previously dealt. It is a source of professional pride that we are able to minimize chargeable time spent on many questions based on SSKW's collective experience and singular focus on advising public entities.

We welcome the opportunity to help you, we are confident you will be more than satisfied with the value of our services, and we look forward to working with you in the year ahead.

SWEET, STEVENS, KATZ & WILLIAMS LLP

Federal E.I. No. 23-2807059

Carbon-Monroe-Pike Drug & Alcohol Commission, Inc.

724 Phillips Street, Suite 203, Stroudsburg, PA 18360

Phone: (570) 421-1960 X 2720

FAX: (570) 421-3548

rmikulski@cmpda.cog.pa.us

AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER

May 31, 2024

Mr. William Riker, Superintendent
East Stroudsburg Area School District
Administrative Center
50 Vine Street
East Stroudsburg, PA 18301

Dear Mr. Riker,

Enclosed please find **two** copies of the **school year 2024-2025 Letter of Agreement** between the Carbon-Monroe-Pike Drug and Alcohol Commission, Inc. and the East Stroudsburg Area School District. Please do not hesitate to contact Mr. Mikulski should you wish to request any changes to the enclosed agreement.

This agreement provides for **Drug and Alcohol Primary Prevention and SAP/Intervention Services at a total cost of \$37,000.00** for (5) days of services weekly over a period of 38 weeks during the school year.

If the agreement meets with your approval, **please sign and complete the contact information requested on page one. Please return two executed agreement to:**

Carbon Monroe Pike Drug & Alcohol Commission, Inc.
Attn: Vanessa Harnik, Administrative Officer
724 Phillips Street, Suite 203
Stroudsburg, Pa. 18360

Upon receipt, we will sign both copies and forward a signed original back to your office.

Should you have any questions regarding this Agreement, please do not hesitate to contact Rob Mikulski at (570) 421-1960 x2720. Thank you in advance for your cooperation in this matter and we look forward to working with your school district.

Encl.

LETTER OF AGREEMENT
Between CARBON-MONROE-PIKE DRUG AND ALCOHOL COMMISSION, INC.
And the EAST STROUDSBURG AREA SCHOOL DISTRICT
FOR DRUG AND ALCOHOL
PRIMARY PREVENTION AND STUDENT ASSISTANCE PROGRAM (SAP) INTERVENTION SERVICES

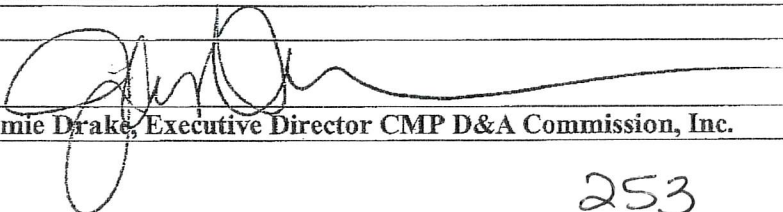
1. **Frequency of Services Provided:** The Commission will assign a Drug & Alcohol Prevention Specialist (DAPS) to the School District, who will provide in-school drug and alcohol PRIMARY prevention and SAP/Intervention services five days per week over 38 weeks of the school year.
2. **The Designated Contacts for this Agreement:**
 - a. The Commission's Assistant Administrator, Rob Mikulski, shall be the designated contact person for this agreement. Mr. Mikulski can be reached at (570) 421-1960, Extension 2720 or by e-mailing him at: rmikulski@cmpda.cog.pa.us
 - b. **The School District's designated contact person shall be: (Please Complete)**

Name <i>(please print)</i>	
Phone Number & Extension	
E-mail Address:	

3. **DAPS Prevention/SAP Responsibilities:** The assigned DAPS shall provide the following services in accordance with guidelines set by the Pennsylvania Department of Drug and Alcohol Programs (DDAP):
 - a. In-school consultation services on the District's prevention and intervention plans
 - b. Consultation to SAP Core Teams, families and students regarding the need for referral to community or school-based services and supports or referral for D&A Assessment to determine the need for treatment
 - c. Participate in parent/teacher and consultation meetings as necessary and maintain data for required reporting as determined by DDAP
 - d. Facilitate school-based D&A individual and/or group primary prevention/education services
 - e. Facilitate school-based D&A prevention programming
 - f. In-school consultation services for the District's Student Assistance Program (SAP) team. It is the Commission's expectation that the designated DAPS will attend SAP Core Team meetings
 - g. Participate in SAP Core Team Maintenance
 - h. D&A screening for students and when necessary facilitate referral to drug and alcohol treatment or other appropriate student/family support services
 - i. Facilitate and support the school-based aftercare plan for students who may be returning to school from treatment and collaborate with other agency providers
4. **District Responsibilities:** It shall be the responsibility of the District to supply the assigned DAPS with a detailed description of the District's prevention/intervention plans as well as a specific description of the policy & procedure to be followed in delivering these prevention/intervention services. It is herein understood that it shall be the responsibility of the District to:
 - a. Coordinate primary prevention program activities with the DAPS
 - b. Refer at-risk students to the DAPS through the SAP team process. This shall include referral for individual or group intervention activities, screenings or any other requested services.
 - c. Coordinate the identified student's schedules for screening and intervention services
 - d. Provide adequate office space for the DAPS assigned to the District
5. **Conflict Resolution:** It is assumed that, if and when appropriate, the DAPS and the SAP team members themselves shall make a good faith effort to resolve any conflict that may arise between them during the provision of these services. In the event that the DAPS or SAP team fails in their effort to resolve their differences, or if the matter is deemed to be inappropriate for discussion between these two parties then the following procedure will be followed:

- a. The SAP team members or DAPS shall inform the designated "Contacts" for this agreement of their unresolved conflict.
 - b. The designated Contacts shall attempt to facilitate an agreeable mediation of the conflict between the DAPS and SAP team within five (5) business days of the notification.
 - c. If the problem cannot be resolved within the prescribed time frame, then it shall be referred to the Commission's Executive Director and/or corresponding school district administration for final disposition.
6. **Confidentiality Requirements:** State and Federal law prohibits the disclosure and re-disclosure of confidential information gathered as a result of the screening, assessment or intervention activities conducted by any of the Commission's DAPS, without the specific written consent of the person to whom it pertains. A release of information from the Commission, signed by the service Consumer, is necessary to facilitate the exchange of any and all information:
 - a. The District acknowledges that in receiving, storing, processing, or otherwise dealing with any information from the DAPS about the students in the Program is fully bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 CFR Part 2.
 - b. The District undertakes to resist in judicial proceedings any effort to obtain access to information pertaining to patients otherwise than as expressly provided for in the federal confidentiality regulations, 42 C.F.R. Part 2.
 7. **Communication & Technology Use:** All of the DAPS have Commission based e-mail and voice mail at their disposal. It is the Commission's expectation that the District and the DAPS will use these resources to augment face-to-face or written communications. To the extent that computer/telephone equipment is available and where District policy allows, the Commission herein requests that the DAPS be granted access to a telephone and/or the Internet from a computer station at the assigned District in order that he/she be able to access these communication resources. The Commission would prefer that the District not assign the DAPS a district based e-mail address.
 8. **Interruption of Service due to DAPS Family or Medical Leave of Absence or Other Unforeseen Circumstance:** The total amount of days lost to the school district after two-weeks or ten (10) school days of consecutive absence shall be subtracted from the school district's payment, unless another acceptable coverage arrangement can be negotiated between the designated contacts.
 9. **Annual Reimbursement:** The School District agrees to reimburse the Commission the maximum amount of \$37,000.00 for provision of the services described herein. The Commission will generate an invoice for these services three times during the school year (October, December and March).
 10. **Term of this Agreement:** This agreement shall be in effect from September 3, 2024 to May 23, 2025.

The above-enumerated conditions will constitute the basis of this Agreement. Should any area be in need of negotiation, it will be the responsibility of both parties to reach an agreement. In the event that the School District is unable to provide funding for these services or, if the Commission is unable to provide the described services, this Agreement may be terminated in thirty days.

Authorized School Personnel Signature and Title	Date
Print Name	
	6/17/24
Jamie Drake, Executive Director CMP D&A Commission, Inc.	Date

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

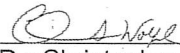
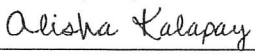
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide three (3) Board Certified Behavior Analysts (BCBA) and/or Behavioral Consultants (Licensed Behavioral Specialist) to provide additional behavioral support and assistance with FBA and behavior support to East Stroudsburg Area School District students in grades Kindergarten through 12 to include but not limited to positive behavioral support plan development, assessments, consultations, trainings, observations, data gathering, interviews, records review, report development and participation in IEP meeting presentation.

The total cost for said services shall not exceed \$331,578.00. This contract is in effect for the 2024-2025 school year.

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

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

DocuSigned by:			
	06/26/2024	_____	_____
Dr. Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
DocuSigned by:			
	6/27/2024	_____	_____
Mrs. Alisha Kalapay	Date	Federal ID Number	
Secretary to the Board			

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

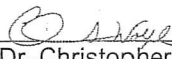
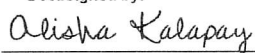
Colonial Intermediate Unit 20 will provide eight (8) Mental Health Workers in East Stroudsburg Area School District Emotional Support classes at the schools listed below. Their responsibilities include, but are not limited to, the delivery of social and emotional curriculum, individual counseling support, mental health case management, behavioral data gathering, delivery of the Positive Behavioral Support Plan, regular parent contacts, partnering with classrooms and mainstream teachers and participation in IEP meetings when requested.

Bushkill Elementary School,
East Stroudsburg Elementary School,
East Stroudsburg High School-North,
Two at East Stroudsburg High School-South,
JT Lambert Intermediate School,
Lehman Intermediate School; and
Smithfield Elementary School

This contract shall not exceed \$535,181.20 and is in effect for the 2024-2025 school year.

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

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

DocuSigned by:			
	06/26/2024		
Dr. Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
DocuSigned by:			
	6/27/2024		
Ms. Alisha Kalapay	Date	Federal ID Number	
Secretary to the Board			

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

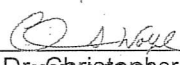
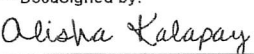
This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

The Colonial Intermediate Unit 20 will provide seven (7) Licensed Social Workers and/or Licensed Professional Counselors to provide mental health supportive services to students in the East Stroudsburg Area School District. Services to include but are not limited to, individual counseling, group counseling, family counseling, mental health case management, IEP participation, and mental health assessment.

This contract shall not exceed \$692,923.00 and is in effect for the 2024-2025 school year.

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

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

DocuSigned by:			
	06/26/2024		
Mr. Christopher S. Wolfel	Date	East Stroudsburg Area School District	Date
Executive Director		Superintendent	
DocuSigned by:			
	6/27/2024		
Ms. Alisha Kalapay	Date	Federal ID Number	
Secretary to the Board			

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

COLONIAL INTERMEDIATE UNIT 20
A Regional Service Agency
6 Danforth Drive
Easton, Pennsylvania 18045-7899

CONTRACT FOR SERVICE
(REVENUE GENERATING)

This contract is entered into by Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, Pennsylvania 18045-7899 and East Stroudsburg Area School District, 50 Vine Street, East Stroudsburg, PA 18301, (570) 424-8500.

Colonial Intermediate Unit 20 will provide the following web-based curriculum program licenses:

Type of License	Number of Licenses	Cost per License	Total
News to You License	7	\$242.49	\$1,697.43
Symbolstix License	5	\$169.74	\$848.70
Unique Learning License	12	\$732.34	\$8,788.08

This contract shall not exceed \$11,334.21 and is in effect for the 2024-2025 school year.

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

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


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

6/27/24
Date

East Stroudsburg Area School District
Superintendent

Date

Federal ID Number

To comply with Federal laws, State laws, and State Department of Education regulations concerning equal rights and opportunities and to assure these within our Intermediate Unit, the Colonial Intermediate Unit 20 declares itself to be an equal rights and opportunities agency. As an equal rights and opportunities agency, it does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex and disabilities as defined by law. The Intermediate Unit's commitment to non-discrimination extends to students, employees, prospective employees, and the community.

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Successful performance and affirmative action program efforts will provide positive benefits to the Intermediate Unit through fuller utilization and development of previously underutilized human resources. Coordinator of Title IX, Section 504 and ADA is The Director of Human Resources and Research Services, Colonial Intermediate Unit 20, 6 Danforth Drive, Easton, PA 18045, (610) 515-6405, TDD/TTY Hearing Impaired (610) 252-3786.

EAST STROUDSBURG AREA SCHOOL DISTRICT
Independent Contractor Agreement

To be used when contracting with an out of District consultant or contractor for professional services

THIS AGREEMENT is made this 10th day of June 20 24, by and between:

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

AND

Malia Kasperkevic (the "Contractor") of Stroudsmoor Country Inn

In consideration of the mutual agreements contained in this document, the parties, intending to be legally bound, agree as follows:

1. Nature of Position

- (a) District will engage Contractor and Contractor will accept such engagement as is outlined in Schedule A and will undertake and perform such duties and services as are set forth in Schedule A and as may reasonably be further assigned to him/her by the Board of School Directors or by its Superintendent, or her/his designee.
- (b) Contractor will be engaged as an independent contractor and not an employee of the District and, except as otherwise provided in Schedule A, will determine his/her own method of operation in accomplishing such tasks as may be assigned. Contractor will not be entitled to receive any compensation, commissions or benefits other than those expressly provided in this Agreement.

2. Scope of Duties

- (a) Contractor shall provide contracted services as outlined in Schedule A.
- (b) Contractor certifies that he/she has no outstanding agreement or obligation that conflicts with any of the provisions of this Agreement, or that would preclude Contractor from complying with the provisions hereof.

3. Breach of Agreement

The Contractor and the District agree that Monroe County Magisterial District Court 43-2-02 and/or the Court of Common Pleas of the 43rd Judicial District, Monroe County, Pennsylvania shall have venue and jurisdiction over any dispute or

STROUDSMOOR

EVENT CONTRACT - 231 STROUDSMOOR RD, STROUDSBURG PA. 18360 - PHONE 570-421-6431

Venue: Terraview	Day: Friday	Date: 5/16/2025	EP: MAL
Minimum # of guests required : 175			

Arrival: TBD	Host arrival	Initial Deposit: \$500.00 Final balance due <u>5 / 15 / 25</u> Final payments are due in cash or certified check only.
Food service: TBD	Buffet Service—90 Minutes	
Bar closes: TBD	Soft Drink Service only	
Event Close: TBD	4 hour event - based on package	
Over time: N/R	Additional fees are required Fee: N/R	

Client: East Stroudsburg Area High-school North Prom

Sponsor: ESASD Prom Committee
Address: 279 Timberwolf Drive
Dingmans Ferry, PA 18328
Mobile: (570) 977-9925—Carolyn Cruz
Email: ^{carolyn-cruz}carolyn_cruz@esasd

Estimated #: 225 Adults	Guaranteed # due on 5/1/2025 (14 days prior)
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Food Package: Dinner Buffet \$49.95 per person plus 22% service charge. Tax Exempt Form required for 2025

Beverage Package: Soda Package \$10.00 per person

Coffee, hot tea & water included in the package

Bartender Fee—\$100.00 per bartender for service

Menu:

Salad: House tossed garden greens with balsamic dressing, croutons and cheese on the side pending allergies. 4 Cold Salads

Entrée: 2 Proteins (Possibly Chicken), 2 Pasta Sections, Market vegetables, Seasoned potatoes,

CB: NY Strip Loin of Beef

Toast: N/R

Seating: Assigned seating—TBD chart
Entertainment: DJ—TBD Company—COI Required
Equipment: TBD
Favors: TBD
Centerpiece: TBD
Linen: TBD
Notes: TBD
Theme: PROM

Dessert: TBD Dessert selection

I accept the conditions listed on the reverse side of this contract.
Engager: _____
Accepted By: *Malia Kasperkevic*

TERMS AND CONDITIONS

ALL RESERVATIONS AND AGREEMENTS ARE MADE UPON AND SUBJECT TO RULES AND REGULATION OF MANAGEMENT AND THE FOLLOWING CONDITIONS:

- The following minimum number of adult guests is required to schedule a private event in each of STROUDSMOOR'S banquet facilities: **Terraview and Ridgecrest 175 adult guests; Woodsgate and Lawnhaven 75 adult guests; The Natatorium and SCI Pavilion 50 adult guests; The Stone Room and Auradell 40 adult guests.** Should the event fall under the minimum number required, the Engager is responsible for payment of all charges, as described in the details section of this contract, times the required minimum for the facility contracted.
 - Menu selection must occur not less than 8 weeks prior to the function. A final count is needed 14 days before the date of the event. This number will be considered a guarantee, not subject to reduction. Charges will be made accordingly. **In all instances where multiple entrée selections are offered an entrée count must also be submitted 14 days before the event. Under NO circumstances may the Engager or their guests bring food or beverages onto the property.** Management reserves the right to confiscate any items of this nature.
 - The following deposit and payment policy shall govern unless otherwise agreed to by management and noted in writing herein. **An initial deposit is required at the signing of this contract. A second deposit of 25% of an estimated total is due nine months prior to the event and a third deposit of 25% is due six months prior to the event date** (collectively as paid the "Deposit"). **Deposits are NON-REFUNDABLE and NON-TRANSFERABLE.** For this reason, we suggest that you purchase **EVENT CANCELLATION INSURANCE** from your insurance agent or go to <http://www.markeventinsurance.com> for more information. The parties recognize and acknowledge that the very nature of the event business requires the reservation of the facilities well in advance of the event date. The parties acknowledge that once this contract is signed and the deposit paid Stroudsmoor, relying upon the right to keep the deposit, will reserve the facility and not pursue another event for the scheduled facility on the event date. Should reservation of the Facility on the Event Date be cancelled or changed, it is possible that the Facility will not be used for a comparable event on the Event Date, thereby denying Stroudsmoor its contracted profits. Moreover, the parties acknowledge certain planning, staffing and Facility expenses are incurred in reliance upon reservations regardless of whether the Facility is subsequently used on the Event Date for another event. Since any damages sustained by Stroudsmoor due to a wrongful breach of this contract will be difficult if not impossible to determine, it is agreed that in the event this contract is breached by Engager, the parties agree that Stroudsmoor's measure of damages shall be the forfeiture of all deposits as liquidated damages and not as penalty, which shall be due Stroudsmoor from Engager in lieu of all other damages. Cancellation or change of the event date by Engager shall be deemed to be a breach of this agreement. It is agreed and acknowledged that the Deposit shall be forfeited, regardless of whether the Facility is subsequently used by Stroudsmoor, or booked for another event. Stroudsmoor shall have no obligation to pursue a contract for the use of the Facility on the Event Date or otherwise mitigate Engagers' damages. In all instances, a final payment based on the guaranteed number is due two days prior to the event. All payments made by credit card will be subject to a 4% surcharge. Final payments must be made in cash or certified check.
- Additions/Deletions: _____
- Engager acknowledges that should the Engager default in the timely payment of the final installment due under the contract, then Stroudsmoor, at its option may either (1) be relieved of performing any services contracted hereunder and retain the deposit as liquidated damages for such breach; or (2) may perform services contracted hereunder and pursue the Engager for any and all sums due hereunder.
 - All food costs are subject to 22% gratuities and 6% sales tax. Liquor costs are subject to 22% gratuity only. Minimum gratuity is \$3.00 per person. Tax Exempt Organizations must submit completed "Sales and Use Tax Exemption Certificate." If this form is not on file prior to the date of the event, 6% PA Sales Tax will be charged on all taxable items.
 - A bartender fee of \$100.00 per bartender will be charged on CASH BAR services. **Bartenders will NOT serve alcoholic beverages "by the shot".** In all instances, the serving of alcoholic beverages will stop 30 minutes prior to the end of the function. Management reserves the right to deny Cash Bar Service after scheduled package expires.
 - All functions are scheduled for a maximum duration as follows unless otherwise agreed to by management and noted in writing herein.

Cocktail Reception: 3 hours	Dinner Dance: 5 hours	Dinner: 3 hours	All Stone Room and Main Dining Room events are scheduled for a maximum of 2 hours
Cocktail Hour: 1 hour	Dinner Program: 4 hours	Breakfast/Brunch/Lunch: 3 hours	

The following additional fees will be charged for each half hour of overtime incurred based on availability, and at management's discretion:

Terraview and Ridgecrest \$600.00; Woodsgate, Lawnhaven, Natatorium, SCI Pavilion and Stone Room \$400

- The quotation herein is subject to a proportionate increase to meet increased costs of food, beverages and other costs of operation existing at the time of performance of our undertaking by reason of increases in present commodity prices, labor cost, taxes or currency values. Patron expressly grants the right to the management to raise the price herein quoted or make reasonable substitutions on the menu and agrees to pay such increased prices and to accept such substitutions. Contract may be signed without package details. However, pricing will reflect the cost of the package at the time of selection. **Contracted rate is determined upon selection of the services required, menu and beverage packages.**
- The Engager accepts personal responsibility for damages or theft and assumes responsibility for the consequences of any disturbances caused by their guests and agrees to compensate for reasonable costs.
- The Engager accepts personal responsibility for the payment of the charges incurred herein.
- The Engager is responsible for reserving guest accommodations through the group lodging reservationist if needed. Therefore, you should reserve your accommodations according to the event schedule.
- Stroudsmoor reserves the right to improve existing facilities and construct new facilities as management considers necessary to ensure guest safety, remain compliant with regulations, and to meet future needs. During any construction periods, projects will be executed with the event schedule in mind. Stroudsmoor will take reasonable precaution to minimize the impact on surrounding areas of the property.
- Arbitration. Any controversy or claim arising out of, or relating to, this contract or its breach, including the enforceability of any provisions of this contract, including but not limited to the enforceability of the forfeiture of deposit as liquidated damages, shall be settled by binding arbitration. An arbitrator will be chosen by each party. The arbitrator so chosen will choose an additional arbitrator. The arbitrators will then decide the matter or matters in dispute, and their decision will be binding on all parties. All matters in dispute must be submitted to arbitration within 60 days of contract breach. Arbitration shall be conducted in Stroudsburg, Pennsylvania. Should any matter in dispute, including but not limited to the validity of this contract, be litigated other than through binding arbitration, the parties agree that venue hereunder shall lie in the Court of Common Pleas of Monroe County, Pennsylvania.
- The Engager(s) agree to abide by any Government Mandates/Executive Orders implemented as a result of a public health crisis such as COVID-19, including but not limited to, the practice of social distancing, the use of PPE when gathering, and adherence to all restrictions relevant on the date of the event.
- In the event of a public health crisis requiring government mandates for social events, such as COVID-19, the Engager agrees to postponement of the event herein to a mutually beneficial date within a period of 12-months from the original date. This is Stroudsmoor's commitment to keeping all parties financially whole. Cancellation of the event will result in the forfeiture of all non refundable deposits as stated in number two of this contract
- Entire Agreement. This is the entire Agreement between the parties. Any changes or additions to this Agreement must be in writing and signed by the parties and be binding on their respective administrators, executors and successors. Engager shall have no right to assign this Contract except with the express written consent of Stroudsmoor.

*Consuming raw or undercooked meats, fish, poultry, shellfish or eggs may increase your risk of food-borne illness. Our recipes may contain allergens like milk, eggs, peanuts, tree nuts, soy, fish, shellfish and wheat.

Social Estimate

Stroudsmoor Country Inn
 Event Office
 P.O. Box 153 Stroudsburg, PA 18360
 570-421-6431 Ext. 420
www.stroudsmoorweddings.com



Couple Information		Date of Signing:	05/31/2024
Engager 1:	East Stroudsburg High School North	Location:	Terraview
Engager 1 Email:	carolyn-cruz@esasd.net	Estimated Number:	225
Address:	279 Timberwolf Dr, Dingmans Ferry, PA 18328	Minimum Adults Req:	175
Phone #:	Contact: Mrs. Carolyn Cruz (570) 588-4420 Ext. 38972	Date Range:	April - August & November
		Date of Event:	05/16/2025

Item	Description	Per Person	Package Item	Total
Food Package	AV - Dinner Buffet	\$ 49.95	\$ -	\$ 11,238.75
Soda Package	Soda Package	\$ 10.00	\$ -	\$ 2,250.00
Additional Amenities	None	\$ -	\$ -	\$ -
Additional Amenities	None	\$ -	\$ -	\$ -
Additional Amenities	None	\$ -	\$ -	\$ -

Notes:

Deposit Schedule			Subtotal, USD:	\$ 13,488.75
Event Booking Deposit	\$ 500.00	05/31/2024	Service Charge	\$ 2,967.53
Floral Booking Deposit	\$ -	05/31/2024	PA Sales Tax - Tax Exempt	
Second Deposit	\$ -		Adjustments	\$ -
Final Payment	\$ 15,956.28	05/14/2025	Total, USD:	\$ 16,456.28

Final payment must be made in CASH or Bank Check

Engager 1: East Stroudsburg High School North
 Signature: _____
 Date: _____

I understand by the completing of this form all **Deposits are NON-REFUNDABLE and NON-TRANSFERABLE**. The parties recognize and acknowledge that the very nature of the event business requires the reservation of the facilities well in advance of the event date. The parties acknowledge that once this deposit is processed Stroudsmoor, relying upon the right to keep the deposit, will reserve the facility and not pursue another event for the scheduled facility on the event date. Should reservation of the Facility on the Event Date be cancelled or changed, it is possible that the Facility will not be used for a comparable event on the Event Date, thereby denying Stroudsmoor its contracted profits. Moreover, the parties acknowledge certain planning, staffing and Facility expenses are incurred in reliance upon reservations regardless of whether the Facility is subsequently used on the Event Date for another event. Since any damages sustained by Stroudsmoor due to the cancellation of the event date will be difficult if not impossible to determine, it is agreed that Stroudsmoor's measure of damages shall be the forfeiture of all deposits as liquidated damages and not as penalty, which shall be due Stroudsmoor from Engager in lieu of all other damages. Cancellation or change of the event date by Engager shall be deemed to be a breach of this agreement. It is agreed and acknowledged that the Deposit shall be forfeited, regardless of whether the Facility is subsequently used by Stroudsmoor, or booked for another event. Stroudsmoor shall have no obligation to pursue a contract for the use of the Facility on the Event Date or otherwise mitigate Engagers' damages.

The actual floral and decor charges and deposits will appear separately on the final floral and decor invoice.

Planner: _____
 Signature: _____
 Date: _____
 Sales Manager: _____
 Signature: _____
 Date: _____

Engagers Initials _____

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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	El	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		21CC	All	0	0	0	0	0	0	0	1	1	2	0	2	3
	21CC Total	0	0	0	0	0	0	0	1	1	2	0	2	3	0	9
AACS	All	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
	AACS Total	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
ADM	All	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	ADM Total	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
AGCC	All	0	1	1	5	2	1	0	4	2	2	1	2	1	1	23
	AGCC Total	0	1	1	5	2	1	0	4	2	2	1	2	1	1	23
AHCC	All	0	0	0	0	0	0	0	0	0	0	0	1	2	0	3
	AHCC Total	0	0	0	0	0	0	0	0	0	0	0	1	2	0	3
BES	All	0	72	69	73	64	61	63	0	0	0	0	0	0	0	402
	BES Total	0	72	69	73	64	61	63	0	0	0	0	0	0	0	402
CCAC	All	0	5	4	13	10	11	12	19	29	16	17	9	13	12	170
	CCAC Total	0	5	4	13	10	11	12	19	29	16	17	9	13	12	170
CPDL	All	0	0	1	0	0	1	0	1	1	0	0	0	0	0	4
	CPDL Total	0	0	1	0	0	1	0	1	1	0	0	0	0	0	4
ECCS	All	0	0	0	0	0	0	0	2	3	3	1	0	1	0	10
	ECCS Total	0	0	0	0	0	0	0	2	3	3	1	0	1	0	10
EHN	All	0	0	0	0	0	0	0	0	0	0	228	229	226	234	917
	EHN Total	0	0	0	0	0	0	0	0	0	0	228	229	226	234	917
EHS	All	0	0	0	0	0	0	0	0	0	0	330	336	348	319	1333
	EHS Total	0	0	0	0	0	0	0	0	0	0	330	336	348	319	1333
ESE	All	0	93	88	93	108	102	108	0	0	0	0	0	0	0	592
	ESE Total	0	93	88	93	108	102	108	0	0	0	0	0	0	0	592
HOME	All	0	14	10	24	22	22	24	12	8	5	4	6	5	3	159
	HOME Total	0	14	10	24	22	22	24	12	8	5	4	6	5	3	159
IPCC	All	0	3	4	0	3	0	0	1	2	2	7	4	2	3	31
	IPCC Total	0	3	4	0	3	0	0	1	2	2	7	4	2	3	31
IU20	All	0	9	9	16	4	9	5	7	11	7	8	8	10	6	109
	IU20 Total	0	9	9	16	4	9	5	7	11	7	8	8	10	6	109
JMH	All	0	65	72	101	71	76	72	0	0	0	0	0	0	0	457
	JMH Total	0	65	72	101	71	76	72	0	0	0	0	0	0	0	457
JTL	All	0	0	0	0	0	0	0	284	328	294	0	0	0	0	906
	JTL Total	0	0	0	0	0	0	0	284	328	294	0	0	0	0	906
LIS	All	0	0	0	0	0	0	0	182	205	214	0	0	0	0	601
	LIS Total	0	0	0	0	0	0	0	182	205	214	0	0	0	0	601
LLAC	All	0	0	0	0	0	0	0	0	1	1	0	1	0	0	3
	LLAC Total	0	0	0	0	0	0	0	0	1	1	0	1	0	0	3
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	53	79	68	56	86	63	0	0	0	0	0	0	0	405
	MSE Total	0	53	79	68	56	86	63	0	0	0	0	0	0	0	405
PACC	All	0	3	3	1	2	4	3	1	8	6	3	4	5	3	46
	PACC Total	0	3	3	1	2	4	3	1	8	6	3	4	5	3	46

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BLDG	GRADE HMRM	EI	KF	01	02	03	04	05	06	07	08	09	10	11	12	HmRm Total
		PADL	All	0	0	2	1	0	0	0	0	0	1	0	0	1
	PADL Total	0	0	2	1	0	0	0	0	0	1	0	0	1	1	6
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	3	0	1	2	2	1	1	0	1	1	4	1	1	18
	PAVC Total	0	3	0	1	2	2	1	1	0	1	1	4	1	1	18
RCCS	All	0	3	4	5	4	2	7	6	4	4	7	8	7	2	63
	RCCS Total	0	3	4	5	4	2	7	6	4	4	7	8	7	2	63
RES	All	0	75	77	85	59	57	70	0	0	0	0	0	0	0	423
	RES Total	0	75	77	85	59	57	70	0	0	0	0	0	0	0	423
SMI	All	0	62	49	51	51	62	54	0	0	0	0	0	0	0	329
	SMI Total	0	62	49	51	51	62	54	0	0	0	0	0	0	0	329
Total All Buildings		1	461	473	537	459	496	483	523	607	559	612	618	628	588	7045

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

RESOLUTION
BY THE BOARD OF DIRECTORS OF
THE EAST STROUDSBURG AREA SCHOOL DISTRICT

Be it **RESOLVED**, that the East Stroudsburg Area School District, with thanks and appreciation to both the Board of Supervisors of Lehman Township and the residents of said Township, do **HEREBY ADOPT** the attached Intergovernmental Cooperation Agreement for the provision of emergency ambulance services at North High School football games for the 2024 football season.

Adopted this 15th day of July, 2024.

Michael Catrillo, President

Patricia Rosado, Board Secretary
East Stroudsburg Area School District

INTERGOVERNMENTAL COOPERATION AGREEMENT

between

EAST STROUDSBURG AREA SCHOOL DISTRICT

and

LEHMAN TOWNSHIP, PIKE COUNTY

This Memorandum of Understanding (“MOU”) is made this ____ day of July, 2024, by and between the EAST STROUDSBURG AREA SCHOOL DISTRICT (“School District”) and Lehman Township, Pike County, Pennsylvania (“Lehman”).

1. The School District is in need of standby ambulance coverage for Varsity, Junior Varsity, Junior High (Freshman) and Intermediate football games located at 279 Timberwolf Drive, Bushkill, Lehman Township, Pennsylvania on the dates and at the times set forth on the attached Schedule.

2. Lehman is able to provide standby ambulance coverage as needed by the School District through Lehman Pike Emergency Medical Services.

3. The parties enter into this Agreement by their respective authority under Section 2301, *et. seq.* of Title 53 of the Pennsylvania Consolidated Statutes, and each party’s participation in this Agreement has been duly approved by the School District’s Board of Education and the Township’s Board of Supervisors, respectively.

4. Lehman will provide standby ambulatory services for all home Varsity, Junior Varsity, Junior High (Freshman) and Intermediate football games located at 279 Timberwolf Drive, Bushkill, Lehman Township, Pennsylvania on the dates and at the times set forth on the attached Schedule. The parties acknowledge the schedule is subject to change, and that the School District will notify Lehman of any schedule changes as expediently as reasonably possible.

5. By signature below, the School District and Lehman hereby acknowledge the foregoing as the terms and conditions of their Agreement.

LEHMAN TOWNSHIP

PIKE COUNTY, PA

By: Robert H. Rohner

TITLE: Chairman

EAST STROUDSBURG AREA

SCHOOL DISTRICT

By: Michael A. Catrillo

TITLE: President